



**YOU ARE SUMMONED TO ATTEND A MEETING OF THE PARISH COUNCIL  
TO BE HELD ON THURSDAY 12<sup>th</sup> JULY 2018 AT 8PM  
IN THE CHURCH ROOM, WEST WYCOMBE**

**MEMBERS OF THE PUBLIC and PRESS ARE INVITED TO ATTEND**

**AGENDA**

1. To accept apologies for absence
2. Declaration of disclosable pecuniary interests by Members relating to agenda items
3. To confirm and sign the minutes of the previous meeting
4. Report on progress on items in the previous minutes

**MEETING CLOSED FOR PUBLIC QUESTIONS**

**MEETING RE-OPENED**

5. Correspondence – see Appendix 1
6. Planning Applications & decisions:
  - 18/06543/TPO-Land Rear Of 27 Portway Drive High Wycombe** -Crown reduction by approx 4 metres to 1 x Oak tree and 2 x Sycamore trees as they are overhanging the boundary and large branches break off
  - 18/06572/LBC-Myze Farmhouse, Oxford Road, West Wycombe** -Listed building application for replacement of two windows
  - 18/06319/FUL-25 Portway Drive, High Wycombe** -Householder application for construction of front porch
  - 18/06478/FUL-63 Bradenham Road, West Wycombe** -Householder application for construction of single storey rear extension and rear patio with associated retaining walls
7. To discuss the Devolved Services agreement with Bucks County Council
8. To discuss converting Bradenham Road street lights to LED
9. To consider replacing the basket swing on the Pedestal Playing Field
10. To discuss the supply of energy for street lighting and the end of the current contract
11. To discuss the principle and possibility of installing CCTV at the Pedestal Playing Field
12. To report and discuss any Highways issues including pavement parking along the Chorley Road; High Street traffic jams and double yellow lines
13. To approve the accounts for July 2018 and signing of cheques and approval for issuing cheques in August 2018 - appendix 2; to review the first quarters budget
14. Members questions
15. Date of next meeting - 13<sup>th</sup> September at 8pm in The Church Room, High Street, West Wycombe

SHARON L. HENSON, CLERK

5.7.2018

**PLEASE REPLY TO: Clerk to the Parish Council, Mrs. Sharon L. Henson,  
18, Portway Drive, West Wycombe, Buckinghamshire HP12 4AU  
Telephone: 01494 – 448048 Email: clerk@westwycombe.org.uk**

## Correspondence Received from 11<sup>th</sup> June - 5<sup>th</sup> July 2018

1. Monthly website report – emailed
2. Chilterns Conservation Board newsletter – emailed
3. WDC consultation on the Licensing Act 2003 – Policy Review – comments by 3<sup>rd</sup> August – please see attached – this is not on the agenda as you will see from the summary that there is nothing which affects us. If after reading this you want to make comment we will take it under correspondence
4. BCC Minutes of the LAF held on 5<sup>th</sup> June in West Wycombe School.
5. Copy email from a west Wycombe resident about parking on the pavement outside the village hall.
6. Email from a Piddington resident about the congestion in West Wycombe High Street and the need for double yellow lines.
7. WDC Minutes from Parish Clerks meeting on 21<sup>st</sup> June.
8. Email from a Sands resident about the Translux site in Mill End Road – concerns about volume of traffic. Went to planning committee on 27<sup>th</sup> June.
9. Emails from the LAF co-ordinator about progress or lack of it on the Chorley Road speed study.
10. Email from another resident of Rosemary Close re WDC grass cutting
11. Memorandum of Understanding to support the management of Unauthorised Encampments in Buckinghamshire
12. Beacons of the Past Hillforts project – meet and greet – emailed

## Clerks report

1. The Clerk attended the Rural Forum
2. The Clerk attended the WDC Clerks Meeting where the latest position on unitary status was reported.
3. Clerk has reminded SSC about the reported broken light in Bradenham Road outside house number 97/99.
4. Clerk will be attending the Transport for Bucks meeting on 4<sup>th</sup> July and the Transport Strategy meeting.
5. Clerk is trying to communicate with Network Rail over the play area embankment and the shrubs and trees on the West Wycombe Road coming on to the pavement near the railway bridge.
6. Clerk has spoken to the TfB inspector asking for the pavement near Gerrard Court to be inspected, Beechwood Road to be plane and patched; the tree near the pelican crossing on the Park Farm side to be cut back and to look at the Network Rail issue - see above
7. The signs for the banning of barbecues and fires on the Pedestal Playing Field have all been delivered.
8. The second tranche of roadside weed killing has been undertaken.
9. Clerk has had a site visit with one of the companies re replacement LED lighting – waiting for information – should be available for the September meeting. Will report on the site visit at the meeting.
10. Have investigated CCTV options – will report at meeting.
11. Clerk has started to investigate energy costs
12. Clerk has asked our contractor to cut both ends of Towerage Lane and deal with grips.
13. Please look at birds nest swings – one link with different types of seats is [www.onlineplaygrounds.co.uk/team-birds-nest-swing-seat-with-chains-sw71.html](http://www.onlineplaygrounds.co.uk/team-birds-nest-swing-seat-with-chains-sw71.html) you will see other options in the side column

## Appendix 2

### **Cheques to be paid in July 2018**

Mrs S Henson	525.53	June salary
Bucks CC	181.97	July pension
HMRC - online	65.40	Tax
Mrs S Henson	107.24	Mileage and stationery/brackets
Acorn Landscaping	185.25	3/12 highways grass cutting plus post in Pedestal
TBS Hygiene	97.20	June collections
Peter Gomme	350.00	2 cuts of Pedestal Field
James Elliott	275.00	Roadside weed killing
Lawrence Landscapes	909.75	Burial ground maintenance 1/4
Southern Electricity dd	160.24	Energy
<b>Total</b>	<b>2857.58</b>	

### **Statement of Account as at 1<sup>st</sup> July 2018**

Opening balance – 1 <sup>st</sup> June	49470.31
Plus burial fee	300.00
Plus credit from Southern Electric (queried Feb bill)	215.24
Plus credit from Castle Water (not disputed don't know why nor do they!)	10.19
Less June cheques and dd's	2725.06
<b>Total</b>	<b>47270.68</b>

Dear Parish/ Town Clerk

I am writing to you with reference to your current devolved services agreement with the County Council, please accept my apologies that I have not done so before now.

As you are aware the current contract comes to an end in March 2019, however I can assure you that the County Council is still eager to contract with you to undertake all of the services that you currently perform on our behalf and for your residents. Devolution and local working sits at the heart of the County Council's offer for a single unitary authority, and to continue working with you allows us to deliver good quality locally sourced services, effectively by the people, for the people.

The financial outlook for the County Council is not good in terms of its revenue settlement from Government, however the allocation for devolved services has not been removed or reduced. I am pleased therefore to be able to offer you a further 4 years of devolved service delivery for your Town or Parish.

Some of you will be aware that we are working on developing an enhanced devolved service offer. We are shortly to start a trial with 7 Town and Parish Councils of differing sizes to assess the success of allowing you to repair defects that we, as the County Council, choose not to repair. For obvious reasons this enhanced offer is significantly more expensive to fund than the standard offer, if successful we will need to place a cap on the number of councils that are able to successfully apply for this type of agreement. In short the extended offer is intended to allow you to repair road, kerb and pavement defects on quiet residential streets in your parish. The amount of grant that is to be offered will be dependent upon the size of your parish and will, more than likely, range from 1 day of repairs every two months to 2 days of repair every month. Our grant is intended to provide sufficient resource to allow for a two man gang, small plant and a materials allowance. If your council is particularly ambitious then this resource can of course be topped up using your precept.

To assist me with budgets for next year I would ask that you let me know, by the end of November, whether or not you intend to continue with the delivery of services and whether you are interested in being considered for inclusion in the extended service delivery contract.

If your council wishes to revert to TfB delivery of services then it is important to remember that our standards of delivery are now somewhat less than those when the devolved service arrangements started. This does mean that grass cutting, probably the most important aspect of the original devolved service agreement, receives only 4 cuts per year which means that we end up with a cutting cycle of 6 or so weeks.

And finally, I will be manning a stall at the TfB conference should you wish to discuss further. Alternatively, if you wish, I can come and speak to your local clerks' meetings that are, I understand, organised by the District Council.

- Draft amended statement of licensing policy

### Summary of changes

1. Further to a change in legislation, the Designated Public Places Order previously referred to at paragraph 3.11 has now become a Public Spaces Protection Order (PSPO), covering the same area of High Wycombe town centre.
2. It is proposed that the White Cider Initiative referred to at paragraph 3.12 of the policy be amended to create an accreditation for responsible retailers who agree not to sell super strength alcohol products. This would include other forms of alcohol than white cider but would exclude craft speciality products.
3. Further to a number of review applications being made on the basis of illicit alcohol or cigarettes being found on licensed premises, paragraph 3.13 has been added to clarify that review applications will be considered in these circumstances and that the sale of unlawful alcohol and cigarettes is a serious matter.
4. As a result of compliance checks on the issue of child sexual exploitation carried out at hotels within the district, specific reference to licence holder's responsibilities in this respect has been added at paragraph 3.16.
5. Provisions of the Immigration Act 2016 came into force in April 2017 which prohibit premises and personal licences being issued to anyone who does not have the right to live and work in the UK. The Home Secretary (Home Office Immigration) has also become a responsible authority who can comment on licence applications or request licence reviews. These matters are referred to in paragraphs 3.35 to 3.37 and 3.43 to 3.44.
6. A new section dealing with expedited reviews has been added from paragraph 8.7 to 8.17 which explains the process for this type of review and how interim steps are treated during the hearing and appeal processes.
7. The Scheme of Delegation at Appendix 1 (page 26) has been amended to include the classification of films which have not previously been classified by the British Board of Film Classification.