

MINUTES OF THE MEETING HELD ON THURSDAY
11th APRIL 2013 AT 8.00 PM IN THE CHURCH ROOM, WEST WYCOMBE

ATTENDANCE: Cllrs Mrs V. Smith, Mr N. Harris, Mr F. Downes, Mr N. Timberlake,
Mrs K. Cheshire, Mrs L. Cook Mrs S. Henson – Clerk

Mr Ian Boll and Mr Ian McGowan of Bucks County Council
3 members of the public

APOLOGIES FOR ABSENCE WERE ACCEPTED FROM:
Cllr Mr R. Seymour, Dist Cllr I. McEnnis, Dist Cllr Mrs J. Teesdale

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

Cllrs Mrs Smith and Mr N. Harris declared a disclosable pecuniary interest in the planning applications.

CONFIRMATION AND SIGNING OF MINUTES OF THE MARCH PARISH COUNCIL MEETING
These were agreed by those Councillors present and signed by the Chairman.

REPORT ON PROGRESS ON ITEMS FROM PREVIOUS MINUTES

1. Cllr Timberlake has been booked on the Quality Counts Tour on 25th April.
2. Bucks CC has advised the Clerk that the government are to make an announcement about broadband on 15th April.
3. The Clerk and Cllr Harris spent Easter Saturday morning clearing some of the broken glass and fencing off the Multiplay unit. Specialist contractors cleared all the glass at a cost of £120 on Tuesday morning. West Wycombe Estate was made aware of the issue and is now making the pavilion weather and vandal proof.
4. Due to the extremely muddy state of the car park and the way it was being churned up by cars, Cllr Seymour and the Clerk ordered crushed concrete to be spread on the extended part of the car park. We will add a thinner layer of planings once they are available.
5. Cllr Mrs Smith and the Clerk attended the LAF meeting where not many of the LAF's parishes were represented. There was a general consensus, arrived at through the Community Impact Bucks survey, that the top three priorities should be to improve transport for the elderly, disabled and youth of the communities in order that everyone can get where they need to go whether it is hospitals, shopping, work or youth activities. The second item was to improve facilities for the youth of the area and the third one was to find volunteers prepared to help with the first two items. As the total budget for the LAF is only £43,000 and we are such disparate and spread out parishes/communities and as we have discussed all this before it is hard to see how this will proceed. We tried to push for the blanket TRO but we really are not sure how much we achieved.
6. The Clerk attended a meeting for all Clerks at Wycombe DC where we were all told that it was unlikely that we would get grants to help with the Precept next year and that our figure upon which we base our precept will from now on change every year as it is entirely dependent on the number of people within our parish who claim Council Tax benefit. It is hoped that the government will not impose the 2% maximum increase without a referendum on parishes.
7. The Parish Council response to the WAP Noise Action and Management Plan was submitted.
8. Cllr Mrs Smith and the Clerk attended the Rural Forum.

MEETING CLOSED FOR PUBLIC QUESTIONS
MEETING REOPENED

194.1 Correspondence Received from 15th March – 11th April 2013

1. Chiltern Society email newsletter – circulated
2. Bucks Playing Field emailed newsletter
3. Letter via Steve Baker MP re the awarding of money for the Chapel Lane project
4. Quote for a finance package from RBS Software– see enclosed
5. Thames Valley Police – community police awards – WPC Claire Marchant will be nominated.
6. Notification that the WDC Independent Remuneration panel will be meeting on 24th April to discuss Councillor Allowances
7. External audit papers from Mazars

8. WDC – Local Plan – Community Conversations – circulated.
9. Parish Liaison Meeting – 17th April – do we have any questions to pose to Chris Williams, Chief Executive of Bucks CC.
10. JCC Papers for meeting on 23rd April
11. Notification that Mr Jim Lawrence is retiring from the business and the new company name will be Lawrence Garden Services Ltd, the telephone number will 01844 344617, the email and address stay the same.
12. AON Insurance renewal documents – May agenda

194.2 Planning

13/05600/FUL & 13/05601/LBC-40 & 41 Church Lane and 13/05470/FUL & 13/05471/LBC-29 + 30 High Street, West Wycombe – Householder and Listed building application for raising the surface level of the roofs by 110mm during re-roofing works to accommodate additional thermal insulation – no objection.

Decisions

13/05158/FUL- 84 Chorley Road, West Wycombe -Householder application for erection of a two storey side/rear extension, pitched roof over existing flat roofed rear element & new front porch – permit.

194.3 To report and discuss any highways issues including clearing the grips in Towerage Lane at a cost of £100 and the plan to improve traffic flow at Chapel Lane.

All loose and displaced kerb stones and non-working lights have been reported. An order has been placed and several reminders sent to Bucks CC to have all the drains and gullies cleared. An order has been issued to have all the double yellow lines repainted. A request has been made to have the zig zags outside the school repainted.

It was resolved to have the grips in Towerage Lane cleared at a cost of £100.

Mr McGowan and Mr Boll of Bucks County Council Highways Department gave a short presentation during public question time and the chance to ask questions on the pinch point road scheme at Chapel Lane which has received funding from the Ministry of Transport and is due to take place over the coming year. A link to the project will be put on the Parish Council website.

194.4 To discuss the development of the Parish Plan

The Parish Plan committee has had a meeting and a new draft of the questionnaire has been produced and was circulated. We expanded the education section and the business section. A further meeting is planned and it is hoped to issue it in June/July.

194.5 To discuss the grass in the Burial Ground

As discussed at the March meeting, the grass in the burial ground is in a very poor state.

Lawrence Landscapes had supplied a price to spring and autumn weed and feed and scarify the area. Cllr Seymour thought it also included re seeding – it did not. The prices were individual elements and their recommendation is that we have 2 x weed and feed and moss kill, 1 x autumn feed and 1 x scarify – this total cost would be £425.75. Mr John Lawrence believes that the grass will come back once the moss has been killed. It was resolved to place an order for the work to be undertaken.

194.6 To consider purchasing an accounts package from RBS software

It was resolved to place an order for the software at an initial cost of £627 with an annual on maintenance cost of £107.

194.7 To approve the accounts for the year ending March 2013, to consider the revised assets register; to consider the revised risk assessment document; to approve the revised Standing Orders; to receive the internal auditors report

The Clerk issued, prior to the meeting, the year end accounts, a year end spreadsheet, revised Standing Orders, revised Risk Assessment, revised Assets Register and the internal auditors report and guidance on risk assessment. It was resolved to accept and approve all the preceding items.

194.8 To approve the accounts for April 2013 and signing of cheques – appendix 2

See financial statement at end of the Minutes. The Clerk has asked SSC Ltd to give a detailed breakdown of what we get for our quarterly invoice as we pay separately for individual repairs. It was resolved to approve the accounts.

194.9 Members questions

Cllr Downes asked if we could start our meetings at 7.30pm. Councillors decided to remain with 8pm starts.

194.10 Date of next meeting

The June meeting will be booked and changed to the 19th June

Annual Parish Meeting - Thursday 25th April at 8.00pm in the Church Room.

Annual Parish Council meeting and May meeting – Thursday 9th May at 8pm in The Church Room.

Cllr Downes, Cllr Mrs Cook will not be in attendance

The Chairman closed the meeting at 10.00pm

Cllr Downes is not standing as County Councillor at the forthcoming elections and he was thanked for the twelve years of service he has given to this parish.

Accounts to be paid in April 2013

Mrs S Henson s/o	517.99
Bucks County Council	153.46
Peter Gomme – grading the grass prior to rolling and cutting	140.00
Mrs S Henson – expenses & new combination padlocks	172.55
Staples – photocopying	15.00
Hawes Plant Hire – Pedestal car park & crushed concrete	546.00
WDALC subscription	10.00
BMKALC subscription	172.16
MHP- Internet – domain renewal and hosting	91.18
Reids Playground Maintenance – emergency call out	144.00
SSE Contracting – maintenance and repairs	1019.93
Southern Electric – dd	150.09
Rialtas Allotment package software maintenance	128.40
Lawrence Landscapes 4/4	804.00
ICCM subs	90.00
Total	4154.76
Balance on 1 st March	11581.23
Less March cheques	3062.04
Plus VAT refund	1957.24
Plus refund on unrepresented cheque	30.00
Balance	10506.43
Plus Deposit Account	933.56
Bank of Ireland	1132.27
Total	12572.26