

MINUTES OF THE MEETING HELD ON THURSDAY  
14th APRIL 2016 AT 8.00 PM IN THE CHURCH ROOM, WEST WYCOMBE

ATTENDANCE:

Cllrs Mrs V. Smith, Mr N Harris, Mr S Cope, Mr N. Timberlake, Mrs K. Cheshire (from 8.40)  
Mrs S. Henson – Clerk

APOLOGIES: Cllr Mr R. Seymour, District Cllr Mr I. McEnnis, County Cllr Mr D Hayday

DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS BY MEMBERS RELATING  
TO ITEMS ON THE AGENDA

Cllr Harris declared a pecuniary interest in the item relating to the Church Lane garden.

CONFIRMATION AND SIGNING OF MINUTES OF THE MARCH MEETING

These were agreed by those Councillors present and signed by the Chairman.

REPORT ON PROGRESS ON ITEMS IN THE PREVIOUS MINUTES

Clerks Report

1. Chairman and Clerk attended a meeting on HS2 on 14<sup>th</sup> March to discuss the projects for the £480,000 for our group.
2. Chairman and Clerk attended the WDALC meeting
3. Chairman and Clerk attended the Rural Forum
4. Chairman and Clerk attended the WDC Chairman's Reception.
5. Chairman and Clerk attended the LAF at Frieth Village Hall.
6. Year end accounts have been finalised and all material has been given to the internal auditor.
7. Clerk has reported new graffiti to the Downley Neighbourhood TVP team.
8. Clerk found one of the burial ground gate posts had rotted and asked Mr Stocks to replace. Gate undamaged.
9. Vacated allotment has been re-allocated and another tenant has been asked if they intend to work their plot – they have replied that they are now working on it.
10. Working party has met to start work on updating the Emergency Plan – an article has gone into Contact
11. The tree work in the burial ground has been completed.
12. Tree work around school sign and light has been completed
13. The planting clearing of hedges has started – one small tree to plant and then complete.
14. Clerk has extended an invitation to the Annual Parish Meeting to all the organisations within the village

MEETING CLOSED FOR PUBLIC QUESTIONS

MEETING REOPENED

227.1 Correspondence Received from 10<sup>th</sup> March – 14<sup>th</sup> April 2016

1. Email response from Cllr Mark Shaw in response to our letter re Ringway Jacobs – they have the contract until 2021 – full response at a later date.
2. My Bucks Newsletter – forwarded to Councillors
3. Website monthly report – forwarded to Councillors
4. Notes of the March NAG meeting – forwarded to Councillors
5. LAF Minutes of meeting held in February.
6. Chilterns Conservation Board Newsletter – forwarded to Councillors
7. WDC asking it would like a Play Area Inspection – Clerk has booked this
8. Clerk has submitted form to Transport for Bucks for bus cage price
9. Emails between a resident and Clerk re the planning application for 62 Chorley Road
10. Minutes of WDALC Meeting 17<sup>th</sup> March
11. Rural Forum agenda – 17<sup>th</sup> March
12. Annual Maintenance price for the Church Lane garden - £160 per visit – possibly need two visits
13. Credit note from Southern Electric for £19.93 for one of the feeder pillars
14. Notification that the route 40 evening journeys are being taken over from Arriva by Carousel and they will add a Sunday service. Due to start in June so Clerk will put revised timetable up in mid May.

15. Bucks CC devolved services money – whole year payment for 2016/2017 made on 29<sup>th</sup> March – £2033.59
16. HS2 Mitigation report for submission to Bucks CC
17. Chiltern Society Newsletter – forwarded to Councillors
18. An enquiry from a prospective Parish Councillor who plans to come to the May meeting. Cllr Cope to make contact
19. This year's Planning Forum will take place on Tuesday 28 June, 6.30pm to 8.30pm, in the Council Chamber.
20. HMRC notification of new tax code – this will take the monthly salary below the current Standing Order amount.
21. Invitation to a Transport for Bucks Conference – Thursday 12<sup>th</sup> May 9.30 – 2.00 at AVDC Offices.
22. WDALC Planning training – Wednesday 20<sup>th</sup> April.
23. Mazars External audit papers.

#### 227.2 Planning

##### Applications

**16/05741/FUL-351F West Wycombe Road High Wycombe** -Enlargement of existing bedroom window – no objection.

**16/05597/FUL-Byeways Park Farm Road High Wycombe** -Householder application for construction of two storey rear extension, erection of canopy over existing front garage door, fenestration alterations and alterations front driveway – no objection as long as the neighbours comments are taken into consideration.

##### Decisions

**16/05285/CTREE -West Wycombe Burial Ground** - Crown lift all trees in car park area to give 4 metres clearance all round and remove dead sections; crown lift all trees adjacent to drive in burial ground to give 4 metres clearance all round to allow adequate access; crown lift all trees in paddock adjacent to burial ground on perimeter to allow adequate access for tractor and trailer, approximately 4 metres from ground level – not to make a TPO.

**16/05394/FUL-460 West Wycombe Road High Wycombe** -Householder application for erection of part two storey, part single storey side & rear extension & alterations, creation of new hardstanding, access steps & retaining walls to front, new retaining walls & steps to rear garden (alternative scheme to pp 15/07772/FUL) – permit

#### 227.3 To consider placing an order for work on the Church Lane side garden

It was resolved to place an order for the clearance of the garden at a cost of £910 and maintenance of £160 per visit.

#### 227.4 To report any Highways issues

Lights 8 and 20 in the High Street have been reported.

Cllr Harris has kindly cleared the grips on Church Lane.

Clerk will ask TBS if they would empty the dog bin at the top of the hill.

#### 227.5 To approve the accounts for April 2016 and signing of cheques; to receive the accounts for the year ending 31<sup>st</sup> March 2016; to agree to cease the Standing Order for the Clerks salary – appendix 2

The draft of the year end accounts were presented to Councillors. They will be put forward for signing off in June due to changes in the audit process.

Due to the Clerk's changes in tax code the monthly salary has gone below the Standing Order figure and as there is no longer a requirement for the Clerk to be paid by a certain date it was resolved to cease the Standing Order arrangement.

It was resolved to approve the accounts. See end of Minutes.

#### 227.6 Members questions

Cllr Mrs Smith asked about the shooting today as it was not on the West Wycombe Estate Website.

Cllrs Mrs Smith, Mrs Cheshire and Mr Harris reminded everyone about the Queen's birthday beacon on top of the hill on Thursday 21<sup>st</sup> April with the lighting taking place at 7.30pm

227.7 Date of next meeting

Annual Parish Meeting – Thursday 5<sup>th</sup> May at 7.30pm; Annual Parish Council Meeting and May meeting -Thursday 12<sup>th</sup> May 2016 at 8pm in The Church Room

Cheques to be paid in April 2016

TBS Hygiene	48.00	February Collections
Mrs S Henson s/o	517.99	March salary reduced to £496.43 via expenses deduction
Bucks CC	162.95	April pension
Acorn Landscaping	215.83	12/12 highways grass cutting
Staples	36.48	Stationery
Southern Electric Contracting	762.90	Street lighting maintenance
Rialtas	135.60	Allotment software annual maintenance
Mrs S Henson	20.79	Expenses for March less salary adjustment
John K Lawrence Landscape	839.50	4/4 burial ground maintenance
WDALC	15.00	Planning training – Cllr Cope
Cash	10.00	Church Room Heating
Southern Electric dd	15.39	Feeder pillar energy
Southern Electricity dd	146.18	Street light energy
<b>Total</b>	<b>2926.61</b>	

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

Opening balance – 1 <sup>st</sup> March	15323.75
Less March cheques	6063.37
Plus BCC Devolved fee for 2016/2017	2033.59
Plus Credit for Southern Electric	19.93
<b>Sub Total</b>	<b>11313.90</b>
Deposit account	2628.85
<b>Total</b>	<b>13942.75</b>