

MINUTES OF THE MEETING HELD ON THURSDAY  
12<sup>th</sup> SEPTEMBER 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,  
Mr R. Seymour, Mrs K. Cheshire, Mrs L. Cook Mrs S. Henson – Clerk

County Cllr D Hayday

3 members of the public

APOLOGIES FOR ABSENCE WERE ACCEPTED FROM:

Dist Cllrs Mrs J Teesdale, Mr E. McEnnis

DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS BY MEMBERS RELATING TO ITEMS ON THE AGENDA: Cllrs Mrs V. Smith and Mr N. Harris declared an interest in the planning application for 2- 8 High Street, West Wycombe; and Cllr Mr N Harris declared an interest in the planning application for West Wycombe House.

CONFIRMATION AND SIGNING OF MINUTES OF THE JULY MEETING

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

REPORT ON PROGRESS ON ITEMS FROM PREVIOUS MINUTES AND CLERK'S REPORT

The Pedestal Playing Field car park posts have been installed and the area extended and the new barrier fitted.

The damaged goal post has been removed from the Pedestal Playing Field.

Playground Services have re set the bottom bar of the scramble net on the Multiplay.

The Clerk wrote and thanked people who had helped set up the fete – a piece was also put in Contact about the need for volunteers.

The Clerk put a piece in Contact addressing the issue of Bradenham Road.

The Clerk used Contact to remind residents to complete the Parish Plan

The Clerk has met up with the new shepherd and has contact details.

MEETING CLOSED FOR PUBLIC QUESTIONS

MEETING REOPENED

198.1 Correspondence Received from 19th July – 11th September 2013

1. Bucks CC information about possible devolved services will be issued to Parish Councils in April 2014
2. Mazars External Audit return
3. WDC Information about the Community Infrastructure Levy
4. Bucks CC consultation on a filming policy for highways
5. Bucks CC booklet on Traffic Calming Measures
6. WDC Policy Statement Review on the Licensing Act 2003.
7. WDC Local Plan – Sustainability Appraisal Draft Scoping report. Parish Councils will be consulted in January 2014.
8. Notification from SLCC that Clerks can have a pay rise of 1% backdated to April 2013. We are also entitled to annually move up a Spinal Column. March 2014 agenda item.
9. New copy of Charles Arnold Baker
10. ICCM magazine
11. Safe & Sound Playgrounds – price for basketball hoop/base
12. Price from Sportserve for basketball hoop/base
13. Email from Bucks CC LAF about a questionnaire on Community Transport.
14. WDC Adopted Delivery and Site Allocation plan
15. WDALC Agenda for 3<sup>rd</sup> October and training session on Data Protection on 19<sup>th</sup> September.
16. Chilterns Conference – 9<sup>th</sup> October
17. Minutes of last JCC meeting and agenda for September meeting – passed to Cllr Timberlake

## 198.2 Planning

**13/06999/FUL-1 Copperfields** -Householder application for creation of raised parking area to front with retaining walls and dropped kerb (part retrospective) – no objection

**13/06873/ADV and amended plans -316 West Wycombe Road** -Display of 7 x non-illuminated hoarding signs, 1 x non illuminated fascia sign and 6 x non-illuminated flag signs – this Parish Council strongly objects as this is predominantly a residential area and by piecemeal applications the applicant is turning this into an industrial site. The hedge was planted to screen the site and the proposed advertising material would make this irrelevant. We would not object to one sign on the office building and we feel that is the only necessary item as all the vans are marked up with the Rent a Van logo and they are all visible above the fence line for the whole length of the site. We note that there is already one flag flying despite the amended application removing all flags from the proposal. We also note that a Range Rover with an advertising banner on its roof for Rent a Car 365 has appeared on site.

**13/06761/TPO-West Wycombe House, West Wycombe** -Crown lift mixture of Horse Chestnut, Sycamore and self-set Ash adjacent to Rosemary Close up to 5 metres to provide clearance to park wall and adjacent footway. Coppice existing shrub and tree regeneration to promote lower bushy regrowth - no objection.

**13/06763/FUL and 06764/LBC-2, 3, 4, 5, 7 & 8/9 High Street West Wycombe** -Householder application for raising the surface level of the roofs by 110mm during re-roofing works to accommodate additional thermal insulation – no objection.

### Decisions

**13/06367/FUL – 316 West Wycombe Road** – change of use of land to allow the rental of motor vehicles with associated booking office – permit

**13/06546/FUL – Downley Cottage & Sirmione, Cookshall Lane** – joint householder application for construction of single storey rear extension – permit.

**13/06177/FUL & 13/06178/LBC – 48 & 49 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 – permit

**13/06383/CTREE – 21 High Street, West Wycombe** – fell sorbus in back garden adjacent to rear wall of property – not to make a TPO

## 198.3 To agree to purchase a memorial stone for the Roman Burials

It was resolved to purchase a granite stone at a cost of £353.83.

## 198.4 To place an order for maintenance work on the trees in the Burial Ground

Three prices were obtained - £200, £250 and £400. It was resolved to place the order with Lawrence Garden Services at a cost of £200.

## 198.5 To report and discuss any highways issues

All potholes, kerb stones and lighting issues have been reported to Bucks CC.

Bucks CC have started to ask what is required for dealing with the parking problems in Church Lane. If residents object to the consultation on Residents Parking which will be double yellow lines from the car park below the school to the end of the top school gate with residents parking from that point onwards we do not have any other suitable option.

## 198.6 To report on the Parish Plan

Cllr Timberlake gave a précis of the responses so far from a good representation of the area with a stable population. A full report will be issued to all Councillors once the analysis is complete.

## 198.7 To discuss the Pedestal Playing Field including the installation of a litter bin and the purchase of a basketball post and base

Downley Dynamos will be treating the grass on the playing field at their cost during September/October.

The Clerk reported that 28 cars were using the car park on the first football session; however this was only one of the two age groups. There is a sufficient space for approximately 50 if drivers park sensibly.

A litter bin will cost approximately £200 depending on the specification and whether it is fixed to the ground. A volunteer will have to transfer the rubbish to the main gate bin as WDC will not go across the play area to empty another bin. It was resolved to allow the Clerk to spend up to £300 for purchase and installation

The Clerk contacted two companies who can supply basketball equipment. The basketball pole/hoop and base measuring 3m x 3m from Safe & Sound Playgrounds would cost £3119.00 supplied and installed. A 9m x9m base would increase the cost to £9192. The second company would not commit to a price other than for the pole/hoop would cost £913 to supply only, no delivery or installation or a base would be quoted unless we made a commitment. It was resolved to place an order with Safe and Sound for the 3m x 3m base.

198.8 To agree to hire a skip for the allotment

Many tenants have found all sorts of metal, glass and rubbish since taking over their plots. If a skip is ordered for a 10 day period all tenants could then have a good clear out. A skip would cost approximately £200. It was resolved to place an order.

198.9 To discuss the proposed Bucks CC Filming on the Highway Policy

In principle we have no objection however we do feel that a clause should be included to ensure that a consultation with Parish Council is carried out prior to any agreement with a film company as the needs and requirements of our residents should come first.

198.10 To discuss ideas for spending any monies received through the Community Infrastructure Levy

All parishes that have planning applications which comply with the requirements of the CIL will get 15% of the monies paid to WDC. We need to state how we would spend this if we received anything. At the moment there are no planning applications which qualify. If we do receive any such funding, and depending on the amount received, we would use it to provide a water supply for the allotments and employ a parish lengthsman to carry out all the small maintenance jobs in the parish.

198.11 To approve the accounts for August and September 2013 and signing of cheques; to start considering the budget for 2014/2015; to accept the external auditors report – appendix 2

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

The coming year will probably not have any major projects most of it will be maintenance.

Mazars raised no issues at all with our accounts. The accounts and auditors opinion have been published on our website and notification of their completion has been placed on all noticeboards.

198.12 Members questions

The Events Committee will have the final accounts for the fete will be finalised by the end of September.

The Festive Fayre will take place on 4<sup>th</sup> December.

We need to look at the Christmas lights and to inspect the tree on the junction.

Cllr Harris reported that the National Trust maintenance project is going to plan.

198.13 Date of next meeting

Thursday 10<sup>th</sup> October at 8pm in the Church Room, West Wycombe

The Chairman closed the meeting at 9.40pm

Cllr Harris and County Cllr Hayday gave their apologies for October meeting.

Accounts paid in August 2013

Mrs Sharon Henson	517.99	July salary
Bucks County Council	153.46	Pension
Lawrence Garden Services	878.40	¼ burial ground maintenance
Peter Gomme	175.00	Pedestal Grass cutting
Staples	10.00	Stationery
Mrs Hilborne	30.00	Flowers
Mazars	360.00	Audit fee
Elizabeth Stillman	245.00	Cutty Alley and Allotments
Southern Electric	152.68	Energy
British Telecom	357.92	Phone
<b>Total</b>	<b>2880.45</b>	

Accounts to be paid in September 2013

Mrs Sharon Henson	517.99	August salary
Bucks County Council	153.46	Pension
Thames Water	7.80	Burial Ground water
The Chiltern Society	25.00	Subs
Peter Gomme	350.00	Pedestal Grass cutting
Elizabeth Stillman	290.00	Chorley Road hedge and pavement
Janet Carey	368.00	Burial Ground Sign
Southern Electric	26.58	Energy for feeder pillars
Southern Electric	157.62	Energy for streetlighting
The Sign Maker	424.60	Roman Stone
<b>Total</b>	<b>2321.05</b>	

**Statement of Account**

Opening balance – 1 <sup>st</sup> July	18934.62
Less July & August cheques	5559.99
Plus cheque 515 written off	27.50
<b>Sub Total</b>	<b>13402.13</b>
Bank of Ireland	1132.71
Deposit account	933.68
<b>Total</b>	<b>15468.52</b>