

MINUTES OF THE MEETING HELD ON THURSDAY 14<sup>th</sup> DECEMBER 2023 AT  
8.00 PM IN WEST WYCOMBE COMMUNITY LIBRARY

ATTENDANCE:

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

In attendance:

Mrs S. Henson - Clerk, Buckinghamshire Cllr Mr D. Hayday

APOLOGIES: Cllr Mr J. Carstensen (health), Mrs E Copley (health), Mrs A Wright,  
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 NOVEMBER PARISH COUNCIL MEETING  
The Minutes for above meeting were agreed by those Councillors present and signed by the Chairman.

Councillors confirmed that they will continue to accept and approve Cllr Carstensen's absence at meetings due to his current health issues and look forward to his return to the Parish Council.

**Clerk's Report**

1. Clerk has asked Glyn Spratt to dig out the grips in Towerage Lane.
2. All the allotment plots have been allocated.
3. All allotment rents have been paid.
4. Clerk has reported a water leak near the entrance to the footpath and dog bin on the entry to the High Street.
5. Clerk has reported light 2,3,9, and 23 as not working
6. Clerk has reported the pedestrian island near the Rent a Van as damaged
7. Clerk has asked Sparkx to repair light no 7 along the Bradenham Road
8. Clerk has investigated the costs for a ROSPA play inspection with an independent company
9. The tree at 6 Copperfields has been inspected and the owner written to asking them to cut back to their boundary for up to 3m in height from the pavement. The complainant has also been advised of this.
10. Clerk has booked the Village Hall for 23<sup>rd</sup> May Annual Parish Meeting.
11. Clerk has reissued the advertisement for a new Clerk with NALC, SLCC, Buckinghamshire Council, website, Facebook and Noticeboards.
12. Clerk has had a site meeting with Chiltern Rangers to talk about work required on the trees – they will provide a price and if approved the work would be undertaken by the end of February. A price of £717.63 inc VAT had been supplied which it was felt was too high. The Clerk will contact Glyn Spratt and ask him to supply a price. If acceptable Cllr Harris will supervise the work.
13. Clerk attended a meeting at BMKALC talking about Devolution of Highways work, how the Community Boards will/might change with the Boundary changes; what to do about the non parished area of High Wycombe and saying goodbye to Simon Garwood who has been our main Bucks Council link since unitary status.

MEETING CLOSED FOR PUBLIC QUESTION TIME

MEETING REOPENED

**313.1 Correspondence received – 3<sup>rd</sup> November – 14<sup>th</sup> December 2023**

1. Buckinghamshire Council daily and weekly updates and press releases – links put on website.
2. BMKALC updates – emailed.
3. Monthly website traffic - emailed.
4. Notification of the roadworks connected with the Molins site – emailed.
5. Agenda for North West Community Board meeting on 23<sup>rd</sup> November – Cllr Cope to attend.
6. Thank you note from West Wycombe Community Library after the Parish Council gave them the opportunity to request a donation – they feel their accounts are in a healthy situation and other organisations within the community should benefit from the offer.
7. NALC pay award for 2023/2024 backdated to 1<sup>st</sup> April 2023
8. Bucks Council have advised us that they will no longer be arranging play inspections.
9. Cost from the Play Inspection Company for conducting a ROSPA inspection of the Pedestal Play Equipment - £135 plus VAT
10. Request from Downley Dynamos to consider extending the hardstanding in the Pedestal Playing Field Car Park

11. Information on the status of the Devolved Services Contract from Buckinghamshire Council
12. West Wycombe Chamber Choir responding to our donation offer.
13. North West Community Board Active Travel Aspirations – emailed.
14. North West Community Board Minutes of Meeting held on 23<sup>rd</sup> November.
15. Chiltern Rangers price for all the work required in the Community Orchard, posts, tree, ranger for 1 day of work project management and volunteer coordination - £717.63 incl VAT.

**313.2 Planning Applications & decisions:**

**Applications:** None received

**Decisions:** None issued on current applications

**313.3 To confirm that we will be placing orders with Acorn Landscaping and Stillman Garden Services for 2024/2025 and The Play Inspection Company for a ROSPA play inspection in 2024.**

It was resolved to place orders with Acorn Landscaping for Burial Ground Maintenance £3101.16 (2.56% increase from 2020/2021, no increase in 2022/2023 and 2023/2024); Pedestal Playing Field Maintenance £2458.56 (5.9% increase as no increase in 2022/2023 and 2023/2024); Highways Verges £3252.72 (5.9% increase as no increase in 2022/2023 and 2023/2024).

It was resolved to place an order with Stillman Garden Services for horticultural maintenance and weed spraying - £2130 ( 2.89% increase from 2023/2024).

It was resolved to place an order with The Play Inspection Company at a cost of £135. Work would be undertaken 12 – 16 weeks from date of order.

**313.4 To report any highways issues**

Clerk has reported a water leak near the entrance to the footpath and dog bin on the entry to the High Street.

Clerk has reported light 2,3,9, and 23 as not working.

Clerk has reported the pedestrian island near the Rent a Van as damaged.

Clerk has asked Sparkx to repair light no 7 along the Bradenham Road

The tree at 6 Copperfields has been inspected and the owner written to asking them to cut back to their boundary for up to 3m in height from the pavement. The complainant has also been advised of this.

Cllr Rowland will undertake further work to see whether Speedwatch can be activated.

**313.5 To agree which organisations will receive a donation from the Parish Council**

It was resolved that West Wycombe Mother and Toddler Group and West Wycombe Chamber Choir would each be awarded £200.00. The Mother and Toddler Group will use the money for their weekly booking of the Village Hall. They only charge attendee £2.50 per session. The Chor will use the money to buy a set of music an to create an advertising sign to hep in the recruitment of new members.

West Wycombe Library feel their accounts are in a healthy situation and other organisations within the community should benefit from the offer. We did not receive responses from any of the other organisations within the community who had been contacted by the Clerk.

**313.6 To discuss the NALC pay award backdated to the 1<sup>st</sup> April and to increase the Clerk's Spinal Column Point and hour rate accordingly**

All Councillors had been issued the complete NALC document. It was resolved that the backdated pay award would be awarded, and the clerk's SCP would go up one point to 33.

**313.7 To discuss the latest position regarding Buckinghamshire Council's Devolved Services**

An email with documents attached showing what was expected within the Devolved Services agreement had been issued by Buckinghamshire Council they also confirmed that they would not be in a position to agree what funding level would be available until Buckinghamshire Council had agreed their budget in February. A subsequent email dated 6<sup>th</sup> December stated that parishes would need to make an expression of interest by Monday 15<sup>th</sup> January. It was resolved that we would express an interest in continuing with Devolved Services based on the assumption that the figure offered would be no lower than the current year.

**313.8 To discuss a request from Downley Dynamos to consider extending the Pedestal Playing Field hardstanding in the car park**

Councillors discussed this request. Firstly, we need to ask West Wycombe Estate if they would allow further non-permanent hard standing, if they agree then we would discuss the matter further with Downley Dynamos. The existing car parking requirement is sufficient for general day

to day use; the very end of the area is extremely wet and drainage would need to be considered. If Downley Dynamos wanted to extend it, we would consider installing a barrier to the extended area which they would control. Could look at grant applications to fund this.

- 313.9 To discuss the budget for 2024/2025 and Precept figures from Buckinghamshire Council**  
 We still have not had any contact or pricing from the Highways Contractors for the High Street Project and we do not have the Devolved Services figures. An allowance has been made for lighting the Christmas Trees. Buckinghamshire Council have issued the spreadsheet to work out Precept figures and Band D figures.  
 £42,500 – Band D £76.73 (-1.31%); £44,500 – Band D £80.34 (+3.33%); £40,500 – Band D £73.12 (-5.95%)  
 It was resolved that the Precept would be set at £43,500 making a Band D property £78.53.
- 313.10 To approve the accounts for December 2023 - appendix 2**  
 It was resolved to approve the accounts for December.
- 313.11 Members Questions**  
 Cllr Rowland suggested an idea to Cllr Hayday about Buckinghamshire Council collecting fallen leaves.
- 313.12 Date of next meeting** –11<sup>th</sup> January 2024 at 8pm West Wycombe Community Library adjacent to The Swan PH.

#### Appendix 2

#### Payment made at the end of November after the meeting

Southern Electric (DD) £33.54

#### Payments to be made in December 2023

Bucks Council (debit card)	£5.10	Parking in Aylesbury for BALC meeting
Tesco (debit card)	£18.10	Christmas gift for 4 volunteers
Castle Water (dd)	£15.09	Allotment water
Mrs S Henson (BACS)	£1026.54 )	November salary , pay rise backdated to 1 <sup>st</sup> April 2023
Mrs S Henson (BACS)	£500.00 )	Working from home allowance for 2023
Bucks Council (BACS)	£384.73	December pension
HMRC – online (BACS)	£295.82	Tax & NI
Acorn Landscaping (BACS)	£692.72 )	Highway grass, burial ground, Pedestal strimming
Acorn Landscaping (BACS)	£331.20 )	Soil & turf for grave, waste charge for removal of leaves
TBS Hygiene (BACS)	£123.84	November collections
Giff gaff (debit card)	£6.00	Monthly charge for mobile
Smart Numbers (dd)	£23.99	Monthly service charge
Southern Electric (dd)	£227.42	Street light energy
Stillman Garden Services (BACS)	£2070.00	Annual horticultural maintenance and weed spraying
Castle Water (DD)	£5.08	Burial Ground water
Sparkx	£1062.00	Christmas lights
West Wycombe Mother & Toddler	£200.00	Donation to community group
West Wycombe Chamber Choir	£200.00	Donation to community group
NALC	£360.00	Advert for Clerk
<b>Total</b>	<b>£7547.63</b>	

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

Opening balance as at 1 <sup>st</sup> November	£49721.83
Less November payments	£ 2188.25
Plus fee for two memorials	£ 180.00
Plus allotment rent	£ 15.00
Total	£47728.58