

CHEPPING WYCOMBE PARISH COUNCIL

AMENITY LAND COMMITTEE

APPENDICES

TUESDAY 2 FEBRUARY 2010

AGENDA ITEM	APPENDIX	APPENDIX PAGE NUMBER
3 TYLERS GREEN COMMON	A <u>Deed of Grant: Gorse View</u> A copy of J Abrahams letter of 22 December 2009	2-4
4 KINGSWOOD	B <u>UPM Tilhill: Closure of Chilterns Office</u> A copy of correspondence exchange of December 2009 and January 2010 between the Clerk of the Council and UPM Tilhill	5-8
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IRELAND ABRAHAMS

SOLICITORS

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Stella R Abrahams

Andrew J Finkel

Jeffrey M Abrahams (Consultant)

Clerk to the Council,
 Mr H.R.O Jones,
 Chepping Wycombe Parish Council,
 Cock Lane,
 Tylers Green,
 High Wycombe, Bucks,
 HP10 8DS

29 DEC 2009

Our Ref: JMA/VK/11288

22 December 2009

Dear Mr Jones,

Re: Gorse View, The Common, Tylers Green, Bucks HP10 8LR
Subject to Contract

Thank you for your letter of 14th December, 2009 which I have copied to my client for their information.

As you are aware, Gorse View is a proposed development site. This means that the developer needs to have in place the appropriate legal grant of an easement for access and services before he can confidently purchase the property. Accordingly, can we please proceed to agree the terms of such a Deed of Easement?

I am instructed by my client that the development proposed is for two houses. I enclose a copy of the drawing 841/SP4B which shows the proposed new house and you will see by a broken dotted line that the existing house which whilst to be demolished, a new second house is to be built in approximately that location. The access to serve the two houses will of course have to be moved along the front boundary to another location, precise details of which I do not yet have.

Cont/...

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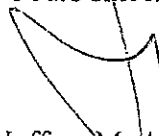
This firm will close at noon on 24th December, 2009 and will re-open at 9 a.m. on Monday 4th January, 2010. We wish you compliments of the season

I am instructed that the retail value for each of the new properties will be approximately £1,200,000. The new houses will therefore be smaller than the proposed single house which is shown on the enclosed. The retail value of that being approximately £1,800,000.

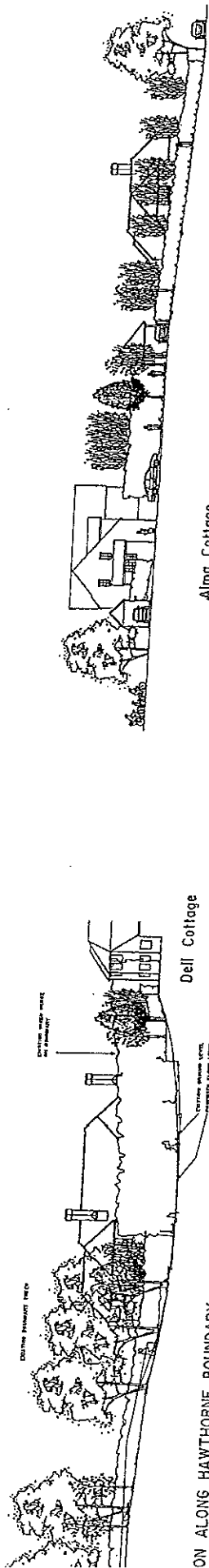
If we can proceed on the basis that two houses are proposed and a value of £1,200,000 each, one in the approximate location of the new house as shown on this plan, and one in the approximate location of the existing house shown on the enclosed plan with an appropriate access.

I look forward to hearing from you how best we may make progress in this matter.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Jeffrey M. Abrahams', written over a thin horizontal line.

Jeffrey M. Abrahams
IRELAND ABRAHAMS



ON ALONG HAWTHORNE BOUNDARY

Dell Cottage

Alma Cottage

COMMONSIDE VIEW

Paper Size
A1
0 1 2 3 4
(cm)



LOCATION PLAN 1:2500

PLANNING NOTES
DETAILS OF SOFT LANDSCAPING TO BE
SUBMITTED FOR APPROVAL
DETAILS OF HARD LANDSCAPING AND
FENCING TO BE SUBMITTED FOR
APPROVAL
SITE AREA 0.5
1:5 RED HOUSE
CONTRACTOR TO PROVIDE FENCING, TURNING
AND MATERIAL STORAGE ON SITE AT ALL TIMES

1:5 RED HOUSE
CONTRACTOR TO PROVIDE FENCING, TURNING
AND MATERIAL STORAGE ON SITE AT ALL TIMES

Ref: 08/03/17 02.1
AMENDED

Richard Clark
CHARTERED ARCHITECTS

Clark Clark, Hawthorn East, VIC 3175, Australia. Tel: 03 9411 1000
T: 03 9411 1000 F: 03 9411 1001 E: MCK@richardclark.com.au

CONTRACT
RESIDENTIAL DEVELOPMENT
GORSE VIEW
CHURCH ROAD NORTH EAST
TYLERS GREEN

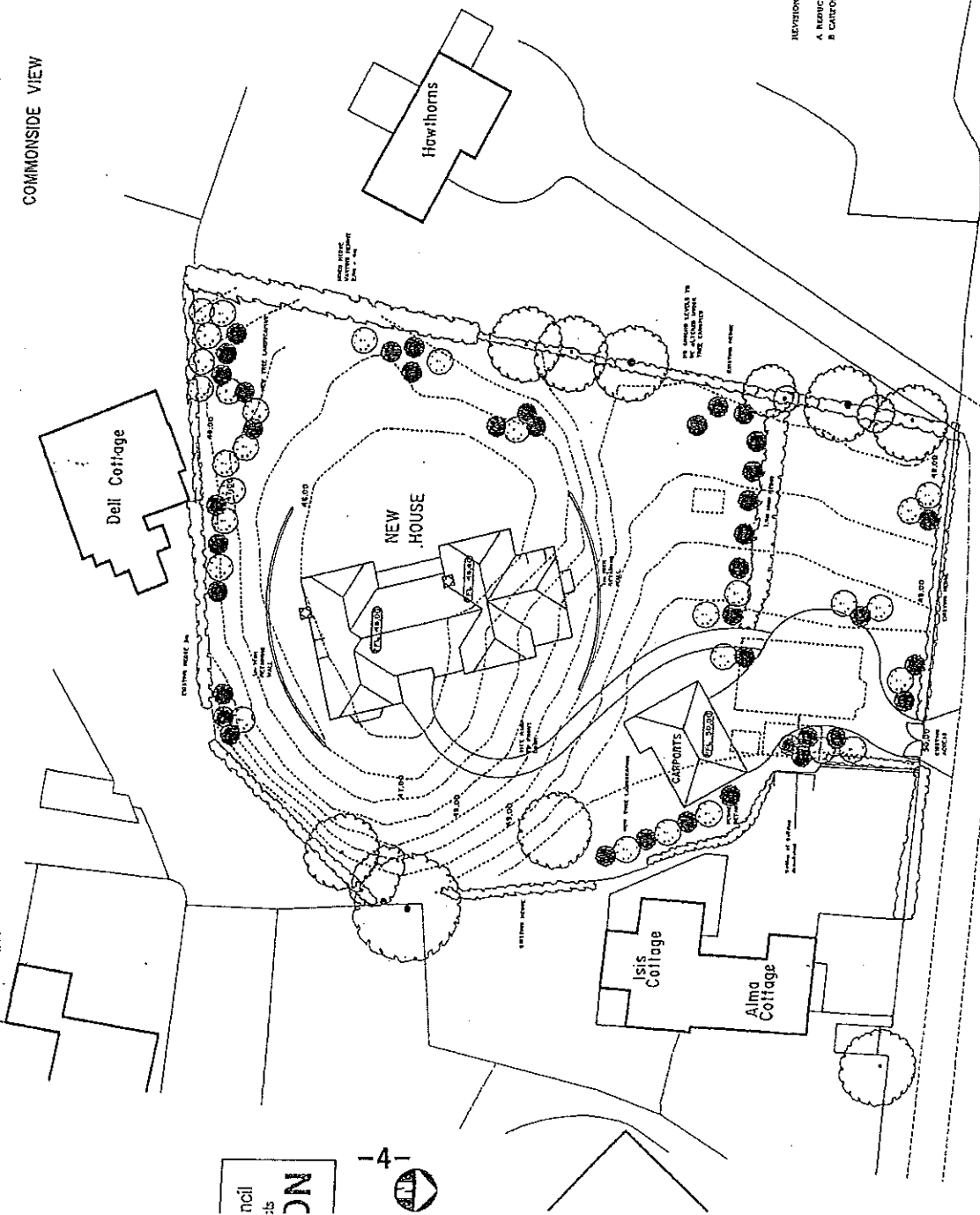
CLIENT
NEST HOMES

DRAWING
SITE PLAN

DATE
MAR 08

SCALE
JOB DESIGN

SITE PLAN 1:200



REVISIONS

A. REDUCED FOLLOWING LPA COMMENTS JUNE 08
B. CAUTION RELOCATED JULY 08

HRO Jones
Chepping Wycombe Parish Council
Cock Lane
Tylers Lane
High Wycombe
Bucks
HP10 8DS

1(1)

4 January 2010

Our Ref: DL/JOW

Dear Mr Jones

Re: Kingswood – Chilterns Office

Thank you for your letter dated 15 December. Apologies for not responding sooner as I have been on leave.

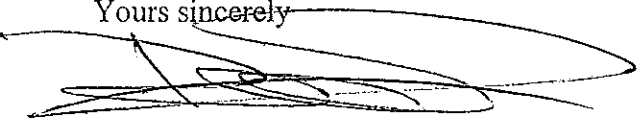
I can confirm that there would be no change to the level of service or the costs of such a service that we currently provide

Steve Taylor, our Woodland Manager based near Farnham will or may already have contacted you to discuss your requirements going forward

In any circumstances actions such as office closures are regrettable, but we are confident that this streamlining of our business will ensure continual success of UPM Tilhill and indeed enhance the level of service we can provide our customers

If you have any further enquiries, please do not hesitate to contact me

Yours sincerely


D Lewis BSc(For) MICFor
Regional Manager (South)

A member of the UPM Group

UPM Tilhill
The Oast
Blackham Court
Priory Park, Withyham
East Sussex TN7 4DB
Tel: 01892 771900
Fax: 01892 771901
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Registered in England
Number 3242286

Registered Office
Blackham Court
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-5-



H Jones Esq
Chepping Wycombe Parish Council
Council Office
Cock Lane, Tylers Green
High Wycombe
Bucks, HP10 8BS

1(1)

24 December 2009

Our Ref: AS/256/Kings Wood

Dear Huw

Kings Wood

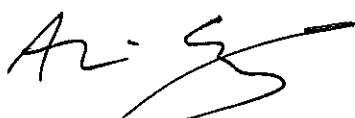
Thank you for the card which you sent to me and for your kind words when we spoke.

I have now planted the replacement trees within Gomm's Wood and let John Shaw know, so hopefully the matter can now be put to bed. The Forestry Commission have also been in contact to let me know that they will be taking now further action as they are satisfied that less than 5m³ was felled.

I hope that the weather soon improves so that the timber can start to be extracted from Kingswood. I have passed on the relevant files to a colleague who is to take over and I am sure he will be in contact with you soon.

I would take this opportunity to say how much I enjoyed managing Kingswood and to also wish you, Graeme and Ali a Merry Christmas, a Happy New Year and all the best for the future.

Yours sincerely



Alastair Stirling BSc (Hons) For
Woodland Manager

A member of the UPM Group

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Standhill Court
Little Hasely
Oxford
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CHEPPING WYCOMBE PARISH COUNCIL

TYLERS GREEN - LOUDWATER - FLACKWELL HEATH
Council Office, Cock Lane, Tylers Green, High Wycombe, Bucks. HP10 8DS
Telephone 01494 814600 Fax 01494 817667

H R O Jones Clerk of the Council E:Mail clerk.cwpc@btconnect.com

Mr D Lewis
Regional Manager (South)
Tilhill Forestry Ltd
The Oast
Blackham Court
Priory Park
Withyham
East Sussex
TN7 4DB

15 December 2009

Dear Mr Lewis

Kingswood: Restructuring of UPM Tilhill – Chilterns Office

Thank you for your letter of 8 December 2009.

First of all, may I please state how sorry the Council is to learn that the Chilterns office of UPM Tilhill is to be closed from 31 December 2009.

I have since receiving your letter, spoken to Alistair Stirling and he has confirmed that he is transferring the relevant files and will be meeting Graeme and myself later in the week.

In order that the Council can fully consider its future options for managing the Kingswood site, I propose to raise the matter with Members by way of an agenda item at the next Amenity Land Committee meeting on 2 February 2010. Any information you can provide to me in terms of any variations to the exiting service delivery and estimated costs anticipated by the restructuring would be extremely helpful in this process.

I look forward to hearing from you in due course.

Yours sincerely



H R O Jones
Clerk of the Council

cc Ms K Wood – Amenity Land Committee Chairman
J Herschel – Works, Services and Planning Committee Chairman



UPM Tilhill

H Jones Esq
Chepping Wycombe Parish Council
Council Office, Cock Lane
Tylers Green
High Wycombe
Buckinghamshire
HP10 8BS

1(1)

08 December 2009

Our ref: dml/

14 DEC 2009

Dear Huw,

Re: Kings Wood – Restructuring of UPM Tilhill – Chilterns Office

I write to inform you that following a recent structural and strategic review, it has regrettably been decided to close the above office from 31st December 2009. This has unfortunately resulted in a number of redundancies.

All operations will now be handled from offices based in Suffolk, Sussex and Nottinghamshire.

You will be contacted by a locally based Forest Manager in the very near future to discuss any requirements you may have, and where appropriate, arrange a meeting with you. I would be more than happy to attend any meeting in person with you, should this be required.

This will also be an opportunity to provide you with any additional information that you may require.

I apologise for any inconvenience that this may cause but can assure you of our best attention at all times

In the meantime if you have any enquiries please do not hesitate to contact me on the number below

Yours sincerely,

Dai Lewis BSc(For) MICFor
Regional Manager, (South)

A member of the UPM Group

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Chepping Wycombe P C (2009/10)

Note: (-) Net Expenditure means Income is greater than Expenditure

Budget Detail - By Committee

Note : Amenity Land Committee Meeting 2 February 2010

Amenity Land	Last Year 2008/09		Current Year 2009/10			Projected Actual	Next Year Budget
	Budget	Actual	Agreed Budget	Revised Budget	Actual YTD		
101 GEN AMENITY AREAS							
4001 STAFF SALARIES	4,000	4,728	4,353	4,353	3,954	4,353	4,403
4013 RENT	15	0	15	15	0	0	15
4029 BENCHES AND SIGNS	1,000	1,881	1,000	1,000	1,010	1,010	1,000
4037 GROUNDS MAINTEN'CE	1,321	516	340	340	1,587	2,067	340
OverHead Expenditure	6,336	7,126	5,708	5,708	6,550	7,430	5,758
1001 INCOME - RENTS	672	673	690	690	631	631	690
1083 THIRD PARTY CONTRIBUTION	3,111	0	0	0	480	480	0
1086 CONTRIBUTION FOR BENCH	0	1,171	0	0	800	800	0
Total Income	3,783	1,845	690	690	1,911	1,911	690
101 Net Expenditure	2,553	5,281	5,018	5,018	4,640	5,519	5,068
102 FENNELS WOOD							
4001 STAFF SALARIES	1,415	681	1,540	1,540	489	1,540	1,557
4013 RENT	250	250	250	250	250	250	250
OverHead Expenditure	1,665	931	1,790	1,790	739	1,790	1,807
Total Income	0	0	0	0	0	0	0
102 Net Expenditure	1,665	931	1,790	1,790	739	1,790	1,807

APPENDIX C

Chepping Wycombe P C (2009/10)

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Amenity Land Committee Meeting 2 February 2010

	<u>Last Year 2008/09</u>		<u>Agreed Budget</u>	<u>Current Year 2009/10</u>		<u>Projected Actual</u>	<u>Next Year 2010/11</u>
	<u>Budget</u>	<u>Actual</u>		<u>Revised Budget</u>	<u>Actual YTD</u>		
103 RAILWAY LAND							
4001 STAFF SALARIES	366	661	398	398	379	398	403
4037 GROUNDS MAINTEN'CE	1,055	1,230	57	57	0	57	1,057
OverHead Expenditure	1,421	1,891	455	455	379	455	1,460
1002 INCOME - PERMITS	0	1	0	0	0	0	0
Total Income	0	1	0	0	0	0	0
103 Net Expenditure	1,421	1,890	455	455	379	455	1,460
104 KINGSWOOD							
4001 STAFF SALARIES	6,121	3,749	6,661	6,661	2,635	6,661	6,737
4023 STATIONERY & PRINT'G	50	0	52	52	0	52	52
4029 BENCHES AND SIGNS	0	0	1,000	1,000	0	1,000	0
4037 GROUNDS MAINTEN'CE	5,395	117	3,514	3,514	0	3,514	3,514
4038 MAINTENANCE CONTRACT	2,705	1,500	2,800	2,800	0	2,800	2,800
4059 FORESTRY FEES	4,572	2,800	4,732	4,732	2,758	4,732	4,732
OverHead Expenditure	18,843	8,166	18,759	18,759	5,393	18,759	17,835
1002 INCOME - PERMITS	0	1	0	0	0	0	0
1077 GRANTS RECEIVED	5,000	5,000	0	0	4,191	4,191	4,000

Chepping Wycombe P C (2009/10)

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Amenity Land Committee Meeting 2 February 2010

<u>Last Year 2008/09</u>			<u>Current Year 2009/10</u>			<u>Next Year 2010/11</u>
	<u>Budget</u>	<u>Actual</u>	<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Projected Actual</u>	<u>Next Year Budget</u>
1079 OTHER COST RECOVERED	20	29	20	20	20	20
	5,020	5,030	20	4,194	4,211	4,020
104 Net Expenditure	13,823	3,136	18,739	18,739	14,548	13,815
<u>105 TYLERS GREEN COMMON</u>						
4001 STAFF SALARIES	8,688	8,260	9,455	9,455	9,455	9,563
4014 ELECTRICITY	79	71	82	82	82	84
4037 GROUNDS MAINTEN'CE	4,829	1,222	341	341	3,741	841
4912 TG COMMON MANAGEMENT	0	0	2,000	2,000	2,000	2,000
4999 TFR TO TRACKS RESERVE	1,000	0	0	0	0	0
OverHead Expenditure	14,596	9,553	11,878	11,878	15,278	12,488
1001 INCOME - RENTS	0	0	0	0	0	0
1002 INCOME - PERMITS	727	380	749	749	905	749
1004 INCOME - SERVICE CHS	79	33	82	82	82	82
1077 GRANTS RECEIVED	500	525	0	0	0	0
1078 MAINT COST RECOVERED	50	50	50	50	50	50
1083 THIRD PARTY CONTRIBUTION	1,000	1,918	0	0	2,404	0
Total Income	2,356	2,905	881	881	3,441	881
105 Net Expenditure	12,240	6,647	10,997	10,997	11,837	11,607

Projected Variances from budget 2009/10							
Amenity Land Committee							
code	Site	Description	budget	projected	variance	reason	
Expenditure							
4037/101	General amenity areas						
4037/105	Tylers Green Common	ground maintenance	340	2,067	1,727	Community payback paint supplies FH bollards, Community Centre & Methodist Church railings .£480 for trees at Juniper Lane funded by Cllr Langley	
		ground maintenance	341	3,741	3,400	commemorative trees	
income							
1083/101	General Amenity						
1077/104	Kingswood	Trees at Juniper Lane	0	-480	-480	Cllr Langley donation carried forward	
1086/101	General Amenity	EWGS woodland management grant	0	-4,191	-4,191	Not Known when budget set	
1002/105	Tylers Green Common	contribution for bench	0	-800	-800	Bench for Kingswood	
1083/105	Tylers Green Common	permits	-749	-905	-156	extra permit & longer fair	
		Donation from Royal British Legion	0	-2,404	-2,404	Commemorative trees	
total variances of less than £100							
Total					54		
					-2,850		

BUDGET ANALYSIS 2010/11				
	Budget as set at Council 20 1 09 2009/10	proposal recommended to FGP 7/1/10 2010/11	proposal recommended to Council 19/1/10 2010/11	Budget set by Council 19/1/10 2010/11
GENERAL REGULAR REVENUE ITEMS				
GROSS EXPENDITURE				
ROUTINE ITEMS				
AMENITY LAND	35,842	36,624	36,624	36,624
LEISURE FACILITIES	52,732	50,761	50,761	50,761
WORKS SERVICE & PLANNING	155,437	158,791	158,791	158,791
FINANCE & GENERAL PURPOSES	65,301	61,539	61,539	61,539
TOTAL	309,312	307,715	307,715	307,715
CAPITAL, EXCEPTIONAL AND LARGE ITEMS				
Amenity Land				
Benches and signs	1,000	1,000	1,000	1,000
Railway land tree surgery	0	1,000	1,000	1,000
Kingswood benches	1,000			
Tylers Green Common management	2,000	2,000	2,000	2,000
Widmer pond area improvements	1,500			
	5,500	4,000	4,000	4,000
Leisure Facilities				
Ashley Drive rec youth facilities	0	0	0	0
Derehams Sports site rejuvenation	5,000			
Derehams Lane pavilion replacement reserve fund	0	0	0	0
St Bit recreation ground 4 litter bins	1,000			
Boundary Rd rec plant replacements	2,000			
Benches and signs	2,000	2,000	2,000	2,000
Play areas bark replacement	1,500	1,500	1,500	1,500
Ashley Dr aerial runway	0	0	0	0
Play equipment reserve fund	3,000	3,000	3,000	3,000
	14,500	6,500	6,500	6,500
Works Services & Planning				
Depot door & roof repairs	2,000	5,000	5,000	5,000
Office furniture	0	0	0	0
Altona Rd cemetery extension path & tree work	3,000	3,000	3,000	3,000
Cock Land cemetery Extension	5,000	5,000	5,000	5,000
St Peter's Church wall	5,000			
Benches, signs, stiles and kissing gates	2,000	4,000	4,000	4,000
Street light replacement	10,000	10,000	10,000	7,000
Partnership working	3,000	4,000	4,000	4,000
Vehicle plant & equipment reserve	12,145	16,145	16,145	14,145
	42,145	47,145	47,145	42,145

	Budget as set at Council 20 1 09 2009/10	proposal recommended to FGP 7/1/10 2010/11	proposal recommended to FGP 7/1/10 2010/11	proposal recommended to FGP 7/1/10 2010/11
F & GP				
FGP exception items 2005/6				
FGP exception items 2006/7				
FGP exceptional items 2008/09				
Contingency	3,000	3,000	3,000	2,000
Grants	2,500	2,500	2,500	2,500
Legal fees	1,500	6,000	6,000	3,000
fire proof safe		2,000	2,000	2,000
off site sever to store data		2,000	2,000	2,000
	7,000	15,500	15,500	11,500
Totals - gross expenditure				
Amenity Land	41,342	40,624	40,624	40,624
Leisure Facilities	67,232	57,261	57,261	57,261
Works and Services Planning	197,582	205,936	205,936	200,936
F & GP	72,301	77,039	77,039	73,039
CWPC - gross	378,457	380,860	380,860	371,860
Totals - income (exc Precept)				
Amenity Land	(2,137)	(6,147)	(6,147)	(6,147)
Leisure Facilities	(15,952)	(16,465)	(16,465)	(16,465)
Works and Services	(10,330)	(10,948)	(10,948)	(10,948)
F & GP	(10,080)	(500)	(500)	(500)
CWPC - income	(38,499)	(34,060)	(34,060)	(34,060)
CWPC TOTAL net	339,958	346,800	346,800	337,800
	3.9% inc	0% inc	0% increase	2.5% Increase
PRECEPT	(330,158)	(330,158)	(330,158)	(338,412)
Difference	9,800	16,642	16,642	(612)
Increase of Precept by		0%		
Reserve Deficit (%) Net Suggested				0%
Reserve Deficit (%) Gross per Purple Book				0%

CHEPPING WYCOMBE PARISH COUNCIL										
		RESERVES 2008/09			RESERVES 2009/10			RESERVES 2010/11		
		ALLOCATION	SPEND	AS AT	ALLOCATION	SPEND	AS AT	ALLOCATION	SPEND	AS AT
		2008/09		31/03/2009	2009/10		31/03/2010	2010/11		31/03/2011
EARMARKED RESERVES										
SMALL RIDE ON MOWER		600		2,400	350		2,750	350		3,100
RIDE ON MOWER		1740		11,834	4,083		15,917	6,083	-22000	0
LORRY		500		1,000	2,444		3,444	2,444		5,888
UTILITY VEHICLE		1283		5,797	1,926		7,723	1,926		9,649
TRACTOR		3007		8,568	2,608		11,176	2,608		13,784
VEHICLE RESERVE	322	7130	0	29,599	11,411	0	41,010	13,411	-22000	32,421
SIDE FLAIL		400		2,614	627		3,241	627		3,868
DRAWN FLAIL		305		1,426	107		1,533	107		1,640
PLANT RESERVE	323	705	0	4,040	734	0	4,774	734	0	5,508
COMPUTERS		550		2,092	600		2,692	600		3,292
EQUIPMENT		1050		4,050	1,080		5,130	1,000		6,130
OFFICE EQUIP RESERVE	324	1600	0	6,142	1,680	0	7,822	1,600	0	9,422
AMENITY LAND										
COCK LANE RECYCLING	329	1,000		1,000		-1,000	0			0
RAILWAY LAND TREES	367	0		1,000	0		1,000			1,000
KINGSWOOD IMPROVEMENTS	368	8,650		8,650			8,650			8,650
TG COMMON MANAGEMENT	331	3,000		3,000	2,000		5,000	2,000		7,000
TG COMMEMORATIVE TREES	332	1,900		1,900			1,900			1,900
WIDMER POND IMPROVEMENT	369	3,000	0	4,000	1,500		5,500			5,500
LEISURE FACILITIES										
NEW PAVILION DEREHAMS	363	5,000		9,000	0		9,000	5,000		14,000
DEREHAMS REJUVENATION	362	7,000	-2,700	7,300	5,000		12,300			12,300
BASKETBALL	364	0		1,000		-1,000	0			0
ST BIT CAR PARK	350			0			0			0
GREEN DRAGON FENCE	370	3,500	-4,070	4,350			4,350			4,350
PLAY EQUIP RESERVE	325	3,000		12,000	3,000		15,000	3,000	-5000	13,000
WORKS SERVICES AND PLANNING										
WARDEN'S HOUSE	359			0			0			0
OFFICE REFURBISHMENT	372			1,270		-1,270	0			0
ALTONA TREES & EXTENSION										
PATH	361	5,000		5,860	3,000		8,860	3,000		11,860
COCK LANE CEMETERY TRACK	366	5,000		7,586	5,000		12,586	5,000		17,586
CHURCHYARD ST MARGARET& ST										
PETER'S WALL	321	1,560		10,000	5,000		15,000		-12000	3,000
BENCHES & SIGNS	354	2,890		2,890			2,890			2,890
STREET LIGHTING	351	14,000		14,000	10,000		24,000	7,000		31,000
FINANCE & GENERAL PURPOSES										
DEED OF GRANT	357			10,200			10,200			10,200
LEGAL FEES	371			0			0			0
TOTAL EXCEPTIONAL ITEMS		64,500	-6,770	105,006	34,500	-3,270	31,230	25,000	-17000	8,000
TOTAL EARMARKED RESERVES		73,935	-6,770	144,787	48,325	-3,270	189,842	40,745	-39000	191,587
GENERAL RESERVE		1,635	0	92,263	-9,800		82,463	-16,642		66,821
TOTAL RESERVES		75,570	-6,770	237,050	38,525	-3,270	272,305	24,103	-39000	257,408
Target for General Reserve (25% net expenditure) suggested							84,990			86,700
Target for General Reserve (25% expenditure) per Purple Book							94,614			95,215
Deficit/Surplus							-2,527			-20,879
Deficit/Surplus							-12,151			-29,394
% Deficit/Surplus							-3%			-24%
% Deficit/Surplus							-14%			-34%