

MINUTES OF THE MEETING HELD ON THURSDAY 13th SEPTEMBER 2018 AT
8.00 PM IN THE CHURCH ROOM, WEST WYCOMBE

ATTENDANCE:

Cllrs Mrs V. Smith, Mr N Harris, Mr N. Timberlake (from 8.10), Mr R. Seymour, Mr S. Cope,
Mrs K. Cheshire (from 8.20) County Cllr Mr D Hayday Mrs S Henson - Clerk

APOLOGIES: Cllr Mr P. Brown, District Cllrs Mrs J. Teesdale, Mr I McEnnis

4 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 two planning applications for tree works in West Wycombe Park.

CONFIRMATION AND SIGNING OF MINUTES OF THE JULY MEETING

The Minutes for the July Parish Council meeting were agreed by those Councillors present and signed by the Chairman.

REPORT ON PROGRESS ON ITEMS IN THE PREVIOUS MINUTES

Clerks report

1. The Clerk, three Councillors and a local resident spent 1 ½ hour clearing up broken strip light tubes from the play area. Asked police to keep an eye on the play area and check that alcohol is not being sold from the Pedestal Garage. Also spoke to Environmental Services at WDC to see if they could help with the lighting tubes being stored at the rear of the Pedestal Garage – nothing they could do. Clerk will contact the Environment Agency for their view on the issue.
2. Clerk had an official complaint about rats on the allotments – arranged official, licensed, pest control.
3. Clerk involved with public and police re young male behaving erratically in the Pedestal Area.
4. Clerk had site visit with another LED lighting company
5. Clerk is investigating CCTV options
6. After consultation with Chairman, Clerk placed a 4 year contract for electricity with Scottish and Southern Electricity, our current supplier. There were no benefits when we shopped round for alternative prices – most companies did not want to negotiate for an unmetered supply and only wanted to quote for the feeder pillars.
7. Castle Water has refunded the sum of £364.97 into our account – this resolves the dispute over allotment water supplies and being charged for waste water
8. The picnic bench in the Pedestal Play Area has been broken again. Cllr Harris will remove it and try to undertake a repair.
9. Allotment rent invoices have been sent out – nine tenants have paid so far; 16 to pay.
10. The Chairman and Clerk attended the Local Area Forum.

MEETING CLOSED FOR PUBLIC QUESTION TIME

MEETING REOPENED

254.1 Correspondence Received from 12th July - 13th September 2018

1. Monthly website reports – emailed
2. Chilterns Conservation Board newsletters – emailed
3. Email from a local resident showing interest in becoming a Parish Councillor – Clerk replied and explained the system, suggested he attend future meetings.
4. Chiltern Heritage Festival requesting volunteers – forwarded to Councillors
5. Email re - Consultation on byelaws on SSI's - forwarded to Councillors
6. TRO advising that Bradenham Road will be closed overnight 22/8/8 – 23/8/18 for Network Rail work. Will be Tweeted and on website.
7. Request from Creative Memorials to approve a wedge memorial – not approved, wrong materials.
8. Copy email to the police from local resident complaining about youths on Pedestal Playing Field.
9. TRO advising that Cookshall Lane will be closed on 6th September – residents advised

10. Heart Safe Monitoring and connection with the emergency services now has to be paid for annually.
11. West Wycombe Community Library –set of accounts for the year ending 31st March 2018 – £6941.00
12. HMRC Tax Code change for Clerk
13. Advice from WDC that there are new regulations regarding water tables and burial grounds.
14. Complaint from a resident of Park Farm Road re the dog waste bin – Clerk attended and there are absolutely no issues and has gone back to the resident – not full up/lid fitting well and no smell.
15. BCC consultation on recycling centres – issued to Councillors and on website
16. The external auditors – Littlejohn have returned our paperwork stating that the audit is complete and there are no issues of concern – on website and on noticeboard
17. Temporary signage request from the West Wycombe Chamber Music Festival –Clerk granted permission for the period 31st August to 17th September.
18. WDC information on dealing with a terrorist attack – issued to Councillors
19. Invitation to the Battle of Britain parade on 16th September
20. WDC notification of the air quality consultation – closing date was before the Parish Council meeting and the deadline would not be extended. A response asking for West Wycombe to be included in the area was met with a ‘No’ as our levels in the High Street were reducing and that the only way to reduce pollution from standing traffic was to remove on street parking which for the village is impossible as there is nowhere else for residents to park.
21. Complaint about the Horrible Histories film crew from a member of the public – Clerk passed this on to the National Trust and West Wycombe Estate. Member of public is satisfied with the action taken.
22. Email from a resident of Church Lane highlighting the issues with hedge/tree growth and narrowing of the lane and asking about maintenance of the garden. Clerk has had a site meeting and explained that the contractor has only been asked to keep the garden tidy to ensure it does not grow over the road, they have not been asked to ‘garden’ it.
23. WDC request for ideas about CIL allocation.
24. Notification that the second half of the precept - £21,500 has been paid into our account.
25. BCC Information about Devolved Services –issued to Councillors
26. Quotation from AA lighting for LED lighting conversion.
27. Quotation from SSE for LED lighting conversion
28. Invitation to the BMKALC AGM on Friday 9th November

254.2 Planning

Applications

18/06572/LBC – Myze Farm, Oxford Road, West Wycombe – listed building application for replacement of three windows (one retrospective) – amended plans – no objection

18/07036/FUL-Pedestal Garage, West Wycombe Road -Raising a roof of existing car repair and service centre – West Wycombe Parish Council objects on the grounds that this increase to the roof height will have an unacceptable impact on the adjoining property in the West Wycombe Road as it will affect their light and aspect. We also have concerns over the reason/s for this application to raise the roof - no evidence has been presented to show why this change is necessary; we have not seen an application for change of use and we feel this may be a situation where piece by piece the site is changed and eventually the land is used in a way which would be inappropriate for this site on a busy roundabout and surrounded by residential properties. We have raised several questions with the planning officer, who has responded but the answers do not provide sufficient information or clarity as to the intentions of the landowner.

18/07063/CTREE-West Wycombe Conservation Area, West Wycombe Park, West Wycombe -Tree works as per schedule – no objection

18/07064/TPO-West Wycombe Conservation Area, West Wycombe Park, West Wycombe - Tree works as per schedule – no objection

18/07255/CLP - 345 West Wycombe Road – Certificate of lawfulness for proposed construction of 1 x boxed dormer to rear and insertion of 2 x rooflights to front elevation in connection with loft conversion –to be considered at the October meeting.

Notification that 316 West Wycombe Road – Rent a Van – goes to planning committee on 19th September – Councillors Timberlake and Cope will attend.

- 254.3 To agree to fund the Swingtime Sweethearts at a cost of £250 for the WW1 commemorative dance on 27th October in the Village Hall
It was resolved to pay the cost once invoiced.
- 254.4 To agree to donate £500 to the West Wycombe Village Clock restoration
It was resolved to make a £500 donation under S137 regulations.
- 254.5 To consider quotations and agree to purchase LED street lights
Quotations had been requested from four companies – three supplied them - Southern Electric Contracting, AA Lighting and SparkX to convert the street lights owned by the Parish Council in Bradenham Road, Chorley Road and Church Lane.
After discussing the quotations, it was resolved to place orders for LED replacement lights in Bradenham Road with SparkX and those for Chorley Road with AA Lighting. Further investigation to take place on all the heritage light conversion in Church Lane and the end of the Chorley Road.
- 254.6 To discuss a suitable CCTV scheme for the Pedestal Playing Field
A specification and suggested plan had been circulated prior to the meeting.
The Clerk has spoken to the Chairman of Downley Dynamos as we would need to install the cabinet within the Pavilion. The Chairman replied that he did not think there would be a problem but would want further information to present to the managing committee. Further discussion took place and we may review decision.
Clerk to send specification to Downley Dynamos, if they agree then we will contact West Wycombe Estate to obtain their view and then the Parish Council will review the whole situation as we are not in a position to 'police' the situation and we would be dependent on the police or the Parish Council being prepared to take any subsequent action.
The cameras would be recording in full colour.
- 254.7 To receive the external auditors report
The external audit was carried out by PKF Littlejohn, a new company. They submitted an opinion that everything was in order and there were no recommendations for improvement. Completion of audit notice has gone on the main noticeboard and on the website.
- 254.8 To report on a new Environmental Agency requirement to have a Tier 1 Risk Assessment on the water table for the burial ground
The Clerk had received advice from WDC that there are new regulations regarding water tables and burial grounds and that we will have to have a Tier 1 Risk Assessment professionally undertaken and repeated every 5 years
The Clerk has investigated this and it would appear that it is only necessary as part of a planning application, when altering existing facilities, following a pollution incident and when ongoing environmental management of the site is needed, however existing cemeteries should have an appropriate risk assessment.
The Clerk understands that a water table test was undertaken in 1992/93 prior to the original planning application.
As we do not have very many burials – one possibly two per year – it was not felt that we were likely to have a pollution issue and that we would wait until we were officially asked by the Environment Agency to have such a professional assessment undertaken.
- 254.9 To report and discuss any Highways issues
Leaflets were hand delivered to the houses in Chorley Road asking people not to park on the pavement.
Clerk reported car parked on bus stop in West Wycombe Road – no MOT.
Clerk investigated white van at top of Park Farm Road – taxed and MOT'd
Clerk is communicating with Bucks County Council's road safety team re roadside memorials
Email advising us that BCC will be looking at placing double yellow lines near the bus stop in West Wycombe Road. We also had an email confirming that we will not be contributing to this.

Notification from Bucks County Council that a project leader has been assigned to the Chorley Road survey.

Email from a resident of Church Lane highlighting the issues with hedge/tree growth and narrowing of the lane. A site visit will take place with Transport for Bucks to 'side out' the soil which has built up over the last few years.

Clerk asked the National Trust to cut back the vegetation growing over wall and on to the pavement on the estate boundary wall in Chapel Lane

Clerk has reported one belisher beacon not working on the zebra crossing.

The resurfacing of Portway Drive has been deferred until financial year 2019/2020.

Councillors reported that two lights were not working - George & Dragon and number 22 in the High Street

254.10 To approve the accounts for August and September 2018 and signing of cheques

It was resolved to approve the accounts. See end of Minutes for list

254.11 Members questions

The Clerk was asked to respond to the Bucks CC consultancy on the recycling and waste collection. This Parish Council strongly object to the Bledlow Ridge closure, as, due to its isolated rural location, this could cause fly tipping with all the associated costs. The Bledlow Ridge site serves a very wide rural area to the West of Wycombe and provides easy access for the disposal of rubbish for our residents and reduces traffic congestion at the High Heavens tip.

254.12 Date of next meeting

Thursday 11th October 2018 at 8pm in the Church Room

Cheques paid in August 2018

| | | |
|------------------------------|----------------|---|
| Mrs S Henson | 525.33 | July salary |
| Bucks CC | 181.97 | August pension |
| HMRC - online | 66.50 | Tax |
| Mrs S Henson | 46.01 | Mileage/stationery/keyboard |
| Acorn Landscaping | 185.25 | 4/12 highways grass cutting plus post in Pedestal |
| TBS Hygiene | 77.76 | July collections |
| AED Locator (E.U.) Ltd | 117.60 | Defibrillator monitoring service – annual fee |
| James Glasgow – the Handyman | 170.00 | Supply and install wooden rails on swing dividers |
| BT | 139.84 | Phone |
| Southern Electricity dd | 155.34 | Energy |
| Total | 1665.60 | |

Cheques for payment in September

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|----------------------------|----------------|---|
| Mrs S Henson | 520.73 | August salary |
| Bucks CC | 181.97 | September pension |
| HMRC - online | 70.20 | Tax |
| Mrs S Henson | 9.00 | Mileage |
| Acorn Landscaping | 185.25 | 5/12 highways grass cutting plus post in Pedestal |
| Acorn Landscaping | 67.50 | Replacing 1 post in pedestal/ cutting trees at crossing |
| TBS Hygiene | 97.20 | August collections |
| SSE Contracting | 455.68 | Lighting repairs for 2 lights in Bradenham Road |
| Chiltern Society | 30.00 | Annual subscription |
| PFK Littlejohn | 240.00 | External audit fee |
| West Wycombe Village Clock | 500.00 | Clock restoration S137 |
| Peter Gomme | 350.00 | 2 cuts of Pedestal Playing Field |
| Southern Electric dd | 19.63 | Feeder pillar |
| Southern Electric dd | 19.57 | Feeder pillar |
| Southern Electric dd | 170.35 | Street light energy |
| Total | 2917.08 | |

Statement of Account as at 1st September 2018

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|--|-----------------|
| Opening balance – 1 st July | 47270.68 |
| Less July cheques and dd's and cheque adj of 60p | 2978.21 |
| Less August cheque's and dd's | 1665.60 |
| Plus credit from Castle Water | 364.97 |
| Total | 42991.84 |