

MINUTES OF THE MEETING HELD ON THURSDAY 13TH JULY 2023 AT
8.00 PM IN THE VILLAGE HALL, WEST WYCOMBE

ATTENDANCE: Cllrs Mr S. Cope, Mr N. Harris, Mrs V. Smith, Ms C. Rowland, Mrs E. Copley
In attendance: Mrs S. Henson - Clerk
Buckinghamshire Cllr Mr D. Hayday, Buckinghamshire Cllr Mrs O. Hayday, Mrs A Wright

APOLOGIES: Cllr Mrs K. Cheshire (family commitment), Cllr Mr J. Carstensen (health)

DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS BY MEMBERS RELATING TO ITEMS ON THE AGENDA – Cllr Harris declared a pecuniary interest in the planning application for West Wycombe Park, 46 Copperfields and for the National Trust Park Farm Workshop.

CONFIRMATION AND SIGNING OF MINUTES OF THE APM and THE JUNE PARISH COUNCIL MEETING

The Minutes for both the above meetings were agreed by those Councillors present and signed by the Chairman.

Clerk's Report

1. Grant & Stone and the owners of the Rosemary Close flats and a resident of West Wycombe Road have all undertaken or are in the process of undertaking work to their boundary trees.
2. Mr Stocks has agreed to instal the new scramble net – delivery is being made to Smalldean Lane.
3. The Chorley Road verge and the allotment hedge have been cut back. Still waiting for the Oxford Road verge to be cut.
4. The order for the replacement fencing in the Pedestal Playing Field has been placed.
5. Swarco returned our MVAS, however Clerk refused to accept it as no modification had been made – gone back to Swarco.
6. The Community Orchard Wildflower Survey is due to take place during the morning of 7th July.
7. Clerk is chasing the Community Infrastructure Levy money which has not appeared in our bank and should have been received in May and has also obtained the guidelines for using the money.
8. Clerk will resume chasing West Wycombe Estate for the removal of the fallen tree once the flowers have gone to seed as removal of the tree will cause damage to the field.
9. Clerk will order a supply of litter pick bags once we have a date for the autumn litter pick.
10. Clerk has revised and updated the two Risk Assessment documents - emailed.
11. Southern Electric did not take any money from our account for street light energy in June - not sure if two payments will be made in July
12. Clerk has reported light numbers 2 and 6 as not working.
13. Clerk has written to West Wycombe Estate asking them to repair the road leading to Meads Yard and the Apple Orchard.
14. Clerk has reported a tree over footpath WWY16/17 – West Wycombe Estate plan to deal with it in August.
15. Clerk has chased Bucks Highways about repairs required to lighting and street furniture at the Pedestal Roundabout, the replacement 50mph lit roundels, the bollards at Copperfields and work required on a tree in the West Wycombe Road.

MEETING CLOSED FOR PUBLIC QUESTION TIME
MEETING REOPENED

308.1 Correspondence received 9th June – 13th July 2023

1. Buckinghamshire Council daily and weekly updates and press releases – links put on website.
2. Website analysis for June – emailed.
3. Molins site work schedule – emailed.
4. Resident complaint about parking in Beechwood Road – Clerk to make police contact.
5. Confirmation of our order for the replacement scramble net from A.E. Evans
6. Planning enforcement has responded re our concerns about 6 Chorley Road – no planning breaches.
7. Price from Chiltern Rangers of £400 per day plus £40 for hire of machinery to cut and collect the hay in the Community Orchard. Cllr Harris will talk to Mr Stocks about undertaking the work before a final decision is made.
8. Request for approval of memorial stone from Surmans – Clerk has given this.
9. Series of emails about the lack of advance notice signage prior to the Pedestal Roundabout resurfacing.

10. Request from West Wycombe Estate to repair and clean the white entry gates.
11. Notification that an application for a new premises licence has been received for The Walled Garden, Chorley Road – Councillors have no objections.

308.2 Planning Applications & decisions:

Applications:

23/06551/FUL46 Copperfields High Wycombe -Householder application for formation of habitable room in roofspace with rear dormer and side facing rooflight – no objection.

23/06490/TPO -West Wycombe Conservation Area West Wycombe Park -Prune crown back to boundary x 2 Yew (T1 & T2) and x 1 Holly (T4) and fell as inappropriate species for location x 1 Horse Chestnut (T3)- no objection

23/06620/FUL – Wyeseide, Park Farm Road, High Wycombe, HP12 4AF – Householder application to extend depth of first floor balconies – West Wycombe Parish Council continues to object as this will adversely affect the neighbours and as far as we are able to ascertain these balconies had to be reduced in size because of their effect on the neighbours in a previous application decision in this building's planning history.

23/06588/FUL & 23/06326/LBC Park Farm Workshops, Chapel Lane – Installation of fire breaks to timber frame, replacement WC facilities, installation of new ceiling of mess room and installation of CCTV cameras to external elevation – no objection .

Decisions – : 23/06277/TPO -The Car Park, Church Lane, West Wycombe

Fell as unsuitable for location x 1 Sycamore (T1) – refused.

308.3 To respond to the Town and Parish Survey

The Clerk had printed off a copy of the survey and Councillors responded to every question. However it was felt that the whole survey was skewed and constructed to get the answers which were wanted. Clerk will raise this at the Clerks forum on Thursday 20th July. The survey will be submitted by the closing date of 31st July.

308.4 To approve the revised risk assessments

Copies of the two revised risk assessments were issued with the agenda prior to the meeting. The general risk assessment for items which the Parish Council are responsible for within the parish was approved without change or addition.

Councillors agreed to some additional amendments to the Pedestal Playing Field document.

308.5 To discuss Neighbourhood Watch in the Parish

Councillors agreed to publicise Neighbourhood Watch in the September issue of Contact. A discussion took place about the lack of response for volunteers to undertake Community Speedwatch and this will be referred to in the same article.

308.6 To discuss work required on the Pedestal Playing Field and place orders where necessary

The order for the replacement fencing has been issued as has the order for the replacement scramble net which Mr Stocks will install. Cllr Cope presented a suggested sign to go near the adult gym equipment. It was agreed that we would place a marker on it and erect it at a height to show the height requirement for users. It was agreed to get a quote for the sign which will be approximately A2 in size and fixed to two posts. It will be green with white copy and black QR codes.

308.7 To discuss CIL money and its allocation

The Clerk has issued NALC guidelines on the use of Community Infrastructure Levy monies with the Agenda. The money, £6,370.89, has been put into our bank account and we have 5 years to use it. A full report has to be produced when the money is used and it must be returned to Buckinghamshire Council if it is not used within the 5 years. The only project which is outstanding and would qualify is the High Street Pedestrian Safety scheme. With new highways contractors in place with Buckinghamshire Council since April 1st, 2023, we do not know if the scheme as originally designed and costed by the previous contractors can go ahead for public consultation. We hope to know more after the North West Community Board meeting in late July.

308.8 To report and discuss any highways issues including Community Speedwatch

1. Grant & Stone and the owners of the Rosemary Close flats and a resident of West Wycombe Road have all undertaken or are in the process of undertaking work to their boundary trees.
2. The Chorley Road verge and the allotment hedge have been cut back as has the Oxford Road verge .

3. Swarco returned our MVAS, however Clerk refused to accept it as no modification had been made – gone back to Swarco.
4. Clerk has reported light numbers 2 and 6 as not working.
5. Clerk has written to West Wycombe Estate asking them to repair the road leading to Meads Yard and the Apple Orchard.
6. Clerk has reported a tree over footpath WWY16/17 – West Wycombe Estate plan to deal with it in August.
7. Clerk has chased Bucks Highways about repairs required to lighting and street furniture at the Pedestal Roundabout, the replacement 50mph lit roundels, the bollards at Copperfields and work required on a tree in the West Wycombe Road.
8. The Clerk has reported the damaged white entry gate on Fix My Street.
9. The Clerk will publicise Community Speedwatch again as there has been little interest from the community despite their constant comments about speeding traffic. Members of the Parish Council are prepared to undertake the volunteer role once they have complied with Thames Valley Police requirements, but more people are needed before it can even be started.
10. Clerk has been trying to communicate with TVP about parking issues in Beechwood Road with little success as our Neighbourhood Officer has been seconded to High Wycombe Police Station. Cllr Hayday was able to supply the name of the Sergeant who may be able to help with advice and any action.

308.9 To set a date for the autumn litter pick

It was agreed to hold the litter pick on Saturday 7th October from 10-12noon. Clerk will order a supply of litter pick bags.

308.10 To approve the accounts for July 2023 - appendix 2

It was resolved to approve the accounts for July.

308.11 To agree for the Chairman and Clerk to process the August expenditure

It was resolved that the Chairman and Clerk would process August expenditure if no meeting was called.

308.12 Members' questions

Councillors had a discussion about replacing the retiring Clerk. It was agreed that process will begin in September.

Councillors raised concerns about recent events at The George & Dragon including noise levels, not keeping to the licensed times for music, only cash payment, concerns about some of the clientele. Clerk will contact the licensing authority.

Councillors raised concerns about the development of the land adjacent to Gerrard Court flats as a car park appears to have been constructed without planning permission and the replacement of the trees, as agreed under the license with the Forestry Commission, does not appear to have been complied with. Clerk will contact Planning Enforcement. The National Trust have concerns over the depth of the surface material which could adversely affect West Wycombe Park boundary wall.

308.13 Date of next meeting – Thursday 10th August if required, 14th September at 8pm West Wycombe Library, adjacent to The Swan PH.

Appendix 2

Payments to be made in July 2023

| | | |
|----------------------------------|---------|--|
| Castle Water (dd) | £21.51 | Allotment water |
| Southern Electric (dd) | £209.01 | Streetlight energy |
| Viking Stationers (debit card) | £13.13 | Stationery |
| Post Office (debit card) | £12.00 | Stamps |
| Southern Electric (dd) | £43.39 | Feeder pillar energy |
| Mrs S Henson (BACS) | £657.57 | June salary and expenses |
| Bucks Council (BACS) | £232.43 | July pension |
| HMRC – online (BACS) | £125.44 | Tax & NI |
| Acorn Landscaping (BACS) | £692.72 | Highway grass, burial ground, Pedestal strimming |
| TBS Hygiene (BACS) | £154.80 | June collections |
| West Wycombe Community Ass(BACS) | £50.00 | June & July meetings |

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|------------------------|-----------------|---------------------------|
| Giff gaff (debit card) | £6.00 | Monthly charge for mobile |
| Smart Numbers (dd) | £23.99 | Monthly service charge |
| Total | £2241.99 | |

Statement of account as at 1st July 2023

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|--|-------------------|
| Opening balance as at 1 st June | £37739.25 |
| Less June payments | £ 2376.14 |
| Total | £ 35363.11 |