

MINUTES OF THE MEETING HELD ON THURSDAY  
14th MAY 2015 AT 8.00 PM IN THE CHURCH ROOM, WEST WYCOMBE

ATTENDANCE:

Cllrs Mrs V. Smith, Mr N Harris, Mrs K. Cheshire, Mr R Seymour, Mr N. Timberlake,  
Mr M Hogan, Mr S Cope Mrs S. Henson – Clerk  
District Cllr Mr I. McEnnis  
0 members of the public

APOLOGIES FOR ABSENCE: County Cllr Mr D Hayday, District Cllr Mrs J. Teesdale

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

Cllr Mrs Smith declared a pecuniary interest in the item relating to the Chairman's Allowance  
Cllr Harris declared a pecuniary interest in the planning application for Floras Tempe

CONFIRMATION AND SIGNING OF MINUTES OF THE APRIL MEETING

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

Clerks Report

1. Clerk will produce Minutes of Annual Parish meeting once contributors have forwarded their reports.
2. The Annual Report will be produced in July.
3. The Chairman judged West Wycombe School's parking poster competition and the Clerk awarded the prizes at a school assembly.
4. Clerk has been trying to sort out the change of bank signatures – Cllrs Smith, Seymour, Timberlake and Cheshire. Cllr Harris will be a reserve if required.
5. Clerk has tried to make contact with the potential tenant for an allotment plot and to date he has not responded – on that basis the Clerk recommends that we do not offer this plot out and just cut the grass – it is close to the hedge and previous tenants have not made a success of it.
6. Clerk has chased Bucks CC re the road surfacing, the Church Lane parking, the parking bay restrictions and painting the bus stop bays – Clerk will advise Bucks CC of the activities in West Wycombe Park – the solstice, the quiz and fete, two bike races

MEETING CLOSED FOR PUBLIC QUESTIONS

MEETING REOPENED

217.1 Correspondence Received from 9th April – 14th May 2015

1. Emails from BCC re the Devolution agreement – it is still being re-written and currently a third version is being considered.
2. WDC Invitation to the Chairman to a WW1 Memorial Service on 19th May.
3. Information about a Hand Held Tour Guide – circulated to Councillors
4. Notification of Armed Forces Day – 27th June – posters to go on Noticeboards
5. Chilterns Conservation Board newsletter – forwarded to Councillors
6. HS2 update and conference invitation – issued to Councillors
7. Email response from WDC and Cllr Teesdale re 316 West Wycombe Road – all Councillors included in email response.
8. Minutes of NAG held on 28th April – issued to Councillors
9. Chiltern Society confirming they will cut our footpaths as per last year's list.
10. Copied in on emails to Thames Valley Police re antisocial behaviour.
11. Chilterns Conservation Board Chalk and Trees magazine
12. Emails about dog fouling on the Pedestal Playing Field
13. Thank you email from Cllr Mrs Cook who retired at the April meeting
14. BCC Revised date for resurfacing of the High Street – 8th June – 20th July
15. Welcome to new Councillors letter from Chairman of NALC
16. Southern Electric Contracting Street Lighting Maintenance costs for 2015 – 2016  
Clerk will write and ask what we get for our quarterly charges as we pay for repairs and the Clerk reports non-functioning lights.

17. WDC Quality Counts Tour – 16<sup>th</sup> June all day: Planning Forum 30<sup>th</sup> June 6.30 – 8.30
18. AON Insurance renewal – new provider which does not reflect our needs. Clerk investigating a new company.

## 217.2 Planning

### Applications

**15/06233/FUL -Silver Birches, Church Lane, West Wycombe** -Householder application for replacement of existing single glazed casement windows and patio doors with double glazed handmade timber sliding sash windows and patio doors, resurfacing of driveway comprising removal of existing broken concrete flags and replacement with reclaimed stone setts and replacement of concrete paving slab steps and walkway with clay brick pavers – no objection

**15/06148/FUL -6 Beechwood Road, High Wycombe** -Householder application for construction of first floor rear extension – no objection

**15/06026/FUL-Castle Transmission Tower, Toweridge Lane** -Installation of 2 x dipole antennas, 1 x 1.8m diameter satellite dish, 1 x equipment cabin and development ancillary thereto including 2 x GPS antennas – no objection

**15/05833/LBC -Floras Temple, Park Farm Road High Wycombe** -Listed Building application for installation of secondary glazing to Flora' Temple windows and removal of asbestos cement roof and replacement with modern fibre cement roof to adjacent outbuilding – no objection

### Decisions

**15/05492/FUL-12 Chorley Road** -Householder application for erection of single storey rear extension following removal of existing conservatory & single storey side extension - permit

**15/05595/FUL -316 West Wycombe Road, High Wycombe** -Change of use of part of land to form turning area (Part retrospective) – permit

- 217.3 To agree to allow Mr J.A Stevens, the Role B agent for Princes Risborough Town Council, to represent West Wycombe Parish Council at any Select Committee hearings relating to the High Speed Rail (London-Birmingham) Bill HOC/00178 and to have Mrs S. Henson, Role B Agent for West Wycombe Parish Council, as a witness at any said hearings

It was resolved to send a letter to the Select Committee Clerk showing that we resolved to allow Mr J.A. Stevens, the Role B agent for Princes Risborough Town Council, to represent West Wycombe Parish Council at any Select Committee hearings relating to the High Speed Rai (London-Birmingham) Bill HOC/00178 and to have Mrs S. Henson, Role B Agent for West Wycombe Parish Council, as a witness at any said hearings.

- 217.2 To agree to pay Miss L.M. Hewitt a £75 Honorarium for the internal audit process  
It was resolved to pay Miss Hewitt a £75 Honorarium.

- 217.3 To discuss the Pedestal Playing Field in relation to dogs and dog faeces: litter bin, car park

It was resolved to purchase, after consultation with Sir Edward Dashwood, a large sign for the Pedestal Playing Field which will have contact information and a large request to keep dogs on a lead and to clear up after them. We will also produce two large signs for the for the smaller entrance gates.

It was resolved to purchase a closed in litter bin at a cost of £147.90 plus fixing kit in deep green. Move existing bin to near the car park gate.

Downley Dynamos have indicated that they would like the car park extended. Councillors agreed not to extend the hard standing element of the car park area and to ask Downley Dynamos for the Travel Plan that was requested when they initially asked to use the playing field and when the \parish Council was told that many members would walk. No other organisation other than the football club use the car park and as up to 62 cars are bale to park Councillors felt that Downley Dynamos need to manage their traffic issues efficiently and in a more environmentally friendly way.

Cllr Cope will carry out the Pedestal Play Area weekly inspections from Cllr Mrs Cook.

217.4 To discuss the state of the access to Meads Yard

It was resolved to write the different owners/users of Meads yard to see whether repairs to the road surface could be undertaken with all parties contributing to the work. The Parish Council would be prepared to organise and manage such work but not make any financial contribution. Clerk will ask for prices for the work involved.

Cllr Mrs Smith left the room. Cllr Harris took the Chair.

217.5 To agree to pay the Chairman's Allowance of £100 for the year 2014/2015

It was resolved to pay the Chairman's Allowance of £100.

Cllr Mrs Smith returned to the room

217.6 To report and discuss any highways issues

The High Street resurfacing has been delayed until June/July. The issue with the advertising hoardings has been addressed. The broken belisher beacon has been reported. Clerk has reported the trees growing over the pelican crossing lights to BCC but this may be our responsibility. We have issues over weeds growing along the pavement near the advertising hoardings – this is now our responsibility plus Cutty Alley. Clerk will obtain a quote from Elizabeth Stillman for weed spraying.

Cllr Timberlake reported that there are going to be changed from 1<sup>st</sup> June – Arriva 40 will cease their journey to Thame and will stop at Stokenchurch Business Park, however Carousel are producing a 40 service to Thame which will go from Stokenchurch and onto the M40 to stop at the Lewknor interchange. They will run 5 minutes apart on an hourly timetable. Clerk will write to Allan Field Bus Services Manager at Oxfordshire CC asking for the route to become a half hourly timetable.

217.7 To complete the External Audit Statement and to consider and complete the Annual Governance Statement and to receive the Internal Auditors report

The Chairman read out the statements and they were all answered in the affirmative. There were no issues raised by the Internal Auditor and the report was accepted.

217.8 To discuss a revised budget for the Financial Year 2015/2016

The budget for this year has been revised due to changes in potential finance and commitments. We will be receiving devolved funds from Bucks County Council and we will not have to use the entire budget allowed for the election. The Clerk/RFO issued papers to show the budget and expenditure up to 31<sup>st</sup> March 2015 and the proposed budget for the coming year and recommended that the Parish Council revise the budget as per the proposal made i.e. to allow £2,500 for a piece of equipment for all members of the community to use on the Pedestal Playing Field, however this may not to be implemented and certainly not until we have finished the growing season as we do not know what else we may have to pay for under the devolved services agreement.

217.9 To approve the accounts for May 2015 and signing of cheques – appendix 2

It was resolved to approve the accounts. List shown at the end of the Minutes.

217.10 Members questions

Cllr Harris asked for suggestions for siting a dog bin at the top of West Wycombe Hill.

217.11 Date of next meeting – Thursday 11<sup>th</sup> June at 8pm in The Church Room

**Cheques to be paid in May 2015**

Mrs S. Henson S/O	517.99	April salary
Mrs S Henson	46.04	Balance of April salary
Bucks County Council	162.95	Pension – May
TBS Hygiene Ltd	48.00	Dog bin collection for March
Southern Electric d/d	141.74	Energy (street lights)
Staples	36.62	Stationery
Rialtas Business Solutions	133.20	Annual Allotment software maintenance
AED Locator	18.02	Delivery charge for second defibrillator

D R Dakin Elect Contract	120.00
Bucks & Milton Keynes ALC	174.28
Peter Gomme	350.00
Acorn Landscaping	215.83
Mrs J.P.Smith	29.95
Mrs S Henson	159.79
Rialtas Business Solutions	133.20
BT d/d	374.21
<b>Total</b>	<b>2661.79</b>

Installation of defibrillator at Village Hall  
Subscription  
2 cuts of Pedestal Playing Field  
1/12 – highways grass cutting  
Annual Parish Meeting expenses  
Expenses April 2015  
Annual Finance software maintenance  
Telephone calls and line

**Statement of Account as at 30<sup>th</sup> April 2015**

Opening balance – 1 <sup>st</sup> April	6956.81
Plus 50% of precept	19125.00
Plus Community Tax Support Grant	1498.34
Plus allotment rent	10.00
Plus HMRC VAT refund	3997.79
Less April cheques	3619.90
<b>Sub Total</b>	<b>27968.04</b>
Deposit account	2627.51
<b>Total</b>	<b>30595.55</b>