

# CHEPPING WYCOMBE PARISH COUNCIL

## WORKS, SERVICES & PLANNING COMMITTEE

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

Report of meeting held on Thursday 4 June 2015 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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**Present:** Cllr J White - Chairman  
Cllr B Sadler  
Cllr H Darch  
Cllr C Dodds  
Cllr C Jordan  
Cllr C Leonard  
Cllr K Wood  
Cllr L Pinner

**Also present:** Mr Russell Read (P&TG Residents Society) and Mr Graeme Christie

Before the meeting started Cllr White welcomed the new members to the committee.

WSP/15/001 **Apologies for absence**  
There were no apologies for absence received prior to the meeting.

WSP/15/002 **Declarations of members' interests in Items on the agenda**  
Cllr Wood declared a personal interest in agenda item 13 as she had an expenses payment.

***Cllr Forbes arrived to attend the meeting at 7.34pm***

WSP/15/003 **Church Road East, Tylers Green**  
Members were asked to note that the road narrowing project had been completed.

Members were asked to consider a suggestion from the Penn & Tylers Green Residents Society to cosmetically improve the appearance of the above site with planters, with a view to looking at sponsorship from a local business.

Mr Read, from the Residents Society, advised that a couple of planters would soften the look of the tarmac area and he was happy to proceed with asking for sponsorship.

***It was RESOLVED that;***

***Mr Read would write to Buckinghamshire County Council to ask permission to place the planters on the new tarmac build out area and proceed with looking for sponsorship.***

It was noted that although the narrowing of the road mouth has worked by slowing down of vehicles entering Church Road speeding is still occurring outside the village hall.

WSP/15/004 **Signage**  
Members were asked to note the first tranche of fingerposts had been installed in King's Wood and quotes for interpretation boards and ladder boards were awaited.

WSP/15/005 **Footway Lighting Update**  
Members were asked to note that Cllr Herschel and Cllr Dodds had completed a survey of the footway lighting and this information would form part of the tendering process.

It was noted that Cllr Dodds had undertaken some further work on costings for the Salix bid and a meeting with the Clerk and Cllr Herschel would be arranged to take this work forward.

WSP/15/006 **Ecclesiastical Boundary Stones**

Members were asked to note that the Clerk was still waiting for a comparison quote for the heritage discs.

Members were asked to consider a budget limit so that the Clerk could proceed with the order for the disc on receipt of the quote.

*It was RESOLVED that;*

*The Clerk obtain a further quote and the matter to be deferred to Full Council on 24 June 2015 for further consideration.*

WSP/15/007 **War Memorial**

**1. Flackwell Heath**

Members were asked to note that the Flackwell Heath War Memorial had now been listed at Grade II, so any further works would require permission from Wycombe District Council.

It was noted that approval had been obtained from Wycombe District Council to add the five missing names and quotes were now being sought.

Members was also asked to note that quotes were currently being obtained for paving to the front of the war memorial; however the contractors were finding it difficult to match the paving. Once quotes have been obtained permission will be requested for the works to be undertaken.

WSP/15/008 **Cemeteries**

**1. Altona Road Extension Path**

Members were asked to note that the extension path to the cemetery had been completed.

**2. Hammersley Lane Church Path**

Following the site visit on 2 March it had been agreed to obtain quotes for the reconstruction of the paths for discussion at the next committee meeting. To date two quotes had been received, the costs ranging between £7,300.00 and £9,540.00.

*It was RESOLVED that;*

*A third quote should be obtained and the matter to come back to the next committee meeting.*

**3. Cock Lane Cemetery Grass Verge**

Members were asked to note that a couple of requests had been received from residents for verge protection to the triangle of grass outside the cemetery car park. The grass has been churned up by cars and lorries turning and parking. The Warden had put some road cones along the verge edge as a temporary measure; however these had been moved.

Our Area Technician had suggested a double height kerb with a further bund behind to dissuade vehicles from driving on/over the grass.

*It was RESOLVED that;*

*The Clerk obtain quotes for the suggested double height kerb and bund, but also for alternative deterrents such as trees and to bring the item back to the next committee meeting.*

It was noted that the residents concerned had been undertaking repairs to the area themselves by either re-turfing or flattening the ground after an incident had occurred.

**WSP/15/009 Local Area Forum Bids**

Members were asked to note the deadline for applications for 2016/17 is 31 July 2015 and encouraged members to pass projects to the Clerk.

Cllr Wood was able to explain how the Local Area Forum worked to new members advising that there was a pot of approximately £30k, which was for the Chepping Wye Valley area which included Hazlemere, Little Marlow and Bourne End & Wooburn Green.

Cllr Leonard asked if further information could be circulated and Cllr Wood advised that she was happy to circulate to the new members' information relating to the Forums current priorities.

***Mr Read left the meeting at 8.17pm***

**WSP/15/010 School Road, Tylers Green – Verge on the Common**

Members were asked to note the three like for like quotes received for the double height granite setts. The setts would be used to continue the double height kerb already in situ and this would dissuade parking on the edge of the Common.

***It was RESOLVED that;  
the works be recommended to Full Council as funding for the project would be from the Amenity Land Earmarked Reserve.***

It was noted that the Works, Services & Planning Committee had originally been looking at this project as a joint partnership with the Local Area Forum.

**WSP/15/011 Planning Submissions**

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

Cllr Leonard advised that she was not happy with the submission that had been made on 128 Heath End Road.

It was noted that a separate planning committee would be beneficial due to the significant amount of property development due in the area and this would be taken to Full Council for further consideration. Reserve Site meeting reports could be fed back at such meetings.

**WSP/15/012 Committee Site Visit – Thursday, 16 July**

Members were asked to consider visiting the Altona Road Cemetery extension path as part of the Site Visit.

***It was RESOLVED that;  
The committee site visit would incorporate;***

- Cock Lane Cemetery verge and an inspection of the cremated remains section;***
- St Margaret's Church path;***
- Altona Road Cemetery extension path;***
- Loudwater War Memorial;***
- Flackwell Heath War Memorial.***

**WSP/15/013 Committee Finances**

Members were asked to note the committee year end position, particularly the income from Cock Lane Cemetery.

**WSP/15/014 Questions from committee members and the public**

There were none.

WSP/15/015 **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 8595 to 8603 be signed and  
that direct debits to EE, Shell and E-ON be approved for payment.*

The chairman thanked members for their attendance and closed the meeting at 8.38pm

**Date of the next meeting: Thursday, 8 October 2015 at 7.30pm**

Signed ..... *Katrina SA Wood* .....

Dated: 24 June 2015

Pending expenditure transactions

04-Jun-15

Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
	169873	Broxap Limited	Eastgate Bench	483.00	96.60	
8595	169814	Broxap Limited	Weyburn Bench - Jubilee (FHRA)	628.00	125.60	1,333.20 ✓
8596	2517	Bucks Playing field Ass	Annual Subscription	20.00	0.00	20.00 ✓
8597		W Thompson	Travel expenses	41.85	0.00	41.85 ✓
8598		VOID				
8599		K.S.A.Wood	Expenses	214.77	0.00	214.77 ✓
8600		P&TG Residents Ass	Village voice/extra copies	84.00	0.00	84.00 ✓
8601	519632	SSE Contracting	Footway lighting Maintenance May	1,263.13	252.63	1,515.76 ✓
8602		Thompsons Garden Services	2 x Cut Totteridge Common - May	130.00	0.00	130.00 ✓
8603		Mr D Timms	Internal Audit 2014/15	65.00	0.00	65.00 ✓
D.D		Shell (fuel card)	Vehicle Fuel May	242.39	48.48	290.87
D.D		EE	Wardens Mobile phone	18.51	3.70	22.21
DD.		E.ON	Gas -Council Office -May	51.51	2.58	54.09
TOTAL				3,242.16	529.59	3,771.75

Income received since last committee meeting:

CR		HMRC	VAT Reclaim April	2,007.29	0.00	2,007.29
CR		Arqiva	Mast GDL	6,210.87	0.00	6,210.87
				8,218.16	0.00	8,218.16

Signed C. D. Jordan Signed S. Farley

Date 4/6/15

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.