

MINUTES OF THE MEETING HELD ON WEDNESDAY  
19<sup>th</sup> JUNE 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 S. Henson – Clerk

County Cllr D Hayday

No members of the public

APOLOGIES FOR ABSENCE WERE ACCEPTED FROM:

Cllr Mrs L. Cook, Dist Cllr I. McEnnis, Dist Cllr Mrs J. Teesdale,

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

Cllr N. Harris declared a disclosable pecuniary interest in the planning application for 48 & 49  
High Street and 21 High Street.

CONFIRMATION AND SIGNING OF MINUTES OF THE ANNUAL PARISH MEETING, THE  
ANNUAL PARISH COUNCIL MEETING AND THE MAY 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

1. The sign writer is undertaking the work on the sign outside St Paul's Church.
2. The students at BNU have gone down for the summer and we cannot brief anyone about the sun shelter until October. As we may have to spend money on the car park this project may have to be put on hold.
3. Cllr Timberlake went to the Planning meeting on 6<sup>th</sup> June and will report at the July meeting.
4. Three allotments are not being cared for – one has terminated his tenancy and the plot has been offered to someone on the waiting list; the other two are to be contacted asking them to tidy up their plots.
5. The Annual report is at the printers and will be issued with the July issue of Contact at a cost of £115.
6. The Clerk reported that prices are being obtained from Elizabeth Stillman for carrying out weedkilling on the allotment car park and for cutting the allotment roadside hedge and once the cost is known an order will be placed for this maintenance. The Clerk will also ask her to clear the weeds in Cutty Alley.
7. Clerk is able to report on the WDC Community Conversation meeting held at Stokenchurch on 4<sup>th</sup> June. Significant problem in that the Local Plan which ran out in 2011 had a house building forecast of 400 houses per annum; the new forecast is for 550 – 850 houses per annum through to 2031 – WDC has to find a significant number of sites for building and there will be a need to free up some land as there are insufficient brown field sites. Currently have 4,000 sites and they need 12,000. 3000 homes have been built around Aylesbury. A further Community Conversation meeting is to take place in WDC Committee Room 1 on 2<sup>nd</sup> July at 6pm. The Clerk will attend.
8. The Clerk will be attending a Clerks meeting at WDC on 20<sup>th</sup> June.

MEETING CLOSED FOR PUBLIC QUESTIONS  
MEETING REOPENED

196.1 Correspondence Received from 10<sup>th</sup> May – 19th June 2013

1. Request from LAF to approve expenditure of £10,000 to Lane End Parish Council for a scheme to develop their sports field and to develop youth activity and volunteer support.
2. Bucks CC letter about HS2 giving Parish Councils the opportunity to become an affiliated member of the 51m alliance of 19 councils opposing HS2.

3. WDC Announcement of Community Champions
4. BMKALC Notification that the ninth edition of Charles Arnold Baker – Local Council Administration - due out at the end of June – the Parish Council bible. The Clerk has reserved a copy.
5. Bucks CC Fact Sheet – April – Local Area Technicians; May – Grass cutting
6. BMKALC Parish Liaison Answers to CEO of Bucks CC
7. NALC Chairman's letter after meeting with Dept of Communities and Local Government Minister
8. WDC Armed Forces Covenant –asking if parishes wish to sign up to this document which would mean a commitment to supporting service personnel, families and veterans within RAF High Wycombe. **It was resolved to sign up to this**
9. Email from Bucks CC re devolved services – Clerk has been invited to attend a meeting on the subject – it was last discussed in 2008 when Bucks CC were actually doing a good job – as things are now it may be something we would consider for the future.
10. LAF Minutes – passed to Cllr Mrs Smith
11. Chalk & Trees
12. Chiltern Society Magazine
13. Chilterns Conservation Board newsletter - emailed
14. WDALC agenda for meeting on 20<sup>th</sup> June – issued to Cllr Mrs Smith
15. Notification of WDALC Training Course on Freedom of Information – emailed to Councillors.
16. ICCM Magazine
17. Allotment Magazine
18. Local Council review
19. BMKALC New Councillor Induction Course – 27<sup>th</sup> June - issued

#### 196.2 Planning

**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 – no objection

**13/06383/CTREE – 21 High Street, West Wycombe** – fell sorbus in back garden adjacent to rear wall of property – no objection.

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

#### 196.3 To report and discuss any highways issues

There is still no sign of the resurfacing taking place along the West Wycombe Road and this is where our planings are due to come from. All highways works in the parish are being chased up by the Clerk and she spent a morning with the area technician going over everything which needed undertaking in the parish as well as asking for an expected date for the pavement resurfacing. Orders have been issued by the LAT but Ringway Jacobs do not seem to be carrying out the work. Clerk will write to the new cabinet member for Transport.

#### 196.4 To discuss the Parish Plan

The Parish Plan committee has produced a resident's questionnaire which will go to the printers next week - after having obtained three quotes - and it is planned that it will be hand delivered to every household in the parish in early July - the fete leaflets will be included -with a response by 1<sup>st</sup> September. It will also be available online via the Parish Council website. We may consider producing a Youth Questionnaire and will defer the Parish Users Questionnaire. It was resolved to place an order with South Bucks Business Products.

#### 196.5 To discuss the creation of more parking spaces on the Pedestal Playing Field

It was agreed not to proceed with the plan to build a bund as it was agreed that it could cause problems with grounds maintenance. West Wycombe Estate has agreed to remove all the surplus soil.

Downley Dynamos parents are parking sensibly in the correct area however there are so many of them that they are parking on the Bradenham Road pavement. Cllr Seymour and the Clerk have looked at the parking area and asked Mr Stocks for two prices –one to extend the existing area - £350 and another to widen and extend the area - £700. It was also felt that we should change the barrier to a hinged pole painted green – the cost would be £200

It was resolved to proceed with the whole project at a cost of £900 insisting that the work is completed by 1<sup>st</sup> September.

196.6 To discuss parking issues in the parish

The residents parking request has been put to the LAF, however we have been advised that it will involve residents having to pay for each car they wish to park on the highway. As this may not be popular this idea may not proceed any further after the consultation stage. Many of the suggestions made at the resident's meeting held in early 2013 involved work by the National Trust. Parking in the parish is now included in the National Trust Conservation Performance Indicators document. Cllr Harris will annotate a map showing possible options for improving the parking possibilities.

The Pre-School has asked if they could park in the Burial Ground Car Park but due to the WDC Planning regulations we are not allowed to grant this for any other purpose than for users of the burial ground.

We are currently having issues over poor parking practices by school parents. The Clerk will make contact with Neales Taxi company who are dropping off a young child outside West Wycombe Park gates.

196.7 To discuss the West Wycombe Burial Ground Rules and Regulations

The Rules and Regulations other than fees have not been looked at since 2001.

Cllr Timberlake asked questions on burial admission criteria – further research to be undertaken.

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

196.8 To agree to pay a Chairman's allowance of £100

It was resolved to pay an allowance of £100 to Cllr Mrs Smith.

Cllr Mrs Smith re-entered the room.

196.9 To approve the accounts for June 2013 and signing of cheques – appendix 2

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

196.10 Members questions

St Lawrence Church invited the Parish Council to their 250<sup>th</sup> Celebrations on 28<sup>th</sup> – 30<sup>th</sup> June.

196.11 Date of next meeting

**Thursday 18<sup>th</sup> July** at 8pm in the Church Room, West Wycombe

The Chairman closed the meeting at 10.15pm

**Accounts to be paid in June 2013**

Mrs S Henson s/o	517.99
Bucks County Council	153.46
Peter Gomme – 2 cuts (21/5 & 5/6)	350.00
Staples – photocopying	10.00
Alastair Hunt – Towerage Lane grips	100.00
Lawrence Garden Services Ltd – tree guards	554.00
National Allotment Society subs	66.00
Thames Water	2.19
RBS Rialtas – finance software and installing	820.44
Mrs S Henson – expenses – April – June	90.20
Mrs J.P. Smith – Chairman's Allowance	100.00
Southern Electric d/d feeder pillar	16.49
Southern Electric d/d feeder pillar	19.43
Southern Electric d/d	162.43
BT (dd)	411.79
<b>Total</b>	<b>3374.42</b>
Balance on 30 <sup>th</sup> April	26270.09
Less May cheques	4297.65
<b>Balance</b>	<b>21972.44</b>
Plus Deposit Account	933.56
Bank of Ireland	1132.45
<b>Total</b>	<b>24038.45</b>