

CHEPPING WYCOMBE PARISH COUNCIL

Report of the council meeting held on Thursday 7 November 2013 at 7.30 pm in the Council Chamber, Cock Lane, Tylers Green, High Wycombe, Buckinghamshire HP10 8DS.

Present:

Cllr K Wood (Chairman)	Cllr C Jordan
Cllr L Willis (Vice Chairman)	Cllr D Onslow
Cllr C Dodds	Cllr B Sadler
Cllr J White	Cllr J Herschel
Cllr I Forbes	Cllr J Bailey
Cllr P Mannering	

Also present: Mr R Digby

1. Apologies for Absence

Apologies for absence were received and accepted from Cllr D Johncock (Holiday), Cllr J Johnson (Holiday), Cllr S Digby (Holiday) and Cllr S Herron (Business)

2. Declarations of interest and Code of Conduct

Cllr Willis declared a personal interest in agenda item 18 – expenses cheque.

3. Council Minutes

It was RESOLVED that;

The minutes of the council meeting held on Thursday 27 June 2013 be a true and accurate record.

4. Amenity Land Committee

The report of the committee meeting held on Thursday 12 September 2013 was received and noted.

Cllr Forbes asked the Clerk to give an update on the Widmer Pond path, which after being swept was holding firm and therefore there was no further requirement to obtain quotes for the resin bonded surface.

Cllr Herschel advised that the No Parking signs would form part of the signage project.

5. Leisure Facilities Committee

The report of the committee meeting held on Thursday 26 September 2013 was received and noted.

Cllr Willis advised that a meeting had taken place with representatives from the Loudwater Bowls Club relating to their parking issue and further alternatives were being looked at for the club's car parking needs which would be discussed at the next Leisure Facilities meeting.

Cllr Willis also advised that the Community Orchard project was moving positively and a meeting with residents had already taken place. The favoured site was Derehams Park and it was hoped that the planting would be underway by Spring.

6. Works, Services & Planning Committee

The report of the committee meeting held on Thursday 10 October 2013 was received and noted.

Cllr Onslow advised that a report would be presented at the next meeting relating to the signage project.

Cllr Onslow also advised that the cemetery regulations working party had met on 6 November and would be making recommendations to the next committee meeting. Cllr White would be leading the working party.

7. Finance & General Purposes Committee

The report of the committee meeting held on Thursday 24 October 2013 was received and noted.

Cllr Forbes advised that there was an underspend in year and that he would be analysing the spend prior to the year end.

The Chairman suspended Standing Orders as a member of the public was present

11. Court Lawns

Council received a verbal update from the Clerk on the issues and correspondence surrounding the Covenant relating to new building at Court Lawns, Tylers Green.

Council heard the concerns and objections regarding the development of the property at Court Lawns from Mr Digby on behalf of other residents. A request to uphold the covenant on the land and restrict the over development of the estate was made.

It was RESOLVED that;

the Clerk engage a surveyor and obtain a land valuation for the purpose of the Council to make an informed decision on the covenant and the requested development.

Council was advised that there was an obligation to hear representations from all sides.

It was noted that the initial planning permission had been refused by Wycombe District Council.

Mr Digby thanked members and left the meeting

8. Committee Terms of Reference

8.1 Amenity Lane Committee

Council was asked to consider the recommendation from the Amenity Land Committee to adopt the revised terms of reference for their committee.

It was RESOLVES that;

the Committee Terms of Reference for the Amenity Land Committee be adopted.

8.2 Leisure Facilities Committee

Council was asked to consider the recommendation from the Leisure Facilities Committee to adopt the revised terms of reference for their committee.

It was RESOLVED that;

the Committee Terms of Reference for the Leisure Facilities Committee be adopted.

8.3 Works, Services & Planning Committee

Council was asked to consider the recommendation from the Works, Services & Planning Committee to adopt the revised terms of reference for their committee.

It was RESOLVED that;

the Committee Terms of Reference for the Works, Services & Planning Committee be adopted.

8.4 Finance & General Purposes Committee

Council was asked to consider the recommendation from the Finance & General Purposes Committee to adopt the revised terms of reference for their committee.

It was RESOLVED that;

the Committee Terms of Reference for the Finance & General Purposes Committee be adopted.

9. Policies

9.1 Financial Regulations

Council were asked to consider the recommendation from the Finance & General Purposes Committee to adopt the revised Financial Regulations.

An insertion was agreed at 2.6 *'The Staff Panel will also be responsible for the terms and conditions of the staff making recommendations to Council'.*

It was RESOLVED that;

the following the above insertion the Financial Regulations be adopted.

9.2 Complaints Procedure

Council was asked to consider the recommendation from the Finance & General Purposes Committee to adopt the revised Complaints Procedure.

It was RESOLVED that;

the Complaints Procedure be adopted.

9.3 Health & Safety Policy Statement

Council was asked to approve the recommendation from the Finance & General Purposes Committee to adopt and for the Chairman of the Council to sign the Health & Safety Policy Statement for 2013.

It was RESOLVED that;

the Health & Safety Policy Statement be signed by the Chairman of the Council and adopted.

9.4 Publicity Policy

Council was asked to consider the recommendation from the Finance & General Purposes Committee to adopt the revised Publicity Policy.

It was RESOLVED that;

the Publicity Policy be adopted

10. CHURCH ROAD (EAST), TYLERS GREEN

Council were asked to approve the recommendation from Works Services & Planning Committee to support the Penn & Tylers Green Residents Society in their bid for a traffic calming solution, by way of narrowing the road mouth, at Church Road.

It was noted that no monetary contribution had been requested at the Works, Services & Planning Committee and that support was conditional on obtaining support from the Bucks County Councillor.

It was RESOLVED that;

The Council would support the traffic calming solution at Church Road.

12 RAILWAY LAND

Council were asked to note the report received from the Wycombe District Council Arboricultural Officer recommending that no action be taken on the trees on the top of the North East bank side of the track bed. Council was asked to recommend suspension of the works recommended by the working party and the matter to be referred back to the Amenity Land Committee for further consideration.

Cllrs Herschel and Forbes advised that professional advice should have been obtained and remitted back to committee before any work had been approved.

Cllr White advised that banks where trees had been removed in the past were stable and not an issue and that the works as already approved by Amenity Land and full Council should go ahead.

It was RESOLVED that;

the Clerk engage a contractor to remove the trees on the bank by 25 Bay Tree Close as recommended in the Working Party report.

There were 2 abstentions

13 Deed of Grant

Council was asked to approve the recommendation from the Finance & General Purposes Committee to accept the Deed of Release and Grant of an Easement relating to Menlo House.

It was advised that clarification had been received from our solicitor and the access only includes the 3 metre wide track and not the verge.

It was RESVOLVED that;

the Deed of Release and Grant of an Easement be accepted and signed by the Chairman of the Council and one other councillor.

14 MEMBERSHIP OF COMMITTEES

A recommendation had been received from the Works, Services & Planning Committee to formally appoint Cllr Pam Mannering to serve on the Works, Services & Planning committee and be the Flackwell Heath planning representative.

It was RESOLVED that;

Cllr Mannering serve on the Works, Services & Planning Committee and as the planning representative for Flackwell Heath and that Cllr Bailey step down from the committee and planning representative position.

15 PROPOSITIONS

There were no propositions.

16 QUESTIONS BY MEMBERS OF THE COUNCIL

Cllr Onslow advised that he would be analysing the residents questionnaires from the events over the Summer, particularly looking at residents priorities.

17 PUBLIC PARTICIPATION

There were none.

18 ACCOUNTS FOR PAYMENT

It was RESOLVED that;

the accounts for payment cheque numbers 8063 to 8076 and direct debits to E-ON and Shell and bank transfer to Payflow be approved for payment and the cheques duly signed.

The Chairman thanked members for attending and the meeting closed at 8.40pm

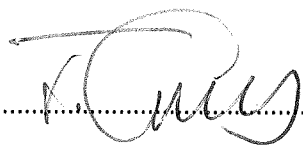

Pending expenditure transactions

07-Nov-13

Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
	651324	Briants of Risborough	Sleeve £8.06			
	651465	Briants of Risborough	Repair chain saw £109.45			
8063	651014	Briants of Risborough	Parts -£48.17	138.07	27.61	165.68
	535682301	Trade U.K.	Clout Nails £3.44			
8064	535301146	Trade U.K.	Chipped Bark £17.96	17.84	3.56	21.40
8065	6261	Clear -up Skip	Office/depot Skip	250.00	50.00	300.00
8066	186462	CountrySupplies	Top soil	47.47	9.49	56.96
	85945	Greens	Newsletter art work £231.00			
8067	85944	Greens	Newsletter printing £1651.20	1,568.00	313.70	1,881.70
8068		Void		0.00	0.00	0.00
8069		Keens	Wardens House Oven repair	77.00	15.40	92.40
8070		Void		0.00	0.00	0.00
8071	5854	Murrell Estate	Handrail Bridge Bank Close Kingsmead	434.17	86.83	521.00
8072	810317	N a L C	Conference - IF	190.00	38.00	228.00
	73 244/11196	Siemens	Lease Rental Nov - Feb	226.07	40.71	266.78
8074		SSE	Maintenance October 2013	1,216.76	243.35	1,460.11
8075	747285	Vikings	Stationery	48.03	9.61	57.64
8076		Expenses	Cllr L Willis	48.13	0.00	48.13
D.D		Barclays Bank	Payflow entries	6.09	0.00	6.09
D.D		E.ON	Depot/Office gas	49.52	2.48	52.00
D.D		Shell	Vehicle fuel	343.63	68.73	412.36
			TOTAL	4,660.78	909.47	5,570.25

Income received since last committee meeting:

CR	Legal fee re-imburement		2,695.00	0.00	2,695.00
CR	BCC contribution to MVAS project		3,128.00	0.00	3,128.00
			5,823.00	0.00	5,823.00

Signed  Signed 

Date 7.11.13

The RFO confirms that all goods and services have been received and that the invoices are accurate. We have compared the invoice details against the cheques, direct debit and payflow payments as above, which agree, and have therefore signed the cheques.