



*West Wycombe  
Parish Council*

**YOU ARE SUMMONED TO ATTEND A MEETING OF THE PARISH COUNCIL  
TO BE HELD ON THURSDAY 2nd NOVEMBER 2023 at 8PM  
IN THE COMMUNITY LIBRARY, 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**

**MEETING RE-OPENED**

5. Correspondence – see Appendix 1
6. Planning Applications and Decisions: None at the time of producing the agenda
7. To discuss the budget for 2024 2025
8. To report any highways issues
9. To discuss work required on the Community Orchard trees and to place an order with Chiltern Rangers
10. To agree to place an order with Sparkx for the installation and removal of lights on the three Christmas trees
11. To confirm the purchase of a Poppy Wreath under Section 137
12. To approve the accounts for November 2023 - appendix 2
13. Members questions
14. Date of next meeting - 14th December at 8pm – West Wycombe Community Library

SHARON L. HENSON, CLERK

26.10.2023

**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](mailto:clerk@westwycombeparishcouncil.gov.uk)**

## Appendix 1

### Correspondence received – 13<sup>th</sup> October - 26<sup>th</sup> October 2023

1. Buckinghamshire Council daily and weekly updates and press releases – links put on website.
2. BMKALC updates – emailed
3. Notification of the roadworks connected with the Molins site – emailed
4. Notification that the Highways Stakeholder Conference has been cancelled
5. Rural Forum Agenda for 26<sup>th</sup> October – On Teams
6. Submission of costs from Sparkx for lighting the 3 trees lit at Christmas - £1885 plus VAT
7. Buckinghamshire Council notification on a change of policy on Devolution – emailed
8. Confirmation from Jackie Binning of the North West Community Board that she has asked for work on costing the High Street project to become a matter of urgency.

## Clerks Report

1. Clerk has asked Glyn Spratt to dig out the grips in Towerage Lane.
2. All the allotment plots have been allocated.
3. Clerk has written to the Local Area Technician about the West Wycombe Road pavement.
4. We have one allotment tenant with their rent unpaid. A reminder has been sent. We have received £510 in rent.
5. Advert for the replacement Clerk have been issued and circulated.
6. Clerk has asked Acorn Landscapes and Stillman Garden Services for their prices for 2024/2025.
7. Clerk has been chasing the North West Community Board for the confirmed/revised costing of the High Street Project.

## Appendix 2

### Payments to be made in November 2023

Castle Water (dd)	£15.09	Allotment water
Mrs S Henson (BACS)	£704.72	October salary and expenses
Bucks Council (BACS)	£232.43	October pension
HMRC – online (BACS)	£125.44	Tax & NI
Acorn Landscaping (BACS)	£692.72	Highway grass, burial ground, Pedestal strimming
TBS Hygiene (BACS)	£123.84	October collections
Giff gaff (debit card)	£6.00	Monthly charge for mobile
Smart Numbers (dd)	£23.99	Monthly service charge
Southern Electric (dd)	£234.11 approx	Street light energy
<b>Total</b>	<b>£2158.34</b>	

### Statement of account as at 1<sup>st</sup> November 2023

Opening balance as at 1 <sup>st</sup> October	£52435.60
Less October payments	£ 3313.77
Plus allotment rents	£ 105.00
Plus Downley Dynamos rent	£ 320.00
Plus ashes plot – Earl Campbell	£ 175.00
<b>Total</b>	<b>£ 49721.83</b>

**As our meeting is early in November there may be other invoices come in which may need to be paid during the month e.g. Stillman Garden Services usually comes in for November payment.**