



*West Wycombe
Parish Council*

**YOU ARE SUMMONED TO ATTEND A MEETING OF THE PARISH COUNCIL
TO BE HELD AT 8pm ON THURSDAY 9th DECEMBER 2021
IN THE CHURCH ROOM, WEST WYCOMBE**

**MEMBERS OF THE PRESS AND PUBLIC ARE INVITED TO ATTEND
WEARING A MASK IS VOLUNTARY; PLEASE DO NOT ATTEND IF YOU HAVE COVID SYMPTOMS**

AGENDA

1. To accept apologies for absence
2. Declaration of disclosable pecuniary interests by Members relating to agenda items
3. To confirm and sign the minutes of the November Parish Council Meeting
4. Clerk's report on progress on items in the previous minutes

MEETING CLOSED FOR PUBLIC QUESTIONS AND MEETING RE-OPENED

5. Correspondence – see Appendix 1
6. Planning Applications & decisions:

21/08230/LBC-Towerage Barn, Toweridge Lane, West Wycombe-Change of Use from Agricultural barn to 1-bed holiday accommodation C3 (Residential) to include erection of single storey side extension and installation of 2 x tapered saddle stones and associated fencing and siting of septic tank

21/08083/CTREE-53 High Street, West Wycombe-Fell due to size and excessive shading of garden x 1 Walnut (T1). Prune lateral growth by approx 2m to encourage the tree to grow in a more traditional manner x 1 Apple tree (P1). Prune branches by approx 0.5m to 1m to

21/07525/FUL – Beechwood House, 10 Beechwood Road, West Wycombe – amended plans - Householder application for re-landscaping of side gravel drive leading to rear of property

7. To agree the budget for 2022/23
8. To set the Precept for 2022/23
9. To discuss progress on the Community Orchard
10. To report and discuss any highways issues
11. To discuss Her Majesty's Platinum Jubilee Celebrations for 2022
12. To approve the accounts for December 2021 - appendix 2
13. Members questions
14. Date of next meeting -Thursday 13th January 2022 at 8pm in The Church Room, West Wycombe

SHARON L. HENSON, CLERK

2.12.2021

**PLEASE REPLY TO: Clerk to the Parish Council, Mrs. Sharon L. Henson,
18, Portway Drive, West Wycombe, Buckinghamshire HP12 4AU
Telephone: 01494 – 448048 Email: clerk@westwycombeparishcouncil.gov.uk**

Appendix 1Correspondence received 12th November – 2nd December 2021

1. Buckinghamshire Council daily and weekly updates and press releases – links put on website.
2. Website analysis for November – emailed
3. Response from Fynecast in relation to the plans/tree works beyond Gerrard Court.
4. Email from a High Street residence re the gully outside 21/22 High Street
5. Correspondence between the Operations Manager of TfB and the Clerk re gully emptying carried out on 11th November and an issue with the gullies leading to the Pedestal roundabout and outside 21/22 High Street – in future it will be carried out twice per year as long as we can clear the High Street of cars each time.
6. Thank you for the Remembrance Service from a local resident.
7. Email acknowledging our request for a litter bin with cover for the lay by in Bradenham Road and our request that nothing changes with the litter bins in the High Street.
8. Chiltern Rangers arranging a meeting at noon on 5th January – Clerk will attend – is anyone else available?
9. Permission for a planning response extension for The Barn, Towerage Lane.
10. Request from Cadent Gas for venues where public meetings can be held as major gas mains work is planned for the West Wycombe Road from Plomer Hill to the Pastures junction in January. Clerk has provided contact details for several venues. Could be chaos!
11. Publicity on the Pride of Bucks Awards – closing date 31st December.
12. Police and Crime Commissioners Newsletter – emailed
13. Notification that Food Waste collection will resume on 13th December – on website/Facebook/ noticeboards.
14. Local Plan Consultation – end February – agenda item in January – emailed
15. Confirmation that the new Electoral Roll will be issued in early December.
16. Request from an allotment tenant for chickens on the allotments. Clerk has replied in the negative.
17. HS2 Road Safety Fund – we have passed to the final stage on all three projects for the Bradenham Road

Clerks Report

1. The Clerk has ordered the Platinum Jubilee Seat.
2. JSG Handyman has fitted the new parts on the play equipment and the goal.
3. Cracked tarmac around gully outside 21/22 High Street has been reported to Fix my Street, however there are no plans to repair it as it is not seriously damaged.
4. No further information available at the moment from Sheppards of Henley in relation to the Pedestal Monument.
5. No further information at the moment from Historic England about the ownership of the Pedestal Monument.
6. Please study the enclosed suggested budget – still waiting for the Precept information but this should be available in time for our meeting.

Appendix 2Payments to be made in December 2021

Cartridge People (debit card)	59.89	Black toner and A4 paper
Southern Electric (dd)	25.62	Feeder pillar energy
Southern Electric (dd)	23.86	Feeder pillar energy
Castle Water (dd)	47.07	Allotment water – monthly for 4 months
Mrs S Henson	599.42)	November salary
Mrs S Henson	59.00)	November travel and expenses
Bucks Council	221.30	December pension
HMRC - online	84.00	Tax
Acorn Landscaping	493.14	Highway grass, burial ground, Pedestal strimming
TBS Hygiene	115.20	November collections
JSG Handyman	186.01	Play equipment repairs and goal fixings
SWARCO	602.83	Maintenance contract for solar VAS units
Complete Tree Services	768.00)	Pedestal Tree work
Complete Tree Services	2574.00)	Burial Ground tree work
Keith Heybourn	200.00	Ashes plot digging (weekend) – waiting for invoice
Dave Dakin		Electrical work for Christmas lights – waiting for invoice
WDALC	10.00	Annual subscription
SLCC	134.00	Annual subscription
Eros	183.00	Hire of cherry picker for Christmas tree
Giff gaff (debit card)	6.00	Monthly charge for mobile
Smart Numbers (dd)	23.99	Monthly service charge
Southern Electric (dd)	78.88	Streetlight energy
Total	6495.21 plus D. Dakin	

Statement of account as at 1st December 2021

Opening balance as at 1 st November	48292.36
Plus BBC film donation for use of Burial Ground car park	150.00
Burial fee	190.00
Subtotal	48632.36
Less November payments	4188.03
Total	44444.33

Draft - West Wycombe Parish Budget for 2022/23

Estimated Running Costs for 2022/2023

Clerk's salary, pension	(Staff)		11500
Expenses, stationery/s/ware	(Adm)	2100)	
Auditors	(Adm)	500)	
Chairman's Allowance	(Adm)	150)	
Postage	(Adm)	65)	4795
Insurance	(Adm)	1200)	
Hire of Rooms	(Adm)	280)	
Use of office, energy, broadband	(Adm)	500)	
Web site, telephone line	(Adm)		1560
Training	(Adm)		150
Subscriptions	(Adm)		400
S137 Village Clock	(Adm)		300
Misc donations	(Adm)		500
S137 expenditure Old Peoples Party/Poppy Wreaths	(Adm)		200
Lighting (maintenance and energy)			2400
Pedestal Playing Field maintenance and rent			3750
Pedestal Playing field equipment			5000
Burial Ground maintenance, refuse, seat			5800
Allotment maintenance incl water, hedge cutting and scrub clearance			1325
Community Orchard			2600
Highways - verge grass cutting/weed killer/salt/dog bins/sign cleaning			8750
High Street project feasibility – Transport for Bucks			3000
HS2 Safety Fund contribution towards projects – not known yet			6000
Pedestal Monument (might be able to get a grant)			2000
VAT on purchases (reclaimable)			3000
General reserve			20000
Total			83030
Income:			
Opening balance (incl Pedestal reserve and general reserve)			30000
VAT refund			4000
Precept			43500
Bucks CC – devolved services			2100
Downley Dynamos			400
Allotment rents			500
Total			80500

West Wycombe Parish Suggested Budget for 2022/2023

The Clerk has worked out our proposed and planned expenditure for the remainder of this financial year. Taking into account the invoices to be paid in December and the expected expenditure to the end of our financial year on 31st March, our end of year balance will be in the region of £28-£30,000.

As you are aware we have spent a large amount of money on general maintenance and 'green' maintenance, i.e. the tree safety work in the Pedestal and the Burial Ground; the extra maintenance of grass verges and hedges; allotment tree safety; replacement equipment in the Pedestal Playing Field as well as maintenance required as a result of our annual ROSPA inspection. It is obvious that maintaining the green spaces we are responsible for take up quite a large section of our budget and the Devolved Services Grant from Buckinghamshire Council will increase for the first time, by 3% this coming year, however that will only amount to a total grant of £2100. Our contractor's costs have increased, and this has been allowed for as well as noting that we need to undertake more general maintenance of the trees, hedges, and grass in the Pedestal Playing Field.

We have a commitment of £2700 for the Community Orchard project and the Platinum Jubilee bench has been allowed for.

We are committed to 50% funding of the High Street feasibility study and we may have a solution which will need part funding, however we have not been able to bid for funding from next year's budget from the Community Board as we have no idea what will be possible or any costs involved so any work which might be possible will have to happen in the 2023/24 budget. We are also committed to contributing to the schemes put forward in the HS2 Safety Fund – to date we know our schemes were met with a favourable response and have now been submitted for funding to the final stage, we must allow up to £6000 for this possibility.

We know that electricity costs will do the same. Our current contract runs until September 2022, and it is impossible to estimate what we will be paying for electricity in the second half of next financial year. An increase has been allowed for.

The Local Government Association are still negotiating the pay structure for 2022/23. The Clerk has not taken the last two recommended pay rise awards. A slight increase has been allowed for.

The Pedestal Play equipment budget has been reduced this year but we need to allow for replacement/new equipment.

Telephone and insurance costs have come down through setting up new agreements and the mobile landline system.

Currently we do not have any costings in connection with the possible Pedestal Monument renovation.

The Precept has been kept to £43,500 but we will need to wait for Buckinghamshire figures before we can really work this out. We could probably reduce the precept to £43,000 as we have never needed to use our reserve and always end the year in a safe position.

Band D properties have been paying the following figures towards the Parish Council Precept:

15/16	£71.93	16/17	£74.91	17/18	£77.62	18/19	£78.77	19/20	£79.37
20/21	£81.05	21/22	£80.16						

Sharon Henson, Clerk/RFO

2.12.2021