



# West Wycombe Parish Council

**YOU ARE SUMMONED TO ATTEND A MEETING OF THE PARISH COUNCIL  
TO BE HELD AT 8pm ON THURSDAY 14<sup>th</sup> APRIL 2022  
IN THE CHURCH ROOM, WEST WYCOMBE**

**MEMBERS 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 March Parish Council Meeting
4. Clerk's report on progress on items in the previous minutes

### **MEETING CLOSED FOR PUBLIC QUESTIONS AND MEETING RE-OPENED**

5. Correspondence – see Appendix 1

Planning Applications & decisions: **22/05580/VCDN -391 West Wycombe Road**  
Variation of conditions 1 (plan numbers) attached to pp 21/07358/VCDN (Proposed demolition of existing detached dwelling and erection of 7 x 1 bed apartments with associated access, parking, and bin and cycle stores) to allow a small front extension to the ground floor flats and rearrangement of internal layouts to the ground floor and loft flats allow them to obtain space to become two bedroom flats, which improves the mix in the development

6. To discuss the possibility of an outdoor gym area in the Pedestal Playing Field
7. To report and discuss any highways issues including Community Speedwatch and the High Street feasibility study
8. To discuss street lighting energy and the need to revise the budget
9. To discuss Her Majesty's Platinum Jubilee Celebrations for 2022 – wording for commemorative bench; distribution of Commemorative memorabilia; the Beacon, the Community Picnic
10. To discuss membership of WAALC
11. To discuss the Annual Parish Meeting
12. To discuss the parish resilience plan
13. To approve the accounts for the year ending March 2022
14. To approve the accounts for April 2022- appendix 2
15. Members questions
16. Date of next meeting - Annual Parish Meeting -Thursday 28<sup>th</sup> April 2022 at 8pm in The Church Room, West Wycombe. Regular May meeting and the Annual Parish Council Meeting – 12<sup>th</sup> May 2022 at 8pm in The Church Room

SHARON L. HENSON, CLERK

7.4.2022

**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](mailto:clerk@westwycombeparishcouncil.gov.uk)**



## Appendix 1

**Correspondence received 10<sup>th</sup> March – 7<sup>th</sup> April 2022**

1. Buckinghamshire Council daily and weekly updates and press releases – links put on website.
2. Website statistics – emailed
3. The lead officer for the HS2 Road Safety Fund emails about the proposed work in Bradenham Road using the HS2 Road Safety following a site visit with Mr Jim Stevens.
4. Email from Mr Jim Stevens with his comments back to the lead officer
5. North West Community Board Newsletter - emailed
6. Emails from Utility Aid about the renewal and purchase of electricity contracts – new 36 month contract from 1<sup>st</sup> September 2022 agreed and in place with Southern Electric – will be £2804.42 per annum – currently it is £1087. Clerk allowed an increase to £1500 in budget planning for 2022/2023.
7. Bucks Council signed Devolution Agreement.
8. Community Speedwatch Newsletter – emailed
9. Copy email about the bins outside 351 West Wycombe Road.
10. Acknowledgement of our submission to the Boundary Commission Warding consultation.
11. Request from Samaritans to erect a banner on the Pedestal Playing Field fence – Clerk has allowed them to put it up from mid May – event is on 25<sup>th</sup> June.
12. Southern Electric sending report and photo of light on the bank in Church Lane stating that there was not a fault on their site visit – need to monitor.
13. PJK Littlejohn external audit request – initially they wanted us to be part of the intermediate inspection as last year – they then realised that they had issued the letter to last year's list and apologised – so no intermediate inspection. Books will go to internal auditor after the April meeting.
14. Request from a resident to have the standing area of the Bradenham Road bus stop cleared of grass as the area has been made smaller for passengers to stand safely – not the bus shelter – Clerk has reported to the LAT and sent photos. Previous reports on Fix MY Street have not resulted in any action.
15. Annual Play Inspection booking form – to take place in July – Clerk has booked.
16. Notification for a burial on 19<sup>th</sup> April.
17. Two headstone approval requests – Clerk has responded.
18. Request for North West Community Board priorities for 2022/2023.
19. Email from a resident asking about the old Sweet Shop and what the National Trust plans are.
20. Copy emails about the recent permission for Wyeseide, Park Farm Road.
21. Confirmation from West Wycombe Estate, West Wycombe Pre School, Downley Dynamos and the Library and Cricket Club that they will attend the APM
22. Bucks Council High Street feasibility study

**Clerks Report**

1. Clerk is waiting to receive a response from the Asset Manager at Bucks Council stating in relation tour request about undertaking the work on the Pedestal Monument, adding it to the Asset Register and future liability.
2. Order for commemorative mugs has been placed – need to discuss distribution.
3. Historic England do not require an owner's name when making a Listing.
4. Clerk has attended a webinar on HMRC and PAYE for 2022/23.
5. Clerk has attended a webinar on Local Government Pension Scheme.
6. Clerk has invited all the organisations in the community to the APM. Please produce your report if you represent one of the organisations invited.
7. Pedestal Playing Field half barrier was locked on evening of 5<sup>th</sup> April and will be reopened on 7<sup>th</sup> April if there are no further reports of travellers in our area.

**Appendix 2****Payments to be made in April 2022**

Castle Water (dd)	47.07	Allotment water 1/6 reducing for the remaining 5
Dash Uk -BACS	660.00	Commemorative Mugs
Viking- Debit card	44.82	Stationery
Mrs S Henson - BACS	734.14 )	March salary and back pay for 2021/22
Mrs S Henson -BACS	92.79 )	Expenses Jan – March 2022
Bucks Council - BACS	277.81	April pension
HMRC – BACS	146.35	Tax and NI
Acorn Landscaping - BACS	493.14	Highway grass, burial ground, Pedestal strimming
TBS Hygiene - BACS	115.20	March collections
Rialtas - BACS	151.20	Software support – allotment package
Giff gaff (debit card)	6.00	Monthly charge for mobile
Smart Numbers (dd)	23.99	Monthly service charge
Southern Electric (dd)	81.44	Streetlight energy
SSE/Enerveo	235.66	
<b>Total</b>	<b>3109.61</b>	

**Statement of account as at 1<sup>st</sup> April 2022**

Opening balance as at 1 <sup>st</sup> March	29790.27
Less March payments	2058.91
<b>Total</b>	<b>27731.36</b>