



*West Wycombe
Parish Council*

**YOU ARE SUMMONED TO ATTEND A MEETING OF THE PARISH COUNCIL
TO BE HELD ON THURSDAY 9th MAY 2024 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 April 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 receive and discuss the internal auditor's report
8. To complete the Annual Governance Statement
9. To approve the accounts for the year ending 31st March 2024
10. To note the date of 3rd June until 12th July for the public inspection of the annual accounts
11. To agree to pay the internal auditor £125
12. To agree to pay the Chairman's allowance of £150
13. To report any highways issues
14. To discuss the Utility Aid electricity offer to review/renew the contract
15. To receive a verbal report on the repairs for Pedestal Playing Field equipment
16. To discuss work in the Community Orchard
17. To discuss the proposal for the High Street by Buckinghamshire Council currently out to public consultation
18. To sign the new lease for The Pedestal Playing Field
19. To approve the accounts for May 2024 -- appendix 2
20. Members questions
21. Date of next meeting - Annual Parish Meeting – 23rd May at 8pm in West Wycombe Village Hall,
13th June Parish Council meeting in West Wycombe Community Library

STEVEN MARSHALL & SHARON L. HENSON, CLERKS

2.5.2024

**PLEASE REPLY TO: Clerk to the Parish Council, Mr Steven Marshall,
24 Hill Farm Court, Chinnor, Oxfordshire OX39 4NX
Telephone: 01494 – 448048 Email: clerk@westwycombeparishcouncil.gov.uk**

Appendix 1**Correspondence received – 12th April - 2nd May 2024**

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. Buckinghamshire Council public consultation on the High Street project – response required by 3rd June – emailed, on website and Facebook link – agenda item
6. Utility Aid – the company recommended by NALC asking about renewing our energy contracts – one feeder pillar needs to be added as they missed this out last time despite being given the information – emailed- agenda item .
7. Notification from BMKALC about a series of workshops on the proposed Street Licensing consultation – being held from 7 – 20th May - emailed.
8. Email from a resident asking about further information on the reasoning behind the High Street project – resident referred to our website.
9. Renewal for our Annual Insurance policy – the 3 year agreement runs out in 2025
10. North West Community Board meeting on 27th June at 18.30hrs in Princes Risborough,
11. West Wycombe Estate new lease for signature – agenda item
12. Internal auditors report – enclosed and on website – agenda item.

Clerks Report

1. We have received the VAT refund of £1780.67.
2. We have received the first 50% of the Precept
3. Clerk has reported the light outside the Village Hall and the one on Steps House.
4. Clerk has placed an order with Glyn Spratt for replacing and repairing fencing and posts on the Burial Ground/Community Orchard Boundary.
5. Clerk has ordered and received new ground fixings for the seat on the Pedestal Playing Field.
6. Clerk has ordered and paid for a set of replacement buffers for the skier on the adult gym equipment
7. Clerk has ordered and paid for a replacement rope for the Burma Bridge on the timber trail.
8. Clerk has reminded Buckinghamshire Road Safety Team to replace the school crossing warning signs– they planned to do this during the school Easter holidays but this did not happen.
9. Clerk has inspected the tree at 6 Copperfields and the residents have undertaken the requested work.

Appendix 2**Payments to be made in April 2024**

A.E. Evans(Debit)	£350.59	Replacement rope for Burma bridge
Castle Water (dd)	£5.00	Allotment water
Mrs S Henson (BACS)	£1355.24	April/ May salary
Mrs S Henson BACS)	£208.00	5 months room allowance
Mrs S Henson (BACS)	£37.59	Mileage for March/April and average for May, expenses
Bucks Council (BACS)	£251.46	May pension
HMRC – online (BACS)	£452.89	Tax & NI
Acorn Landscaping (BACS)	£734.37	Highway grass, burial ground, Pedestal strimming
TBS Hygiene (BACS)	£123.84	April collections
Buckinghamshire Council (BACS)	£260.00	Waste collection for burial ground
West Wycombe Estate (BACS)	£500.00	Pedestal Playing Field
Glasdon (BACS)	£108.47	Ground fixings for seat
Broxap (BACS)	£108.00	Buffers for skier
Gallagher (BACS)	£1347.00	
Miss L Hewitt	£125.00	Internal audit
Cllr S Cope	£150.00	Chairman's allowance
Castle Water (dd)	£5.25	Burial Ground water
Giff gaff (debit card)	£6.00	Monthly charge for mobile
Smart Numbers (dd)	£23.99	Monthly service charge
Southern Electric (dd)	£221.81 approx	Street light energy

Total £6374.50**Statement of account as at 1st May 2024**

Opening balance as at 1 st April	£27726.23
Less April payments	£ 3986.78
Plus 50% precept	£21750.00
Plus VAT refund	£ 1780.67
Misc donation	£ 1.00
Total	£47271.12