

MINUTES OF THE MEETING HELD ON THURSDAY 13TH OCTOBER 2022 AT 8.00 PM IN THE CHURCH ROOM, WEST WYCOMBE

ATTENDANCE:

Cllrs Mr S. Cope, Cllr Mr N. Harris, Mrs V. Smith, Mrs E. Copley

In attendance: Mrs S. Henson - Clerk Buckinghamshire Cllr Mrs O. Hayday

APOLOGIES: Cllrs Mrs K. Cheshire (work), Mr J. Carstensen (health), Ms C. Rowland (work)
Buckinghamshire Cllr Mr D. Hayday, Mrs A Wright

DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS BY MEMBERS RELATING
TO ITEMS ON THE AGENDA – Cllr Harris declared a pecuniary interest in the tree application for West
Wycombe Park

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

CLERK'S REPORT

1. Clerk had conducted an inspection of allotments and written to three tenants about the state of their plots – all three tenants have responded and work undertaken. We have one full plot vacant now. Rent invoices have been issued. Reminder letters have been sent to eight tenants to pay their allotment rent. We have received £435 so far.
2. Final 50% of precept was received in September.
3. Through *Contact* and the website the Clerk has announced the delay on the High Street pedestrian safety project due to a change of contractor by Bucks Council.
4. The shelter belt hedge and the Cookshall Lane hedge have been cut.
5. BMKALC training on planning was cancelled due to the death of HM the Queen; the Annual Stakeholder Conference was held on 13th October – Clerk attended and raised issues about the cobbles under the arch, the asset status of The Pedestal monument, the footpath by the railway bridge, the 'postponed' High Street project and Fix My Street responses i.e. work completed and cases closed when nothing has happened.
6. Cllr Rowland and the Clerk will attend the Climate Change Conference organised by BMKALC on 25th October.
7. Clerk has organised the collection of the bags from the Community Litter Pick. The flytipping has been reported and acknowledged.
8. The wildflower survey went ahead in the Community Orchard – support from two parish Families, otherwise Chiltern Ranger volunteers.
9. The Clerk has spoken to Connells Farms and they will be putting sheep in the field below St Paul's again at some point, once the grass has grown, and they will allow the sheep to graze the Community Orchard – we need to chain open the linking gate and lock the access gates from the burial ground. Cllr Harris, Cllr Rowland and the Clerk have cut and cleared the Community Orchard with Cllr Harris undertaking the lion's share!
10. Chiltern Rangers will be undertaking work in the Community Orchard on 28th November to sow yellow rattle and clear around the fruit trees
11. The union flag has been taken down.
12. Clerk is chasing the replacement of the lit signs – now should show 50 – on the entrance to the High Street to and from Piddington.
13. Clerk attended a licensing training session
14. The response to the West Wycombe Caves licence application was submitted.
15. The Boundary Commission response was submitted – they have subsequently extended the deadline to 5th December.
16. SSE should be repairing the Chorley Road lights by mid-October.
17. Clerk has advised the NW Chilterns Community Board that we would like to accept the offer of a bench seat which will be placed in the Burial Ground.
18. Downley Dynamos have been invoiced and paid £400 for their use of the Pedestal Playing Field.
19. The insurance company has settled our insurance claim for the MVAS batteries and the money will be in the bank in next week.

MEETING CLOSED FOR PUBLIC QUESTION TIME - MEETING REOPENED

299.1 Correspondence received 9th September - 13th October 2022

1. Police & Crime Commissioner's bulletin – emailed and on website
2. BALC AGM – 16th November
3. Newest issue of Charles Arnold Baker now available for pre-order – Clerk has reserved a copy as there have been many changes in legislation since the copy we hold, the 9th edition - £137.
4. Notification that the Castle Water direct debit is increasing to £17.30.
5. Pensions Regulator – re-enrolment and re-declaration request
6. Buckinghamshire Council daily and weekly updates and press releases – links put on website.
7. Website statistics – emailed
8. Completion of the audit – notices have been put up on noticeboards and website.
9. Emails about the HS2 Safety project
10. Emails about the Bradenham Road landowner
11. Emails about the MVAS with the insurance company and SWARCO
12. Notification and agenda for the Rural Forum which will be held on 13th October
13. Request from West Wycombe Pre-School for additional road crossing help as the lights only flash at the beginning and end of the school day, and any enhanced signage.
14. Downley Dynamos have asked for permission to hold their annual awards event on the Pedestal Playing Field on 24th June. Sir Edward has given them permission to park in the sheep field and they will be organising controlled safety road crossing onto the playing field. Chairman to attend.
15. Consultation on a High Wycombe Transport strategy – November agenda.

299.2 Planning Applications & decisions:

Applications

22/07318/FUL - 8 Copperfields High Wycombe - Householder application for construction of single storey rear extension – no objection

22/07506/TPO - West Wycombe Conservation Area West Wycombe Park West Wycombe
Reduce Northern side overhanging adjacent property by removing up to 2 metres lateral growth on neighbouring property side only x 1 Sycamore (1202), reduce all round by 2m to contain including the southern stem adjacent to brook to protect understory x 1 Ash (192), 2 metre reduction via thinning to reduce exposure to wind x 1 Sycamore (598), reduce by 2metres to contain including reduction over target footpath x 1 Beech (077), reduce large southern limb by up to 4 metres to alleviate strain on potentially weak union x 1 Horse Chestnut (T1), poor unions are present as well as extensive decay associated with previous significant limb failure and monolith to 4m x 1 Horse Chestnut (T2) and reduce to contain by removing up to 2m apical and lateral growth due to proximity to buildings x 1 Horse Chestnut (1206) – no objection

Decisions

22/06955/CTREE -19 And 21 High Street West Wycombe - Fell x 1 Cherry (T1), x 1 Pine (T2) and Rhus typhina (T3) – not to make a TPO

22/06966/CTREE -12 High Street West Wycombe - Fell to ground level x 1 Elder tree (blue dot) and x 1 Thuja plicata (orange dot), crown lift to two metres and crown thin 30% reduction x 1 Apple tree (green dot), crown lift both to 2 metres, southern tree crown reduce height to 4m, Northern tree crown reduce height to 3m x 2 Apple (yellow) and crown lift by 2m, reduce height to 4.5m and 1.5m crown reduction x 1 Yew (purple dot) – not to make a TPO

22/06885/CTREE -The Rectory Church Lane West Wycombe - Raise low branches to approx 4.5m x 1 Walnut (T4) and remove x 1 Hawthorn (T6) – not to make a TPO

22/06019/FUL & 22/06020/LBC -The High Barn Bradenham Road West Wycombe - Householder application for creation of habitable rooms over existing garage and insertion of three dormer windows to the front – refused

22/05995/FUL & 22/06339/LBC -The High Barn Bradenham Road West Wycombe
Construction of dwelling to replace the existing annex and associated alterations (gate retrospective) – refused

299.3 To discuss the allotment water supply considering climate change

The Clerk issued a notice to all tenants advising them they could no longer use hoses from the standpipe. Clerk issued usage figures from 2015 to 6th October 2022 to all Councillors prior to the meeting. Usage is better and, in most years, lower than expected. It was decided not to make any changes to our rules and regulations.

Clerk has turned off the allotment water and encouraged tenants to install rainwater storage.

299.4 To agree to purchase a poppy wreath for Remembrance Sunday under S137 expenditure

It was resolved to purchase the wreath. The service will be held at the War Memorial in St Lawrence Churchyard on Sunday 13th November starting at 10.45am

299.5 To consider the Pedestal Playing Field inspection report

The Annual Play Inspection took place in July and a copy of the report was emailed to all Councillors prior to the meeting. We instantly had to remove a section of the multi-play as the wood was rotten. This work was undertaken on 5th August and the remaining structure was made safe for use until we had received the full report. There are concerns over the wood on the double swing unit and was considered a medium risk – this was checked by Cllr Harris and found to be sound, we will monitor regularly for the other issues raised on the swing. Other issues raised on the report with the multi-play, for example loose bolts, have all been tightened. We will monitor regularly. All other issues raised are low to very low risk. We note that the boundary fence to the crop field has suffered from people climbing over it to retrieve footballs. As there are no stock present, for now we will just monitor the situation.

299.6 To report and discuss any highways issues including the process and cost for speed limit changes

1. Clerk is waiting to receive a response from the Asset Manager at Bucks Council in relation to our request about undertaking the work on the Pedestal Monument, adding it to the Asset Register and future liability.
2. Clerk had reported the poor state of the double yellow lines and zig zag markings at the school – these have all been repainted during the school holiday.
3. Clerk reported the water leak at Kitty's Lodge which was eventually repaired after contacting the CEO of Thames Water.
4. Clerk requested a price for cutting the bank on Towerage Lane (Sands end) and clearing the grips on Church Lane from the top of the hill, cutting back the shrubs and hedging at the entrance to the houses on Church Lane and the verge from The Pound – all the work was undertaken in August.
5. The MVAS installed on a streetlight entering the High Street was vandalised over the weekend of 3rd/4th September. Clerk has a crime number and reported it to the insurance company. SWARCO supplied the unit. The MVAS unit was taken away and we have been advised that unit is in full working order and just needs replacement batteries for which we will make an insurance claim. We will be attending a meeting with SWARCO and other local parishes who have had the same vandalism occur to see whether modifications can be made.
6. Clerk attended a meeting on the HS2 safety work for Bradenham Road – work started on 19th September and will continue and be completed in October, this will probably be overnight work due to the volume of traffic on the road.
7. We now have a landowner from the Land Registry for the scrub land in Bradenham Road. Clerk has sent a recorded letter to the owner for permission to cut back the growth over the verge and Transport for Bucks will be contacting them to point out their legal obligation to maintain the boundary. A third legal letter has been sent by Bucks Council and the work will be undertaken and they will be taken to court to reclaim the cost involved.
8. The kerbstones on Chorley Road have been repaired.
9. Clerk has reported the removal of three bollards in front of the new flats at the entrance to Copperfields – LAT has visited builders who deny it was them – coincidence since they were directly in front of the front access to the flats and vehicles have been regularly parked on the pavement. LAT is following up with TfB, but Clerk has also reported it on Fix My Street.
10. Alastair Cunningham, the Bucks Tree Officer has agreed to conduct an inspection of the Manna Ashes on West Wycombe Road between Rosemary Close and Portway Drive. The Tree Officer has inspected and produced a report on the Manna Ash trees along the West Wycombe Road and work will be undertaken by TfB.
11. The initial stage of the Princes Risborough Relief Road proposal will have no effect on our parish; further stages may be beneficial, depending on the proposal put forward. Concerns about it affecting the catchment of the senior school were raised; it is planning to move its catchment more towards West Wycombe and have created a new school in Aylesbury.
12. A resident, who noticed the temporary speed reduction to 30mph due to the melting of the road surface asked if a permanent reduction could be considered. Bucks Council has no intention of creating any more speed limit changes since the speed review in 2004/5/6, it would be down to parishes to pay for this, and it would cost a minimum of £10,000 – postponed to November agenda.
13. The Clerk has asked TfB to side out Church Lane from the junction .
14. Clerk has spoken the TfB Area Manager about the cobbles under the archway.
15. Clerk has been chasing TfB Street works to chase BT about the yellow temporary cover over the pavement in front of The Apple Orchard.

16. West Wycombe Pre-School asking for additional road crossing help as the lights only flash at the beginning and end of the school day and any enhanced signage.
Clerk has been in contact with the Road Safety Officer.
17. Clerk will ask TfB to side out the Chorley Road pavement
18. Grass from West Wycombe Park gates to 50mph sign needs cutting
19. Cockshoots footpath and the Bradenham field footpath need reinstating by the farmer.
20. Molins site clearance has started again for a short period – Clerk has raised this with the TfB manager who will monitor. Cllr Harris has walked the route of the data cable as it will cross National Trust land.

299.7 To receive the external auditors report

Clerk had to make a correction to the external audit form as the asset figure had been incorrect – the figure for last year and this year should have been the same as we did not add to our assets. The external auditor accepted this correction and passed our accounts. Notice of the completion of audit have been put up on the noticeboard and website.

299.8 To consider the budget against expenditure to date

Clerk has issued expenditure against budget figures to all Councillors. The only budget which has greater expenditure than planned is S137 as NALC stated that we should put Platinum Jubilee expenditure under S137 and not Miscellaneous expenditure. The lighting energy figure will go over budget due to the energy price crisis. The new electricity contract has come into force and we have had our first bill – it has increased from an average of £80 per month to £235 and this was with fixing prices in April 2022.

299.9 To start considering projects for the next financial year

We have to allow for the High Street project as well as the Coronation, the outdoor gym and increased energy costs. Ideally try to keep the precept at this year's figure. Possibly consider the installation of a flagpole in the Village Hall car park – Clerk will ask about planning permission if we make it removable. Clerk will contact West Wycombe Estate Office to see whether there have been any thoughts on a community-wide event to celebrate the Coronation on May 6th. It was resolved to provisionally book the Chiltern Band and the Fish and Chip van for the evening of May 6th as it was thought highly likely that there would be an official Beacon.

299.10 To approve the accounts for October 2022 - appendix 2

It was resolved to approve the accounts for September.

299.11 Members questions

A discussion on the investment made on the burial ground and clarification as to the interpretation of the request by the Parochial Church Council in 1990 of the notification of the closure of St Lawrence Churchyard by the Secretary of State and the creation of a burial ground on land leased to the Parish Council by Sir Francis Dashwood, Bt.

299.12 Date of next meeting - Thursday 10th November at 8pm in the Church Rooms, West Wycombe

Appendix 2

Payments to be made in October 2022

Castle Water (dd)	£17.30
Mrs S Henson	£619.22
Mrs S Henson	£52.18
Bucks Council	£231.34
HMRC - online	£95.20
Acorn Landscaping	£692.72
TBS Hygiene	£144.00
Glynn Spratt	£145.00
PKF Littlejohn	£360.00
West Wycombe Community Assoc	£54.25
Chiltern Society (debit card)	£30.00
Bucks Council	£218.40
SWARCO	£708.00
Giff gaff (debit card)	£6.00
Smart Numbers (dd)	£23.99
Southern Electric (dd)	£240.89
Cash	£15.00
Total	£3653.49

Allotment water
September salary
July, August, September travel and expenses
October pension
Tax
Highway grass, burial ground, Pedestal strimming
September collections
Hedge cutting
External audit fee
Village Hall for litter pick
Annual subscription
Burial ground bin collection
Replacement batteries for MVAS
Monthly charge for mobile
September service charge
Streetlight energy
Church Room heating

Statement of account as at 1st October 2022

Opening balance as at 1 st September	£37026.22
Plus allotment rents	£315.00
Plus 50% of Precept	£21250.00
Subtotal	£58591.22
Less September payments	£2304.31
Total	£56286.91