

MINUTES OF THE MEETING HELD ON THURSDAY 8TH JUNE 2023 AT 8.00 PM IN THE VILLAGE HALL, WEST WYCOMBE

ATTENDANCE: Cllrs Mr S. Cope, Mr N. Harris, Mrs V. Smith, Mrs K. Cheshire, Mrs E. Copley
In attendance: Mrs S. Henson - Clerk Buckinghamshire Cllr Mr D. Hayday

APOLOGIES: Cllr Ms C. Rowland (annual leave), Cllr Mr J. Carstensen (health)
Buckinghamshire Cllr Mrs O. Hayday, Mrs A Wright

DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS BY MEMBERS RELATING TO ITEMS ON THE AGENDA – Cllr Cope declared an interest in the item relating to the Chairman's Allowance; Cllr Harris declared an interest in the planning application for the tree in the Car Park.

CONFIRMATION AND SIGNING OF MINUTES OF THE APCM and THE MAY PARISH COUNCIL MEETING

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

The Clerk had advised the Council on 1st June that she would be retiring at Christmas 2023 but would be prepared to work until March 2024 depending on the applicants for the post i.e. trained Clerk or new to the role.

Clerk's Report

1. Highways are looking at the Land Registry regarding ownership of Meads Yard. The National Trust do 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.
4. Clerk has asked Acorn Landscapes to cut back the plants at the gate at the Pedestal Playing Field.
5. Clerk has written to Grant and Stone and the owners of the Rosemary Close flats asking them to cut back trees which are obscuring the pelican crossing traffic lights.
6. Clerk has written to a property in West Wycombe Road asking them to cut back their boundary hedge/trees which are obscuring the bus stop sign opposite Beechwood Road.
7. Clerk has reported on Fix My Street that the Chorley Road pavement needs siding out and the verge/hedge cut back – 40mph speed limit so the Parish Council cannot undertake the work.
8. Clerk has reported the overgrown state of the footway between Piddington and West Wycombe on Fix My Street.
9. Clerk has had the allotment water tap repaired – the plumber says it is use of hoses which is causing the junction to leak.
10. Clerk has put up notices about the Pedestal Roundabout work planned for 5 nights from 12th June – information has also gone on website and Facebook. Chasing Buckinghamshire Council about the need for advance warning signs.
11. Clerk has obtained more information about the use of Community Infrastructure levy – July agenda.
12. Our grass cutting contractor asked for work to be undertaken on the West Wycombe Park boundary as many of the trees have low hanging branches. He also raised concerns about the base of one of the conifers in Rosemary Close as the lower branches, a small sycamore tree and the nettles are now presenting a health and safety issue when he cuts the grass. Cllr Cope will talk to the residents concerned and Clerk will advise contractor to cut back the vegetation and low branches.

MEETING CLOSED FOR PUBLIC QUESTION TIME
MEETING REOPENED

307.1 Correspondence received 12th May – 8th June 2023

1. Buckinghamshire Council daily and weekly updates and press releases – links 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. David Stocks will be asked if he would undertake the work.

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 – they also contacted The National Trust and West Wycombe Estate who are both more likely to have land available.
12. Notification that the road surfacing of the Pedestal Roundabout will take place from 12 – 14 June
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
18. Notification that Church Lane will be planed and patched between 31st July and 4th August.
19. Notification of BMKALC Annual Conference on 17th October emailed.
20. BMKALC Latest Training timetable – emailed
21. Request from Buckinghamshire Council to have a copy of our Emergency Resilience plan – Clerk explained it is about to be updated and will forward when available.
22. Confirmation with Land Registry details from Buckinghamshire Council that the road leading to Meads Yard is owned by West Wycombe Estate
23. Email from LMS Flats owners of Rosemary Court – responding to my request to have trees cut back.
24. Copied into email from Cllr Hayday as a response from an email from a Pre-school parent asking for safer crossing/wider pavement in High Street for children accessing pre-school – Clerk has responded.

307.2 Planning Applications & decisions:

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

Fell as unsuitable for location x 1 Sycamore (T1) – no objection.

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 – no objection.

Decisions – 23/05139/LBC - West Wycombe House West Wycombe Park, West Wycombe

Listed building application for installation of five Closed-Circuit Television (CCTV) cameras to the exterior of West Wycombe Park House and three cameras to buildings within the curtilage of the Main House – permitted.

23/05138/LBC - Round House Chapel Lane, High Wycombe

Listed building application for installation of a Closed-Circuit Television (CCTV) camera within the curtilage of the listed Rear Gates to West Wycombe Park - permitted.

23/05137/LBC - The Lodge West Wycombe Park, West Wycombe

Listed building application for installation of Closed-Circuit Television (CCTV) camera within the curtilage of the listed Front Gates to West Wycombe Park – permitted.

Planning Enforcement has acknowledged our report on activity at 6 Chorley Road – no further information.

307.3 To receive and discuss the internal auditors report

It was resolved to accept the report. No issues were raised. Cllr Cope thanked the Internal Auditor and Clerk/RFO for their work on the accounts.

307.4 To complete the Annual Governance Statement

Cllr Cope read out the statements which were all answered in the affirmative. The document was signed by Cllr Cope.

307.5 To approve the accounts for the year ending 31st March 2023

It was resolved to approve the accounts. Cllr Cope and the Clerk/RFO signed the document.

307.6 To note the date of 12th June until 21st July for the public inspection of the annual accounts

It was duly noted. The Clerk/RFO will now send all the relevant paperwork to the external auditor.

307.7 To agree to pay the internal auditors £125

Councillors thanked the internal auditor for a very thorough inspection. It was resolved to make the payment of £125.

Cllr Cope left the room and Cllr Harris took the Chair

307.8 To agree to pay the Chairman's Allowance of £150

It was resolved to make a payment of £150 to Cllr Cope.

Cllr Cope re-joined the meeting and took the Chair.

307.9 To report and discuss any highways issues

Discussions took place over the High Street feasibility study and when any progress or consultation will take place from Buckinghamshire Council.

Cllr Harris raised concerns about the noisy manhole outside no 17 High Street – in theory work had been undertaken but there was a reluctance to undertake proper maintenance as it would require a road closure to keep the crew safe when undertaking the work. Joined up thinking would help as we now have a road closure for the Pedestal Roundabout. We hope that all the different aspects of maintenance required at the Pedestal could all be undertaken during the resurfacing process and the road closure.

Clerk has written to Grant and Stone and the owners of the Rosemary Close flats asking them to cut back trees which are obscuring the pelican crossing traffic lights.

Clerk has written to a property in West Wycombe Road asking them to cut back their boundary hedge/trees which are obscuring the bus stop sign opposite Beechwood Road.

Clerk has reported on Fix My Street that the Chorley Road pavement needs siding out and the verge/hedge cut back – 40mph speed limit so the Parish Council cannot undertake the work.

Clerk has reported the overgrown state of the footway between Piddington and West Wycombe on Fix My Street.

A discussion was had about the delayed High Street Pedestrian Safety project. It was agreed that we would ask where the project stood with the new contractors and confirm that a public consultation would be undertaken. We have put everything on our website including the plans, however, we want to ensure that our residents have ample opportunity to put forward their views.

307.10 To make a decision on placing an order for the replacement scramble net and repair the fencing on the Pedestal Playing Field

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.

It was resolved to have the fence repaired with gaps and straining posts at a cost of £1000 by Dave Stocks. We will also ask Dave Stocks if he would instal the replacement scramble net – it can be delivered and stored at Smalldean Farm until the installation can take place.

307.11 To decide whether to continue using a Twitter account

It was agreed to let the Twitter account become dormant.

307.12 To approve the accounts for June 2023 - appendix 2

It was resolved to approve the accounts for June.

307.13 Members' questions

None raised.

307.14 Date of next meeting –Thursday 13th July at 8pm in The Village Hall, West Wycombe.

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
James Glasgow	£55.00	Allotment tap repair
Giff gaff (debit card)	£6.00	Monthly charge for mobile
Smart Numbers (dd)	£23.99	Monthly service charge
Southern Electric (dd)	£138.22	Feeder pillar energy
Total	£2376.14	

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