

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

**ATTENDANCE:**

Cllrs Mr S. Cope, Mr N. Harris, Cllr Mrs V. Smith , Ms C. Rowland, Mrs E. Copley, Mrs K. Cheshire  
In attendance: Mrs S. Henson - Clerk, Mrs A Wright

**APOLOGIES:** Cllr Mr J. Carstensen (health), Buckinghamshire Cllrs Mr D. Hayday & 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 AUGUST PARISH COUNCIL MEETING**

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

**Clerk's Report**

**The Clerk will be on annual leave from Monday 18<sup>th</sup> September and resume work on Monday 25<sup>th</sup> September.**

1. Clerk has asked Cllrs Hayday to help progress the siding out along Chorley Road, West Wycombe Estate has cut back the hedge.
2. The Clerk placed the order for the Outdoor Gym Sign, and it was erected on 7<sup>th</sup> September.
3. The Clerk has reported light 21 in High Street not working and the light near allotments as permanently on. The Clerk has reported the intermittent light at Steps House.
4. The Clerk has forwarded to the Headmaster photos of parents parking on double yellow lines
6. The sheep have now been moved and the gate to the Community Orchard is now open.
7. Allotment rent invoices have been issued – to date 10 tenants have paid a total of £240.
8. We have an interment of ashes on 23<sup>rd</sup> September, Cllr Mrs Copley will represent the parish council.
9. The damage on the half barrier meant we could not unlock it. VG Agricultural has undertaken a repair. Clerk will purchase a luminous sign for the half barrier.
10. The scramble net and fixings have been delivered and are installed. The temporary gate at the top of the equipment has been removed.
11. Clerk is in communication with SWARCO about the MVAS.

MEETING CLOSED FOR PUBLIC QUESTION TIME  
MEETING REOPENED

**310.1 Correspondence received 11<sup>th</sup> August – 14<sup>th</sup> September 2023**

1. Buckinghamshire Council daily and weekly updates and press releases – links put on website.
2. Website analysis for August – emailed.
3. Email from a resident following up on our response relating to the installation of the outdoor gym equipment – emailed to Councillors.
4. Agendas for North West Community Board on 7<sup>th</sup> September and Active Travel Aspirations Teams meeting on 14<sup>th</sup> September
5. BMKALC training events – forwarded to Councillors.
6. Confirmation of artwork for Outdoor Gym sign – order placed for the company to instal.
7. Request from a Copperfields resident to have a neighbour's overhanging tree cut back; letter sent to householder and work undertaken, however pavement still difficult to use due to parked cars.
8. BMKALC updates
9. Confirmation of an appointment to instal a Smart meter on the feeder pillar on the triangle – 6<sup>th</sup> appointment!
10. Email on Government Planning policy sent to you on 9<sup>th</sup> August as it is an agenda item. Not all of the three consultations would appear to be relevant. The one on Permitted Development Rights may be.
11. Request from West Wycombe Estate to help/donate a gate to the footpath opposite Towerage Lane– responsibility of landowner, as no livestock ever in field they would need to get permission for a gate from Bucks Council's Rights of Way department. Clerk suggested they contact The Chiltern Society.

12. Completion of our audit – no issues raised. Documents have gone up on website. Agenda item for October.
13. Complaints from two residents of Rosemary Close about the conifers whose branches are obstructing the footway and roots causing paving slabs to lift. Clerk will contact the manager of Bucks Highways to ascertain the most efficient way to deal with the trees and to ask them to inspect the damaged footway and incursion of roots on to private property.
14. Clerks official letter of resignation.

**310.2 Planning Applications & decisions:**

**Applications: None received.**

**Decisions – :**

**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)- permit

**23/06620/FUL – Wyeseide, Park Farm Road, High Wycombe, HP12 4AF** – Householder application to extend depth of first floor balconies – refused

**310.3 To discuss the budget consultation by Buckinghamshire Council**

The Clerk had printed off a copy of the consultation and Councillors went through each section. It was resolved that as a Parish Council we would not submit a response but that all Councillors were encouraged to submit their own personal responses. So many of the budget headings are statutory and every individual probably has a different priority.

**310.4 To discuss the recent government planning policy documents**

The documents had been forwarded by email. One of the documents related to Neighbourhood Plans which we do not have and the other related to capital infrastructure for the UK. As a parish we are protected in some ways as we are in the AONB, the Green Belt, part is in a Conservation Area, part is owned by The National Trust and West Wycombe Estate. There are issues if we were in a National Park. Cllrs Cope and Harris will look at the document, but it is really aimed at the tier above us.

**310.5 To report any highways issues**

The Clerk has reported light 21 in High Street not working and the light near allotments as permanently on. The Clerk has reported the intermittent light at Steps House.

A piece was put in Contact about Speedwatch and Neighbourhood Watch. Four residents have shown an interest in joining Speedwatch. A team of three is required to work together.

**310.6 To discuss management of the Community Orchard Trees**

We need to check and possibly repair the tree guards as there has been some damage caused by the sheep.

Cllr Harris will inspect the trees and advise as to what action is required. Pruning will probably not be needed until Autumn 2024.

An inspection of the fencing and gates is required. Clerk will arrange this.

**310.7 To discuss the October 7<sup>th</sup> Litter Pick**

Cllr Mrs Smith and the Clerk will make cakes and Clerk will prepare the Village Hall.

Cllr Cope will produce posters. One resident who cannot attend on the day is already identifying and gathering litter along the Bradenham Road for Cllr Harris to collect.

**310.8 To review the budget to date**

The Clerk had issued up to date sheets showing the budget to 15<sup>th</sup> August. We are running correctly to budget at the moment, but with the resignation of the Clerk and the need to recruit we will need to look at the budget for the end of the year. We do not have any further information on the High Street

Feasibility project and whether this will go ahead in this financial year.

A discussion then took place on the Clerks role and future recruitment. Cllrs Cope, Harris and Chesire will meet to discuss starting the process.

**310.9 To approve the accounts for September 2023 - appendix 2**

It was resolved to approve the accounts for September.

**310.10 To discuss moving the November meeting date**

Due to a surprise family commitment the Clerk cannot attend on 9<sup>th</sup> November.

It was resolved to move to the meeting to the 2<sup>nd</sup> November. Clerk will advise Cllrs Mr & Mrs Hayday of the change of date as well as the Library.

### 310.11 Members' questions

Cllr Mrs Copley has been asked to pose a question about producing a noticeboard for the local shops. A full discussion then took place as to whether it would include all the businesses, where it could be erected to the best advantage, how it would be paid for and whose land could it go on. It was agreed that Cllr Mrs Copley report back that the shops need to get together and then then approach the land owner depending on where they thought it could be sited e.g. National Trust, Community Association, west Wycombe Estate.

Cllr Mrs Smith asked Cllr Harris if the National Trust would look at a section of Chalky Path as some of the soil and the edge of the path have worn away and this makes it hazardous to walk along.

### 310.12 Date of next meeting –12<sup>th</sup> October at 8pm West Wycombe Community Library adjacent to The Swan PH.

#### Appendix 2

#### Payments to be made in September 2023

Castle Water (dd)	£45.30	Allotment water
Post Office (debit card)	£24.00	Stamps
Mrs S Henson (BACS)	£956.97	August salary and expenses
Bucks Council (BACS)	£232.43	September pension
HMRC – online (BACS)	£125.24	Tax & NI
Acorn Landscaping (BACS)	£692.72	Highway grass, burial ground, Pedestal strimming
Acorn Landscaping (BACS)	£133.00	Bradenham Road bus stop;burial ground turf & soil for 3 graves
TBS Hygiene (BACS)	£123.84	August collections
West Wyc Comm Library (BACS)	£100.00	5 meetings at £20 per meeting
West Wyc Community Assoc (BACS)	£54.25	Community Litter pick
K. Heybourn (BACS)	£300.00	Gravedigging
PKF (BACS)	£378.00	External audit
David Stocks (BACS)	£1656.00	Pedestal fence, scramble net and Community Orchard
Elizabeth Stillman (BACS)	£50.00	Weed killer along High Street
V & G	£540.00	Pedestal barrier call out and repairs
South Bucks Business Prod(BACS)	£10.68	Stationery
Giff gaff (debit card)	£6.00	Monthly charge for mobile
Smart Numbers (dd)	£23.99	Monthly service charge
Southern Electric (dd)	£215.42	
<b>Total</b>	<b>£5667.84</b>	

Expecting invoice from Signs Scott. The second half of the precept is due in on 15<sup>th</sup> September.

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

Opening balance as at 1 <sup>st</sup> August	£39576.01
Less August payments	£ 3179.93
Less Southern Electric bill issued after meeting	£ 424.15
Plus interment and grave digging fee	£ 475.00
Plus credit from Southern Electric	£ 1.71
<b>Total</b>	<b>£ 36448.64</b>