

# CHEPPING WYCOMBE PARISH COUNCIL

## WORKS, SERVICES & PLANNING COMMITTEE

*"Cherish the past, adorn the present, construct for the future"*

Report of meeting held on Tuesday 16 December 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**

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<b>Present:</b>	Cllr D Onslow - Chairman	Cllr C Jordan
	Cllr J White - Vice chairman	Cllr B Sadler
	Cllr P Mannering	Cllr J Johnson
	Cllr C Dodds	Cllr J Herschel
	Cllr I Forbes	Cllr K Wood (ex-officio)

**Also present:** Cllr L Willis and Mr G Christie

### 1. Apologies for absence

There were no apologies for absence.

### 2. Declarations of members' interests in Items on the agenda

Cllr Johnson declared a personal interest in agenda item 15 – expenses cheque 8432.

### 3. Church Road East, Tylers Green

Members were asked to note that the road narrowing project was due to get underway in the New Year with completion prior to the end of the financial year. The timing of the project had been confirmed by Madeleine Howe, Localities Manager and Trevor Bonsor, Project Engineer.

### 4. Signage

Following a recent meeting of the Signage Working Party, members were asked to note that the Clerk had been asked to obtain quotes for ladder-boards and fingerposts, this was a change in priorities as it had been felt that there would be more impact by installing the ladderboards first. The sites involved would be Tylers Green Common, King's Wood, Derehams Lane Sports Ground and Green Dragon Lane Sports Ground.

Costings and proposals to be brought back to the next committee meeting for approval.

Cllr Forbes asked for feedback and comments on the King's Wood proposals.

A vote of thanks was given to Cllr Forbes, Cllr Wood and Cllr Herschel for all their hard work on the project.

### 5. Footway Lighting Update

Members were asked to receive an update from the Clerk on progress with the lighting project as follows;

The Urbis Schröder Ampere Mini had been selected as the luminaire of choice. A sample was now up and working in Highfield Road, Flackwell Heath.

Urbis has been supplied with details of column spacing on two typical roads, from this information their lighting design team was able to calculate the best scenarios and the 5103 optic was chosen. This optic has a medium spread and suits most if not all the column spacings.

A quotation from a new contractor was received and, in order to obtain a like for like quote from SSE, a re-dacted version was given to them.

The next steps are to produce an application for Salix funding to cover the cost of the switch to LED and in tandem to this a tender document will be produced to send out to prospective contractors/suppliers.

The Clerk was asked to contact SSE and put a time frame of mid-January on the information requested.

## **6. Ecclesiastical Boundary Stones**

Further to the approval at the full Council meeting on 4 November to purchase the heritage discs for the stones, members were asked to note that an email had been sent to Simon Barlow at Wycombe District Council for further information on the discs for marking the sites of the above stones.

Cllr White advised that Martin Cook had been the stonemason involved in previous heritage discs.

## **7. War Memorials**

Members were asked to note that the war memorials were cleaned prior to Remembrance Day.

### **7.1 Flackwell Heath**

Members received a report from the Clerk on the missing names from the memorial as previously discussed by Mr Mike Dewey from the Flackwell Heath & Loudwater Local History Group.

All 5 names had been further researched;

- Edgar Lewis was remembered on the war memorial in Wycombe General Hospital;
- Leonard George Savill was named on the memorial from his home town of Ilford;
- George James Weedon died after the war and was remembered by way of a War Grave in St Mary the Virgin, Farnham Royal;
- Frank Stone Wootten was remembered on his parent's grave in the cemetery in Fern Lane, Little Marlow. However, his parents had the Rose Window in Christ Church, Flackwell Heath dedicated to them;
- Ernest Barton was on the original memorial stone, however when the stones were re-cut his name was missed.

After discussion, it became clear that there was very limited space on the war memorial and some members felt that only those who were born in Flackwell Heath and not remembered elsewhere on any other memorial should be added. No decision was made due to there being no fixed guidelines on addition of names so long after the original memorial had been installed.

***It was RESOLVED that;  
the Clerk contact Mr Dewey for the reasons for wanting the names on the memorial.***

Members were also asked to consider a request for paving to the front of the war memorial from Cllr Johncock following the Remembrance Service. The ground leading to the memorial had been muddy and slippery.

***It was RESOLVED that;  
the Clerk obtain quotes for the paving in York stone to match the existing. The quotes to be brought back to committee for consideration.***

## 7.2 Loudwater

Members were asked to note the two quotes received to date for the previously agreed works to the site; relaying the paving, installing a retaining border to the flowerbed and installing hard-standing under the bench.

**Contractor A** £2,250

**Contractor B** £2,065

Members were asked to consider the above like for like quotes for the work to be undertaken. It was noted that a third company had been asked to quote but this had not been forthcoming.

***It was RESOLVED that;***

***Contractor B be asked to undertake the work.***

## 8. MVAS Update

Members were asked to consider a request from the Loudwater Forum to support the need for a static speed camera on the London Road in Loudwater. The traffic volume and speeds were recognised by all present. The initial request had been made by the police as there was no safe place to pull cars over on the London Road while they were carrying out a speed watch.

***It was RESOLVED that;***

***the Clerk write a letter in support of the static speed camera on the London Road.***

Members were asked to receive an update on the project from Cllr Onslow.

Cllr Onslow advised that the MVAS project had been running for 12 months and it was proving successful, moving the sign around the parish meant that drivers were not familiar with its siting.

Currently, the sign was back at the Swarco workshop due to an intermittent fault that needed further testing.

## 9. Cemeteries

### 9.1 Altona Road Extension Path

Members were asked to note the two new quotes received to date for the extension path, a third quote is still to arrive. Currently there is insufficient budget for the work to be undertaken, and members were asked to consider the options below for the new financial year also whether to install part of the path or provide budget for the whole project.

	<b>Option 1: Rising Centre Path</b>	<b>Option 2: Centre Path</b>	<b>Total</b>
<b>A</b>	£5,900	£8,200	£14,100
<b>B</b>	£7,834	£10,098	£17,488 (one visit)

On receiving the third quote further consideration would be given to the installation of the path.

### 9.2 Hammersley Lane Church Path

Members were asked to note that a Liaison meeting with St Margaret's Church was being arranged. At the site visit in July it had been noted that the path was becoming uneven and since then Rev Mike Bisset had visited the office to report the condition of the path.

## 10. Railway Land Footpath

Members received the recommendation from the Amenity Land Committee to approve the attached Public Path Creation Agreement for signature by the Chairman of Council and Committee.

***It was RESOLVED that;  
the Public Path Creation Agreement be signed.***

**11. Planning Submissions**

Members received an update from Cllr Onslow on speaking at planning appeal hearings.

Cllr Onslow advised of the importance of speaking on behalf of the parish council at the planning appeal hearings and he offered to stand in for any planning representative unable to attend a hearing.

Members were asked to note the planning submissions made by the Council since the last committee meeting in October.

It was noted that only Tylers Green appeared to be responding to planning applications, and Cllr Herschel commented that as this list was now in the public domain, the list should be accurate. Cllr Mannering and Cllr Onslow commented that Flackwell Heath applications were still coming through, and being dealt with where necessary.

**12. Draft Committee Budget 2015/16**

Members were asked to note the draft Works, Services & Planning committee budget for 2015/16.

Cllr Herschel queried the reduction to £5k of the budget line for Partnership Working. However, this line had been inflated for the current financial year to take into account the all-weather path and the road narrowing project at Church Road (East).

***It was RESOLVED that;  
The committee budget for 2015/16 be recommended for approval at the next Finance & General Purposes Committee.***

**13. Committee Finances**

Members noted the current committee expenditure and income. The income for Kingswood Cemetery (Cock Lane) was highlighted and increased on last year's figures.

**14. Questions from council members and the public**

There were no questions from council members or the public.


**15. Accounts for payment**

The accounts for payment were circulated for consideration by councillors.

***It was RESOLVED that;  
the accounts for payment be approved and cheques numbered 8426 to 8438 be signed and that direct debits to Barclays, SSE and Shell be approved for payment.***

The chairman of the committee thanked members for their attendance and closed the meeting at 9.05pm.

**Date of the next meeting: Thursday 5 March 2015 at 7.30pm**

  
Signed

**Dated 22 January 2015**

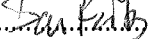
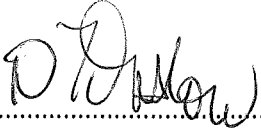
Pending expenditure transactions

16-Dec-14

Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
8426	6090242	Three Counties	Photocopy charges Nov	62.31	12.46	74.77
8427		BALC	Cemetery Management & Compliance	257.56	0.00	257.56
8428	159367	Broxap	Bench (Altona Rd Cemetery)	483.00	96.60	579.60
8429	6595	Clear-Up Skips	Penn Pond skip (clearance)	208.00	41.60	249.60
8430		Sue Digby	Broadband expenses May-Dec	120.00	0.00	120.00
8431		HMRC	Tax & NI December	2,152.45	0.00	2,152.45
8432		Jean Johnson	Broadband expenses Jul - Sept	45.00	0.00	45.00
8433	6890077345	Lyreco	Hi-Viz full length jackets x 3	87.00	17.40	104.40
8434	0311	Polaris Groundcare	Derehams - quadraplay & fertiliser	120.00	24.00	144.00
8435	1591261	Spaldings	Oil/gloves/fastener set/cutting discs	96.24	19.25	115.49
8436	149204	TBS Hygiene Ltd	Dog bin collection Nov	290.40	58.08	348.48
8437	13166	Wingrove Media	website hosting	48.00	0.00	48.00
8438		Penn Parish Council	Path contribution	200.00	0.00	200.00
DD		Barclays	Charges	6.46	0.00	6.46
DD		SSE	Unmetered supply footway lighting Nov	1,205.07	241.01	1,446.08
DD	0737726	Shell Fuel card	Vehicle fuel Nov	201.54	40.31	241.85
<b>TOTAL</b>				<b>5,583.03</b>	<b>550.71</b>	<b>6,133.74</b>

Income received since last committee meeting:

CR		Mrs Higgins	Memorial bench	525.00	0.00	525.00
CR		Beacon Memorials	Burial Charges	560.00	0.00	560.00
CR		Arnolds Funeral Services	Burial Charges	640.00	0.00	640.00
CR		HMRC	VAT Reclaim Nov	7,559.52	0.00	7,559.52
				<b>9,284.52</b>	<b>0.00</b>	<b>9,284.52</b>

Signed .....  ..... Signed .....  .....

Date ..... 16/12/2014 .....

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.