

CHEPPING WYCOMBE PARISH COUNCIL

Minutes of the council meeting held on Thursday, 16 April 2015 at 7.30 pm at the Council Office, Cock Lane, Tylers Green, High Wycombe, Bucks HP10 8DS

Present: Cllr K Wood (Chairman) Cllr J Johnson
Cllr B Sadler Cllr J Bailey
Cllr M Wilkes Cllr C Jordan
Cllr J Herschel Cllr I Forbes
Cllr S Digby Cllr D Dodds
Cllr J Gurney Cllr D Onslow
Cllr D Johncock

1. Apologies for Absence

Apologies for absence had been received from Cllr Mannering (family), Cllr Willis (recovering from operation), Cllr White (meeting) and Cllr Herron (business).

2. Declarations of Interest and Code of Conduct

Cllr Onslow, Cllr Herschel, Cllr Johnson and Cllr Wilkes declared personal interests in agenda item 13 as they all had expenses payments.

3. Council Minutes

It was RESOLVED that;

the minutes of the council meetings held on Thursday 22 January 2015 and the Special Council Meeting held on Thursday 5 March 2015 be a true and accurate record.

4. Amenity Land Committee

The report of the Committee meeting held on Thursday 5 February 2015 was noted and approved.

Cllr Forbes highlighted that;

- the path (agenda item 5.1) from New Road up to the Back Common was now complete.
- The tracks (agenda item 5.3), a meeting with residents had taken place and further consideration was being given to quotes received. Quotes were being considered alongside legal and financial constraints.
- Magpie Wood (agenda item 8) council was advised that Cllr Jordan was the lead on this project and would be developing a management plan for the wood and also setting up a 'Friends of' group.

5. Leisure Facilities Committee

The report of the Committee meeting held on Thursday 19 February 2015 was noted and approved.

6. Works, Services & Planning Committee

The report of the Committee meeting held on Thursday 5 March 2015 was noted and approved.

Cllr Onslow had not been present at the committee meeting but highlighted;

- Flackwell Heath War Memorial – missing names this was progressing.
- MVAS update had been passed to the Finance & General Purposes Committee.
- St Margaret's Church path – quotes were being obtained for works to path.
- Kerb building at School Road – quotes were being obtained.

7. Finance & General Purposes Committee

The report of the Committee meeting held on Thursday 19 February 2015 was noted and approved.

Cllr Forbes advised that most of the items on the report were covered under agenda items of the Council meeting.

It was noted that the accounts had not yet been formally closed.

8. Policies and Procedures

8.1 Freedom of Information Policy

Council was asked to consider the recommendation from the Finance & General Purposes Committee to re-adopt the Freedom of Information Policy.

*It was RESOLVED that;
the Freedom of Information Policy be recommended for re-adoption at the Annual Council meeting on 12 May 2015.*

8.2 Data Protection Policy

Council was asked to consider the recommendation from the Finance & General Purposes Committee to re-adopt the Data Protection Policy.

*It was RESOLVED that;
the Data Protection Policy be recommended for re-adoption at the Annual Council meeting on 12 May 2015.*

8.3 Publicity Policy

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

*It was RESOLVED that;
the Publicity Policy be recommended to re-adoption at the Annual Council meeting on 12 May 2015.*

8.4 Complaints Procedure

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

*It was RESOLVED that;
the Complaints Procedure be recommended to re-adoption at the Annual Council meeting on 12 May 2015.*

8.5 Standing Orders/Delegated Powers

Council was asked to consider the recommendation from the Finance & General Purposes Committee to re-adopt the Standing Orders with the addition of Delegated Powers attached as an appendix.

*It was RESOLVED that;
the Standing Orders with the addition of Delegated Powers be recommended for re-adoption at the Annual Council meeting on 12 May 2015.*

8.6 Health & Safety Policy

Council was asked to consider the unchanged Health and Safety Policy and approve the Chairman of the Council to sign the Health & Safety Policy Statement for 2015.

It was RESOLVED that;

The Health & Safety Policy be approved and approval was given for the Chairman of the Council to sign the Policy Statement.

8.7 Committee Terms of Reference

Council was asked to consider the re-adoption of the Committee Terms of Reference.

Council was asked to note that the recommended amendment to the Amenity Land Terms of Reference for the addition of Magpie Wood would be held in abeyance until the exchange of contracts had been completed.

It was RESOLVED that;

the Committee Terms of Reference be recommended for re-adoption at the Annual Council meeting on 12 May 2015, with the addition of Magpie Wood to the Amenity Land Committee.

9. Financial Regulations

Council was asked to consider the finalised draft of the Financial Regulations, following discussion at the Finance & General Purposes Committee. Discussed changes had been italicised for ease of identification.

It was RESOLVED that;

The Financial Regulations be adopted.

Cllr Herschel asked for his abstention from the vote to be noted, as he had just returned from holiday and had been unable to study the documentation thoroughly.

10. Council Chamber Floor

Council was advised that it has been noted that there had been movement in the council offices. Council was asked to consider having an inspection of the joist spacing, specifically to the chamber floor during the summer closed period.

It was RESOLVED that;

An inspection be undertaken to be extended to the insulation of the building.

11. QUESTIONS BY MEMBERS OF THE COUNCIL

There were no questions from members of the Council.

12. PUBLIC PARTICIPATION

There were no members of the public present.

13. ACCOUNTS FOR PAYMENT

The accounts were circulated for the approval of members.

It was RESOLVED that;

the accounts for payment be approved and cheques numbered 8531 to 8553 be signed and that direct debits to Npower and EE and BACS payment to Payflow be approved for payment.

The Chairman thanked members for their attendance and closed the meeting at 8.20pm

Signed 

Dated: 24 June 2015

