



*West Wycombe  
Parish Council*

**YOU ARE SUMMONED TO ATTEND A MEETING OF THE PARISH COUNCIL  
TO BE HELD ON THURSDAY 11<sup>th</sup> NOVEMBER 2021 IN THE CHURCH ROOM, WEST WYCOMBE**

**MEMBER 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 October 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:  
**21/08025/FUL-26 Portway Drive High Wycombe**-Householder application for erection of single storey side extension  
**21/08009/FUL-Wyeside Park Farm Road High Wycombe**-Household application for construction of roof extension incorporating habitable space within loft, including rear and side dormers and additional roof lights, part single storey, part two storey rear extension and fenestration alterations (alternative scheme to 21/07101/FUL)
7. To discuss the litter bins in West Wycombe High Street
8. To discuss ordering a replacement seat for the Burial Ground at a cost of £1300
9. To discuss whether to take out annual maintenance contracts on the Chorley Road solar
10. To consider the Annual Risk Assessment documents
11. To discuss progress on the Community Orchard
12. To report and discuss any highways issues including suggestions for the Bucks Capital Maintenance Scheme
13. To discuss Her Majesty's Platinum Jubilee Celebrations for 2022
14. To consider projects for the next financial year
15. To approve the accounts for November 2021 - appendix 2
16. Members questions
17. Dates for meetings in 2022
18. Date of next meeting -Thursday 9<sup>th</sup> December at 8pm in The Church Room, West Wycombe

SHARON L. HENSON, CLERK

4.11.2021

**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 14th October – 4<sup>th</sup> November 2021

1. Buckinghamshire Council daily and weekly updates and press releases – links put on website.
2. Website analysis for October – emailed
3. Agenda for the North West Community Board meeting
4. TfB email advising us that they are starting to plan a gully emptying programme
5. Bucks Council advising us that there will be a 3% increase on the Devolution budget awarded to us.
6. Notification that our request for all our signs and street lights to be cleaned through the Big Bucks Tidy Up has been put on a reserve list.
7. Notification from Swarco that our Solar Powered VAS units in Chorley Road run out of warranty on 22<sup>1st</sup> November. A call out charge would be £700 plus parts. Two Maintenance level contracts are available covering both units at a cost of £65.58 or £502.36 per annum. The units cost £2,500 each.
8. Bucks Council request for pensions information to comply with the McCloud court ruling.
9. Clerk has contacted Fynecast in relation to the undergrowth on the pavement beyond Gerrard Court.
10. Current cost for a memorial bench from Tom Hall, The Wooden Weasel - £1300.
11. Cost for burial ground hedge cutting £85 – Clerk has given the go ahead to undertake the work.
12. Bucks Council – Play around the Parish – passed to Cllr Mrs Cheshire
13. Bucks Council Waste and Cleansing have been looking at the litter bins in the High Street .

**Clerks Report**

1. The burial ground seat has been removed. Some of the stone base may need repairing or replacing.
2. A new goal post bracket has been delivered – JSG Handyman has been asked to instal when he fits the new parts on the play equipment, which have also been delivered.
3. All the non-functioning lights have been repaired according to Fix my Street.
4. Waste and Cleansing have now supplied a years' worth of refuse sacks to High Street/Church Lane residents .
5. All the necessary electrical connections have been installed for the Christmas lights.
6. We still have one tenant to pay their allotment rent.
7. The grass area outside the park gates has been cut.
8. Clerk has asked for up to date prices from Stillman Garden Contracts and Acorn Landscapes.
9. We will not have the Council Tax details for helping with the budget until the first week of December.
10. Clerk has been in contact with Sheppards of Henley in relation to the Pedestal Monument.
11. Clerk has been in contact with Historic England about the ownership of the Pedestal Monument as they put it on the Listing Index in 1954.
12. Dates for meetings in 2022 will be circulated at the meeting.
13. We have a burial of ashes on 6<sup>th</sup> November and a burial into an already existing grave on 10<sup>th</sup> November.
14. Please study the current Parish Council Risk Assessments enclosed.
15. Work on the burial ground trees was completed on 29<sup>th</sup> October. Tree works at the Pedestal Playing Field due to take place on 11<sup>th</sup> November.
16. The Poppy Wreath for the Remembrance Day service has been received.

Appendix 2**Additional payment in October after the meeting:**

The Print Shop	24.00	Vinyl sign to update email address at Pedestal.
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**Payments to be made in November 2021**

A.E. Evans(debit card)	334.40	Spare parts of play equipment
Castle Water (dd)	15.69	Estimated – allotment water - monthly
Giff gaff (debit card)	6.00	Monthly charge for mobile
Smart Numbers (dd)	23.99	September service charge
Mrs S Henson	599.42)	September salary
Mrs S Henson	67.80)	September travel and expenses
Bucks Council	221.30	October pension
HMRC - online	84.00	Tax
Acorn Landscaping	493.14	Highway grass, burial ground, Pedestal strimming
TBS Hygiene	144.00	September collections
Glynn Spratt	45.00	Grass cutting
Buckinghamshire Council	106.60	Burial Ground waste collection (6 months)
BMKALC	60.00	Planning training
Castle Water(dd)	15.94	Burial Ground water
Southern Electric (dd)	81.44	Streetlight energy
<b>Total</b>	<b>2198.72</b>	

**Statement of account as at 1<sup>st</sup> November 2021**

Opening balance as at 1 <sup>st</sup> October	51083.63
Plus allotment rents	150.00
Downley Dynamos	400.00
<b>Subtotal</b>	<b>51633.63</b>
Less October payments	3341.27
<b>Total</b>	<b>48292.36</b>