

CHEPPING WYCOMBE PARISH COUNCIL
WORKS, SERVICES AND PLANNING COMMITTEE

AGENDA

THURSDAY 9 OCTOBER 2008

The meeting will commence at 7.30 pm at the Council Office, Cock Lane, Tylers Green, High Wycombe, Bucks.

Members:

J Herschel (Chairman)
J Eadon-Smith (Vice-Chairman)
Ms J Johnson
C Harriss
Mrs J Chalmers
M Smith
D Johncock
R Smith
C Jordan

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1. **APOLOGIES FOR ABSENCE:** At the time of the agenda distribution, no apologies for absence have been received.
2. **DECLARATIONS OF INTEREST:** To receive any declarations of interest by Members pertaining to Agenda Items.
3. **LOCAL COMMITTEE SCHEMES** (pages 2-3)
4. **CEMETERIES AND CLOSED CHURCHYARDS** (page 4)
5. **FOOTWAY LIGHTING** (page 5)
6. **COMMITTEE BUDGETS** (pages 6-7)
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9. **WORK SCHEDULE AND FORWARD PLAN** (page 10)



H R O Jones
Clerk of the Council
3 October 2008

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LOCAL COMMITTEE SCHEMES

Local Committee Scheme 2008/09 – CONSIDERATION

Members are reminded that the following schemes were approved on 30 April 2008 by Bucks County Council:

- Phase I Sheepridge Lane Flackwell Heath Informal footpath;
- Heath Lawn Flackwell Heath installation of bollards and track; and
- Church Road Tylers Green installation of kerbing.

Members are asked to receive a verbal update report from the Committee Chairman on progress in completing these schemes and to consider any issues arising from ongoing discussions with the County Council on the detail of the Heath Lawn scheme, as necessary, as set out in APPENDIX A.

Local Committee Scheme 2009/10 – CONSIDERATION

Members are referred to the correspondence from Buckinghamshire County Council (**APPENDIX B**), previously submitted to all Members, inviting Parish Councils to submit schemes for consideration by the Local Committee for funding.

Initially, Members have proposed the following suggested schemes;

- Traffic Calming on Blind Lane, Flackwell Heath by way of a ‘Pinch Point’ (new proposal);
- Widening of footpath by Bucks Free Press site on Station Road, Loudwater;
- Pedestrian Crossing by Bucks Free Press site on Station Road, Loudwater;
- Phase II Extension of Sheepridge Lane Footpath Scheme towards Little Marlow; and

- Provision of appropriate drainage along Church Road by St Margaret's Church Wall.

Members are invited to approve a list of schemes for submission to the County Council for funding in 2008/09.

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The Parish Council has the power to maintain Closed Churchyards and walls under the provisions of the Local Government Act 1972, s215.

CEMETERIES AND CLOSED CHURCHYARDS

Cemetery Regulations – CONSIDERATION

Members are asked to consider and approve, subject to any amendment, the revised draft Cemetery Regulations to come into effect as soon as the Cock Lane Cemetery extension as set out at APPENDIX C.

Altona Road Cemetery Extension – CONSIDERATION

At the Committee meeting on 4 March 2008 it was noted that the Council would be writing to the owners/occupiers of properties to the North of the track in order to ascertain interest in contributing to any improvement work and/or to ascertain whether there was any local interest in extending the work further to include new surfacing directly to these properties. No responses were received.

It was further agreed that quotes be obtained for undertaking improvement works, including the surfacing of a roadway up to a new entrance into the Altona Road site extension in consultation with the Council Warden and Committee Chairman.

There is currently a total of £5,000 in the 2008/09 Budget for each of the proposed Cemetery Extensions (Cock Lane – lower track £5,000) and (Altona Extension £5,000).

A proposed plan of the works recommended for Altona Road is attached (APPENDIX D).

Two quotations for work have been received by the Council Office; John Lee (APPENDIX E) and Clive's Drives (APPENDIX F).

Members are asked to consider the proposal for the extension of the road to the top area of Altona Road Cemetery as set out in the specifications of the two quotations received.

AGENDA ITEM 5

**CHEPPING WYCOMBE PARISH COUNCIL
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The Parish Council has the power to provide footway lighting under the Highways Act 1980.

FOOTWAY LIGHTING

Footway Lighting Update Report - INFORMATION

Members are asked to receive a verbal update report from the Committee Chairman on progress in implementing the street lighting policy.

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COMMITTEE BUDGETS

Attached are:

- The Budget detailed report (**APPENDIX G**); and
- Variances from budget (**APPENDIX H**)

2008/09 Budget - INFORMATION

The projected net expenditure for 2008/09 is £3,988 over budget. The significant variances from budget are set out on the attached spreadsheet.

2009/10 Budget - CONSIDERATION

The Budget figures for 2009/10 in the reports are initial proposals and the Committee's recommendations will be reported to the Finance and General Purposes Committee (FGP), together with the other Committees budgets on 14 October 2008.

FGP will look at the overall Council position and consider the possible level of the precept and may therefore make recommendations about the Committee's amended budget.

The Committee will be asked to re-examine the proposed budget at its meeting on 4 December 2008, taking into account any changed circumstance and FGP recommendations. The Committee will then be expected to make a final budget recommendation to FGP in January 2009. FGP will then consider the overall position and recommend a precept to the January 2009 Council meeting.

The Budget Report show:

- The budget, actual income and expenditure for 2007/08 and 2008/09;
- The 2008/09 actual income and expenditure figures are correct to September 2008. The annual projected is an estimate of income and expenditure for 2008/09 to 31 March 2009; and
- The initial proposal for the 2009/10 budget.

As set out in the report, the proposed net expenditure for 2009/10 is £207,682, i.e. an increase of £35,224 from the 2008/09 budget.

This proposed figure includes:

- £2,000 for depot roof and door repairs
- £3,000 for office refurbishment/furniture
- £5,000 for extension path and tree removal at Altona Road cemetery
- £5,000 for track extension and lower level at Cock Lane cemetery
- £5,000 for St Peter's church wall
- £2,000 for benches and signs
- £25,000 for street light replacements

The non-fixed regular items have been inflated by 5%.

Against this background, the Committee, therefore, is asked to review the draft budget for 2009/10 and refer any recommendations or comments to FGP for the 14 October 2008 meeting.

Vehicle Replacement Scheme - CONSIDERATION

Members will find attached a copy of the Vehicle replacement schedule, listing the current proposals for funding the process (**APPENDIX I**).

Members are asked to consider the detail of the current Vehicle Replacement Scheme and to make any recommendations to the Finance and General Purposes Committee, as appropriate.

AGENDA ITEM 7

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ACCOUNTS FOR PAYMENT

The Accounts for Payment are to be circulated at the meeting for the approval of Members.

Members are reminded to declare any personal or personal and prejudicial interests in any items submitted for payment.

Members of the Press and Public are asked to be excluded from the meeting for the consideration of any Confidential Payments, such as payments to members of the Council Staff.

AGENDA ITEM 8

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DELEGATED ACTION AND CONSULTATION DOCUMENTS

Delegated Action - INFORMATION

Since the last meeting the Committee, the Chairman, Vice-Chairman of the Committee and Clerk have authorised no delegated action.

Consultation Documents - INFORMATION

Since the last meeting of the Committee the Council has responded to the following Traffic and Planning related consultations:

- South East Regional Assembly: South East Sub Regional Primary Land Aggregates – No comments 2 June 2008
- Bucks County Council: Safety Signs – Comments 11 July 2008
- Buckinghamshire NHS: Buckinghamshire Joint Strategy Older People – No Comments 16 June 2008
- National Post Office: Post Office Closure – Comments 28 July 2008
- Wycombe District Council: Development Contribution Consultation – Comments 11 July 2008
- Wycombe Partnership Scheme: Wycombe Partnership Scheme – No comments 18 September 2008
- Chiltern Society: Chilterns AONB – Comments 12 September 2008

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WORK SCHEDULE AND FORWARD PLAN

Works, Services & Planning Committee Meetings - INFORMATION

Forthcoming Works, Services and Planning Committee meetings are scheduled to take place on:

Thursday 4 December 2008.

Forward Plan - CONSIDERATION

Topics for consideration at future meetings of the Committee will include:

- Circular Paths (a plan for developing a series of circular walking routes within the Parish Boundary);
- Signs and Notice Boards: Review (including Village Signs and Parish Notice Boards)

Members are invited to suggest topics and issues for consideration at future meetings.