



**YOU ARE SUMMONED TO ATTEND A MEETING OF THE PARISH COUNCIL  
TO BE HELD ON THURSDAY 14<sup>th</sup> JANUARY 2016 AT 8PM  
IN THE CHURCH ROOM, WEST WYCOMBE**

**MEMBERS OF THE PUBLIC and PRESS ARE INVITED TO ATTEND**

**AGENDA**

1. To accept apologies for absence
2. Declaration of disclosable pecuniary interests by Members relating to items on the agenda
3. To confirm and sign the minutes of the previous meeting
4. 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 & decisions:  
**15/08322/FUL-St Lawrence Church Of England Church, Church Lane, West Wycombe** -Application for construction of single storey extension to North / West elevation, incorporating 2 x rooflights and restoration of historic window to Ground floor of North elevation.
7. To agree the budget for 2016/2017 and to set the Precept
8. To consider the BCC Transport Plan
9. To agree to place an order for work on the trees in the Burial Ground and to discuss use of the Burial ground car park
10. To report any Highways issues including village signage
11. To agree to pay the Clerks overtime for 2015 and the Working from home allowance
12. To discuss the Parish Emergency Plan
13. To discuss the celebrations for the Queens 90<sup>th</sup> Birthday – Clean for the Queen (4,5,6 March) and a Beacon (21<sup>st</sup> April) ad to agree to such necessary expenditure eg litter-pickers
14. To approve the accounts for January 2016 and signing of cheques – appendix 2
15. Members questions
16. Date of next meeting – Thursday 11<sup>th</sup> February 2016 at 8pm in The Church Room

SHARON L. HENSON, CLERK

7.1.2016

**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@westwycombe.org.uk**

## Correspondence Received from 10<sup>th</sup> December – 7<sup>th</sup> January 2016

1. WDALC Training Course on Internal Audit, financial controls, risk assessment – 2<sup>nd</sup> February
2. Email from WDC planning department agreeing with our concerns over the increase in bedrooms at 460 WW Road and the parking implications.
3. WDC information about the Precept and the Council Tax support grant which is to be reduced. Enclosed are examples of how this affects our income. Keeping the precept at the same as this year gives us a reduced figure and setting it at £39,000 will give us a small increase.
4. Community Safety Agreement survey – forwarded to Councillors
5. BCC Local Area Forum priorities survey – forwarded to Councillors
6. BMKALC – notification of the new process being set up for appointing external auditor from April 2016
7. Information about celebrating the Queen's 90<sup>th</sup> birthday – Community Clean ups and a Beacon.
8. WDC Notification that the planning application for Mede Cottage has been withdrawn.
9. Request from Chilterns Conservation Board for financial support.
10. Letter from a Princes Risborough resident supporting our view on the HS2 Construction route.

### Clerks Report

1. Chairman and Clerk had a meeting on HS2 on 29<sup>th</sup> December as we had to agree on the next stage of the process. After much discussion it was agreed that we would ask HS2 to carry out our mitigation requests and not carry on our appeal to the House of Lords although our 'gut' reaction was to proceed to that stage we could see that we could end up with nothing.
2. Chairman attended the January NAG but nothing was discussed as other members did not attend.
3. Please study the BCC Transport Plan – I sent you the link on 9<sup>th</sup> December and I will have a hard copy of the plan with me at the meeting.
4. Chairman and Clerk gave apologies for the January WDALC meeting as they were both unwell.
5. Please read the attached revised budget – as you will see our opening balance figure has reduced hence my suggestion in 3 above that we increase the Precept to £39000.
6. The Clerk has worked a total of 90 hours overtime in the year 2015 – mainly due to HS2. The salary for December has this amount of hours added and the salary figure represents this less tax, NI and increased pension payment. Expenses also the annual retrospective payment of £500 for the working from home allowance which covers use of home, electricity, internet.

### Appendix 2

#### Cheques to be paid in January 2015

Mrs S Henson s/o	517.99	December salary
Mrs S Henson	1090.82	Balance of December salary and annual overtime
Bucks CC	465.31	January pension
HMRC	361.80	Tax & NI
Mrs S Henson	532.68	Expenses for December and Working from Home
TBS Hygiene	48.00	Collections for November
Acorn Landscaping	215.83	9/12 highways grass cutting
John K Lawrence	839.50	Third quarter Burial Ground maintenance
Staples	15.79	Stationery
Senior Citizens Christmas party	100.00	
Southern Electric Contracting	762.90	Street lighting maintenance
Southern Electricity dd	159.82	Street light energy
<b>Total</b>	<b>5110.44</b>	

#### **Statement of Account as at 1<sup>st</sup> January 2016**

Opening balance – 1 <sup>st</sup> December	26317.32
Less December cheques	3959.42
Plus Downley Dynamos	300.00
<b>Sub Total</b>	<b>22657.90</b>
Deposit account	2628.52
<b>Total</b>	<b>25286.42</b>