

## MINUTES OF THE MEETING HELD ON THURSDAY 14<sup>th</sup> JANUARY 2021 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 Darren Hayday

One member of the public

APOLOGIES: Cllr Mr R. Seymour, Cllr Ian McEnnis

Cllr Cope started the meeting by congratulating Cllr Mrs Smith on being awarded the British Empire Medal in the New Year's Honours List for her Service to the Community of West Wycombe. All those present congratulated her on this well deserved recognition of all the voluntary work she has undertaken on behalf of the community.

DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS BY MEMBERS RELATING TO ITEMS ON THE AGENDA – Cllr Harris declared a pecuniary interest in the planning application for tree works in West Wycombe Park.

### CONFIRMATION AND SIGNING OF MINUTES OF THE DECEMBER PARISH COUNCIL MEETING

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

### CLERKS REPORT

1. All the noticeboards have been installed.
2. The gullies from Chorley Road junction to the Pedestal roundabout still have not been jetted.
3. All allotments currently have active tenants.
4. The Clerk attended a burial on 7<sup>th</sup> January. Only 6 socially distanced mourners present at a graveside service. Masks were worn.
5. The planning application for the tree works in the burial ground has been submitted. We will not be commenting as it is our own application.
6. The Clerk sent a Congratulations card to Mrs Walker for being awarded the British Empire Medal in the New Year's Honours List for the Safety of Schoolchildren.
7. Clerk will be attending the following Zoom meetings: Transport Focus Group; Clerks Forum; Parish Charter Working Group.
8. Following several calls over the delay in switching our system; Smart Numbers have given BT until 18<sup>th</sup> January to switch our phone system.

MEETING CLOSED FOR PUBLIC QUESTION TIME  
MEETING REOPENED

### 280.1 Correspondence Received from 10<sup>th</sup> December 2020 – 14<sup>th</sup> January 2021

1. Website analysis for December – emailed.
2. Buckinghamshire Council daily and weekly updates and press releases – links put on website and Tweeted.
3. Notification and agenda for WDALC December meeting and subscription for next year.
4. Email from Chiltern Rangers -they are still considering our project and we will eventually have a site meeting.
5. Email from John Pateman re the timescale for the High Street feasibility study. Clerk has responded that 22/23 seems an excessively long time for delivery.
6. North West Chilterns Community Board notification of meeting on 11<sup>th</sup> March – emailed
7. Confirmation from the NW Community Board will fund £3086.30 towards the High Street Feasibility study upon receipt that the Parish Council will match fund.
8. Email from a High Street resident with concerns over air pollution – Clerk has responded and forwarded the email from WDC which was produced in response to our request to be included in the air pollution zone.

9. Email advising that Contact will be published again in April -this was issued prior to National Lockdown so this may change. The publishers are considering rebranding it to appeal more to everyone and not just the church community.
10. Notification that we will be invoiced £220.08 by The Chiltern Society for the footpath clearance in 2020.
11. Thank you emails from residents who received pots of hyacinths as a thank you for carrying out volunteer activities within the parish.
12. Request for permission to erect a memorial headstone in the burial ground – Clerk has granted the request.
13. Southern Electric quote of £2691.50 plus VAT for converting the last three heritage lights.
14. Link to Transport for Bucks Traffic Calming booklet.
15. Post Brexit information for Councils
16. Query over the large signs for Stay at Home – these are produced and were installed by Buckinghamshire Council on 14<sup>th</sup> January.
17. Confirmation that Buckinghamshire Council is emptying the Pedestal bin more regularly and will change it to a larger bin with lid -no timescale given.
18. HS2 Road safety fund bids have been requested – Mr J Stevens will prepare the document for us to submit.

280.2 Planning Applications & decisions:

**20/08437/CTREE-Land Rear of St Pauls Church, High Street, West Wycombe**-Thin crowns by 10% to contain remove hung up branch and stems supported on split union x 3 Norway Maple (G6), remove faulted limb over footpath x 1 Horse Chestnut (T1208), remove x 2 Ash, fell to ground level x 1 Goat Willow (T1210) and crown thin reduce by 33% x 1 Prunus (T1211) – our ow application.

**20/08363/PNP3R-Chorley Farm, Bottom Road, West Wycombe** -Prior Notification (Part 3, Class R) for change of use of part of existing building from agricultural use to flexible commercial use - West Wycombe Parish Council believes this application may have been withdrawn due to Highways requiring further information. We understand that the change of use is in connection with a coach company which may have an effect on the Highways comments.

**20/08326/TPO-West Wycombe Park, West Wycombe**-Reduce canopy by up to 4m to contain to form smaller more compact crown and reduce weight to alleviate strain on potential weak unions in upper canopy x 1 Horse Chestnut (T2) – no objection.

**20/08337/FUL-Wyeside, Park Farm Road, High Wycombe** -Householder application for construction of roof extension incorporating habitable space within loft, including rear & side dormers and additional roof lights, part single storey, part two storey rear extension and fenestration alterations (alternative scheme to pp 19/06975/FUL)

West Wycombe Parish Council is concerned that this is an overdevelopment of the site and is out of character for this particular road and could have an adverse effect, particularly in relation to light, on the neighbouring property. It is adjacent to the Conservation Area, West Wycombe Park and the entrance to Sawmill House, Floras Temple and the frequently walked footpath/bridleway. We are concerned that the property could be converted into a house for multiple occupation.

Decisions

No decisions issued relating to applications for our parish.

280.3 To receive an update on the LED Heritage light conversion and approve the conversion of three more lights

There are three lights near the school currently not working. There has been confusion over ownership and it has been confirmed that they are our lights. Southern Electric, who undertook all the other heritage conversions, provided a quote of £2691.50 plus VAT for converting the last three heritage lights. It was resolved to place a purchase order.

280.4 To receive an update on the feasibility study for the High Street and to confirm that the Parish Council has agreed to match fund the Buckinghamshire Council's contribution of £3086.30

Buckinghamshire have confirmed the purchase order for our feasibility study which the Parish Council will receive during 2021. Following all of the feasibility and design work, if the Parish Council and Community Board decide to implement a particular solution identified this will then be brought back for additional funding – likely for implementation in 2022/23 financial year.

Clerk has raised concerns over the period of time this could take as we started the process in 2019.

It was confirmed that the Parish Council agreed at the time of submitting the bid we would match fund the Buckinghamshire Council.

280.5 To report any highways issues

Towerage Lane, Piddington direction – severe potholes and flooding.

The Clerk will chase Buckinghamshire Council for gully emptying, which was originally planned for August 2020, once the current flooding issues in other areas have subsided.

280.6 To agree to pay the Clerks Working from Home Allowance for 2020

It was resolved to pay the annual allowance of £500. This covers use of home as office, electricity and supply of broadband

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

All current information relating to COVID19 and vaccinations has been loaded on our website.

280.8 To adopt an Accessibility Statement for the Parish Council website

The Clerk issued a Statement with the agenda papers. It was resolved to adopt the Statement.

280.9 To approve the accounts for January 2021 signing of cheques - appendix 2

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

280.10 Members questions

Cllr Timberlake asked about the process for submitting a name for the New Year's Honours list.

280.11 Date of next meeting

The next meeting of the Parish Council will be held at 8pm on Thursday 11<sup>th</sup> February 2021 via Zoom.

**Payments to be made in January 2021**

Castle Water (dd)	18.66	Allotment water 10/10
Viking (debit card)	39.44	Stationery
Cartridge People (debit card)	29.90	Black cartridge
Giff gaff (debit card)	6.00	Monthly charge for mobile
Mrs S Henson	597.42	December salary
Mrs S Henson	652.28	Nov/Dec miles, stamps, gifts, fobs, annual allowance
Bucks CC	221.30	January pension
HMRC - online	86.00	Tax
Acorn Landscaping	488.14	9/12 highway grass, 10/12 burial ground, Pedestal strimming 9/12
TBS Hygiene	115.20	December collections
JSG Handyman	470.00	Removal, disposal & installation of 4 noticeboards
Buckinghamshire Council	52.20	Annual Play inspection
Southern Electric Contracting	2493.22	LED heritage light conversion (final instalment)
Southern Electric (dd)	90.52	Streetlight energy
<b>Total</b>	<b>5360.28</b>	

**Statement of Account as at 1<sup>st</sup> January 2021**

Opening balance – 1 <sup>st</sup> December	43898.20
Less December payments	3875.17
Plus allotment rent	15.00
<b>Total</b>	<b>40038.03</b>