



*West Wycombe
Parish Council*

**YOU ARE SUMMONED TO ATTEND A MEETING OF THE PARISH COUNCIL
TO BE HELD ON THURSDAY 14th MARCH 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 February 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: **24/05340/FUL & 24/05341/LBC - Hill Cottage, Church Lane West Wycombe** -Householder application for construction of single storey rear link extension
7. To discuss Buckinghamshire Highways proposed Devolved Services Agreement
8. To discuss extending the Pedestal Playing Field Car Park
9. To discuss the potential changes to Community Boards
10. To discuss work in the Community Orchard and Burial Ground
11. To discuss the D Day Pageant Master Bonfire
12. To discuss the litter pick and a risk assessment
13. To report any highways issues
14. To approve the accounts for March 2024 - appendix 2
15. Members questions
16. Date of next meeting - 11th April 2024 at 8pm – West Wycombe Community Library

SHARON L. HENSON, CLERK

7.3.2024

**PLEASE REPLY TO: Clerk to the Parish Council, Mrs. Sharon L. Henson,
18, Portway Drive, West Wycombe, Buckinghamshire HP12 4AU
Telephone: 01494 – 448048 Email: clerk@westwycombeparishcouncil.gov.uk**

Appendix 1

Correspondence received – 9th February -7th March 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 proposed Devolved Services Agreement and grass cutting map - emailed.
6. Prices from Glyn Spratt for work on the trees in the Community Orchard - £615 and for work on the boundary fence and gates between the Community Orchard and Burial Ground - £495
7. Southern Electric did not seem to take any money from our account in February – taking it in early March.
8. Rural Forum agenda for a Teams meeting on 21st March - emailed.
9. Multiple emails between Highways and Clerk over the flooding at Kittys Lodge
10. Information Commissioners annual renewal
11. Consultation on the changes to boundaries for the Community Boards - emailed

Clerks Report

1. Clerk met with the Highways Community Liaison Manager, to go through the seventeen outstanding issues in the parish. Some have already been resolved.
5. Clerk has been trying to sort out the issue of flooding and water not soaking away near Kittys Lodge. Jetting crews have been on site and worked out where the problem is, and further ditching work will be undertaken and then further jetting. We still need the groundwater levels to reduce.
6. Clerk has spoken to Glyn Spratt about obtaining a price for work in the Community Orchard.
7. We have not had any further correspondence or requests for meetings in relation the High Street project.
8. Our accounts and books went to the internal auditor on 26th February and the report will be issued once the end of year accounts are available and the VAT refund has been submitted.
9. Clerk is discussing the Pedestal Playing Field lease with West Wycombe Estate.
10. Gate repairs in the Pedestal Playing Field have been undertaken.
11. Clerk has worked with West Wycombe Estate and Highways in relation to the road traffic accident on the entry to the High Street.
12. Clerk has advised Buckinghamshire Council that, currently, we do not accept the proposed grass cutting map as it is quite different to the one worked to since 2015 and which all contractor quotes and orders are based on.
13. Clerk has booked for the Litter Pick bags to be collected on Monday 15th April.

Appendix 2

Payments to be made in March 2024

Castle Water (dd)	£5.00	Allotment water
Mrs S Henson (BACS)	£681.44	February salary
Mrs S Henson (BACS)	£95.70	February mileage and gate repair materials
Bucks Council (BACS)	£251.46	March pension
HMRC – online (BACS)	£146.64	Tax & NI
Acorn Landscaping (BACS)	£692.72	Highway grass, burial ground, Pedestal strimming
TBS Hygiene (BACS)	£123.84	January collections
West Wycombe Library (BACS)	£20.00	Interview session in February
West Wycombe Estate (BACS)	£3000.00	Pedestal Playing Field
Parish Council Websites (BACS)	£1200.00	Annual webmaster service
Information Commissioner (dd)	£35.00	Annual registration fee
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	Street light energy
Total	£6508.85	

Statement of account as at 1st March 2024

Opening balance as at 1 st February	£36992.82
February payments	£ 2536.27
Total	£34456.55