

CHEPPING WYCOMBE PARISH COUNCIL

AMENITY LAND COMMITTEE

Report of the meeting held on Thursday 20 November 2014 commencing at 7.30pm
in the Council Chamber, Cock Lane, Tylers Green, High Wycombe, Bucks HP10 8DS

The meeting is open to members of the public and press

Present:	Cllr D Johncock - Chairman	Cllr C Jordan
	Cllr I Forbes - Vice Chairman	Cllr S Herron
	Cllr B Sadler	Cllr J White
	Cllr L Willis	Cllr J Bailey

Also present: Cllr D Onslow, Mr G Christie (Warden, CWPC) and Mr S Herbert

1. Apologies for absence

Apologies for absence were received from Cllr K Wood (meeting), Cllr S Digby (business)

2. Declarations of members' interests in items on the agenda

There were none.

3. Widmer Pond

Following the recent work undertaken by Penn Parish Council at the pond, members were asked to receive a verbal report from the Clerk.

The new extension to the path, instigated by Penn Parish Council leading from the original path to Elm Road, has now been completed however the surface has not been rolled. Extra shingle was spread and not rolled on the existing path, this was done free of charge by the contractor. The new extension path has highlighted the need to raise the level of the existing path around the pond making sure the surface is compacted.

It was RESOLVED that;

the clerk obtain quotes for the path to be re-surfaced, with a view to this being included in the budget for 2015/16.

Members were asked to note that the annual pond clearance took place on Saturday 8 November.

4. Railway Land

Members were asked to approve the Public Path Creation Agreement for signature by the Chairman of Council and Committee. Due to the absence of Cllr Wood this was deferred.

4.1 Railway Land Working Party Report – Warden's Comments

Members were asked to note the comments from the Warden on the Railway Land Working Party Report relating to the clearance of the northern boundary and the fallen timber from Fennels Wood.

Members were advised by Cllr White that there were still signs of habitation in Fennels Wood on the boundary of the Railway Land.

It was RESOLVED that;

a site meeting be set up with the following attendees, Cllr Johncock, Cllr Jordan, Cllr White, the Warden and the Clerk to further review the need for clearing the strip along the northern boundary.

the Clerk to contact Ms Olsen's groundsman who looks after Fennels Wood to discuss the removal of the camp and the fallen timber, with a view to reporting back to the next committee meeting.

5. Tylers Green Common

5.1 All Weather Path

Following the last Amenity Land Committee meeting when the 'all weather' path from New Road up to the Back Common had been discussed, like for like quotes had now been received for the work.

Members were reminded that the Local Community Partnership had agreed to contribute up to £5,000 towards the project as matched funding.

The quotes received were as follows;

	As red on plan	Whole path + F2 additional
Quote A	£7,580.00	£8,970.00
Quote B	£7,750.00	£9,400.00
Quote C	£6,175.00	£7,245.00

It was RESOLVED that;

after discussion, quote B should be accepted as best value for money and that this recommendation be put to the next full council for approval.

5.2 Back Common

Members were asked to consider a request from residents of the Back Common (Rays Lane) to install posts in the verges to dissuade parking.

In principle, the request was accepted.

It was RESOLVED that;

a site visit be set up with Tylers Green members, the Warden and the Clerk to clarify the exact location and type of posts.

5.3 Change of access

Members were asked to receive an update from the Clerk on the future process for dealing with the change of access request from the owners of Greenhaven.

An initial discussion with the new residents had taken place, at which plans were given to the parish council for consideration. Further consideration would be given to the proposed change of access at the Finance & General Purposes committee unless a Special Council meeting is called before then.

6. King's Wood

6.1 Harvesting

Members were asked to note that the extraction of timber at the time of writing the agenda was still underway. Members received an update on the situation from the Clerk:

As previously noted, the start date for the harvesting had been delayed considerably, by the time the harvesting team arrived, it was not the original team. The harvesting was then not completed due to the new team only having a short window of time to do the work, as they had other commitments.

The extraction team arrived and the harvesting manager was taken ill – the extraction was not completed, piles of timber being left throughout the wood.

We had been advised that the extraction would be completed by 28 November, if this does not happen the parish council can, at the expense of Tilhil Harvesting, find an alternative contractor to complete the extraction.

Members were disappointed at the level of service received to date.

It was RESOLVED that;
the Clerk investigate the options of an alternative Forestry Management company and report back to the next committee meeting.

6.2 Anti-social behaviour

Members were asked to note that the anti-social behaviour posters supplied by the Police would be positioned at the entrances of King's Wood.

6.3 Tree Safety Check

Members were asked to note that the quote for the tree works agreed at the last Amenity Land Committee meeting had now been ordered.

6.4 Forest Way, Micklefield boundary fencing

Members were asked to note that quotes had been obtained to make good the broken down fencing on the boundary, as agreed at the last committee meeting. The quotes received were as follows;

Quote A	£930.00
Quote B	£924.00

It was noted that three contractors had been asked to quote for the work however only two responded.

It was RESOLVED that;
Quote B be approved for the boundary fencing work.

6.5 Community Payback

Members were asked to receive feedback from the Clerk on the work undertaken by the Community Payback teams in King's Wood.

The Community Payback teams have been clearing out the larch plantation in the wood, this is a requirement of the EWGS from the Forestry Commission.

Cllr Forbes highlighted the path creation at Elmshott Close and advised that clearance on the wood side might be required.

It was RESOLVED that;
a site visit be set up with Tylers Green members, the Warden and the Clerk to assess what work might be required and to report back to the next meeting of the Amenity Land committee.

7. Signage

Members were asked to receive an update from Cllr Wood and Cllr Forbes on the signage requirements for Tylers Green Common and Kings Wood respectively.

Tylers Green Common: Cllr Wood had sent through a report in her absence with suggested proposals;

- an interpretation board for the Front Common similar to the one on the Back Common showing the commemorative trees;
- fingerposts would only be required on junctions of paths with bridleways;
- Two large ladderboards, one for each Common (Speed limit/No parking/Please clean up after your dog/Byelaws are in force on this site);
- Four smaller ladderboards at entrances to the Common (Byelaws are in force on this site/Please clean up after your dog);
- Waymarkers for use to indicate start and finish points.

A vote of thanks was given to Cllr Wood and Cllr Herron for their work.

King's Wood: Cllr Forbes had produced a report for the meeting indicating the signage proposals;

- major entrances to have a copy of the map;
- minor entrances to have a small noticeboard and a fingerpost if they are the start of a route;
- no markers to be placed on the southern boundary of the wood or at Gomm's Wood;
- fingerposts would only be used on path junctions (eco-friendly paint markers on trees to show paths);
- maps to be erected at key points in the wood.

Cllr Forbes advised that the report was very much a 'work in progress' and further artwork would be required to the map.

Cllr Onslow thanked all for their work on the project. Both reports to be taken forward by the Signage Working Party.

8. Magpie Wood, Loudwater

Members were asked to note that following a short site visit by Cllr Johncock, the Warden and the Clerk it was felt necessary that, once the Parish Council were the new owners, a full tree survey would be required.

The proposal from Cllr Johncock seconded by Cllr Jordan was considered.

***It was RESOLVED that;
a full tree survey of the wood should be undertaken on completion of purchase.***

A suggestion of a public meeting was noted to gauge interest from local residents to set up a 'Friends of ..' group.

Cllr Jordan was asked to formally take the lead in the development of a management plan for the wood.

9. Grounds Team Winter Work Schedule

Members were asked to consider the schedule of winter work with a view to making suggestions as to any priority jobs. The schedule was considered and no jobs were prioritised.

***It was RESOLVED that;
the Warden work through the schedule as he sees fit.***

10. Tree/Shrub Planting

Members were asked to bring suggestions to the meeting for potential planting sites. No suggestions were forthcoming.

11. Wycombe District Council Devolution of Green Space Management

Members were asked to note the communication from Wycombe District Council relating to the devolution of green space management.

Members were asked to consider the proposal from Cllr Johncock to not express an interest in taking care of the green spaces offered with the exception of Totteridge Common.

It was noted that the Lease on Totteridge Common that Wycombe District Council have is due to expire in 2018.

The sites being offered are small pieces of green, dotted with flower beds and trees, all within residential areas.

Cllr Forbes seconded the proposal.

It was RESOLVED that;

A recommendation not to express an interest in the offer of the green spaces be taken to the next full council, but to extinguish the lease on Totteridge Common and take back the care.

12. Draft Committee Budget 2015/16

Members were asked to note the draft Amenity Land committee budget for 2015/16 and consider projects for inclusion. There were no further inclusions.

It was RESOLVED that;

the draft budget be recommended to the next Finance and General Purposes Committee for approval.

13. Committee Finances

Members noted the current committee expenditure and income.

14. Questions from council members and the public

There were no questions from council members.

Mr Herbert advised that on the subject of posts round the Common perhaps the use of large stones/boulders could be considered as an alternative.

15. Accounts for Payment

Accounts for payment were circulated at the meeting for consideration by councillors. The accounts circulated included items that had been paid during the summer which will be attached to be minutes.

It was RESOLVED that;

Cheque numbers 8400 to 8413 be approved and duly signed and that the direct debit payments to Npower, Unicom, and Southern Electric.

The chairman of the committee thanked members for their attendance and closed the meeting at 8.54pm.

Date of the next meeting: Thursday, 5 February 2015 at 7.30pm

Katharine S A Wood

Signed

Dated 22 January 2015

Pending expenditure transactions

20-Nov-14

Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
8400	94071	Adams Brothers Ltd	Repair to aerial	194.10	38.82	232.92
8401	602111870	Trade UK (B&Q)	WD40	9.14	1.82	10.96
8402	3025	Black & White Key Security	Straight Bit Gate lock/open	448.50	89.70	538.20
8403	15/002	Christ Church PCC	Hall Hire (increase in charges)	3.00	0.00	3.00
8404	202384	Country Supplies	Top Soil - Altona Road Cemetery	135.00	27.00	
8404	202534	Country Supplies	Sleepers/postcrete/Safety Boots	223.54	34.42	419.96
8405	14595	GDT (Fire Extinguishers) Ltd	Maintenance (Office)	70.00	14.00	
8405	14596	GDT (Fire Extinguishers) Ltd	Maintenance (Derehams)	30.00	6.00	120.00
8406	89312	Greens Ltd	Newsletter - Autumn 2014	1,702.00	0.00	1,702.00
8407	INV01888	Husson UK Ltd	Loudwater Phase 2	23,170.20	4,634.40	27,804.60
8408	3850	Kingsmead Testing Services	PAT Testing (Depot & Office)	110.60	22.12	132.72
8409	6890076377	Lyreco UK Ltd	A4 paper/Stamps/Coffee	127.06	4.50	131.56
8410	25423	E & R Meakes	Steel H posts (composter Ashley Drive)	180.00	36.00	216.00
8411	467561	SSE Contracting Ltd	Lighting maintenance - October	1,264.42	252.88	1,517.30
8412		Thompsons Garden Services	Totteridge Common (cut 9)	80.00	0.00	80.00
8413		HMRC	NI & Tax November	2,152.45	0.00	2,152.45
DD		Npower	Electricity Office & Depot Aug-Nov	420.98	21.05	442.03
DD		Southern Electric	Footway unmetered electricity - Oct	1,417.38	283.47	1,700.85
DD	8188820	Unicom	Office Land Line - Oct	70.22	14.04	84.26
						0.00
TOTAL				31,808.59	5,480.22	37,288.81

Income received since last committee meeting:

CR		Forestry Commission	EWGS Grant	2,184.90	0.00	2,184.90
CR		HMRC	Vat Reclaim October	2,627.72	0.00	2,627.72
CR		Arnolds Funeral Services	Burial charges	640.00	0.00	640.00
				5,452.62	0.00	5,452.62

Signed *[Signature]* Signed *[Signature]* *[Signature]*

Date *20/11/2014*

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.