

CHEPPING WYCOMBE PARISH COUNCIL

OPEN SPACES COMMITTEE

Meeting to be held on Thursday 29 August 2019 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 L Willis (Chairman)	Cllr I Forbes
	Cllr L Johncock (Vice-chairman)	Cllr C Jordan
	Cllr J Gurney	Cllr S Digby
	Cllr M Wilkes	Cllr K Wood
	Cllr H Darch	Cllr B Kin

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. Allotments
 - 4.1 Ashley Drive Allotments
 - 4.1.1 Taps
 - 4.1.2 Annual Picnic
 - 4.2 Chapel Road Allotments
 - 4.2.1 Annual BBQ
5. Magpie Wood
6. Flackwell Heath Bowls Club
 - 6.1 Signage
 - 6.2 Car parking
7. Tylers Green Common
 - 7.1 Car Parking
 - 7.2 Management Plan
8. Derehams Recreation Ground
 - 8.1 Working Party
9. Playground Updates
 - 9.1 Ashley Drive Recreation Ground
10. Totteridge Common
 - 10.1 Fencing
11. Orchard Green Hedge
12. Railway Land
13. Hedley Green, Loudwater
14. Committee Finances
15. Questions from council members and the public
16. Accounts for payment



Wendy Thompson
Clerk of the Council
21 August 2019

AGENDA ITEM 3

Delegated Actions

Members are asked to NOTE that since the last committee meeting in May the following delegated action has been taken by the chairman of the committee and clerk;

Purchase of a replacement bench – Tylers Green Common	£450.00
King's Wood tree works – emergency removal from gas pumping station	£650.00
King's Wood tree works – emergency removal Beech near gas pumping station	£620.00
King's Wood tree works – Forest Way overhanging unbalanced tree removal	£980.00
Boundary Road Recreation Ground – reduce tree from property	£780.00

AGENDA ITEM 4

Allotments

Members are asked to NOTE that at the time of agenda writing the following vacancies exist at the allotment sites:

Chapel Road – 5 full plots

Ashley Drive – 3 full plots

There are currently four people on the waiting list, three looking for half plots.

Members are asked to NOTE the winners of the Allotment Competition attached at **APPENDIX A**

4.1 Ashley Drive Allotments

4.1.1 Taps

Members are asked to NOTE that the works have been completed to the extra stand pipe taps at the above allotment site.

4.1.2 Annual Picnic

Members are asked to NOTE that the picnic date had to be re-arranged and was held on Saturday 17 August 2019, due to the change in date it was not as well attended but all present had a good time.

4.2 Chapel Road Allotments

4.2.1 Annual BBQ

Members are asked to NOTE that the annual Flackwell Heath Allotment BBQ held on Saturday, 20 July 2019 was a great success.

AGENDA ITEM 5

Magpie Wood

Members are asked to NOTE that the replacement of post and wire fencing to Robinson Road/Rayners Avenue/bridleway boundary and the palisade fencing behind the properties approved at the last committee meeting has been ordered and will be undertaken on 30 September 2019.

AGENDA ITEM 6

Flackwell Heath Bowls Club

While on the site visit the access to the Bowls Club was reviewed and found to be adequate at the current time.

6.1 Signage

Following the committee site visit in July when the request for a large sign for the Bowls Club in the car parking area was reviewed, members are now asked to CONSIDER and APPROVE the opinion that the current sign on the fencing is sufficient and can be seen from the road. However a suggestion was made that a backing to the sign would be beneficial to eliminate light interference from the rear of the sign.

6.2 Car parking

Members are asked to NOTE that the request for increased car parking for the site as attached at **APPENDIX B** was not favoured at the site visit as it would greatly reduce the remaining green open space.

Tylers Green Common**7.1 Car Parking**

Members are asked to NOTE that a revised permit request form is being worked on at present in an attempt to mitigate any further event issues with parking on the Common.

7.2 Management Plan

Members are asked to NOTE the works undertaken in the Management Plan to date. **APPENDIX C**

AGENDA ITEM 8

Derehams Recreation Ground**8.1 Working Party**

Members are asked to NOTE that the Working Party is in need to a refresh and members are asked to volunteer to look at the re-development of the site.

AGENDA ITEM 9

Playground Updates

Members are asked to receive updates from the working parties.

9.1 Ashley Drive Recreation Ground

Members are asked to NOTE that following the site visit remedial repairs have been completed at the site.

Members are asked to CONSIDER the quotes received **APPENDIX D** to complete the play pad at the above site.

Quote A	£24,247.00
Quote B	£10,076.00
Or	£12,231.00

Estimated total cost of fencing the area £9,080.62

- 109 linear metres of bow top fencing, 1m high, 12mm infill bars, galvanised and powder coated £7400
- 3 no premier safe sprung self closing gates, 1m high, 1.2m wide, galvanised and powder coated £1610
- 2 no corner/end posts £70.62

AGENDA ITEM 10

Totteridge Common**10.1 Fencing**

Members are asked to NOTE that the approved fencing has been order and work is due to commence in mid-September.

AGENDA ITEM 11

Orchard Green Hedge

Members are asked to CONSIDER the estimated costings for the continuation of the hedge work at the above site. The proposed works are to be undertaken to the next 43 linear metres of hedge line.

Estimated excavation/removal works	£4,000.00
Hedging 20 metres/Holly	£3,100.00 (13 metres of hedging held in the depot)
Excavator	£200.00
Top soil/bark mulch	£350.00

AGENDA ITEM 12

Railway Land

Members are asked to CONSIDER the quotes received for the tree works to the rear of properties in Bay Tree Close, Loudwater. Quotes are for felling – 3 Ash trees, 1 Cherry tree and 1 Holly tree and coppicing 2 Hazels and pruning a Field Maple.

Quote A	£1,680.00
Quote B	£1,220.00

AGENDA ITEM 13

Hedley Green

Members are asked to NOTE that the approved works to the steps at the site have been completed.

AGENDA ITEM 14

Committee Finances

Members are asked to NOTE the committee income and expenditure to Period 4 (July). **APPENDIX E**

AGENDA ITEM 15

Questions from committee 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 16

Accounts for payment

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

Date and time of next meeting: Thursday 31 October 2019 @ 7.30pm

CHEPPING WYCOMBE PARISH COUNCIL
ALLOTMENT COMPETITION WINNERS 2019
FLACKWELL HEATH

1st Place & Master Gardener

Mrs M Scullion Plot 5

2nd Place

Ms E Tingay Plot 7

3rd Place

Mr G Edward Plot 6

Highly Commended

Mrs M Lewis Plot 29

Mr M Whitmarsh Plot 50

Best improvement

Mr R King & Tom Plots 72 & 73

CHEPPING WYCOMBE PARISH COUNCIL
ALLOTMENT COMPETITION WINNERS 2019
TYLERS GREEN

1st Place

Mr E Thorne

Plot 37

2nd Place

Mrs J Tutt

Plot 7

3rd Place

Mrs I Green

Plot 16

Highly Commended

Mrs C Slingerland

Plot 28

Mrs C Slingerland

Plot 40

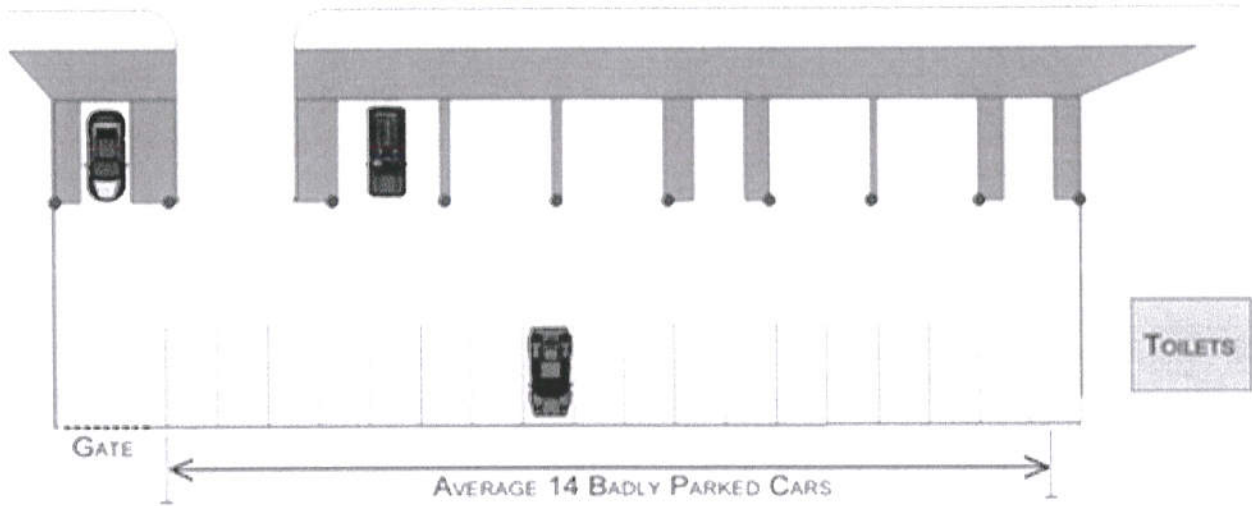
Best improved

Ms L Taylor

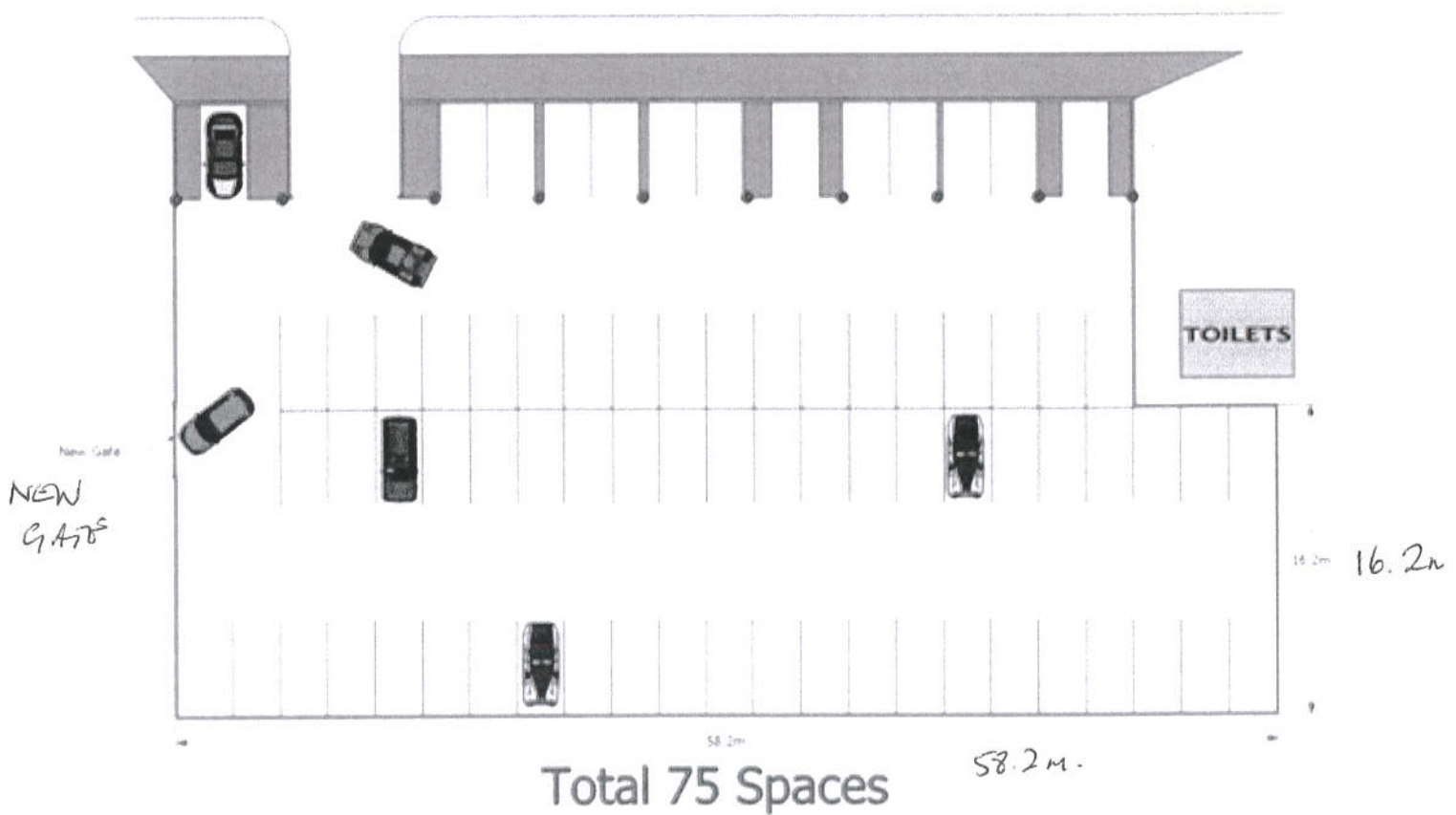
Plot 55

APPENDIX B

CURRENT PARKING AVERAGE 22 WITH SPACES MARKED MAXIMUM 30

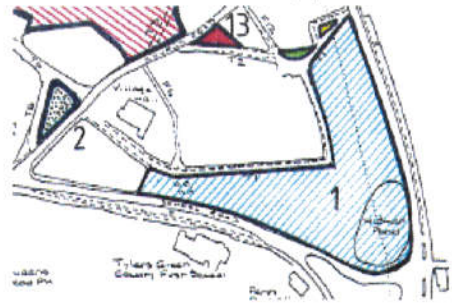


SUGGESTED NEW PARKING LAYOUT



Compartment 1

Tylers Green Common



This compartment consists of a large area of close cut grass with Widmer Pond in its southeast corner. A variety of oak, alder and lime specimen trees to a total of 32 have been planted over the years, mostly on its eastern side.

Action :

- Memorial bench needs replacing.
Timber rotten and decaying.
Southampton Bench to match existing

Bench ordered due for delivery 23 August

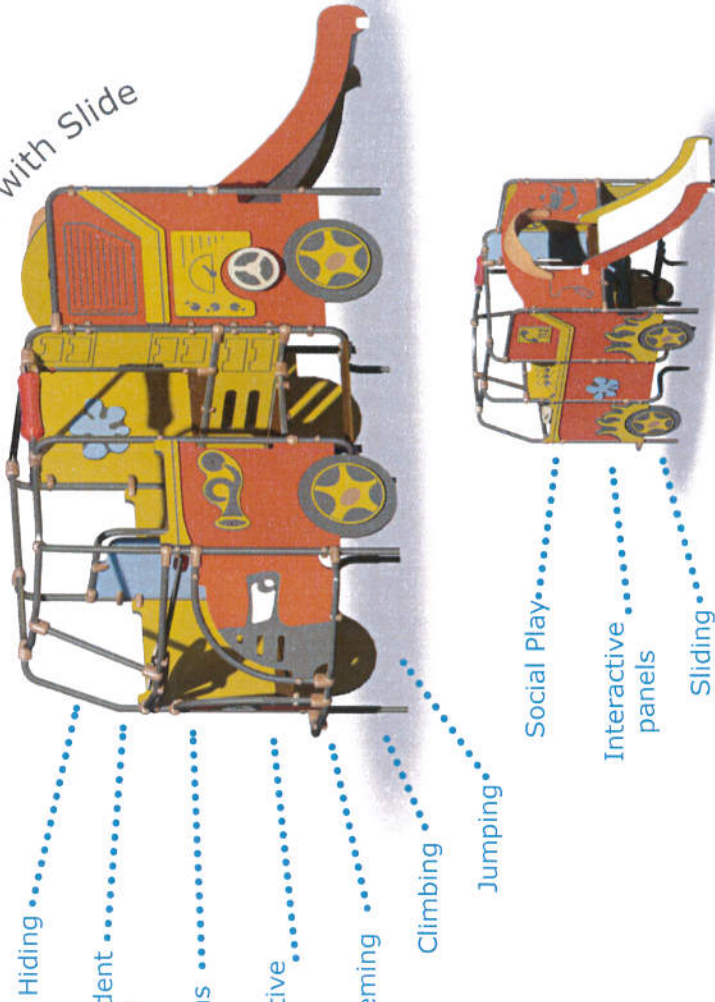


- Renew 'No Parking' sign – **part of sign on track In situ**
- Review bollard installation – **yet to be done**
- Three lime trees will require crown lifting adjacent to Widmer Pond
- Turkey Oak will require crown lifting. This is located on small area of land near bus shelter.
Planning application for tree works above – awaiting permission
- Widmer Pond island to be cut annually in Autumn. – **annual maintenance end of Sept**
- Pond stones to be maintained along pond edge – **annual maintenance**

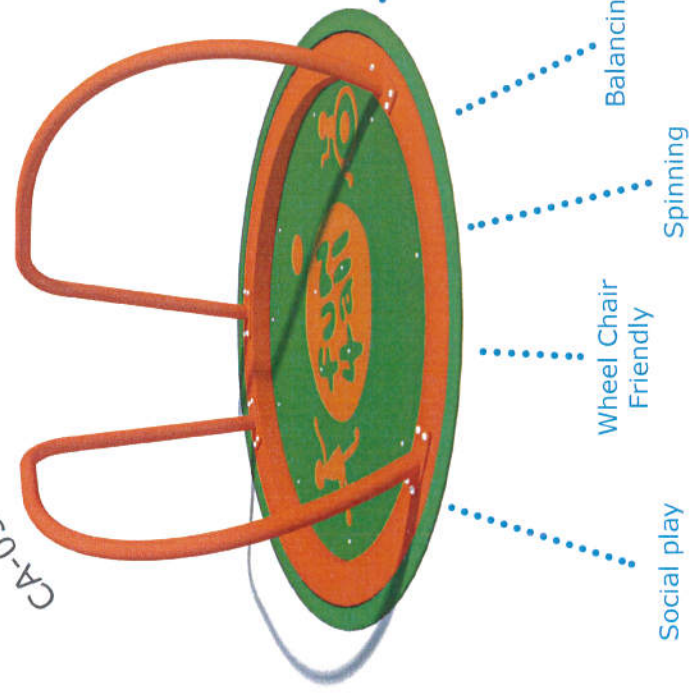
Quote A

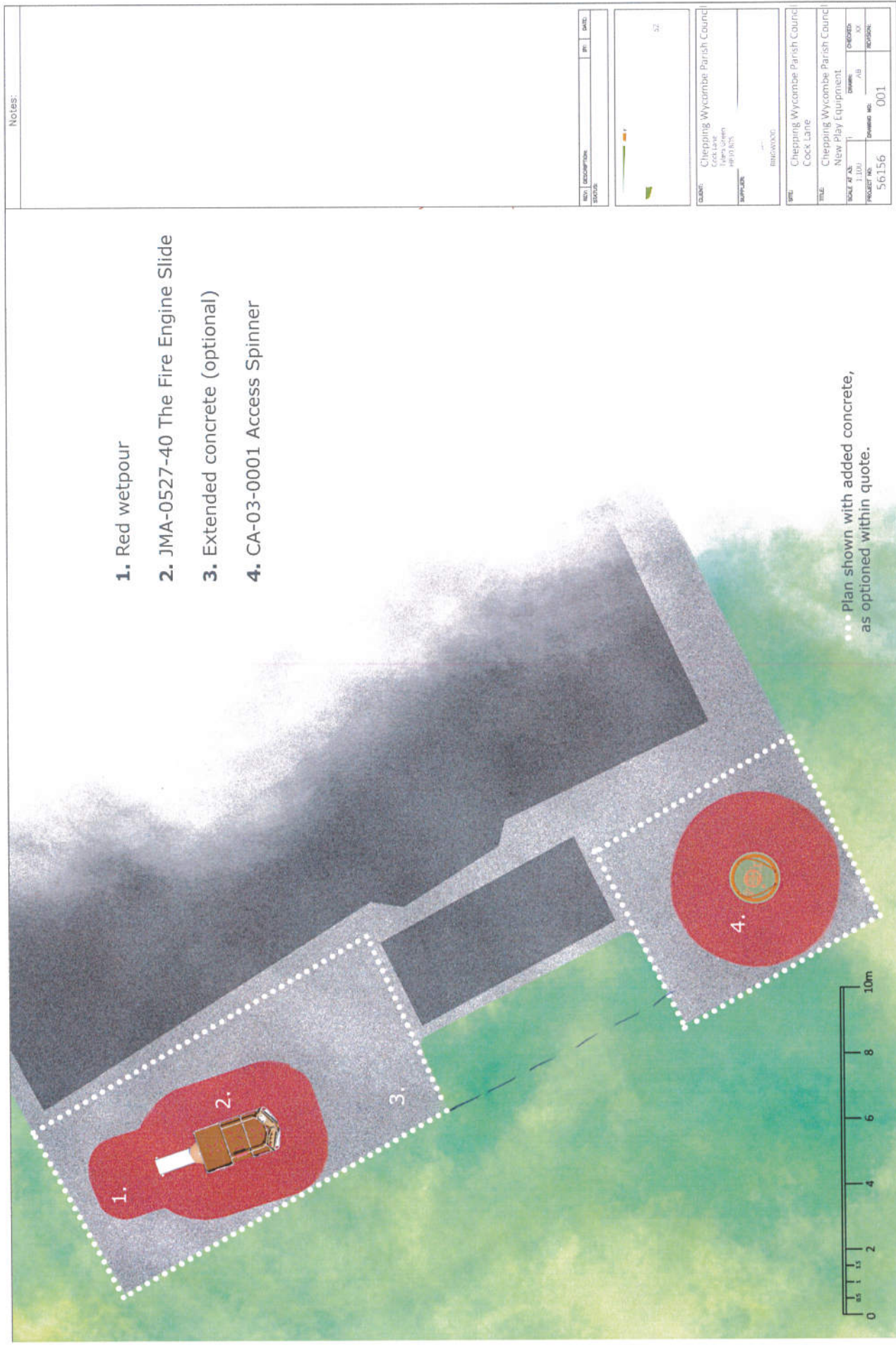
Chepping Wycombe Ashley Drive

JMA-0527-40 The Fire Engine with Slide



CA-03-001 Access Spinner





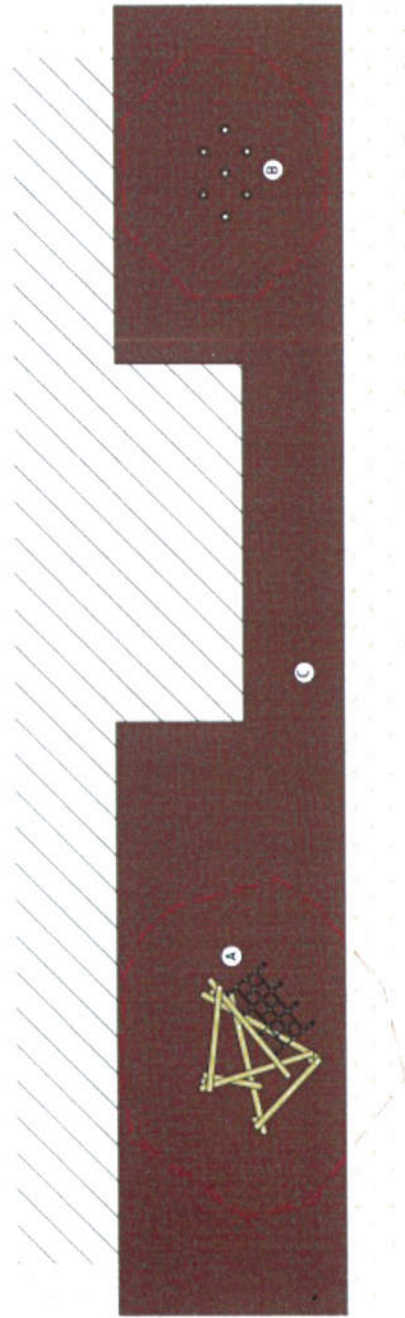
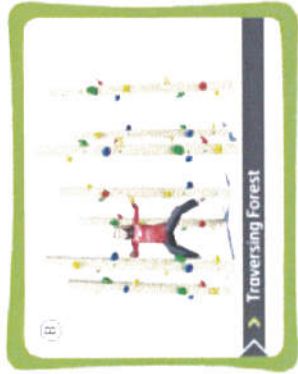
Notes:

REV	DESCRIPTION	BY	DATE
001	ISSUED FOR TENDERS		

CLIENT	Chepping Wycombe Parish Council
PROJECT	Cock Lane
PROJECT NO.	56156
PROJECT REV.	001

DATE	11/01/2023
TIME	11:00
BY	ALB
FOR	ALB
REVISION	

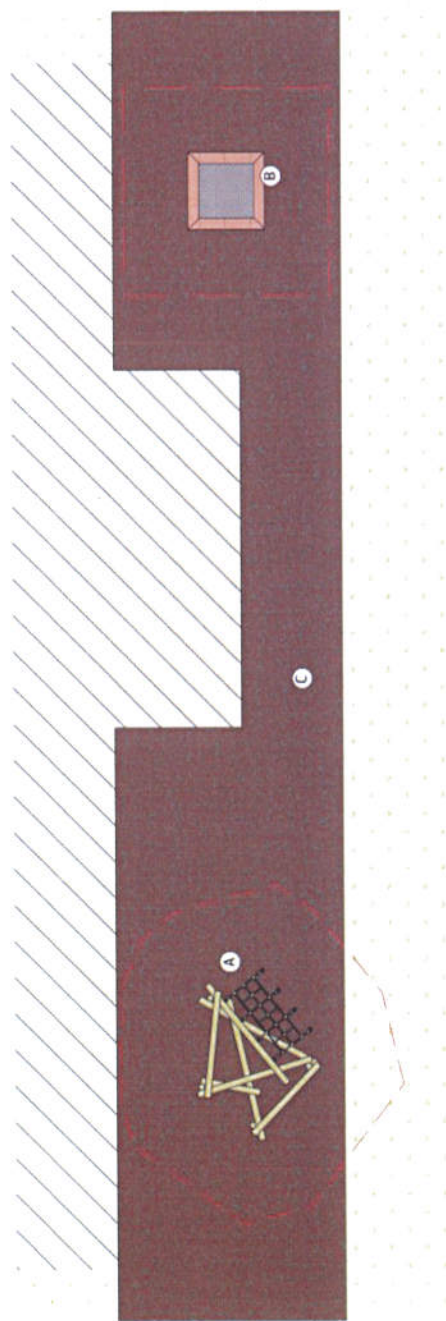
QUOTES



Grass	Existing Play Area
Path	Fall zone



QUOTE B (ACT)



Grass	Existing Play Area
Path	Fall zone



- A Jungle Adventure Den with Net
- B Sunken Mini Trampoline (1.5m x 1.5m) Inc Frame & Rubber Tiles
- C 975mm Natural Mix Raised Rubber Mulch Softer Surfacing inc Chase Cut

21/08/2019

Chepping Wycombe Parish Council

12:07

Detailed Income & Expenditure by Budget Heading 01/07/2019

Month No: 4

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Open Spaces						
<u>101 General Amenity</u>						
4037 Grounds Maintenance	5,506	6,000	494		494	91.8%
General Amenity :- Indirect Expenditure	<u>5,506</u>	<u>6,000</u>	<u>494</u>	<u>0</u>	<u>494</u>	<u>91.8%</u>
Movement to/(from) Gen Reserve	<u>(5,506)</u>					
<u>102 Railway Land & Magpie Wood</u>						
4013 Rental	0	250	250		250	0.0%
4037 Grounds Maintenance	0	4,500	4,500		4,500	0.0%
Railway Land & Magpie Wood :- Indirect Expenditure	<u>0</u>	<u>4,750</u>	<u>4,750</u>	<u>0</u>	<u>4,750</u>	<u>0.0%</u>
Movement to/(from) Gen Reserve	<u>0</u>					
<u>103 King's Wood</u>						
1002 Permits	37	150	113			24.7%
1077 Grants	0	2,185	2,185			0.0%
1079 Miscellaneous	2,683	0	(2,683)			0.0%
King's Wood :- Income	<u>2,720</u>	<u>2,335</u>	<u>(385)</u>			<u>116.5%</u>
4037 Grounds Maintenance	850	5,000	4,150		4,150	17.0%
4059 Fees	475	2,000	1,525		1,525	23.8%
King's Wood :- Indirect Expenditure	<u>1,325</u>	<u>7,000</u>	<u>5,675</u>	<u>0</u>	<u>5,675</u>	<u>18.9%</u>
Movement to/(from) Gen Reserve	<u>1,395</u>					
<u>104 Tylers Green Common & Pond</u>						
1002 Permits	0	1,000	1,000			0.0%
1004 Service Charges	15	100	85			14.9%
1078 Maintenance Costs Recovered	634	500	(134)			126.8%
Tylers Green Common & Pond :- Income	<u>649</u>	<u>1,600</u>	<u>951</u>			<u>40.6%</u>
4012 Water	1,215	1,000	(215)		(215)	121.5%
4014 Electricity	134	150	16		16	89.0%
4037 Grounds Maintenance	0	5,000	5,000		5,000	0.0%
Tylers Green Common & Pond :- Indirect Expenditure	<u>1,349</u>	<u>6,150</u>	<u>4,801</u>	<u>0</u>	<u>4,801</u>	<u>21.9%</u>
Movement to/(from) Gen Reserve	<u>(700)</u>					
<u>105 Allotments</u>						
1001 Rents	123	4,200	4,077			2.9%
Allotments :- Income	<u>123</u>	<u>4,200</u>	<u>4,077</u>			<u>2.9%</u>

Continued over page

Month No: 4

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4012 Water	130	1,500	1,370		1,370	8.7%
4037 Grounds Maintenance	2,597	7,500	4,903		4,903	34.6%
Allotments :- Indirect Expenditure	<u>2,728</u>	<u>9,000</u>	<u>6,272</u>	<u>0</u>	<u>6,272</u>	<u>30.3%</u>
Movement to/(from) Gen Reserve	<u>(2,605)</u>					
<u>106 General Recreation</u>						
1002 Permits	0	1,000	1,000			0.0%
General Recreation :- Income	<u>0</u>	<u>1,000</u>	<u>1,000</u>			<u>0.0%</u>
4037 Grounds Maintenance	2,582	8,000	5,418		5,418	32.3%
4060 Other Professional Fees	300	500	200		200	60.0%
General Recreation :- Indirect Expenditure	<u>2,882</u>	<u>8,500</u>	<u>5,618</u>	<u>0</u>	<u>5,618</u>	<u>33.9%</u>
Movement to/(from) Gen Reserve	<u>(2,882)</u>					
<u>107 Derehams</u>						
1001 Rents	1,917	6,400	4,483			30.0%
1002 Permits	886	2,500	1,615			35.4%
Derehams :- Income	<u>2,803</u>	<u>8,900</u>	<u>6,098</u>			<u>31.5%</u>
4012 Water	0	1,260	1,260		1,260	0.0%
4014 Electricity	307	1,500	1,193		1,193	20.5%
4036 Property Maintenance	0	1,000	1,000		1,000	0.0%
4037 Grounds Maintenance	2,161	9,400	7,239		7,239	23.0%
4038 Maintenance Contract	80	300	220		220	26.8%
Derehams :- Indirect Expenditure	<u>2,548</u>	<u>13,460</u>	<u>10,912</u>	<u>0</u>	<u>10,912</u>	<u>18.9%</u>
Movement to/(from) Gen Reserve	<u>254</u>					
<u>108 Dog Bins</u>						
4401 Waste Collection	1,996	5,600	3,604		3,604	35.6%
Dog Bins :- Indirect Expenditure	<u>1,996</u>	<u>5,600</u>	<u>3,604</u>	<u>0</u>	<u>3,604</u>	<u>35.6%</u>
Movement to/(from) Gen Reserve	<u>(1,996)</u>					
<u>109 Projects</u>						
4062 Projects	0	20,000	20,000		20,000	0.0%
Projects :- Indirect Expenditure	<u>0</u>	<u>20,000</u>	<u>20,000</u>	<u>0</u>	<u>20,000</u>	<u>0.0%</u>
Movement to/(from) Gen Reserve	<u>0</u>					
Open Spaces :- Income	<u>6,294</u>	<u>18,035</u>	<u>11,741</u>			<u>34.9%</u>
Expenditure	<u>18,335</u>	<u>80,460</u>	<u>62,125</u>	<u>0</u>	<u>62,125</u>	<u>22.8%</u>
Movement to/(from) Gen Reserve	<u>(12,040)</u>					

21/08/2019

Chepping Wycombe Parish Council

12:07

Detailed Income & Expenditure by Budget Heading 01/07/2019

Month No: 4

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Grand Totals:- Income	6,294	18,035	11,741			34.9%
Expenditure	18,335	80,460	62,125	0	62,125	22.8%
Net Income over Expenditure	<u>(12,040)</u>	<u>(62,425)</u>	<u>(50,385)</u>			
Movement to/(from) Gen Reserve	<u>(12,040)</u>					