

MINUTES OF THE MEETING HELD ON THURSDAY  
6th APRIL 2017 AT 8.00 PM IN THE CHURCH ROOM, WEST WYCOMBE

ATTENDANCE:

Cllrs Mrs V. Smith, Mr N Harris, Mrs K. Cheshire, Mr N. Timberlake, Mr R. Seymour,  
Mrs S. Henson – Clerk

APOLOGIES: Cllrs Mr S Cope, Mr P. Brown, County Cllr Mr D Hayday

0 members of the public

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

Cllr Harris declared a pecuniary interest in the planning application for West Wycombe Park and the Hillforts donation.

CONFIRMATION AND SIGNING OF MINUTES OF THE MARCH MEETING

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

REPORT ON PROGRESS ON ITEMS IN THE PREVIOUS MINUTES

1. The tree works in Rosemary Close took place without any issues.
2. Clerk attended the WDC Clerks meeting - mainly talked about forthcoming elections and the modernising of local government.
3. Clerk attended the Rural Forum
4. Chairman and Clerk attended WDALC meeting
5. Chairman and Clerk and Cllr Harris, in his National Trust capacity, attended a meeting on HS2
6. The VAT claim for the year has been submitted - £2481.98 claimed.
7. Papers for the internal auditor will be handed over in the first week of April for the May meeting.
8. Emails have been sent to organisations inviting them to the Annual Parish Meeting.
9. Clerk has a potential tenant for the vacant allotment plot.
10. The allotment gate was lifted off its hinges and some vandalism has taken place – allotment holders asked to check their plots and sheds and police have been advised.
11. The Clerk advertised the litter pick in Contact for 13<sup>th</sup> May – Cllr Cope will be asked to put a piece in the May issue of Contact using the arrangements he made for last year's litter pick.
12. The Chairman and Clerk attended the WDC Chairman's reception.
13. The Chairman attended the NAG

MEETING CLOSED FOR PUBLIC QUESTIONS  
MEETING REOPENED

238.1 Correspondence Received from 9<sup>th</sup> March – 6<sup>th</sup> April 2017

1. Emails about the continuing and returning water leak near the public toilets – WDC have now worked out where the problem is being caused and it is nothing to do with the public toilets but from local properties.
2. Emails about the proposed road closure on the Bradenham Road – latest information on website
4. Email from BCC about the possible costs of speed reduction measures for Chorley Road - Looking through past LAF schemes, here are some examples and costs of different traffic calming schemes.
  - Junction narrowing work in Tylers Green undertaken in 14/15, total spend was £16,875.
  - Beaconsfield traffic calming scheme with speed cushions in 14/15 total spend £22,000.
  - Traffic calming in Waddesdon including two speed humps, signing and road markings, kerb lowering with tactile services either side of crossing, total spend £12,750.I've also requested a ballpark figure from the local schemes delivery team for narrowing and installing a priority system as we haven't funded one of these via the LAFs. Pending on location, costs may be between £15k and £25k – big variables depend on electricity connects/lighting requirements and the carriageway condition (given that the traffic on carriageway will be doubled through the narrowing). Due to these variables, they would normally undertake a feasibility first to prepare an initial design and budget estimate. If

the feasibility is straight forward and solely focussed on a narrowing it would cost in the region of £3k and would form the initial design stage of the scheme – i.e. be nearly detailed enough to obtain quotes from our supply chain partners. Please note that narrowings constitute traffic calming and therefore there is a statutory consultation and decision process (though does not require newspaper adverts).

5. WDC Email announcing New Youth Council

6. My Bucks Newsletter

7. March Newsletter from Chilterns Conservation Board

8. Email from Downley Dynamos with details about the proposed material for extending the car park at the Pedestal Playing Field

9. Email with price of £275 to weed kill the gullies along the 30mph roads in the parish

10. Email from Complete Tree Services asking about stump grinding in Rosemary Close –after consultation with the Chairman we have asked them to proceed.

11. Email from BMKALC from NALC about the future of precepts and capping

12. BCC revised end of year pension forms.

13. Mazars external auditor's documents

14. Devolved services funds for 2017/2018 - £2033.58 paid into our account.

15. Community Cop Card Scheme information

16. Request from Chilterns Conservation Board for financial help for the Hillforts project

17. Email from Martin Tett of BCC about modernising local government – circulated to Councillors.

18. Email from Sands Residents Association asking for double yellow lines on the section 347 – 357 West Wycombe Road near the traffic island – once we are out of purdah and Elections have taken place and the County Councillor elected we will follow this up as an agenda item.

#### 238.2 Planning

##### Applications

**17/05580/FUL-West Wycombe House West Wycombe Park West Wycombe -**

Installation of retaining walls to riverbanks to area of weir adjacent to the Cascade south of Kitty's Cottage – no objection

##### Decisions

**16/08476/FUL – 467 West Wycombe Road** – construction of detached double garage – permit.

#### 238.3 To consider the material suggested by Downley Dynamos for extending the car park area in the Pedestal Playing Field

Downley Dynamos have provided details of a premium grass matting which they may consider laying on the remaining grass section of the car park area. We have raised our concerns about the boggy and uneven grass in this area. Sir Edward Dashwood has no objections to their proposal. In principal we have no objection however we do feel that it would need to be installed on a level surface and drainage would need to be incorporated otherwise the matting will not lay flat and would be cut up during the mowing process.

#### 238.4 To report and consider any Highways issues including the Chorley Road speed reduction proposal by Bucks County Council; replacement bollards at Copperfields junction; approval of weed killing on the 30mph limits on the highway in the parish at a cost of £275

The Parish Council explored the range of potential schemes and costs provided by Bucks CC and found the costs prohibitive (see correspondence above) as we would have to contribute 50%. Whilst we totally support the views of the residents we have been proactive by purchasing the MYSID at a total cost of just under £4000 The MYSID has been delivered and training will be arranged- the unit we have chosen will store the data gathered.

To date TfB has not replied to our request about an insurance claim on the damaged bollards at Copperfields. Currently cones are placed over the empty sockets. Replacement bollards and their method of installation will be investigated.

It was resolved to place an order for the roadside weed killing at a cost of £275.

All non-working street lights have been reported.

The Church Lane road sign has been broken and needs replacing.

Potholes outside the Caves will be reported.

- 238.5 To consider donating a gate to replace the footpath kissing gate on the A40 at the entrance to the village at a cost of £250.  
The wooden kissing gate onto footpath WWY/9 into the sheep field at the Pedestal is in a dangerous state; Clerk has obtained permission from West Wycombe Estate for the Parish Council to consider donating a replacement. It was resolved to proceed with donating a wooden kissing gate which would preferably allow access by pushchairs.
- 238.6 To consider a request for financial help for the Chilterns Conservation Board Hillforts project  
It was resolved to make a donation of £150
- 238.7 To approve the accounts for April 2017 and signing of cheques - appendix 2  
It was resolved to approve the accounts. See list at the end of the Minutes.
- 238.8 To approve the accounts for the year ending 31<sup>st</sup> March 2017  
End of year accounts enclosed –we are building up our reserves for lighting, the play area and the general reserve for when we are not able to increase our precept to cover the loss of the devolved services budget currently provided by BCC and an inevitable increase in the amount of work we undertake on behalf of BCC.  
It was resolved to approve the year ending accounts. The Chairman and RFO signed them off.
- 238.9 Members questions  
Cllr Seymour and the Clerk carried out a survey of the burial ground and were concerned about the state of the grass under the avenue of trees; a tree needs to be removed to allow undertakers shoulder height coffin access; there are two or three trees in the shelter belt which need removing as they are affecting the growth of adjoining trees. The trees in the top field need some maintenance. Cllr Harris will give us appropriate advice.
- 238.10 Date of next meeting:  
**Annual Parish Meeting** Thursday 27<sup>th</sup> April at 8.00pm in The Church Room.  
May Parish Council meeting – 11<sup>th</sup> May at 8pm in The Church Room

The Chairman closed the meeting at 9.45pm

**Cheques to be paid in April**

Mrs S Henson	515.10	March salary
Bucks CC	169.31	April pension (BCC increased to 22.1%)
HMRC - online	64.60	Tax/NI
Acorn Landscaping	215.83	12/12 highways grass cutting
Mrs S Henson	265.87	March expenses incl toner
TBS Hygiene	81.00	March collections – waiting for invoice
Complete Tree Services	1410.00	Rosemary Close trees
BMKALC	203.20	Annual subscription
John Lawrence	969.00	Burial ground 4/4 maint plus grave turfing/lawns
Rialtas Business Solutions	139.20	Allotment software maintenance
Southern Electric Contracting	762.90	Final quarters maintenance contract
Donate a Gate	250.00	Gate for footpath WWy/9
Chilterns Conservation Brd	150.00	Hillforts project
Peter Gomme	140.00	Harrow & roll
Southern Electricity dd	170.35	Street light energy
Castle Water – dd	33.83	Allotment water supply
<b>Total</b>	<b>5540.19</b>	

**Statement of Account as at 1<sup>st</sup> April 2017**

Opening balance – 1 <sup>st</sup> March	20867.26
Less March cheques	1377.05
Plus BCC devolved services 2017/2018	2033.58
<b>Sub Total</b>	<b>21523.79</b>
Deposit account	2629.84
<b>Total</b>	<b>24153.63</b>