



**YOU ARE SUMMONED TO ATTEND A MEETING OF THE PARISH COUNCIL
TO BE HELD ON THURSDAY 12th DECEMBER 2019 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 November Parish Council 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:
19/07595/FUL-14 Copperfields High Wycombe - Householder application for erection of single storey extensions to front & rear of dwelling
19/07497/FUL – 30 Portway Drive, West Wycombe - Householder application for construction of single storey rear extension
7. To receive an update on the Chorley Road MVAS installation
8. To report and discuss any Highways issues including agreeing to place an order for the replacement tree in Park Farm Road and the cutting back of trees/bushes on the West Wycombe Road.
9. To discuss the details of the new basket swing unit
10. To consider projects and the budget for 2020/2021 including the conversion of the website to be fully accessible as per legislation which we should comply with by September 2020.
11. To agree to place contracts for our maintenance of grass, hedges, other related highways maintenance work burial ground and Pedestal playing field
12. To discuss creating a media policy for approval at the January meeting.
13. To discuss VE Day, Friday 8th May 2020
14. To discuss and agree to an increase in Clerks hours from January 2020
15. To approve the accounts for December 2019 signing of cheques - appendix 2
16. Members questions
17. Date of next meeting - Thursday 9th January 2020 at 8pm in The Church Room

SHARON L. HENSON, CLERK

5.12.2019

**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 14th November – 5th December 2019

1. Website analysis for November – emailed.
2. Minutes of NAG meeting held on Tuesday 19th November at Marlow Police Station at 7pm.
3. My Bucks – emailed
4. Police and Crime Commissioner Newsletter - emailed
5. TfB road safety news – on website
6. WDALC agenda for 12th December – Clerk has given apologies
7. Quotations from Acorn Landscaping and Stillman Garden Services - enclosed
8. Release form from Badduns Films – Clerk has completed
9. Devolved Services agreement from Bucks County Council – January agenda
10. Update on the new proposed Community Boards – we will be in the North West Chilterns going as far as Stoke Mandeville and including Downley, Hughenden, Stokenchurch and Princes Risborough.
Enclosed
11. Quote from Complete Tree Services for the Park Farm tree (enclosed)– waiting for the quote for the West Wycombe Road tree cut back.
12. Email from MH-P Internet re updating of websites to comply with accessibility legislation

Clerks Report

1. Clerk continues to discuss the replacement name signs
2. Clerk has reported loose kerb stone outside Brocklehursts – this is the reply back : Reference report number 40116579 - Thank you for your enquiry. This is an ongoing issue. We seem to repair and the trucks knock it out again. Another issue here is getting in to do the work. To be able to work safely and due to parked vehicles we would need to close the street for the duration of the works. This defect has been programmed for repair when resources are available.
3. Clerk has chased the repair of the damaged lighting column near Portway Drive – their response is -Fixed- so I have sent a photograph of the broken column again and asked what 'Fixed' meant!
4. Acorn have quoted for the burial ground, Stillman would like to be asked again for next year particularly if we undertake the environmental project. Peter Gomme is keeping his prices the same as for the last 6 years.
5. Sovereign Play equipment have said that the basket swing frame is made from mild steel and is then zinc primed and powder coated, most standard colours are available.
6. Clerk will start the claim for the LAF support for the MVAS units once we have paid for them.
7. Clerk attended the BMALC Conference which was all about social media, websites, new code of conduct and media policy – see suggested media policy enclosed

Payment made at end of November

Printerland – debit card	287.24	New set of cartridges
South Bucks Business – debit card	20.00	Envelopes and paper
Total	307.24	

Payments to be made in December

Mrs S Henson	551.68	October salary
Bucks CC	199.17	November pension
HMRC - online	63.40	Tax
Mrs S Henson	56.60	Mileage/parking
Acorn Landscaping	199.81	7/12 highways grass cutting
TBS Hygiene	126.00	November collections
Swarco	4518.83	MVAS unit balance
Lawrence Landscapes	292.00	Final invoice
Eros	115.20	Hire of cherry picker
SLCC	126.00	Annual subscription
Stillman Garden Services	1707.00	Annual maintenance contract
Castle Water (dd)	45.30	Allotment water supply
Southern Electric (dd)	25.32	Feeder pillar energy
Southern Electric (dd)	23.86	Feeder pillar energy
Southern Electric (dd)	81.57	Street light energy
Total	8131.74	

Statement of Account as at 1st December 2019

Opening balance – 1 st November	50225.47
Less November cheques, dd's and debit card	2796.13
Plus allotment rent	40.00
Total	47469.34