

MINUTES OF THE MEETING HELD ON THURSDAY 12th NOVEMBER 2020 AT
8.00 PM BY ZOOM

ATTENDANCE: Cllrs Mr S. Cope, Mr N Harris, Mrs V. Smith, Mrs K. Cheshire, Mr N. Timberlake,
Mrs S Henson - Clerk Cllr Mr D. Hayday

No members of the public

APOLOGIES: Cllrs Mr R. Seymour, Mr P. Brown

DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS BY MEMBERS RELATING
TO ITEMS ON THE AGENDA – Cllr Mrs Smith declared a personal interest in the planning
application for 10 Chorley Road.

CONFIRMATION AND SIGNING OF MINUTES OF THE OCTOBER PARISH COUNCIL
MEETING

The Minutes for the October Parish Council meeting were agreed by those Councillors present and
will be signed by the Chairman outside the meeting.

CLERKS REPORT

1. The 4 noticeboards have been delivered and will be installed over the next week weeks
depending on the weather conditions.
2. The Poppy Wreath has been received and was placed on the War Memorial on
Remembrance Sunday by the Chairman of the Parish Council.
3. The gullies from Chorley Road junction to the Pedestal roundabout still have not been jetted.
Clerk is chasing Transport for Bucks.
4. The cover for the litter bin by the Pedestal Pavilion vanished and a replacement has been
fitted at a cost of £100. Cllr Cope asked if we could change the style of bin near the car park
as this bin is without a lid and fills up with rainwater. Clerk will investigate.
5. Chiltern Rangers have been in contact relating to the proposals for an environmental scheme,
but no information has been submitted to date.
6. One allotment tenant has been given Notice to Quit as two letters and two emails have not
resulted in the allotment rent being paid. A letter terminating his tenancy has been sent. The
plot will be reallocated on 23rd November.
7. The Pedestal barrier was closed on Friday 6th November and re-opened on 11th November.
8. The donation made to the Village Clock has been used for its annual service and it is now
striking.

MEETING CLOSED FOR PUBLIC QUESTION TIME
MEETING REOPENED

278.1 Correspondence Received from 9th October – 12th November 2020

1. Website analysis for October – emailed.
2. Buckinghamshire Council daily and weekly updates – links put on website
3. Email from a resident raising concerns about filming in the parish during COVID. Filming is
allowed under government guidance.
4. Quote for annual grass cutting on verges, the Pedestal Playing Field and the burial ground
from Acorn Landscapes - enclosed
5. Quote for annual maintenance from Stillman Garden Services - enclosed
6. NALC notification of Government guidance on COVID for local authorities – on website
7. Government Guidance on the increase of the terrorist threat – on website
8. Buckinghamshire Council guidelines on Halloween and Bonfire Night – posters issued, on
website
9. BMKALC AGM notification on 20th November at 7pm
10. Request for financial support for the Community Cop Card Scheme

11. Complete Tree Services quote for allotment boundary work - £645 and £435 for two tree surveys for the burial ground and the Pedestal Playing Field - emailed
12. Annual ROSPA Play Inspection for the Pedestal Playing Field – emailed
13. Thank you letter from St Lawrence PCC for the Village clock donation.
14. Notification from Scottish and Southern Electricity business energy that there will be a temporary increase to our non-commodity charges due to lower national energy demand due to COVID. From 1st December until 1st September 2021. The increase will be 0.201p per kWh
15. Notification that the Council Tax base precept calculator will be issued on 1st December.

278.2 Planning Applications & decisions:

20/07795/TPO-Windyhaugh, Church Lane, West Wycombe-Reduction by 5 metres as unmanaged x 3 limes (G1), reduce back by 5 metres to previous pruning points for continued management x 13 limes (G2) and reduce by 8 metres to restrict root growth x 1 lime (T1) – no objection

20/07874/FUL -10 Chorley Road West Wycombe Buckinghamshire HP14 3AR -

Householder application for construction of part single, part two storey rear extension, demolition of existing garage and construction of side extension, internal alterations and alterations to fenestrations – no objection however we cannot see how they are going to access their oil tank which is situated in the rear garden as there is no obvious open access to the rear garden.

20/07525/CTREE – Flint House, Bradenham Road, West Wycombe - Reduce by 3m in height and width x 1 Hornbeam (T1), fell x 1 Damson (T2), reduce by 3m in height 2m in width x 1 Silver Birch (T3) and prune back lateral branches facing rose cottage by 2-3m x 1 Yew (T4) – West Wycombe Parish Council has no objections to the work on the hornbeam and damson but we have concerns that this application is being made for a tree (the yew) in a neighbour’s garden and we have to assume that the resident of Rose Cottage is in agreement with the application. Pruning on one side of this very old and established yew tree is going to have an adverse effect on the shape of the tree.

20/07663/CTREE-Rose Cottage Bradenham Road West Wycombe-Prune back lateral branches facing rose cottage by 2-3m x 1 Yew (T4) West Wycombe Parish Council has concerns that this application is being made by a neighbour and we have to assume that the resident of Rose Cottage is in agreement with the application. Pruning on one side of this very old and established yew tree is going to have an adverse effect on the shape of the tree

Decision

20/07525/CTREE – Flint House, Bradenham Road, West Wycombe - Reduce by 3m in height and width x 1 Hornbeam (T1), fell x 1 Damson (T2), reduce by 3m in height 2m in width x 1 Silver Birch (T3) and prune back lateral branches facing rose cottage by 2-3m x 1 Yew (T4) – not to make a TPO

20/07663/CTREE-Rose Cottage Bradenham Road, West Wycombe-Prune back lateral branches facing rose cottage by 2-3m x 1 Yew (T4) – not to make a TPO

20/07402/CTREE -Park Farm House Toweridge Lane High Wycombe-Fell x 2 Ash (T1, T3) and x 1 Ash, Elder and Goat Willow (T2) – not to make a TPO

20/07279/FUL-361A West Wycombe Road, High Wycombe -Erection of two storey rear extension & loft conversion to create addition 1-bed self-contained flat -permit

20/07280/FUL_470 West Wycombe Road, High Wycombe-Householder application for construction of single-storey side extension with internal and external alterations following demolition of existing side porch – permit.

278.3 To agree to place an order for tree works in the allotments at a cost of £645 and trees surveys for the Burial Ground and Pedestal Playing Field at a cost of £435

It was resolved to place orders for the allotment boundary hedge and tree work and the tree reports. The reports for both sites have been submitted and circulated to Councillors. It was resolved to undertake both the 6month and 12 month work. The goat willow referred to is technically on St Lawrence PCC ground but has a Health and Safety impact on our entry gate and usage of the car park. Clerk will contact the PCC and ask if they would be able to make a

contribution towards the work. Cllr Harris recommended that the goat willow should actually be felled.

278.4 To receive the Pedestal Playing Field Play Inspection report

The Play Inspection document has nearly all low risk recommendations. We should consider replacing the baby swings, the dividing fence, possibly with bright and cheerful fencing and also obtain costs for having some of the surfaces replaced with a more robust surface as well as a cost for fencing the play equipment area off from the remainder of the playing field. Clerk will obtain costs for the items individually and as a total project.

278.5 To receive an update on the feasibility study for the High Street and other highways issues

A site visit took place in the High Street with Buckinghamshire Council, a consultant and parish councillors to discuss the project to prevent vehicles driving on the pavement. We have made it clear that we want a feasibility study thinking 'outside the box' before we consider the next stage as we realise it is a complex issue. We need to consider putting money in next year's budget to implement the project. Clerk will chase

The second half of the Parish Council owned heritage lights are currently being converted to LED.

The light above the belisha beacon on the zebra crossing is not working and has been reported.

The light opposite The Swan has been reported as has the one close to the Village Hall.

Dead deer on Chorley Road and Bradenham Road have been reported.

Overnight resurfacing works are due to take place on the Pedestal Roundabout on the night of 13th November.

The overflowing litterbins in the High Street were reported and subsequently emptied. Trying to get confirmation of twice weekly emptying as in the past.

We have been trying to obtain accurate copies of the waste collection calendar.

Cllr Hayday is trying to have Park Farm Road surfaced in 2021.

278.6 To agree to make a donation to the Community Cop Card Schools Scheme

We supported this successful scheme several years ago. It was resolved to make a donation of £30. Clerk is trying to obtain details of how we can make the donation.

278.7 To consider COVID19 and decisions or actions which may be required

The Clerk has replaced some of the signs in the Pedestal Playing Field. Currently we have not been asked to help in any way. Neighbours and the Post Office and the butchers are providing support throughout the current pandemic lockdown restrictions.

278.8 To consider the purchase of a mobile phone and moving away from BT

We currently pay over £500 pa for BT phone line. We could save money once we have purchased a mobile phone. The Clerk is having to use her personal mobile very frequently. We would reduce our annual usage costs by half if we converted to a Mobile Landline configuration. The Clerk submitted a proposal to Councillors prior to the meeting. The Clerk reported that since undertaking the research the cost of the mobile phone had changed to £299. It was resolved to proceed with the changeover.

278.9 To discuss future projects and budget for 2021/2022

The Clerk issued a suggested budget prior to the meeting. It allows for further work on the High Street project, environmental project, election, expenditure on replacement play equipment due to wear and tear and a reserve of £25,000. The carry forward figure will be between £30 - £34,000 depending on whether the tree works from the report talked about at 278.3 are carried out. The Clerk has recommended reducing the Precept to the 2019/2020 figure of £43,500. The Tax Base Calculator will be available from December 1st. Setting the Precept will be a December agenda item.

278.10 To agree to place orders with Acorn Landscaping and Stillman Garden Services for 2021/2022

Both contractors had provided an excellent service throughout the year despite the difficulties presented by COVID19. It was resolved to continue placing our work with them. Acorn Landscaping had kept the price the same as this year and Stillman Garden Services had increased the annual charge by £40.

278.10 To discuss the lighting of the Christmas Tree

Cllr Harris will order the mobile elevated work platform for the weekend of Sunday 29th November. It was resolved to purchase 4 sets of bauble lights for the tree at the Chorley Road triangle at a cost of approx. £90. This will be dependent on answers to Cllr Harris's electrical connection queries with the supplier.

278.12 To approve the accounts for November 2020 signing of cheques - appendix 2

It was resolved to approve the accounts. See end of Minutes.

278.13 Members questions

The Clerk thanked the Councillors for the bouquet and garden vouchers to celebrate her 25 years as Clerk to West Wycombe Parish Council.

278.14 Dates for 2021

14th January, 11th February, 11th March, 25th March – Annual Parish Meeting, 15th April, 13th May – Annual Parish Council meeting, 10th June, 15th July, 12th August – if required, 9th September, 14th October, 11th November, 9th December. On noticeboards, website and issued to all Councillors. In theory elections will be held on Thursday 6th May.

278.15 Date of Next Meeting

The next meeting of the Parish Council will be held at 8pm on Thursday 10th December 2020 via Zoom.

Payments to be made in November 2020

Castle Water (dd)	18.66	Allotment water 8/10
Mrs S Henson	597.62	October salary
Mrs S Henson	30.36	Mileage and expenses
Bucks CC	221.30	October pension
HMRC - online	85.80	Tax
Acorn Landscaping	488.14	7/12 highway grass,8/12 burial ground, Pedestal strimming 7/12
TBS Hygiene	144.00	October collections
S. Cope	43.17	3 months zoom subscription refund
Glasdon	120.85	Replacement bin cover and key
Earth Anchors	2400.88	4 replacement noticeboards
Parish Council Websites	375.00	Completion of accessible website
Southern Electric (dd)	84.01	Streetlight energy
Giff gaff (debit)	6.00	SIM card
Giff gaff (debit)	299.00	Mobile phone
CPC Ltd(debit)	85.68	4 sets Christmas ball lights
BT (dd)	313.56	Quarterly phone bill
Total	5314.03	

Statement of Account as at 1st November 2020

Opening balance – 1 st October	51309.05
Less October payments	2766.82
Plus allotment rents	180.00
Plus Downley Dynamos field rent	400.00
Plus memorial stone fee	90.00
Total	49212.23