

MINUTES OF THE MEETING HELD ON THURSDAY 7TH APRIL 2022 AT 8.00 PM IN THE CHURCH ROOM, WEST WYCOMBE

ATTENDANCE:

Cllrs Mr S. Cope, Cllr Mr N. Harris, Mrs V. Smith, Mrs K. Cheshire, Mrs E. Copley, Ms C. Rowland,

In attendance: Mrs A Wright, Mrs S. Henson - Clerk

APOLOGIES: Cllr Mr J. Carstensen (family illness)

Buckinghamshire Cllr Mr D. Hayday, Buckinghamshire Cllr Mrs O. Hayday

DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS BY MEMBERS RELATING TO ITEMS ON THE AGENDA – None declared.

CONFIRMATION AND SIGNING OF MINUTES OF THE MARCH PARISH COUNCIL MEETING

The Minutes for the March Parish Council meeting were agreed by those Councillors present and signed by the Chairman.

CLERK'S REPORT

1. Clerk is waiting to receive a response from the Asset Manager at Bucks Council stating in relation to our request about undertaking the work to the Pedestal Monument and adding it to the Asset Register and future liability.
2. Order for commemorative mugs has been placed and paid for.
3. Historic England do not require an owner's name when making a Listing.
4. Clerk has attended two webinars on HMRC and PAYE for 2022/23.
5. Clerk has attended a webinar on Local Government Pension Scheme.
6. Clerk has invited all the organisations in the community to the APM. Please produce your report if you represent one of the organisations invited.
7. Pedestal Playing Field half barrier was locked on evening of 5th April and was reopened on 7th April. Cllr Cope thanked Mr Henson for his work on our behalf.
8. Clerk has booked maintenance for the Pedestal Playing Field Car Park for 4th May. Barrier will be closed on the evening of 2nd May and re-opened on the evening of 4th May.
9. All documents required for the internal audit will be passed to the internal auditor after Easter.
10. Clerk had made contact with Transport for Bucks over the 50mph signage used at the exit to the parish on the Oxford Road – they are replacing both the lit signs with new heritage lit signage.
11. The Clerk has turned the allotment water on and asked tenants to consider saving water and setting up rain water collection systems.

MEETING CLOSED FOR PUBLIC QUESTION TIME
MEETING REOPENED

294.1 Correspondence received 10th March – 14th April 2022

1. Buckinghamshire Council daily and weekly updates and press releases – links put on website.
2. Website statistics – emailed
3. The lead officer for the HS2 Road Safety Fund emails about the proposed work in Bradenham Road using the HS2 Road Safety following a site visit with Mr Jim Stevens.
4. Emails from Mr Jim Stevens with his comments back to the lead officer
5. North West Community Board Newsletter - emailed
6. Bucks Council signed Devolution Agreement.
7. Community Speedwatch Newsletter – emailed
8. Copy email about the bins outside 351 West Wycombe Road.
9. Acknowledgement of our submission to the Boundary Commission Warding consultation.
10. Request from Samaritans to erect a banner on the Pedestal Playing Field fence – Clerk has allowed them to put it up from mid May – event is on 25th June.
11. Southern Electric/Enervo sending report and photo of light on the bank in Church Lane stating that there was not a fault on their site visit – need to monitor.
12. PJK Littlejohn external audit request – initially they wanted us to be part of the intermediate inspection as last year – they then realised that they had issued the letter to last year's list and apologised – so no intermediate inspection. Books will go to internal auditor after the April meeting.

13. Request from a resident to have the standing area of the Bradenham Road bus stop cleared of grass as the area has been made smaller for passengers to stand safely – not the bus shelter – Clerk has reported to the LAT and sent photos. Previous reports on Fix MY Street have not resulted in any action.
14. Annual Play Inspection booking form – to take place in July – Clerk has booked.
15. Notification for a burial on 19th April the fee has been received and paid into the bank.
16. Two headstone approval requests – Clerk has responded. One fee of £35 has been received the other will be paid by Creative Memorial when the final drawing is approved.
17. Request for North West Community Board priorities for 2022/2023.
18. Email from a resident asking about the old Sweet Shop and what the National Trust plans are.
19. Copy emails about the recent permission for Wyese, Park Farm Road.
20. Bucks Council High Street feasibility study
21. Thank you card from Mrs Mary Hilder.
22. Confirmation from Southern Electric of our contract for 36 months from 1st September.
23. The first 50% of the precept, £21,250, has been received from Buckinghamshire Council.
24. The devolved services grant of £2094.62 has been received from Buckinghamshire Council.

294.2 Planning Applications & decisions:

Applications

22/05580/VCDN -391 West Wycombe Road and amended plans

Variation of conditions 1 (plan numbers) attached to pp 21/07358/VCDN (Proposed demolition of existing detached dwelling and erection of 7 x 1 bed apartments with associated access, parking, and bin and cycle stores) to allow a small front extension to the ground floor flats and rearrangement of internal layouts to the ground floor and loft flats allow them to obtain space to become two bedroom flats, which improves the mix in the development – the Parish Council continues to object to the proposed and then amended plan to convert 3 x one bed flats to two bed flats and then revert back to one bedroomed flats as there is still the potential to use the so called study for a second bedroom as the proposed increase to 7.65sqm and back to 7.15sqm is not likely to make the room unusable as a second bedroom. There is insufficient parking allowed on site to cater for the potential for two cars per flat, even if only one bedroom is occupied it could still have two cars per property. Copperfields is already congested as is the junction with West Wycombe Road. There is already neighbour conflict caused by parking and at times waste trucks, fire engines and even ambulances could struggle or even fail to access properties in Copperfields.

Decisions

22/05071/VCDN -Wyese Park Farm Road High Wycombe – Variation of condition 2 (plan numbers) attached to PP 21/08009/FUL (Householder 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 and 21/05940)) to allow for extended left hand rear balcony which will improve the living conditions of the property – permit.

Clerk will investigate the new extra sign for Renault at the Pedestal Garage with Planning Enforcement.

- 294.3 To discuss the possibility of an outdoor gym area in the Pedestal Playing Field
We have requested more detail from Sunshine Gyms about potential sites for the equipment, however we need another site visit to produce a report which evaluates the site .
- 294.4 To report and discuss any highways issues including Community Speedwatch and the High Street Feasibility Study
Street lights have been reported however the one in Church Lane was working and must have an intermittent fault.
Community Speedwatch - Cllr Rowland has attempted to make contact with PC Turnham – so far we have 8 volunteers. Cllr Rowland has asked for dates for sessions for Chorley Road and Bradenham Road and will add the High Street.
Feasibility study – highlights issues caused by school and pre school parent parking. The entire aim of the report was to improve pedestrian safety which was brought to our attention. The recommendation is to remove parking at the pinch point by The Apple Orchard, removing the centre line and introduce edge of highway lines. We would not want any more double yellow lines than in this area.

The report has clearly indicated that bollards would not have any impact in solving the problem. We accept the report from TfB and are minded to pursue 2,3,4. We need to look at funding and the consultation process – both reports will be put on our website and links on Facebook.

294.5 To discuss street lighting energy and the need to revise the budget
Through brokerage Utility Aid sourced the purchase of a new electricity contract – 36 month contract from 1st September 2022 agreed and in place with Southern Electric – will be £2804.42 per annum – currently it is £1087. Clerk allowed an increase in November 2021 to £1500 in budget planning for 2022/2023. The Clerk advised the Councillors that the overall lighting budget, which includes repairs and maintenance, had to be increased from £2400 to £3504. The HS2 Safety Fund budget has reduced by £1000. The projected total expenditure is £83,984 and the projected income is £77,376 which includes a reserve of £20,000.

294.6 To discuss Her Majesty's Platinum Jubilee Celebrations for 2022 – wording for Commemorative Seat; distribution of Commemorative memorabilia; the Beacon; the Community Picnic
Mrs Chester is thinking of organising a community parade for Saturday 4th June starting and finishing at the school with a BBQ to raise school funds. As it will be a mobile parade from the school, down Church Lane and along the High Street pavement, Councillors did not feel a road closure was needed as long as marshalls with High Viz jackets escort the parade.
West Wycombe Churches with help from Mrs Wright will run a craft session in St Paul's alongside the Community Picnic. Clerk needs to talk to Chiltern Rangers about the height of the grass in the Community Orchard. We will run some outdoor games, face painting etc in the car park area; Cllr Mrs Smith will ask the choir if they could sing during the picnic and not at the Beacon. Bunting will be hung around the perimeter. Picnic will run from 1.00 – 4.30pm
The Beacon Lighting will be at 9.45pm on 2nd June; gather from 8pm, West Wycombe Brass Band at 8.30: Cllr Cheshire is sourcing a hot food supplier; St Lawrence will be open from 8pm and supply tea, coffee, cakes and licensed bar as well as the use of the toilet.
Bunting will be draped on both sides of the High Street from 22nd May – meet at the Village hall from 11am. Might be able to drape bunting on the tree in the middle of the Pedestal roundabout. A window competition will be held with windows completed and visible from 22nd May.

Cllr Mrs Cheshire will produce posters on all three events which will be placed on noticeboards, in shops and on Facebook. Might be able to have an A5 leaflet for issuing in the May Contact.

Commemorative gifts will be handed out to the school and pre-school children. Once they have been delivered we will make contact to arrange a day when the Chairman and Clerk and any other available Councillors could go to the school to present them.

294.7 To discuss membership of WAALC
Cllr Cope has been our representative at WDALC – now WAALC. The current Chairman retires as a Councillor in May and no one has come forward to take on the role of Chairman or Vice Chairman. A discussion had taken place at the last meeting as to the value of the Association particularly since the creation of the Unitary Authority and the cessation of Wycombe District Council. We will thank Cllr Mrs V Brownridge for all her hard work keeping the Association going however it was felt that with the creation of the Unitary Authority and Community Boards and the cessation of the District Councils it was resolved to cease our membership and suggest that it no longer serves a purpose.

294.8 To discuss the Annual Parish Meeting
Confirmation from West Wycombe Estate, West Wycombe Pre School, Downley Dynamos and the Library and Cricket Club that they will attend the APM.
Clerk will purchase refreshments. Agenda has been issued on Noticeboards and Facebook. Clerk will put up posters to remind residents.

294.9 To discuss the parish resilience plan
The resilience plan had been originally created in 2008 and we had conducted a mock exercise. it was revised in 2016 but the community has changed so much as have the methods of communication since that date and the pandemic has also changed how we need to think and react and update the plan. Cllrs Mrs Copley, Mrs Smith and the Clerk will meet to discuss it.

294.10 To approve the accounts for the year ending March 2022

Prior to the meeting the Clerk/RFO had submitted the year end accounts to Councillors. It was resolved to approve the accounts and the Clerk and RFO signed them off. They will be issued out to attendees of the APM.

294.11 To approve the accounts for April 2022 – appendix 2

It was resolved to approve the accounts.

294.12 Members questions

None.

294.13 Date of next meeting

Annual Parish Meeting -Thursday 28th April 2022 at 8pm in The Church Room, West Wycombe.

Regular May meeting and the Annual Parish Council Meeting – 12th May 2022 at 8pm in The Church Room

Appendix 2

Payments to be made in April 2022

Castle Water (dd)	£47.07	Allotment water 1/6 reducing for the remaining 5
Dash Uk -BACS	£660.00	Commemorative Mugs – S137
Viking- Debit card	£44.82	Stationery
Mrs S Henson - BACS	£734.14	March salary and back pay for 2021/22
Mrs S Henson -BACS	£92.79	Expenses Jan – March 2022
Bucks Council - BACS	£277.81	April pension
HMRC – BACS	£146.35	Tax and NI
Acorn Landscaping - BACS	£493.14	Highway grass, burial ground, Pedestal strimming
TBS Hygiene - BACS	£115.20	March collections
Rialtas - BACS	£151.20	Software support – allotment package
Giff gaff (debit card)	£6.00	Monthly charge for mobile
Smart Numbers (dd)	£23.99	Monthly service charge
Southern Electric (dd)	£81.44	Streetlight energy
SSE/Enerveo -BACS	£235.66	Streetlight repairs
BMKALC -BACS	£204.82	Subscription
Cash for heating (debit card)	£20.00	
Dell - Debit card	£153.70	New keyboard for laptop
Total	£3488.13	

Statement of account as at 1st April 2022

Opening balance as at 1 st March	£29790.27
Less March payments	£2058.91
Total	£27731.36