

CHEPPING WYCOMBE PARISH COUNCIL

Minutes of the council meeting held on Wednesday, 3 November 2015 at 7.30 pm at the Council Office, Cock Lane, Tylers Green, High Wycombe, Bucks HP10 8DS

Present	Cllr K Wood (Chairman)	Cllr M Wilkes
	Cllr L Willis (Vice-chairman)	Cllr J Herschel
	Cllr J Gurney	Cllr C Jordan
	Cllr L Johncock	Cllr L Pinner
	Cllr C Leonard	Cllr H Darch
	Cllr I Forbes	Cllr J Johnson
	Cllr J White	Cllr B Sadler

FC/15/018 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr J Bailey (Family)

Cllr Dodds was not present.

FC/15/019 DECLARATIONS OF INTEREST AND CODE OF CONDUCT

There were none.

FC/15/020 COUNCIL MINUTES

Council was asked to consider the minutes of the Council meeting held on Wednesday, 24 June 2015 and the Special Council meeting held on Tuesday, 11 August 2015.

Cllr Herschel asked for an update for the next meeting on the progress with Community Right to Challenge.

It was RESOLVED that;

the minutes of the Council meeting held on Wednesday 24 June 2015 and the Special Council meeting held on Tuesday 11 August 2015 be a true and accurate record.

FC/15/021 AMENITY LAND COMMITTEE

The report of the Committee meeting held on Thursday, 10 September 2015 was noted and approved.

Cllr Forbes highlighted;

- King's Wood as an ongoing issue – in order to be compliant with the biodiversity section of the Grant a number of trees needed to be removed from the path running from the Dolphin Pub. An informal site visit was needed to look at the Warden's proposal to remove more trees that the Forestry Manager had originally highlighted. This would be reported back to the Amenity Land Committee.
- Magpie Wood there appear to be several overhanging tree issues at this site – a report will be taken back to the Amenity Land Committee once a survey has been completed.

FC/15/022 LEISURE FACILITIES COMMITTEE

The report of the Committee meeting held on Thursday, 24 September 2015 was noted and approved.

FC/15/023

WORKS, SERVICES AND PLANNING COMMITTEE

The report of the Committee meeting held on Thursday, 8 October 2015 was noted and approved.

Cllr White highlighted;

- Boundary Stones - there has been contact with Wycombe Heights Golf Club who are happy to remove the stone from the tree during the winter.
- Stiles to Gates – maps showing remaining stiles have been received from Rosie Taylor, Bucks County Council Rights of Way Team. Cllr White advised that he would be willing to photograph and check each site to the north of the A40 and Cllr Herschel advised that he would do the same for the sites to the south of the A40.

FC/15/024

FINANCE AND GENERAL PURPOSES COMMITTEE

The report of the Committee meeting held on Thursday, 22 October 2015 was noted and approved.

Cllr Forbes advised that items of interest were all on the Council agenda

FC/15/025

Public Access Defibrillation

Council were asked to consider the recommendation from the Finance & General Purposes Committee to support community groups wanting a defibrillator by advising of the British Heart Foundation incentive of free defibrillators for use in public places and provision of training in their use and offering ongoing support by purchasing the consumables (pads, batteries etc).

***It was RESOLVED that;
the recommendation be approved.***

FC/15/026

Schedule of Meeting Dates 2016/17

Council was asked to consider the recommendation from the Finance and General Purposes Committee to approve the Schedule of Meetings Dates 2016/17.

It was noted that the Police Commissioner election was due in May, date still to be confirmed.

***It was RESOLVED that;
the Schedule of Meeting Dates 2016/17 be approved.***

FC/15/027

Fees & Charges 2016/17

Council was asked to consider recommendation from the Finance and General Purposes Committee to approve the Fees & Charges for 2016/17.

Cllr Wood declared a personal interest as she would be in receipt of the Chairman's Allowance.

***It was RESOLVED that;
the Fees and Charges for 2016/17 be approved.***

- FC/15/028 **Financial Regulations Amendment**
Council was asked to consider a recommendation from the Finance & General Purposes Committee to make an amendment of item 4.2 of the Model Financial Regulations approved at Full Council in April 2015.
- It was RESOLVED that;***
the amendment to item 4.2 of the Financial Regulations be approved.
- FC/15/029 **Staff Panel Terms of Reference**
Council was asked to consider a recommendation from the Finance and General Purposes Committee to adopt the Staff Panel Terms of Reference.
- It was RESOLVED that;***
the Staff Panel Terms of Reference be adopted.
- FC/15/030 **Planning Committee Terms of Reference**
Following the last Council meeting in June the draft Terms of Reference had been reworked. Council was asked to consider the Terms of Reference for the Planning Committee with a view to adoption.
Following discussion;
- Cllr Darch advised that he would draft some guidelines on the criteria for decision making.
 - Clarification was required on 'minor planning applications'.
 - It was noted that once the Planning Committee Terms of Reference were adopted a re-draft of the Works, Services & Planning Committee Terms of Reference would be required.
- FC/15/031 **Ashley Drive Allotment Fencing**
Council was asked to consider the two quotes received to replace the fencing on the boundary behind the Scout Hut.
- It was RESOLVED that;***
Contractor A be asked to under the work to install chainlink fencing.
- FC/15/032 **Green Dragon Sports Ground Lease**
Council was asked to approve the recommendation from the Finance & General Purposes Committee to agree that the Chairman and Vice-chairman of the Council sign the Lease.
- It was RESOLVED that;***
The Lease be approved and signed by the Chairman and Vice-chairman of the Council.
- FC/15/033 **Delegated Action**
Council was asked to note that a replacement photocopier was approved by the Chairman and Vice Chairman of the Council during the summer.
- The lease on the old photocopier ceased at the end of August, the search for a replacement copier started in June. On failure to receive or reach a satisfactory deal with the original company, two further quotes were obtained and the parish council now will make a saving of £100.00 per quarter on the Sharp photocopier installed by a local company.
- FC/15/034 **Buckinghamshire Local Access Forum**
Council was asked to note the invitation to nominate a representative from the parish council to join a working group of volunteers to work on joining up public access on the rights of way network
- Council was asked to nominate a member to join the group.

It was RESOLVED that;

Cllr John White be the nominated member to represent the Council.

On Cllr White's request a working party consisting of Cllr Herschel and Cllr Sadler would assist Cllr White and report back to the Works, Services & Planning Committee.

FC/15/035

Reserved Sites Updates

Council was asked to receive updates from the Council representatives on the current status of the reserved sites.

Cllr Forbes reported the following for the Ashwells & Gomm Valley development;

- The draft development brief will be consulted on in February
- The development is larger than liked with a spine road running up the valley.
- Widening of Cock Lane is not favoured by the group
- The development is to have two access points one via Cock Lane and the other via Ashwells
- There will be a piece of land between the development to be put out of scope (green belt)
- A further traffic study will be undertaken November/December time.

Cllr Johncock and Cllr Hershel reported the following for the Abbey Barn development;

- Issues with access and traffic – more surveys are required.
- The MVAS has been useful with an electronic count which provides a more reliable result.
- There will be a public display during the Summer with workshops on the Southern part of the development
- Overriding issue – the road network is inadequate and needs to be improved.

Members were thanked for their input and it was noted that this would be an ongoing item on the agenda and representatives would be asked to provide a written report for inclusion in the appendices for future meetings.

FC/15/036

Questions by Members of the Council

Cllr Herschel asked about the delivery time for the newsletter. The Clerk advised that this had been held up but it was hoped that it would be ready in about three weeks.

Cllr Johncock advised that the Infrastructure page on the Wycombe District Council website was well resourced and up to date. However, the Abbey Barn development section was poor and asked that a letter of complaint be sent.

FC/15/037

Public Participation

There were no members of the public in attendance.

FC/15/038

Accounts for Payment

Accounts for payment were circulated at the meeting for the approval of members.

It was RESOLVED that;

the accounts for payment be approved and cheques numbered 8711 to 8719 be signed and that the BACS payment to Payflow and direct debits to Affinity Water, E-ON and EE be approved for payment.

Date and time of next meeting: Tuesday, 26 January 2015 at 7.30pm

Signed: Katrina SA Wood Dated: 26 January 2016

[illegible]

Income received since last committee meeting:

CR		WDC	CiL April-Sept	10,130.62	0.00	10,130.62
CR		HMRC	VAT Reclaim Sept	1,585.11	0.00	1,585.11
TOTAL				11,715.73	0.00	11,715.73

Signed Kathrin SA Wood Signed Lawless

Date 3/11/15 Date 3/11/15

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.