

CHEPPING WYCOMBE PARISH COUNCIL

AMENITY LAND COMMITTEE

Meeting to be held on Thursday 19 November 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

Committee Membership:	Cllr I Forbes - Chairman	Cllr L Willis
	Cllr C Jordan - Vice Chairman	Cllr L Johncock
	Cllr B Sadler	Cllr S Digby
	Cllr H Darch	Cllr L Pinner
	Cllr J White	Cllr K Wood (ex-officio)

Members of the committee are summoned to consider the following business:

AGENDA

1. Apologies for absence
2. Declarations of members' interests in items on the agenda
3. Delegated Actions
4. Parish Council Tree Policy
5. Widmer Pond
6. Railway Land
 - 6.1 Tree Safety Inspection
 - 6.2 Actions Arising from Railway Land Management Plan
 - 6.3 Boundary re-instatement
 - 6.4 Burst Water Main
7. Tylers Green Common
 - 5.1 Boulders on Back Common
 - 5.2 Tracks
 - 5.3 Memorial Trees on the Common
8. King's Wood
9. Jubilee Gardens – granite setts
10. Magpie Wood, Loudwater
11. Tree and Fence behind 2 Wheeler Close
12. Draft Committee Budget
13. Committee Finances
14. Questions from council members and the public
15. Accounts for payment.



Wendy Thompson
Clerk of the Council
11 November 2015

AGENDA ITEM 3

Delegated Action

Members are asked to NOTE that the Clerk had to take emergency action to remove a dead Beech tree on the boundary of the Dolphin Public House. Limbs had been falling off the tree and it was a potential hazard to the public using the car park and the building. The cost of the works undertaken was £500.00.

AGENDA ITEM 4

Parish Council Tree Policy

Members are asked to CONSIDER the attached draft Tree Policy (APPENDIX A). It is hoped that once the Policy has been agreed it will clarify the approach to the management of trees on land owned by the Parish Council and act as a point of reference for the public, Councillors and Council employees to ensure a clear, consistent and structured approach to the management of trees.

AGENDA ITEM 5

Widmer Pond

Members are asked to NOTE that the remedial work to the pond path has been ordered and we are awaiting a start date.

AGENDA ITEM 6

Railway Land

6.1 Tree Safety Inspection

Following the last committee meeting at which the Tree Safety Inspection was considered, members are now asked to CONSIDER and, if so minded, APPROVE one of the quotes received for the tree works required following the Tree Safety Inspection by the Warden. Members are asked to NOTE that eight trees were highlighted as issues.

Quote A	£890.00
Quote B	£1,120.00

6.2 Actions Arising from Railway Land Management Plan

Members are asked to CONSIDER a proposal from Cllr White to call a public meeting for residents backing onto the Railway Land to discuss the works already undertaken on the boundary bank (removal of large trees, clearance of the bank and the planting of a hedge). The purpose of the meeting would be to gauge views on the work and if further work is required along the length of the bank, within budgetary constraints.

Also members are asked to RECONSIDER the work required for the clearance of the 2 metre strip along the boundary length to the north side of the west section.

6.3 Boundary re-instatement

Members are asked to CONSIDER re-instatement of the council boundary with the installation of fencing comprising of post with two single wires along the length of the northern boundary.

6.4 Burst Water Main

Members are asked to NOTE that the burst water main has now been repaired and footpath 30 is now open.

AGENDA ITEM 7

Tylers Green Common

7.1 Boulders on Back Common

Members are asked to NOTE that the boulders to protect the edge of the Common are still on order, and will be installed as soon as practicably possible on receipt. Due to the length of time the order is taking an alternative supplier is being sought.

7.2 Tracks

Members are asked to NOTE that the regrading and installation of a drainage channel to the track opposite the Village Hall has been completed, this appears to be working.

Members are asked to NOTE that the residents along the track have, however, written in about the irregular surface left after the works.

7.3 Memorial Trees on the Common

Members are asked to CONSIDER and, if so minded, APPROVE a request from the Penn & Tylers Green Residents Society to support them in seeking Tree Protection Orders for all the Memorial Trees on Tylers Green Common.

Members are asked to RECEIVE representation from Mr Russell Read of the Residents Society.

AGENDA ITEM 8

King's Wood

Following the last committee meeting it was apparent that part of the Forestry Commission Grant currently £2,185.00 would be at risk if further work was not undertaken in order to fulfil the biodiversity aims laid down in the Management Grant criteria. Members are asked to NOTE that it is proposed to action the 2 zone scrub clearance as part of the Winter Work Schedule, one quote has been obtained to date for these works at £3,780.00.

Members are also asked to NOTE that tree removal works along the ride leading from the Dolphin Pub are also required, one quote has also been obtained for these works at £2,820.00. A site visit to further discuss the tree removal is to take place on Tuesday, 17 November.

Members are now asked to APPROVE the next course of action.

AGENDA ITEM 9

Jubilee Gardens – granite setts

Members are asked to CONSIDER a request from the Flackwell Heath Residents Association to install granite setts at the base of the memorial bench. To date two quotes have been received in the sums of £980.00 and £850.00 for the works.

AGENDA ITEM 10

Magpie Wood, Loudwater

Members are asked to RECEIVE a short report from Cllr Jordan on progress in Magpie Wood. **APPENDIX B**

Members are asked to NOTE the suggestions made by Mr Brian Turnock at the last committee meeting (**APPENDIX C**). These suggestions will form part of the Management Plan for Magpie Wood and members are asked to make comment and bring further suggestions to the meeting for addition.

AGENDA ITEM 11

Tree and Fence behind 2 Wheeler Close

Following the last committee meeting members are asked to NOTE that the recommendation from the committee site visit to submit a planning permission request to remove the overhanging stem of the crab apple tree leaning on the fence of a property in Wheelers Close has been received and the stem has now been removed.

Members are now asked to CONSIDER the quote to repair the damaged fence. Following a visit to site it was clear that the fence panels were in good condition and had not been compromised by the leaning tree, however there are three posts that need replacing. The quote received for these works is £240.00.

AGENDA ITEM 12**Draft Committee Budget 2016/17**

Members are asked to NOTE the draft Amenity Land committee budget for 2015/16 and to CONSIDER projects for inclusion. Following any insertions, the budget to be revised and taken to the next Finance and General Purposes Committee for approval. **APPENDIX D**

AGENDA ITEM 13**Committee Finances**

Members are asked to NOTE the current committee expenditure and income. **APPENDIX E**

Members are also asked to NOTE the current position of the Committee EMRs and that there are no planned transfers at the end of the year.

EMR	Actual to Date	Budget	Variance
Railway Land	0	4,000	4,000
Magpie Wood	0	4,000	4,000
King's Wood	0	13,978	13,978
TG Common Management	4,800	12,550	7,750

AGENDA ITEM 14**Questions from council members and the public**

A maximum of fifteen minutes will be given to members of the public, who may make representations, ask and answer questions and/or give evidence in respect of any item of business included in the agenda. If the chairman of the meeting agrees, representations and questions may be taken at the beginning of the meeting.

Members of the public wishing to speak at the beginning of the meeting should inform the Clerk of this request as soon as possible.

AGENDA ITEM 15**Accounts for Payment**

Accounts for payment are to be circulated at the meeting for consideration by councillors.

Date of the next meeting: Tuesday, 9 February 2016 at 7.30pm

Chepping Wycombe Parish Council Tree Maintenance Policy**1. Introduction**

This policy identifies Chepping Wycombe Parish Council's approach to the management of trees on land owned by the Parish Council. It is intended to act as a point of reference for the public, Councillors and Council employees to ensure a clear, consistent and structured approach to the management of trees.

Chepping Wycombe Parish Council is responsible for managing its trees in a safe condition and ensuring that they do not create a legal nuisance such as causing damage to property.

The Council seeks to maintain and improve the amenity values of its woodlands whilst also undertaking to improve its bio-diversity and their environmental impact. Tree felling or pruning and the method of disposal of any arising material will always consider the impact these activities will have upon local wildlife.

The Council may undertake works under its emergency powers if appropriate and is always mindful of the financial regulations amongst other policies.

The Council will undertake a prioritised inspection programme of its woodlands to ensure that the risks are well mitigated.

Trees that have a TPO, Tree Preservation Order, require the approval of the Wycombe District Council for any works to be done as do trees within a Conservation Area. Tree works are very restricted within the bird nesting season.

2. Works to Trees

Any work carried out will be subject to available budget which will be applied on a priority scale.

Any work will only be undertaken by the Parish Council in accordance with the following priority list:

2.1 Priority 1 – Public Safety (high risk areas)

The Parish Council will undertake all work which removes actual hazards to safeguard the public and property. These areas being footpaths and boundaries where the general public are often present.

2.2 Priority 2 – Public Safety (low risk areas)

The Parish Council will undertake all work which removes actual hazards to safeguard the public and property; these areas being within woodlands where the general public go less often.

2.3 Priority 3 – Remedial/Preventative Works

The Parish Council will undertake all work which:

- a) Remove potential hazards that may subsequently threaten public safety or property;
- b) Prevent or minimise the effects of a tree on the structure of a property (eg Preventative subsidence related work).

2.4 Priority 4 – Management of Veteran Trees

The Parish Council will, where public safety is not compromised, undertake all work which;

- a) Conserves trees with high ecological value and,
- b) Preserves trees with significant local historical and / or aesthetic value.

2.5 Priority 5 – Young Tree Maintenance

The Parish Council will undertake all work which:

- a) Assists the establishment of young trees with significant life expectancy; and
- b) Enables new tree planting to reach its full potential
- c) Self-setting trees will be removed as necessary
- d) Removes non-native species

2.6 Priority 6 – Nuisance Management

The Parish Council will undertake remedial work where it is considered that its trees are causing an actionable nuisance to a neighbouring property.

For example:

- a) Root / branch encroachment over property boundaries where damage has occurred or is likely to do so imminently.
- b) When a tree is thought to be causing a nuisance which does not threaten public safety or property, the Council will consider appropriate remedial works during the next programmed cycle inspection of that tree.

The Parish Council is unable to undertake one-off, reactive inspections to consider general nuisance issues such as:

- Shade onto a garden or property;
- Deposits of seed / leaf litter;
- Tree is considered too large;
- Summer honeydew deposits;
- Droppings from roosting birds;
- TV reception interference.

3. Neighbouring Properties

Neighbouring properties may always trim back branches to the property boundary that overhang the boundary lines.

MAGPIE WOOD UPDATE

Since the Parish Council purchased the top half of the wood in April 2015 things have been moving on; clearance work started at the beginning of October.

I haven't had the response from volunteers that I was hoping for – I initially had 8 replies to the fliers, I emailed and telephone the 8 but at the moment there are only 3 volunteers including myself.

The first Sunday there was 5 however one only stayed for 20 minutes – I am hopeful that the message will get out in the next newsletter.

The Working Party met up on Wednesday 7 October to look at the area that had been cleared the previous Sunday. Brian Turnock showed the plan that he had been working on and how he had divided the wood into 5 compartments. Graeme was hoping to get the Community Payback team involved but at the moment there is a problem getting probation officers to work with them.

During the time we have been working in the wood walkers have stopped to ask what we are doing, one man told us about the previous owner and the hopes that she had had for the wood. Another day while we were working in the wood a group of young children accompanied by adults walked through the wood on a treasure hunt.

We can see that the wood is being used and that the wider community are showing an interest.

Clive Jordan

Magpie Wood -Suggestions as to its Future Management

OVERVIEW

An area of mixed broadleaf woodland roughly north/south linear in shape and 1.20 hectares (2.96 acres) in area. In terms of its topography approx. half of its area is plateau, dominant tree species being sycamore, ash and norway maple. The rest being embankment with beech being the most numerous.

Access is by a pedestrian permissive footpath entering from Robinson Rd to the south and linking up with the definitive bridleway in the north, believed to be CW22a.

A quick walk through the wood has identified 17 tree species, by far the majority of which are less than 50 years of age. A great deal of natural regeneration is taking place which has been unmanaged for a number of years resulting in overcrowding by trees up to 10cm diameter. However, there are throughout the wood a dozen or so veteran trees, notably a Lime with a girth at chest height of 190cm and an Oak with a girth of 157cm giving an approx age of 150 years (1863) and 125 (1890) years respectively.

The map of 1875 clearly shows the site as wooded. Unfortunately the map of 1812 is insufficiently clear.

There is no evidence as yet that Magpie Wood fits the definition of Ancient Semi Natural Woodland. The land on which the wood is located was once part of the Rayners Estate and there is reference in the book *The Rose Family* by Miles Green & Evelyn Clark of the memoir written by the Second Sir Philip in 1900. In it he recalls how the land looked at the time his father purchased it in 1845, "In those days.....the hillside from where Rayners now stands to Loudwater, was as bare as can be, except for a few coppices dotted here and there, none of the plantations which skirt the private road, nor indeed that road itself, existing".

OBJECTIVE

- * Maximise the habitat variety associated with broadleaf woodland
- * Encourage the natural re-establishment of ground flora
- * Protect, manage and maintain its long term development for the benefit of wildlife and the pleasure of the general public.

METHOD

- * Publicity
- * Establish teams
- * Set tasks
- * Record
- * Review

Invite BBOWT or Wycombe Wildlife Group to conduct a survey and produce a list of plant species.

Sweep the area clear of rubbish. All existing cut wood to be tidied and stacked for the benefit of invertebrates and fungi. Control the amount of ivy growing on those trees along the woods western edge.

The wood to be divided into compartments, possibly 5 in total, for ease of management. There are sufficient reference points on the ground to avoid the necessity for markers.

Within woodland, many plant and wildlife species are dependent on the existence of open areas for their survival. By opening up the canopy slightly on the plateau more light would reach the woodland floor encouraging a more diverse ground flora. This becoming more attractive to a greater variety of insects, birds and mammals.

As the plateau is the area with footpath access thinning work could initially be focused there leaving the steep embankment for a future date. Thinning would require the selective removal of trees up to 10 cm in diameter. Standard trees would have more room to develop and coppice stools may result in time from the thinning. Traditionally this type of work takes place from November and finishes end of February minimising disturbance to wildlife.

It's worth remembering at this point that woodland management is an unending process with most work being repeated in rotation and requiring periodic review.

RESOURCE

It is expected that most of the work described above would result from volunteer effort guided by the Parish Council. With so many households in close proximity, it is possible that communication as to the councils plan to improve the visual experience of visiting Magpie Wood will draw sufficient interest and enthusiasm to creat a volunteer group.

All of the work described above can be achieved with the use of hand tools only thereby avoiding the use of power tools requiring special skills and safety considerations.

Investigate the possibility of small woodland grants for specific projects.

The type of management suggested is minimal in its intervention and can progress at a speed dictated by the available resource.

**Brian Turnock
September 2015**

Draft CWPC 2016/17

Amenity Land Budget 2016/17		Approved 2014/15	Approved 2015/16	Draft 2016/17	Variances values	Variances %s	Comments 16/17
Code	Cost centre						
101	General Amenity Areas						
4013	School Green rent	10	10	10	0	0%	
4013	Loudwater School access rent	5	5	5	0	0%	
4037	ground maintenance	7700	7700	7700	0	0%	To include Hedley Amenity area & Jubilee Gardens
	Exp	8215	7715	7715	0	0%	
102	Fennels Wood & Railway Land						
4013	annual access fee	250	250	250	0	0%	
4037	ground maintenance	1000	1000	1000	0	0%	Boundary works Bank Clearance Other Management Plan Activities
9001	EMR Railway Land	4000			0		
	Exp	3250	1250	1250	0	0%	
104	Kingswood						
4037	ground maintenance	5750	5750	5750	0	0%	
4059	woodland plan - forestry fees	3000	3000	3000	0	0%	
4902	Kingswood paths	750	750	750	0	0%	
9000	EMR Kingswood	0			0		
	Exp	13500	9500	9500	0	0%	
1005	wood sales income	0	0	0	0		
1077	grants received	3000	3000	3000	0	0%	
	Inc	2185	3000	3000	0	0%	

Draft CWPC 2016/17

Amenity Land Budget 2016/17									
Code	Cost centre	Approved 2014/15	Approved 2015/16	Draft 2016/17	Variances values	Variances %s	Comments 16/17		
105	Tylers Green Common								
4014	electricity	150	150	150	0	0%			
4037	ground maintenance	2600	2600	2600	0	0%			
9000	EMR TG Common	0	0	0	0	0%			additional path works (poss from EMR)
	Exp	4250	2750	2750	0	0%			
1001	income - rents	900	50	50	0	0%			
1002	income - permits	50	900	900	0	0%			
1004	electricity costs								
	reclaimed	150	150	150	0	0%			
	Inc	1100	1100	1100	0	0%			
106	Widmer Pond								
4012	water	600	600	600	0	0%			
4037	ground maintenance	200	3000	3000	0	0%			
	Exp	800	3600	3600	0	0%			
1078	maintenance costs recovered	300	300	300	0	0%			
	Inc	300	300	300	0	0%			

Draft CWPC 2016/17

[illegible]

Detailed Income & Expenditure by Budget Heading 31/10/2015

Month No : 7

Committee Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>Amenity Land</u>								
101	GEN AMENITY AREAS							
4013	RENT	0	1	15	14		14	6.7 %
4037	GROUND'S MAINTEN'CE	3,198	2,815	9,200	6,385		6,385	30.6 %
	GEN AMENITY AREAS :- Expenditure	3,198	2,816	9,215	6,399	0	6,399	30.6 %
1083	THIRD PARTY CONTRIBUTION	30	0	0	0			0.0 %
	GEN AMENITY AREAS :- Income	30	0	0	0			
40		245	0	0	0		0	0.0 %
	GEN AMENITY AREAS :- Income	245	0	0	0	0	0	
	Net Expenditure over Income	3,412	2,816	9,215	6,399			
102	FENNELS WOOD & RAILWAY LAND							
4013	RENT	250	0	250	250		250	0.0 %
	FENNELS WOOD & RAILWAY LAND :- Expenditure	250	0	250	250	0	250	
	Net Expenditure over Income	250	0	250	250			
103	RAILWAY LAND							
4037	GROUND'S MAINTEN'CE	0	710	1,000	290		290	71.0 %
	RAILWAY LAND :- Expenditure	0	710	1,000	290	0	290	71.0 %
	Net Expenditure over Income	0	710	1,000	290			
104	KINGSWOOD							
4037	GROUND'S MAINTEN'CE	7,208	2,095	5,750	3,655		3,655	36.4 %
4059	FORESTRY FEES	3,240	1,010	3,000	1,990		1,990	33.7 %
4902	KINGSWOOD PATHS	0	0	750	750		750	0.0 %
	KINGSWOOD :- Expenditure	10,448	3,105	9,500	6,395	0	6,395	32.7 %
1002	INCOME - PERMITS	387	166	0	166			0.0 %
1005	INCOME - WOOD SALES	6,450	0	0	0			0.0 %
1077	GRANTS RECEIVED	2,331	2,904	3,000	-96			96.8 %
	KINGSWOOD :- Income	9,168	3,070	3,000	70			102.3 %
	Net Expenditure over Income	1,280	35	6,500	6,465			
105	TYLERS GREEN COMMON							
4014	ELECTRICITY	143	83	150	67		67	55.6 %

CWP C (2015/16)

Detailed Income & Expenditure by Budget Heading 31/10/2015

Month No : 7

Committee Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4037	GROUND'S MAINTEN'CE	895	2,528	2,600	72		72	97.2 %
	TYLERS GREEN COMMON :- Expenditure	<u>1,038</u>	<u>2,611</u>	<u>2,750</u>	<u>139</u>	<u>0</u>	<u>139</u>	<u>95.0 %</u>
1001	INCOME - RENTS	0	0	50	-50			0.0 %
1002	INCOME - PERMITS	1,060	1,559	900	659			173.2 %
1004	INCOME - SERVICE CHS	37	30	150	-120			20.2 %
	TYLERS GREEN COMMON :- Income	<u>1,097</u>	<u>1,589</u>	<u>1,100</u>	<u>489</u>			<u>144.4 %</u>
	Net Expenditure over Income	<u>-58</u>	<u>1,022</u>	<u>1,650</u>	<u>628</u>			
<u>106</u>	<u>WIDMER POND</u>							
4012	WATER	378	97	600	503		503	16.2 %
4037	GROUND'S MAINTEN'CE	0	0	3,000	3,000		3,000	0.0 %
	WIDMER POND :- Expenditure	<u>378</u>	<u>97</u>	<u>3,600</u>	<u>3,503</u>	<u>0</u>	<u>3,503</u>	<u>2.7 %</u>
1078	MAINT COST RECOVERED	181	0	300	-300			0.0 %
	WIDMER POND :- Income	<u>181</u>	<u>0</u>	<u>300</u>	<u>-300</u>			<u>0.0 %</u>
	Net Expenditure over Income	<u>197</u>	<u>97</u>	<u>3,300</u>	<u>3,203</u>			
<u>107</u>	<u>SPRING LANE</u>							
4037	GROUND'S MAINTEN'CE	0	0	500	500		500	0.0 %
	SPRING LANE :- Expenditure	<u>0</u>	<u>0</u>	<u>500</u>	<u>500</u>	<u>0</u>	<u>500</u>	<u>0.0 %</u>
	Net Expenditure over Income	<u>0</u>	<u>0</u>	<u>500</u>	<u>500</u>			
<u>108</u>	<u>OLD FORGE BANK</u>							
4037	GROUND'S MAINTEN'CE	0	0	250	250		250	0.0 %
	OLD FORGE BANK :- Expenditure	<u>0</u>	<u>0</u>	<u>250</u>	<u>250</u>	<u>0</u>	<u>250</u>	<u>0.0 %</u>
	Net Expenditure over Income	<u>0</u>	<u>0</u>	<u>250</u>	<u>250</u>			
	Amenity Land :- Expenditure	<u>15,557</u>	<u>9,339</u>	<u>27,065</u>	<u>17,726</u>	<u>0</u>	<u>17,726</u>	<u>34.5 %</u>
	Income	<u>10,476</u>	<u>4,658</u>	<u>4,400</u>	<u>258</u>			<u>105.9 %</u>
	Net Expenditure over Income	<u>5,081</u>	<u>4,680</u>	<u>22,665</u>	<u>17,985</u>			