

CHALFONT ST GILES PARISH COUNCIL

A meeting of the Parish Council was held on Wednesday 4 March 2020 at The Gardens Association Hall in Chalfont St Giles at 8.00p.m.

Present: Cllr G Patrick (Chairman), Cllr D Bray, Cllr J Chamberlain, Cllr G Kirkby, Cllr R Gill, Cllr P Lea-Wilson, Cllr J Lomas, Cllr R Massey, Cllr M Phillips, Cllr D Vilcans-Moody and the Clerk.

Public Forum

A resident from Bowstridge Lane attended to complain about speeding traffic on Bowstridge Lane, the lack of decent street lighting and parking issues. The Clerk had contacted Paradigm Housing regarding the condition of the parking area and this was being addressed by them. A complaint was also made about the style leading to the footpath off Bowstridge Lane leading to the Parish Church. (This is not a public right of way.)

1. **Apologies for absence:** Cllr J Ryman
2. **Declarations of Interest:** None.
3. **Minutes of the meetings held on 5 February 2020 report 06/20:** Were agreed and signed in meeting.
4. **Clerks notes:** Noted.
5. **Correspondence:**
 - 5.1. **Letter from a resident regarding the state of the 'pavement' area of Bottrells Lane:**
The Clerk had responded stating the cost for this work was £59k and therefore the Parish Council could not carry out this work.
6. **Correspondence received after the agenda was circulated**
7. **Reports from committees**
 - 7.1. **Planning Committee meeting 19 February 2020 07/20:** Proposed by Cllr Bray and seconded by Cllr Kirkby, all agreed.
 - 7.2. **Open Spaces Committee meeting 19 February 2020 08/20:** Proposed by Cllr Patrick and seconded by Cllr Chamberlain, all agreed.
 - 7.3. **Finance and General Purposes Committee meeting 24 February 2020 9/20:** Proposed by Cllr Gill and seconded by Cllr Kirkby, all agreed.
8. **Standing items:**
 - 8.1. **HS2 Updates:** Detailed plans for the new road layout for Bottom House Farm Lane had been circulated by Fusion and Align the HS2 contractors. An online questionnaire was circulated regarding the works at the vent shaft.
 - 8.2. **Reports from outside organisations:** None.
9. **Current matters:**
 - 9.1. **To agree to re-adopt the current standing orders:** This was agreed.
 - 9.2. **To agree to adopt the updated financial regulations:** This was agreed.
 - 9.3. **To discuss the renewal of the Devolved services contract:** A request for the most recent tree survey had been made to the devolved services team so that the Parish Council may assess the risks posed from trees on Bucks County Council land. A new contract will not be signed until this has been seen.
 - 9.4. **To agree the free parking days for Blizzards Yard car park:** Literary festival dates 16 and 23 May, Village Show 5 September, Christmas Lighting Ceremony 28 November and 12 December.
 - 9.5. **To discuss the LAF funding requirement to reduce the speed limit on the A413 to Mill Lane. (Cllr Chamberlain):** The cost to move the 30mph limit from the A413 between Pheasant Hill and Mill Lane to beyond Mill Lane in the direction of Amersham had been assessed at £15963. It was agreed that this would not go ahead as a LAF project. Cllr Chamberlain to inform LAF. This may be a project for the HS2 road safety fund.
 - 9.6. **To agree the VE day celebrations (Cllr Chamberlain):** A grant had been applied for to assist with funding the celebrations. The suggestion for teas on the village green were not thought to be logistically possible due to the capabilities of the organisers. However the decals for the shop windows can still go ahead as well as bunting on the village green.
 - 9.7. **To discuss the High Street Bucks event and ways to improve our High Street. (Cllr Chamberlain):** High Street Buck suggested that ways to keep your high street alive and vibrant was to run events throughout the year. Cllr Chamberlain suggested an Easter duck race on the newly returned River Misbourne as one possible family event.

- 9.8. To discuss the Parish Council elections in May:** Details about the elections in May would be circulated along with information about Purdah. Paperwork would be delivered to Councillors and once completed this can either be taken to electoral services by the Clerk or by the Councillors themselves.
- 9.9. To agree a date for the Annual Parish Meeting and the Annual Meeting of the Council:** Both meetings to take place on Wednesday 14 May with the Annual Parish Meeting taking place at 7pm and the Annual Meeting of the Parish Council starting at 8pm. A new calendar would be circulated prior to this date.
- 9.10. To agree the future management of Duck Pond Markets. (Cllr Kirkby):** BAT4CSG who currently administer the market will be closing as a representative of Businesses and Traders in the village on 30 June 2020. A new contract to be created between the Parish Council and Duck Pond markets. Clerk to take on the administration of the agreement, namely invoicing and ensuring insurance is in place. A rota would be created to ensure that the users of the green comply with the byelaws.
- 9.11. To discuss the need for a Safeguarding policy. (Cllr Bray):** Cllr Bray stated that the Children's Act 2014 suggested that Parish Councils should have a safeguarding policy. As the Parish Council do not have any direct contract with unsupervised children it was agreed to seek guidance from NALC.
- 9.12. To discuss the need for a Parish Emergency Plan. (Cllr Bray):** The Parish Council have adopted the Chiltern and South Bucks emergency plan but this would cease to be valid after April 2020. The clerk had asked for guidance from Steve Bambrick from Chiltern District Council as he was the owner of the document. A list of keyholders for the village buildings would be updated and circulated.
- 9.13. To discuss Parish Council response to Coronavirus:** The Parish Council would be guided by advice from the Government and Public Health England. Advice re personal hygiene, handwashing and hand sanitising to be followed.
- 9.14. Do discuss staff payroll:** The clerk was asked to leave the meeting whilst this was discussed. A staff bonus was agreed for all staff and a pay increase was awarded in line with the National Joint Council for Local Government Services.
- 10. Accounts for January 2020:** Were examined in the meeting. Invoices were signed for later online authorisation by Cllr Bray and Cllr Gill.
- 11. Items for future agendas:** A response to be written to the village newsletter explaining what the Parish Council do and encouraging new councillors to step forward.
- 12. Date of next meeting – Wednesday 1 April 2020 at 8.00pm**
Meeting closed 10.18pm