



*West Wycombe
Parish Council*

**YOU ARE SUMMONED TO ATTEND A MEETING OF THE PARISH COUNCIL
TO BE HELD ON THURSDAY 8th JUNE 2023 at 8PM
IN THE VILLAGE HALL, 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 Annual Parish Council Meeting, May Parish Council Meeting and the Annual Parish 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 and Decisions: **23/06277/TPO -The Car Park, Church Lane, West Wycombe Fell** as unsuitable for location x 1 Sycamore (T1)

23/05689/LBC & 23/05688/FUL - The High Barn, Bradenham Road, West Wycombe

Householder application and Listed building consent for fenestration alterations including insertion of 1 x rooflight to front & 3 x rooflights to rear (4 in total) and 2 x windows to rear elevation. Internal alterations including installation of kitchenette to ground floor, en-suite to first floor bedroom and general upgrade to electrics, plumbing, insulation and fire safety

7. To receive and discuss the internal auditor's report
8. To complete the Annual Governance Statement
9. To approve the accounts for the year ending 31st March 2023
10. To note the date of 12th June until 21st July for the public inspection of the annual accounts
11. To agree to pay the internal auditor £125
12. To agree to pay the Chairman's allowance of £150
13. To report any highways issues.
14. To make a decision on placing an order for the replacement scramble net and repair the fencing on the Pedestal Playing Field
15. To decide whether to continue using a Twitter account
16. To approve the accounts for June 2023 - appendix 2
17. Members questions
18. Date of next meeting - 13th July, at 8pm in The Village Hall, West Wycombe

SHARON L. HENSON, CLERK

1.6.2023

**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 1

Correspondence received 12th May – 1st June 2023

1. Buckinghamshire Council daily and weekly updates and press releases – links put on website.
2. Website analysis for May – emailed.
3. Molins site work schedule – emailed
4. Boundary Commission Report – emailed and on website
5. Email from a local resident requesting, under the Freedom of Information Act, plans of the gym equipment, the report from the contractors, dates of site visit and information on website traffic – this will be supplied within the 20 working days.
6. Prices from A.E. Evans for the replacement of the scramble net – total price will be £863.60, this includes delivery but not installation. We would need to find someone else to instal the kit.
7. Buckinghamshire Council Town and Parish Survey – emailed - July agenda
8. Quotation for repairing one side of the Pedestal Playing Field Fence – two options – with or without gaps and straining wires - £670 plus VAT and £1000 plus VAT
9. Internal auditors report – emailed - June agenda
10. Opportunities for training by BMKALC – emailed
11. Buckinghamshire Council asking if we had any land available for tree planting
12. Notification that the road surfacing of the Pedestal Roundabout will take place from 12 – 14 June – no further information at the moment.
13. Rural Farm Tour – 29th June 5-7pm at Hard to Find Farm. We have two/three representatives going.
14. Notification from Buckinghamshire Council for filming in front of and at The Caves – 8 – 10th June – emailed
15. Request from a resident to have the hedge leading towards the allotments on Chorley Road cut back
16. Chilterns AONB Newsletter – on website
17. Email about continuing the use of Twitter on our social media

Clerks Report

1. Highways are looking at the Land Registry regarding ownership of Meads Yard. The National Trust does not own it.
2. Full response sent to resident asking about the adult gym equipment. A further email on the subject has since been received.
3. Clerk continues to chase West Wycombe Estate about the tree in the Community Orchard.

Appendix 2

Payments to be made in June 2023

Castle Water (dd)	£21.51	Allotment water
Mrs S Henson (BACS)	£682.19	May salary and expenses
Bucks Council (BACS)	£232.43	June pension
HMRC – online (BACS)	£125.24	Tax & NI
Acorn Landscaping (BACS)	£692.72	Highway grass, burial ground, Pedestal strimming
TBS Hygiene (BACS)	£123.84	May collections
Simon Cope	£150.00	Chairman's Allowance
Miss L Hewitt	£125.00	Internal auditor honorarium
Giff gaff (debit card)	£6.00	Monthly charge for mobile
Smart Numbers (dd)	£23.99	Monthly service charge
Southern Electric (dd)	£247.55 approx	Streetlight energy
Total	£2430.47	

Statement of account as at 1st June 2023

Opening balance as at 1 st May	£42,147.90
Less May payments (incl APM refreshments paid after the May meeting £67.40)	£ 4758.65
Plus burial fee	£ 350.00
Total	£ 37739.25