

MINUTES OF THE MEETING HELD ON THURSDAY 8<sup>th</sup> FEBRUARY 2024 AT  
8.00 PM IN WEST WYCOMBE COMMUNITY LIBRARY

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, Mrs A Wright

APOLOGIES: Cllrs Mrs K. Cheshire, Mr J. Carstensen (health), Buckinghamshire Cllr Mrs O. Hayday

DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS BY MEMBERS RELATING TO ITEMS ON THE AGENDA –Cllr Harris declared a pecuniary interest in the planning application for work to trees in the Conservation Area by the National Trust.

CONFIRMATION AND SIGNING OF MINUTES OF THE JANUARY PARISH COUNCIL MEETING  
The Minutes for above meeting were agreed by those Councillors present and signed by the Chairman.

Councillors confirmed that they will continue to accept and approve Cllr Carstensen's absence at meetings due to his current health issues and look forward to his return to the Parish Council.

**Clerk's Report**

1. Barclays Bank has made no further contact regarding our account, so we must assume they have sorted it to their satisfaction.
2. Clerk attended the Clerks Forum and raised concerns about the amount of service work and traffic lights and a lack of co-ordination – apparently some of the service companies are claiming that the work is emergency work and they do not need to apply for a Traffic Regulation Order – in most cases in our parish the work has never been urgent.
3. Clerk has provided information to the Waste Team and DVLA regarding the untaxed vehicle parked in Beechwood Road. MOT runs out on 4<sup>th</sup> February and it will be reported as abandoned at that time.
4. Clerk is meeting with Rosie Tunnard, the Highways Community Liaison Manager, to go through all the outstanding issues in the parish and has created a list of all outstanding work.
5. Clerk has been trying to sort out the issue of flooding and water not soaking away near Kitty's Lodge. The gully work which was undertaken in November seems to have made matters worse as the water never soaks away which it always had done prior to their visit.
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 to the High Street project.
8. Our accounts and books will go to the internal auditor on 26<sup>th</sup> February.
9. Clerk provided a list of the non-working street lights, which had previously been reported on Fix My Street, to the street lighting team.
10. Clerk has reported the second street light on Chorley Road as constantly on.
11. Clerk has reported the pothole in the pavement outside no 12 High Street.
12. The contractor removed the Christmas tree lights.
13. Clerk has reminded Mr Stocks about a price for work on the fences and gates in the Community Orchard.

MEETING CLOSED FOR PUBLIC QUESTION TIME  
MEETING REOPENED

**315.1 Correspondence received – 12<sup>th</sup> January – 8<sup>th</sup> February 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. Notification from the Planning Inspectorate that an appeal is being made by Wyese, Park Farm Road and our previous comments will be submitted to the Inspectorate for their consideration and decision.
6. Notification that the annual payment to The Information Commissioner is due on 10<sup>th</sup> March.
7. Request permission for an ashes memorial for Mr Earl Campbell – Clerk has given permission and £90 has been received.
8. Request from a resident to consider supporting an idea to hold mobility and exercise classes for senior citizens or those with mobility issues - emailed

9. Response from the National Trust about the future of The George and Dragon.
10. Notification that the Section 137 allowance 24/25 will be £10.81 per head of the population in our parish.
11. Buckinghamshire Council press release and maps warning of groundwater flooding for our area.
12. West Wycombe Estate has responded to our request for permission to extend the Pedestal Playing Field car park – March agenda
13. BMKALC advising parish council of the Planning Forum – our main concern is the length of time they are taking to make decisions.
14. Minutes from Clerks forum - emailed
15. Notification that waste and recycling bags should be issued to the High Street and Church Lane week beginning 12<sup>th</sup> February – residents have been advised to use black bags and these will be collected.

### **315.2 Planning applications & decisions:**

**Applications: 24/05228/TPO - West Wycombe Conservation Area, West Wycombe Park, West Wycombe** - Trim back by up to 1.5m so as to provide clearance of lamp stands and remove obstruction from the pavement x 1 Yew Hedge (H1) and crown reduction by up to 1.5m so as to provide clearance around lamp stands and remove obstruction from the carriageway x 1 Yew (T1) – no objection

**Decisions: 23/08006/FUL - 7 Copperfields, High Wycombe**

Householder application for internal alterations, relocation of french doors, relocation of kitchen windows and creation of additional hard standing for increased parking spaces – permitted

### **315.3 To decide whether we need to develop a Biodiversity Policy**

Guidance has been supplied by BMKALC and copies issued to all Councillors. Biodiversity in relation to our parish was discussed in relation to Section 40 of the Natural Environment and Rural Communities Act 2006 updated by Section 102 of the 2021 Environment Act where parish and town councils must consider biodiversity and nature recovery. We do not own any land or buildings, we do however manage land - the allotments, the burial ground, the Community Orchard and the Pedestal Playing Field. We have planted over 50 trees; created a wildflower meadow, erected bird boxes, undertake regular management of hedges and trees, but only for health and safety reasons. It was resolved that West Wycombe Parish Council will consider biodiversity when responding to planning applications and support and encourage organisations within our community to become involved in biodiversity projects. We have an ongoing commitment to encourage and support and conserve nature and enhance biodiversity in our parish.

### **315.4 To consider a request for support for running a Mobility Class in the community**

The Clerk visited the first session and spoke to the person organising and running it. Early days but older residents are attending. Clerk has introduced the class organiser to the NW Chilterns Community Board manager who has responded with what they would require if a grant should be requested. The Parish Council would require the same information if an official request for a grant is made.

### **315.5 To report any highways issues**

1. Clerk attended the Clerks Forum and raised concerns about the amount of service work and traffic lights and a lack of co-ordination – apparently some of the service companies are claiming that the work is emergency work and they do not need to apply for a Traffic Regulation Order – in most cases in our parish the work has never been urgent.
2. Clerk has provided information to the Waste Team and DVLA regarding the untaxed vehicle parked in Beechwood Road – ran out of tax in August 2023. MOT ran out on 4<sup>th</sup> February and has not been renewed. It has been reported as abandoned.
3. Clerk is meeting with the Highways Community Liaison Manager, to go through all the outstanding issues in the parish and has created a list of all outstanding work.
4. Clerk has been trying to sort out the issue of flooding and water not soaking away near Kitty's Lodge. The gully work which was undertaken in November seems to have made matters worse as the water never soaks away which it always had done prior to their visit. Many emails have been sent over the past 10 days and the Local Area Technician and the Environment Agency have been on site. Cllr Harri showed Councillors an old map he had found which indicated where the water from the road at Kittys Lodge should run to. Cllr Harris will scan the map and send to Clerk to pass on to Highways.
5. High Street Project -Since the agenda was issued we have been copied in by Cllr Hayday on the proposal being put forward by Atkins – we have not been consulted and we now find out that the

- new contractors had a site visit in June last year prior to putting forward their final proposal. Clerk has written to them asking that we have a meeting prior to it going out to consultation.
6. Clerk provided a list of the non-working street lights, which had previously been reported on Fix My Street, to the street lighting team.
  7. Clerk has reported to Sparkx the second street light on Chorley Road as constantly on.
  8. Clerk has reported the pothole in the pavement outside no 12 High Street.
  9. Clerk has noticed that many of the Chorley Road road repairs undertaken several years ago are 'opening up' as it appears that they were not sealed properly. Despite reporting Chorley Road pavement on Fix My Street in Summer 2023 our siding out request has not resulted in any action. We are also concerned about the state of some of the trees near the brow of the hill and the school crossing lights.
  10. Clerk had asked the landscapers at 6 Chorley Road, once again, to clean up the pavement.
  11. The ivy hedge along the West Wycombe Road has been cut back to the boundary very quickly after our request was made.

**315.6 To approve the accounts for February 2024 - appendix 2**

It was resolved to approve the accounts for February.

**315.7 Members Questions**

The Spring litter pick has been set for Saturday 13<sup>th</sup> April from 9.30 -12 noon. Village Hall has been booked.

Cllr Harris met up with Glyn Spratt in the Community Orchard to talk about replacing trees, half guards and posts as well as work on the main gate, kissing gate and posts.

**315.8 Date of next meeting** –14<sup>th</sup> March 2024 at 8pm West Wycombe Community Library adjacent to The Swan PH. Cllr Rowland gave her apologies in advance.

**Appendix 2**

**Payments to be made in February 2024**

Castle Water (dd)	£5.00	Allotment water
Mrs S Henson (BACS)	£681.24	January salary
Mrs S Henson (BACS)	£21.60	January mileage
Bucks Council (BACS)	£251.46	February pension
HMRC – online (BACS)	£146.84	Tax & NI
Acorn Landscaping (BACS)	£692.72 )	Highway grass, burial ground, Pedestal strimming
Acorn Landscaping (BACS)	£181.00 )	Posts, grave and disposal of leaves
TBS Hygiene (BACS)	£123.84	January collections
West Wycombe Library (BACS)	£40.00	Two interview sessions in January
West Wycombe Estate (BACS)	£100.00	Allotment rent
Buckinghamshire Council (BACS)	£183.36	Clerk/RFO advert
Giff gaff (debit card)	£6.00	Monthly charge for mobile
Castle Water (dd)	£5.25	Burial ground water
Smart Numbers (dd)	£23.99	Monthly service charge
Southern Electric (dd)	£73.97	Feeder pillar energy
<b>Total</b>	<b>£2536.27</b>	

**Statement of account as at 1<sup>st</sup> February 2024**

Opening balance as at 1 <sup>st</sup> January	£40180.95
Less January payments	£ 3278.13
Plus Memorial fees	£ 90.00
<b>Total</b>	<b>£36992.82</b>