

MINUTES OF THE MEETING HELD ON THURSDAY 14<sup>th</sup> NOVEMBER 2019 AT  
8.00 PM IN THE CHURCH ROOM, WEST WYCOMBE

ATTENDANCE: Cllrs Mr S. Cope, Mr N Harris, Mr R. Seymour, Mrs V. Smith, Mrs K. Cheshire,  
Mr N. Timberlake. Mrs S Henson - Clerk

No members of the public

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

DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS BY MEMBERS RELATING  
TO ITEMS ON THE AGENDA – nothing to declare

CONFIRMATION AND SIGNING OF MINUTES OF THE OCTOBER MEETING

The Minutes for the October 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. Clerk has issued invoices to allotment tenants – we have one vacant half plot now and one tenant still to pay. Total income so far £495
2. Clerk worked with High Wycombe Inspector and Marlow Police Station to have patrols in the High Street to deal with a spate of vandalism.
3. Clerk is meeting Complete Tree Services on 15<sup>th</sup> November to discuss cutting back Network trees along the West Wycombe Road and to discuss the new tree for Park Farm Road.
4. Cllrs Cope, Mrs Smith, Brown and the Clerk attended the Remembrance Service at St Lawrence Church at 10.45 on 10<sup>th</sup>.
5. Lawrence Landscapes have advised us that they will cease their contract as from 1<sup>st</sup> November; as the next four months will be quiet/dormant we do not need to employ another contractor in a rush. We will contact the other people who gave us a quote last year as well as one other.
6. Clerk has written to existing contractors regarding prices for next year and in two cases asked if they are interested in taking on the burial ground.
7. Clerk attended the Clerks meeting where the elections for 2020 were explained as well as the latest information about unitary plans.
8. Clerk attended the Officers meeting on Bucks Unitary
9. Cllr Mrs Smith and the Clerk attended the Wycombe Transport Strategy meeting – felt it was a useful meeting but time will tell.
10. Clerk attended the Transport Focus Group meeting

MEETING CLOSED FOR PUBLIC QUESTION TIME

MEETING REOPENED

268.1 Correspondence Received from 11<sup>th</sup> October – 14<sup>th</sup> November 2019

1. Website analysis for October – emailed.
2. Crime and Police Commissioners Newsletter
3. Rights of Way Improvement Plan consultation – closing date 24<sup>th</sup> December – November agenda
4. Confirmation that Castle Water will take the allotment water payments by direct debit. It is working.
5. NAG meeting Tuesday 19<sup>th</sup> November at Marlow Police Station at 7pm.
6. My Bucks – emailed
7. TfB road safety news – on website
8. Bucks Unitary notification of Director level appointments – all except one are now working for Bucks Unitary the last one starts on 1<sup>st</sup> January -emailed and website
9. Police and Crime Commissioners Newsletter – on website
10. Notification that the footpath clearance by the Chiltern Society will come to £240.08

11. Email from Cllr Teesdale about shooting near a right of way on West Wycombe Estate – it was not in our parish and Sir Edward dealt with the matter.
12. WDC Planning Committee meeting 13<sup>th</sup> November – invitation to attend to discuss application for Wyese, Park Farm Road
13. Emails connected with Bradenham Road bus shelter hard standing and flow of rain water under/into the bus shelter.
14. Beacons of the Past Newsletter – email and website

268.2 Applications

**19/07217/FUL -Pedestal Garage West Wycombe Road High Wycombe**-Erection of building For use as car valeting shelter (Retrospective) – no objection in principle but we would prefer to see a building more in keeping with the AONB and the general surroundings and looking less temporary.

268.3 To receive an update on the Chorley Road MVAS installation

The hinged posts and ground screws have been installed. The MVAS units are due for delivery on 22<sup>nd</sup> November. Deliver to Smalldean Farm ringing Cllr Harris in advance. A date to install the units will be arranged.

268.4 To report and discuss any Highways issues

1. Clerk has reported light 4 as intermittently working.
2. The water leak near Grant & Stone has been resolved.
3. Clerk has submitted the forms to the LAF for a feasibility study for bollards along the High Street.
4. Clerk has been working with BCC re the bus shelter hardstanding as it is not as big as agreed and the levels are causing water to flow into the bus shelter. Remedial and extra work is due week beginning 11 November. Could also be a roof leak. Clerk has kept the resident in Bradenham Road who 'looks after' the bus shelter totally informed of the situation. Problems caused by the shallow depth that the BT fibre optic cables were found.
5. Clerk has chased the A40 safety team about the West Wycombe sign on the entry from Piddington. Clerk has checked and this is now in place. Clerk will ask the team for a cost to replace the other two signs.

268.5 To discuss the Play Inspection Report and to agree to purchase a new basket swing unit

Councillors had received the report prior to the meeting – most comments were very low or low risk however the report confirmed our view that the Basket Swing needed replacing as it was the only item with a moderate risk. Having received three quotes it was resolved to place an order with Sovereign for a metal unit at a cost of £6762 plus VAT to include the removal of the old equipment. Clerk will ask what type of metal finish i.e. galvanized or powder coated and also discuss the available colours and the most suitable time to install the unit.

268.6 To consider budgets and projects for 2020/2021

Prior to the meeting the Clerk issued a suggested budget with an increase to the precept of £1,500 making it £45,000. We will not be a position to see how this will affect Band D properties until Wycombe District Council issue their figures. No final decision will be made until this information is available. Clerk has allowed for an election, an increase in the Pedestal Play equipment, increased the light replacement reserve to £10,000 to complete the LED conversion with the heritage lights, the feasibility study for the High Street, replacing the final two noticeboards and an increase in the highways maintenance budget as we are unsure of what we will be required to undertake once the unitary authority is in place. We will start planning the possibility of a green gym and an environmental project possibly in conjunction with the Chiltern Rangers.

Cllr Seymour asked what the annual cost of maintaining the village clock is; it was pointed out that this has varied considerably depending on the level of repair work needed, and that the PCC would have a record of costs for recent years.

We will obtain a quote for painting the metal 'chicane' at the bottom of Cutty Alley and progress the work when the weather is suitable.

268.7 To discuss the BCC Rights of Way consultation and the Bucks Unitary priorities consultation  
 We hope that the new Bucks Unitary are able to deliver this Rights of Way plan as we felt it to be a thorough and impressive document.  
 Councillors who have not completed the Unitary budget consultation will do so by the close of the consultation.

268.8 To discuss VE Day, Friday 8<sup>th</sup> May 2020  
 The Pageant Master has issued a document to all Town and Pish Councils suggesting ways of commemorating the event.  
 It was resolved that we should take the lead and work with the Events Team, the church, the bell ringers, the school and preschool and all the other organisations within the community. Cllr Cope will undertake to contact those organisations to start to plan an event.

268.9 To approve the accounts for November 2019 signing of cheques - appendix 2  
 It was resolved to approve the accounts. See end of Minutes for list of payments.

268.10 Members Questions  
 Cllr Harris asked if we could obtain a price for hiring a cherry picker for putting up the tree lights on the Christmas trees.  
 Cllr Harris asked if could contact Mr Dakin to get a further socket installed in the feeder pillars.

268.11 Dates for 2020 and the legal position relating to the election process  
 The Annual Parish meeting will take place on 19<sup>th</sup> March to ensure that it takes place before we go into purdah at the end of March before the elections on 7<sup>th</sup> May.  
 9th January, 13th February, 12th March, 19<sup>th</sup> March — Annual Parish Meeting  
 9th April, 14th May – Annual Parish Council Meeting, 11th June, 16th July  
 10th September, 8th October, 12th November, 10th December

268.12 Date of next meeting  
 12th December 2019 at 8pm in The Church Room, West Wycombe

**Payments to be made in November**

Mrs S Henson	551.68	October salary
Bucks CC	199.17	November pension
HMRC - online	63.40	Tax
Mrs S Henson	57.40	Mileage/parking
Acorn Landscaping	199.81	7/12 highways grass cutting
TBS Hygiene	100.80	October collections
Highway and Solar Solutions Ltd	684.00	MVAS post installation
Wycombe District Council	52.20	Play Inspection
G. Spratt	60.00	Cutting Cookshall Lane hedge
Chiltern Society	240.08	Footpath clearance for 2019
BT (dd)	153.48	Phone
Castle Water (dd)	45.30	Allotment water supply
Southern Electric (dd)	81.57	Street light energy
<b>Total</b>	<b>2488.89</b>	

**Statement of Account as at 1<sup>st</sup> November 2019**

Opening balance – 1 <sup>st</sup> October	53420.28
Less October cheques and dd's	4264.81
Plus allotment rents	270.00
Plus donation from film company	400.00
Plus Downley Dynamos rent	400.00
<b>Total</b>	<b>50225.47</b>