

CHEPPING WYCOMBE PARISH COUNCIL



COUNCIL AGENDA

Tuesday 15 October 2019

Members of the council are summoned to attend the meeting to be held at 7.30 pm at the Council Office, Cock Lane, Tylers Green, High Wycombe, Bucks HP10 8DS

The meeting is open to members of the public and press.

1. **Apologies for Absence**
2. **Declarations of Interest and Code of Conduct**
Council is asked to receive any declarations of personal or prejudicial interest by members relating to items on the agenda.
3. **Council Minutes**
To CONSIDER the attached minutes of the Council meeting held on Thursday 27 June 2019 (Pages 3-6) and the Special Council meeting held on Thursday 29 August 2019 (Page 7)
4. **Open Spaces Committee**
To CONSIDER the attached report of the Committee meeting held on Thursday 29 August 2019. (Pages 8-11)
5. **Works & Services Committee**
To CONSIDER the attached report of the Committee meeting held on Thursday 12 September 2019. (Pages 12-14)
6. **Finance & General Purposes Committee**
To CONSIDER the attached report of the Committee meeting held on Thursday 26 September 2019. (Pages 15-18)
7. **Planning Meetings**
To CONSIDER the attached reports of the Planning Meetings held on Thursday 27 June 2019 (Page 19), Thursday 29 August 2019 (Page 20), Thursday 12 September 2019 (Pages 21-22) Thursday 26 September 2019 (Pages 23) and the comments made during the Summer (July & August) Page 24
8. **Policies and Procedures**
Council is asked to CONSIDER and, if so minded, APPROVE the recommendation from the Finance & General Purposes committee to approve the following;
8.1 Code of Conduct - revision APPENDIX A (Page 25)
8.2 Expenses Policy APPENDIX B (Page 26)

9. Deed of Grant

Council is asked to APPROVE the recommendation from the Finance & General Purposes for the chairman of the council to sign the Deed of Grant relating to the property known as Buckingham Place attached at **APPENDIX C (Pages 26-29)**

10. Ashley Drive Play Equipment Virement

Council is asked to APPROVE the recommendation from the Finance & General Purposes committee to vire £21,312.00 from the General Reserve to cover the costs of the extra play equipment and fencing at the above site.

11. Security of our Sites

Council is asked to NOTE that during August there had been a potential issue that could have involved the Front Common. Travellers had settled on the Rose Avenue Recreation Ground in Hazlemere and were being moved off. The warden and council chairman instigated a temporary bund around both the front and back commons in the hope that this would dissuade incursion. The bunds have since been removed and the grass is growing back well.

Council is asked to CONSIDER how in future the council owned sites should be protected, whether this be permanent by way of creating formal bunds or bollards or temporary as indicated above.

13. Questions by Members of the Council

At the time of agenda dispatch, no questions by members have been received.

14. Public Participation

Members of the public are permitted to make representations, ask and answer questions, as well as give evidence in respect of any item of business included in the agenda. A fifteen minute period is permitted in total.

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

15. Accounts for Payment

Any accounts for payment are to be circulated at the meeting for the approval of members. Members are reminded to declare any personal or personal and prejudicial interests in any items submitted.



Wendy Thompson
Clerk of the Council
8 October 2019

CHEPPING WYCOMBE PARISH COUNCIL

Report of the Council meeting held on Thursday, 27 June 2019 at 7.30 pm at the Council Chamber, Cock Lane, Tylers Green, High Wycombe, Bucks HP10 8DS

The meeting is open to the public and press.

Present:

Cllr L Willis - Vice-chairman	Cllr Herschel
Cllr J Gurney	Cllr C Jordan
Cllr J White	Cllr M Wilkes
Cllr I Forbes	Cllr P Miller
Cllr H Darch	Cllr B Kin
Cllr R Wilks	Cllr A Barron
Cllr S Digby	

Also present: 2 Members of the NAG and Mr G Christie (CWPC warden)

FC/19/001 Apologies for Absence

Apologies for absence were received and approved from Cllr K Wood (business), Cllr L Johncock (holiday) and Cllr C Dodds (medical)

FC/19/002 Declarations of Interest and Code of Conduct

There were none.

With the agreement of Council members present, Cllr Willis suspended Standing Orders and re-ordered the meeting as follows;

FC/19/003 Sentinel speed camera

Council was asked to receive a presentation on the Sentinel MkII speed camera from members of the NAG, advising the following;

- Current situation with the Community Speed Watch equipment (TVP radar) being shared and therefore access to it was about once a month.
- Camera reliability the TVP radar is affected by weather conditions and also the ability of taking down car information – Sentinel camera is a solid state device and takes a picture of the speeding vehicle
- Less volunteers required
- Enhancement to the current MVAS programme
- Insurance cover – while out on site, volunteers and camera would be covered by TVP
- How the systems would work – data sent through to TVP who would send out letters; third letter delivered by hand by police.

It was noted that Cllr Forbes clarified the cost of the device – originally he believed it would be £4,300 but the actual cost will be £3,200.

Council was asked to consider the proposal from Cllr Forbes, seconded by Cllr Johncock and Cllr Kin to purchase the Sentinel MkII at an estimated cost of £3,200 for use by the Community Speed Watch volunteers within the Chepping Wycombe Parish boundary.

It was noted that the area would only be extended to include the Hazlemere Parish area if/once a contribution had been received.

The vote was as follows: 9 for and 4 abstentions (on information provided at the meeting)

It was RESOLVED that;

The purchase of a Sentinel MkII camera be approved at a cost of £3,200.

The NAG members thanked members and left the meeting at 8.05pm

- FC/19/004 **Council Minutes**
It was RESOLVED that;
the minutes of the Council meeting held on Thursday 2 May 2019 and of the Annual Meeting held on Tuesday 14 May be true and accurate records.
- FC/19/005 **Open Spaces Committee**
 Cllr Willis had nothing more to add to the report.

It was RESOLVED that;
the report of the Committee meeting held on Thursday 30 May 2019 be approved.
- FC/19/006 **Works & Services Committee**
 In the absence of Cllr Dodds, Cllr Willis advised that the bus shelter works in Loudwater were underway. The Clerk also advised that the new ceiling and lighting works for the chamber would be starting on 1 July.

It was RESOLVED that;
the report of the Committee meeting held on Thursday 13 June 2019 be approved.
- FC/19/007 **Planning Meetings**
It was RESOLVED that;
the reports of the Planning Meetings held on Thursday 2 May 2019, Tuesday 14 May 2019, Thursday 30 May 2019 and Thursday 13 June 2019 be approved.
- FC/19/008 **Open Spaces Terms of Reference**
 Council was asked to consider the recommendation from the Open Spaces committee to adopt the Terms of Reference.

 Clarification from Cllr Herschel and the Clerk was given that Open Spaces looked after council owned land whereas Works & Services could look after land within the parish boundary not owned by the council.

It was RESOLVED that;
the Open Spaces committee Terms of Reference be approved and adopted.
- FC/19/009 **Office Re-configuration**
 Council was asked to approve the recommendation from the Works & Services committee to appoint a structural engineer to produce a specification and drawings to satisfy building control.

It was RESOLVED that;
the appointment of a structural engineer be approved.
- FC/19/010 **Purchase of Etesia Attila AK88 Ride on Mower**
 Council was asked to approve the recommendation from the Works & Services committee to purchase the above ride on mower for the sum of £7,095.00 with the first 50 hour service as part of the package. The funds would be taken from the Earmarked Reserve which stands at £8,752.00 and the mower being replaced (Stiga) was expected to be sold for about £1,200.00.

It was RESOLVED that;
the purchase of the Etesia Attila AK88 Ride on mower be approved.
- FC/19/011 **Council Insurance Cover**
 Council was asked to consider the quotes for the renewal of insurance cover.

Council was also asked to consider entering into a three year binding agreement with the chosen company to receive a further 5% discount.

It was RESOLVED that;

Quote B be accepted and approval was given to enter into a three year agreement.

It was noted that an increase in Key Person cover to match £400.00 for 26 weeks was to be requested. The premium approval to be delegated to the Vice chairman of council and Chairman and Vice chairman of Finance & General Purposes.

FC/19/012 Full-time Civil Enforcement Officer - LAF

Following the last full council meeting on 2 May the Clerk was asked to obtain sample data showing where the officer had been within our parish, how many tickets had been given and what powers did NSL civil enforcement officers have within the agreement with Bucks. For agenda purposes the information had not been received.

It was noted that the sample data was tabled at the meeting and Council was advised that only parking infringement was part of the Bucks agreement.

Council was asked to consider whether to participate or not in this LAF project using funds from the 'third-party working' budget.

It was RESOLVED that;

the parish council would not be participating in the project and this would be the response that would be taken to the next LAF meeting on 10 July 2019.

FC/19/013 Potential devolution of Green Spaces Management (WDC)

Council was asked to consider an approach from Wycombe District Council in relation to their grounds maintenance contract which is due to end on 31 December 2019. Wycombe District Council are currently going out to tender for a new 4 year grounds maintenance contract and are asking if the parish council wish to accept devolution under a contract agreement, take ownership of the sites via freehold transfer or leave the areas under Wycombe's care. The sites involved are only in Flackwell Heath and Tyles Green;

Council was asked to note that there was currently no budget as this would be in line with the new contract which is out for tender.

It was RESOLVED that;

at present, the parish council were content to leave the maintenance of the above mentioned sites to Wycombe District Council.

FC/19/014 Informal meeting of council members

Council was asked to note that the informal meeting was scheduled to take place on Thursday 3 October 2019. The public and press are excluded from the meeting.

Members were asked to suggest items for consideration at the meeting or to subsequently notify the Clerk or Chairman of Council.

Items put forward for inclusion on the agenda;

- Community Boards – Localism from two differing views
- WDALC – needs more support
- Air Quality – idling cars outside schools.

FC/19/015 Questions by Members of the Council

- Cllr Wilkes advised that he had received complaints from residents about the Bucks County Council verge cutting (only cutting vision splays)

- Cllr Jordan highlighted that there was a bench in a poor state of repair on the Derehams Lane Recreation Ground site located between the golf course and the senior football pitch.
Grounds team to remove and/or repair.
- Cllr Jordan also mentioned that the graffiti had returned on the railway bridge at Rayners Avenue.
- Cllr White asked who to contact about loud music.
The Clerk advised that it was covered by Wycombe District Council Environment Services team under noise pollution – contact to be sent to Cllr White.
- Cllr White also mentioned to dead willow trees near the foot bridge over Back Stream.
Cllr Herschel recommended that if no action was being taken to start a petition.
- Cllr Gurney advised that the lamp column near to bottom of Derehams Lane had been straightened.

FC/19/016

Public Participation

Mr Christie thanked Council for the approved purchase of the new ride on mower.

FC/19/017

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 9880 to 9891 be signed and BACS payment to Barclays Payflow and direct debits to BT, EE, Grenke and Unicom be approved for payment.

The chairman thanked members for their attendance and closed the meeting at 8.56pm

Date and time of next meeting: Tuesday, 15 October 2019 @ 7.30pm

CHEPPING WYCOMBE PARISH COUNCIL

Report of the Special Meeting of the Council held on Thursday 29 August 2019 at 7.00pm at the Council Office, Cock Lane, Tylers Green, High Wycombe, Bucks. HP10 8DS

The meeting was open to the public and press

Present:	Cllr K Wood – Chairman	Cllr Herschel
	Cllr J Gurney	Cllr C Jordan
	Cllr J White	Cllr M Wilkes
	Cllr I Forbes	Cllr B Kin
	Cllr R Wilks	Cllr A Barron
	Cllr S Digby	Cllr L Johncock

1. Apologies for absence

Apologies were received and approved from Cllr L Willis (family), Cllr H Darch (holiday), Cllr C Dodds (personal) and Cllr P Miller (family)

2. Declarations of member's interests in agenda items

There were none.

3. Local Area Forum Application

Yellow lines – Swains Lane, Flackwell Heath

Council was asked to consider, in principle, subject to costings and resident consultation, supporting a 50% matched funded LAF bid for yellow lines in the Swains Lane/Halls Corner area along with a resident parking permit scheme.

It was RESOLVED that;

in principle the application be made for a match funding LAF bid for an extension of the yellow lines and parking permit scheme subject to the result of final costings and the resident consultation.

4. Purchase of flip top tables and replacement chairs for Council Chamber

Council was asked to consider the quotes for replacement meeting tables and chairs for the Council Chamber.

It was RESOLVED that;

Quote C be approved for the purchase of the tables and chairs.

The chairman thanked members for their attendance and closed the meeting at 7.21pm

CHEPPING WYCOMBE PARISH COUNCIL

OPEN SPACES COMMITTEE

Report of the meeting 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 was open to members of the public and press

Present:

Cllr L Johncock (Vice-chairman)	Cllr I Forbes
Cllr K Wood	Cllr C Jordan
Cllr J Gurney	Cllr S Digby
Cllr M Wilkes	Cllr B Kin

Also present: Cllr D Johncock (WDC), Cllr A Barron, Cllr R Wilks, Cllr J Herschel, Cllr J White, 2 Tylers Green residents, 3 representatives from Flackwell Heath Bowls Club

Cllr Johncock asked members present to approve Cllr Wood to act as vice chairman for the duration of the meeting – this was agreed.

OS/19/018 Apologies for absence
Apologies were received and approved from Cllr Willis (family) and Cllr Darch (holiday)

OS/19/019 Declarations of members' interests in Items on the agenda
Declarations of personal interest on the agenda were declares as follows;
Cllr Forbes – expenses cheque
Cllr Digby – expenses cheque
Cllr Kin – expenses cheque

Cllr Johncock asked that the standing orders be suspended to allow the change in order of the meeting for the convenience of the residents from Tylers Green as follows;

OS/19/020 Questions from members of the public
Questions involved progress on Track 4

- Had there been any further movement on drainage quotations for the track?
There had been no movement due to all the known contractors being unable to attend the site for quotation purposes.
- Had there been any success in contact the joint waste team for a smaller lorry on the track?
Attempts had been made to contact the waste team however there had been no reply.
- No through road sign - had this been ordered.
Yes – it had been ordered and was awaited.

Any progress on the above would be relay to the residents in questions as soon as practicably possible.

7.37pm Tylers Green residents left the meeting

OS/19/021 Delegated Actions
Members were asked to note that since the last committee meeting in May the following delegated action had 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

It was noted that the issue surround the temporary bunds being a Chairman of Council action would be discussed at the full Council meeting on 15 October.

OS/19/022

Allotments

Members were asked to note that at the time of agenda writing the following vacancies existed at the allotment sites:

Chapel Road – 5 full plots

Ashley Drive – 3 full plots

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

Members were asked to note the winners of the Allotment Competitions, the certificates had been awarded at the 'get togethers' over the summer.

1 Ashley Drive Allotments

1.1 Taps

Members were asked to note that the works had been completed to the extra stand pipe taps at the above allotment site.

1.2 Annual Picnic

Members were asked to note that the picnic date had been re-arranged due to inclement weather had been held on Saturday 17 August 2019, due to the change in date it had not been as well attended but all present had a good time.

2 Chapel Road Allotments

2.1 Annual BBQ

Members were asked to note that the annual Flackwell Heath Allotment BBQ held on Saturday, 20 July 2019 had been a great success.

OS/19/023

Magpie Wood

Members were 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 had been ordered and would be installed on 30 September 2019.

OS/19/024

Flackwell Heath Bowls Club

While on the committee site visit in July the following items were under review;

The access to the Bowls Club was found to be adequate at the current time.

1 Signage

The request for a large sign for the Bowls; members were asked to note the opinion that the current sign on the fencing is adequate and could be seen from the road. Members were asked to consider a suggestion that a dark backing to the sign would be beneficial to eliminate light interference from the rear of the sign.

It was RESOLVED that;

a dark backing to the existing sign on the fence be approved.

2 Car parking

Members were asked to note that the request for increased car parking for the site had not been favoured at the site visit as it would greatly reduce the remaining green open space.

It was noted that the Clerk was asked to work with the Bowls Club to investigate options for creating a surface, along the lines of grasscrete, that could be used on an ad hoc basis for cars to park beyond the gate to the recreation ground.

Quotations to be obtained for a single row, double row for parking purposes and also measure the area down the side of the Bowls Club to see if this could be possibly used without interfering with the houses backing onto the recreation ground.

The representatives from the Bowls Club thanks members and left the meeting at 8.10pm

OS/19/025 Tylers Green Common

1 Car Parking

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

It was noted that Cllr Forbes volunteered to assist.

2 Management Plan

Members were asked to note the works undertaken in the Management Plan to date.

It was noted that the Warden had cleared the drain from the road into the pond – Cllr Forbes asked that thanks be noted.

OS/19/026 Derehams Recreation Ground

1 Working Party

Members were asked to note that the Working Party was in need of a refresh and members were asked to volunteer to look at the re-development of the site.

It was noted that Cllr Herschel, Cllr Jordan, Cllr Gurney and Cllr White all volunteered.

OS/19/027 Playground Updates

Members were asked to receive updates from the working parties.

It was noted that the Flackwell Heath Playground working party was in need of revival and the following councillors volunteered Cllr Herschel, Cllr Barron, Cllr Wilks, Cllr Kin, Cllr L Johncock along with a members of the Flackwell Heath Residents' Association and WDC Cllr Johncock. The working party would be looking at the completion of the Straight Bit recreation ground with the inclusion of a roundabout, zip wire and fencing along with the development of a small play area at the Green Dragon recreation ground.

Cllr White left the meeting at 8.19pm

1 Ashley Drive Recreation Ground

Members were asked that remedial repairs highlighted at the site visit had been completed.

Members were asked to consider the quotes received to complete the play pad at the above site.

It was RESOLVED that;

The alternative Quote B in the sum of £12,231.00 be recommended to Finance and General Purposes, along with the estimated cost for the fencing in the sum of £9,080.62

OS/19/028 Totteridge Common

1 Fencing

Members were asked to note that the approved fencing had been ordered and work was due to commence in mid- September.

OS/19/029 Orchard Green Hedge

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

It was RESOLVED that;

The costings as follows be approved for the continuation of the hedge.

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

- OS/19/030 Railway Land**
Members were 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.
- It was RESOLVED that;***
Quote B be approved in the sum of £1,220.00 for the above works.
- OS/19/031 Hedley Green**
Members were asked to note that the approved works to the steps at the site had been completed.
- OS/19/032 Committee Finances**
Members were asked to note the committee income and expenditure to Period 4 (July).
- OS/19/033 Questions from committee members and the public**
There were no questions from the public.
- Cllr Barron highlighted a problem with overhanging trees along Old Kiln Road. Clerk advised that she would investigate the ownership of the trees and take the matter forward.
 - Cllr Barron highlighted the works being done at 128 Heath End Road
Cllr D Johncock (WDC) advised that the Enforcement Team (WDC) were aware and had issued a stop notice and a civil prosecution order had been put in place. The works had undermined trees along the boundary that were TPO protected.
 - Cllr Kin advised that the CP team at the allotments had done a really good job.
 - Cllr Gurney asked when a replacement bench would be installed at the bottom of Derehams Lane.
The Clerk would contact Cllr D Shakespeare who had originally donated the bench to see if he would replace it.
 - Cllr L Johncock asked how many green bins there should be in Flackwell Heath.
Cllr Herschel advised that he had a schedule of the bins and would provide her with it.
- OS/19/034 Accounts for payment**
The accounts for payment were circulated at the meeting for consideration by councillors.
- It was RESOLVED that;***
the accounts for payment be approved and cheques numbered 9929 to 9944 be signed and that the BACS payment to Payflow and direct debits to Barclays, Castle Water, E-ON, EE, Shell, SSE, Npower and Unicom be approved for payment.

The chairman of the meeting thanked members for their attendance and closed the meeting at 8.50pm

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

CHEPPING WYCOMBE PARISH COUNCIL

WORKS & SERVICES COMMITTEE

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

Report of the meeting held on Thursday 12 September 2019 commencing at 7.30pm
in the Council Chamber, Cock Lane, Tylers Green, High Wycombe, Bucks HP10 8DS

The meeting was open to members of the public and press

Present: Cllr C Dodds - Chairman
Cllr J Herschel – Vice-chairman
Cllr H Darch
Cllr R Wilks
Cllr J White
Cllr L Johncock
Cllr K Wood

Also present: Cllr B Kin, Cllr A Barron, Cllr L Willis and 3 members of the public from Flackwell Heath

WS/19/014 **Apologies for absence**
Apologies for absence were received and approved from Cllr Forbes (holiday), Cllr Digby (holiday) and Cllr Jordan (holiday)

WS/19/015 **Declarations of members' interests in Items on the agenda**
There were none.

WS/19/016 **Delegated Action**
Members were asked to note since the last committee meeting in June the following delegated action had been taken by the chairman of the committee and clerk; the purchase of a replacement shower for the Warden's House at a cost of £549.99.

WS/19/017 **Committee Projects**
1 Office Refurbishment
Members were asked to note that a service had been ordered for the hearing loop at a cost of £192.00.

Following the last office working party meeting and the initial sketch of the reconfiguration of the ground floor by Cllr Dodds, members were asked to consider the drawing produced by the planning consultant.

It was RESOLVED that;
the Working Party would meet within the next few weeks to develop a specification for costing purposes and look at some alternative proposals for the toilet sizes, and doorway positions.

2 Bus shelters

Members were asked to consider potential bus shelter sites which were tabled at the meeting at Spring Lane Flackwell Heath, Heath End Road Flackwell, Robinson Road Loudwater and Kingsmead Road at Mallard Place Loudwater. Members were asked to approve obtaining quotes for suitable shelters and associated works for consideration at the next committee meeting in November.

It was noted that additional and renewal of shelters would be phased in over two or three years.

Members were also invited to suggest alternative and additional sites for bus shelters which would then be surveyed for their suitability.

It was RESOLVED that;
Cllr Herschel would undertake the survey of bus shelters, Cllr Darch speak with Cllr Miller in his position on the Residents' Society in relation to the Tylers Green suggested sites. Mr P Goodwin (Bus Stops BCC) would be contacted for approval of the sites, costs would then been obtained for consideration at the next meeting.

WS/19/018

LED Footway Lighting

1 Maintenance Contract

Members were asked to consider one of the quotations for the maintenance contract for the LED footway lighting.

It was RESOLVED that;

Quote B from SparkX be approved.

2 Chiltern Green, Flackwell Heath petition for extra lighting column

Members were asked to note that a petition signed by 15 residents was received by the clerks on Thursday 22 August 2019 requesting an improvement in the lighting on Chiltern Green in Flackwell Heath.

Members were asked to consider the estimate of £3,800.00 received for the additional lamp column and the re-positioning of the existing column. Advice had been received that this cost could be more (approximately another £700.00) depending upon the condition of the column to be re-positioned.

It was RESOLVED that;

the cost of an additional lamp column be approved along with the cost of re-positioning the existing lamp column.

8.11pm Flackwell Heath residents thanked the committee and left the meeting

WS/19/019

Local Area Forum

Members were asked to note that the next LAF meeting is due to be held on Tuesday, 24 September @ 7.00pm.

Members were asked to note that an application had been submitted as approved at the Special Council meeting held on 29 August 2019 for yellow lines and a resident parking permit scheme in the vicinity of Swains Lane/Halls Corner in Flackwell Heath.

WS/19/020

Community Payback Update

Members were asked to note the work undertaken by the Community Payback teams since the last committee meeting in June.

It was noted that the Clerk was asked to contact the Community Payback service to enquire about the cost of a service level agreement and the possibility of a weekday group and report back to the committee; this was being instigated due to several Sunday sessions being cancelled.

WS/19/021

Cemeteries

1 Consecration – new cremation plots, Cock Lane Cemetery

Members were asked to note that contact had been made with the Registry Manager, Province of Canterbury, Diocese of Oxford in relation to the consecration of the new cremation area. Members were asked to consider the cost of £450.00 plus VAT for the consecration.

It was RESOLVED that;

the payment for the consecration be approved.

It was noted that Cllr Herschel was the only abstention.

Members were also asked to consider the suggestion to improve the pathway down the slope to the right hand side of the cemetery which is currently grassed over to enable easier disabled access to the area.

It was RESOLVED that;

advice and quotations be obtained for further consideration.

2 Cock Lane Cemetery – Height Barrier & Gate

Members were asked to note that the height barrier and gate approved at the last meeting in June had been ordered and we are now awaiting delivery.

It was noted that the supplier had advised that the gate had gone missing.

WS/19/022 Diversion of Public Footpath No 45

Members were asked to note that Bucks County Council had received an application to divert footpath No 45. The diversion would take the footpath out of the applicant's property which had not been accessed for 20 years onto a new footpath with a width of 2m and surfaced in natural bark chippings.

Members were asked to approve a response to the above request.

It was RESOLVED that;

the footpath diversion was acceptable, however the path should be extended to its current point (B) and, as part of the approval, maintenance of the path should be undertaken by the land owner.

WS/19/023 Forward Planning

Members were encouraged to bring to the meeting suggestions for future projects for the next three years.

Members were asked to note that currently the following were on the list, with the possible inclusion of building a viewing platform over the unattractive culvert at Boundary Road Recreation Ground;

- Depot roof and provision of solar panels
- Cemetery improvements

WS/19/024 Committee Finances

Members were asked to note the committee's income and expenditure to Month 4 (July).

WS/19/025 Questions from committee members and the public

There were no members of public present at this point of the meeting.

Cllr Kin mentioned the area in Kingsmead Road where the trees had been cut down near the footbridge, advising that the area was now a mess.

Cllr Herschel asked for an update on the removal of the post pouch boxes.

The Clerk advised that the two avenues of contact had not been successful to date.

WS/19/026 Accounts for payment

Accounts for payment were circulated at the meeting for consideration by councillors.

Cllr Darch highlighted the £450.00 payment for the building control/planning drawings as being a bit high.

Cllr Dodds advised that it was a reasonable charge for the level of detail.

It was RESOLVED that;

the accounts for payment be approved and cheques numbered 9945 to 9956 be signed and direct debits to Barclays, E-ON, EE, Shell and SSE be approved for payment.

The chairman thanked members for their attendance and closed the meeting at 8.45pm

Date and Time of next meeting: Tuesday, 19 November 2019 @ 7.30pm

CHEPPING WYCOMBE PARISH COUNCIL

Finance and General Purposes Committee

Report of the meeting held on Thursday, 26 September 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

Present:	Cllr I Forbes – Chairman	Cllr M Wilkes
	Cllr J Herschel – Vice-chairman	Cllr R Wilks
	Cllr B Kin	Cllr J Gurney
	Cllr H Darch	Cllr P Miller
	Cllr C Dodds	Cllr K Wood (ex-officio)
	Cllr L Willis	

As all members were present the meeting commenced at 7.26pm

Also present: Cllr J Jordan, Cllr A Barron and Cllr J White

FGP/19/001 Apologies for absence

There were no apologies received.

FGP/19/002 Declarations of members' interests in agenda items

Declarations were received from Cllr Kin, Cllr Willis and Cllr Wood in relation to items 6.1 on the agenda as they all knew the resident concerned. There were advised that as it was not a personal interest they could take part in the debate but not vote.

FGP/19/003 Staff Matters

1 Staff Absence Report

Members received a report on the sickness absence of staff since the last committee meeting in April.

The Clerk advised that since April there had been three instances of sickness and a total of 6 working days lost.

Policies and Procedures

Members were asked to consider for adoption at the next full council meeting the following policy documents;

1 Code of Conduct - revision

Some typographical errors were noted.

It was RESOLVED that;

the revisions to the Code of Conduct appendix A be approved for recommendation at the next full council meeting.

2 Expenses Policy

The addition of months when expenses would have to be received by was suggested.

It was RESOLVED that;

the expenses policy with the amendments would be recommended to the next full council meeting.

3 Risk Register

Members were asked to note that this item had been deferred to the next meeting in December.

FGP/19/004 **Health & Safety**
Members were asked to note that there had been two incidents since the last committee meeting in April.

- Groundsman had suffered a needle-stick injury after opening a box of epi-pen needles found on the ground. The groundsman returned to the office immediately, washed the area thoroughly and cleaned with alcohol wipes – no further action required.
- Groundsman sustained a hand injury, while holding a ladder for a colleague – a safety helmet secured by a chin strap, fell onto his hand and even though he was wearing protective gloves the impact cut and bruised his right index finger knuckle – area cleaned not further action required.

FGP/19/005 **Legal**

1 Railway Land – embankment purchase request

Members were asked to note that a request to part purchase the embankment butting the boundary of a property along the Railway Land had been received. Members were asked to consider if a purchase were to be agreed, what requirements (eg fencing, legal costs, general treatment of the area, etc) would be made as part of the sale.

***It was RESOLVED that;
the request was refused and that no part of the railway land embankment would be sold.***

Cllr Kin, Cllr Willis and Cllr Wood abstained from the vote

2 Deed of Grant - Buckingham Place, Tylers Green

Members were asked to consider a recommendation to full Council for the Deed of Grant, relating to the above property, be signed. Members were asked to note that our solicitor with the clerk had spent several months in negotiation to settle this matter. All legal fees along with a payment to the parish council of £2,500 had been agreed.

***It was RESOLVED that;
the Deed of Grant be recommended for signature at the next full council meeting.***

FGP/19/006 **Neighbourhood Action Group**

Members were asked to note that the next NAG meeting would be held on 9 October 2019.

It was noted that potential attendees of the meeting were asked to provide a short report from the next committee meeting in December.

1 Sentinel Mark II Camera

Members were asked to note that the above speed camera had been ordered from Unipar Services at a cost of £3,304.00, following approval at the full Council meeting on 27 June 2019.

Members were asked to note that a 50% contribution of £1,652.00 made up by Hazlemere Parish Council and Cllr R Gaffney had been approved.

FGP/19/007 **Grants**

Members were asked to note that the current budget line for Grant stands at £1,000, following the agreed amount for the Flackwell Heath Minors Football Club of £1,000 in April. No other applications had been received so far this financial year, however 2 grant application forms had been sent out.

FGP/19/008 **Website**

Members were asked to consider the report on the progress of the website.

***It was RESOLVED that;
the clerk would share any progress being made on the concept website with the members of the working party.***

FGP/19/009 **Publicity**

Members were asked to note that the newsletter was delivered in mid-August. The next publicity meeting will be held early in the New Year to start the compilation of the next newsletter.

Cllr Herschel left the meeting at 8.05pm returning at 8.08pm

FGP/19/010 **Community Boards consultation response**

Members were asked to note that the consultation for the above ends on 30 September, with this in mind members were asked to bring comments to the meeting for collation by the clerk for submission before the deadline.

It was RESOLVED that;

*in answer to the three questions below – the parish council would answer **AGREE***

- *Enabling Buckinghamshire Council councillors to take decisions on local issues, alongside key partners including parish councillors and other community representatives.*
- *Empowering Buckinghamshire Council councillors and communities to influence service design and delivery on local issues.*
- *Facilitating communities to come together with Buckinghamshire Council councillors and partners to find local solutions to local issues.*

What issues would you like your local board to focus on? In answer to this;

Support for older people

Environmental issues (green space, parks)

Transportation

Improving community facilities

Who should be involved with community boards for them to work successfully? In answer to this;

Buckinghamshire Council councilors

Town and parish councils

How do you think the available funding from the new council should be allocated to community boards?

Each board gets the same amount of money – however this was qualified with a request for funding to be given per capita of population within each area.

When voting is needed at community boards, who do you think should be allowed to vote?

Buckinghamshire councillors and others (such as town and parish council representatives and or other community representatives)

How many community boards do you think there should be across Buckinghamshire? 19

Do you have any suggestions/comments on the proposed boundaries for community boards?

The option of 19 community boards with the inclusion of Penn, allowing Penn & Tylers Green to act as one community.

Do you have any suggestions/comments on possible names for community boards?

Chepping Wye Valley (as the Local Area Forum) with the inclusion of Penn

Do you have any other comments or suggestions about community boards, this could include on how they work and/or alternatives?

50% contributions for highway works would be difficult for areas with less funds

Neighbourhood Action Groups how will they fit into the new structure without duplication.

FGP/19/011 **Budget**

1 EMR Status

Members were asked to note the current balances on the Earmarked Reserve budget lines. Committees will be asked to look at the current balances and make suggestions for monies for next year's budget. It was noted that a 3 year projection should be undertaken.

2 Budget 2020/21

Members were asked to note that budget meetings with committee chairman and vice chairman would be arranged following the input of month 6 (possibly second week of October) on the accounts package.

3 Council Finances (Period 5) – August

Members were asked to note the summary of income and expenditure by committee.

4 Community Infrastructure Levy (CIL)

Members were asked to note that following the purchase of the three bus shelters in Loudwater the current CIL total stands at £6770.00 which would need to be spent by 2021/22.

FGP/19/012

Ashley Drive Play Equipment virement

Members were asked to consider the recommendation from the Open Spaces Committee for the virement of £21,312.00 to cover the costs of the play equipment and fencing to complete the current works at Ashley Drive Recreation Ground.

It was RESOLVED that;

the virement of £21,312.00 would be recommended to full Council for the works to Ashley Drive Recreation Ground.

FGP/19/013

Questions from council members and the public

Cllr Darch asked if there had been any interested parties for the Tylers Green ward vacancy. Cllr Wood advised that an article was currently running in the Village Voice, but no-one had come forward to date.

FGP/19/014

Accounts for Payment

Accounts for payment were circulated at the meeting for consideration by councillors.

Cllr Herschel asked for clarification on cheque number 9957 – where was the catch trap used? Cheque number 9958 – where was the bench on Hammersley Lane and we received a contribution?

Cheque number 9964 – there had only been one letter hanging off, why was the repair so expensive?

The clerk advised that;

cheque number 9957 the trap had been for the glis-gliss in the warden's house.

Cheque number 9958 the bench was to replace a broken one in the garden of rest.

Cheque number 9964 on inspection all the fixings were cracked and needed replacement.

It was RESOLVED that;

the accounts for payment be approved and cheques numbered 9957 to 9969, BACS payment to Barclays Payflow and direct debits to Castle Water, and Unicom be approved and signed.

The committee chairman thanked members for their attendance and closed the meeting at 9.05pm

Date and time of next meeting: Tuesday 3 December 2019 @ 7.30pm

CHEPPING WYCOMBE PARISH COUNCIL

PLANNING MEETING

A report of the Planning Meeting held on 27 June 2019
in the Council Chamber, Cock Lane, Tylers Green, High Wycombe, Bucks HP10 8DS

The meeting was chaired by Cllr Darch

Those attending were: R Kin, L Willis, C Jordan, M Wilkes, R Wilks, J Herschel, S Digby, P Miller and G Christie

Apologies from: C Dodds, K Woods

Declarations of members' interests in items on the agenda

No declarations

Applications for consideration

Members were asked to consider the following applications, comments to be sent to Wycombe District Council.

WDC Reference	Property Address	Proposal	
19/06344	1 Derehams Lane Loudwater Buckinghamshire HP10 9RH	Householder application for demolition of conservatory and construction of single storey rear extension	Extension same size as original conservatory – no comment
19/06326	Kolynwood School Way Loudwater Buckinghamshire HP11 1JJ	Householder application for raising of roof with hip to gable roof extensions together with 2 x front dormer windows in connection with loft conversion, demolition of existing conservatory, construction of part two storey, part single storey side and rear extensions, front porch canopy and new pitched roof to existing outbuildings (alternative scheme to PP 15/05953/FUL)	Appears to be over development at rear – already has garage and large store further down garden – object because of overdevelopment at rear of property
19/06367	12 Willow Close Flackwell Heath Buckinghamshire HP10 9LH	Householder application for single storey rear extension	No comment
19/06403	Icknield House Hammersley Lane Tylers Green Buckinghamshire HP10 8HB	Fell 1 x Poplar for safety reasons	Any works to be carried out only with the full approval of the WDCs tree consultant
19/06340	19 Greenlands Flackwell Heath Buckinghamshire HP10 9PL	Householder application for construction of part single storey, part two storey side and rear extension, single storey front extension and driveway alterations	Objection as we feel the parking proposals could be inadequate
19/06452	Minchins Treadaway Road Flackwell Heath Buckinghamshire HP10 9PD	Householder application for construction of retaining wall to North East boundary of Minchins	Querying the impact on the neighbour due to the potential height of the laurel hedge
19/06379	Land Between 28 & 30 Oakland Way Flackwell Heath Buckinghamshire HP10 9ED	Erection of two storey building providing 2 x 2-bed & 2 x 1-bed flats with associated bin stores, parking, creation of new access & alteration to an existing access	The entrance to the parking is tight and disabled access does not seem adequate Objection as there is a massive change of street scene due to the removal of the garden to the front and it is an over development of the site.

CHEPPING WYCOMBE PARISH COUNCIL

PLANNING MEETING

Report of the Planning Meeting to be held on 29 August 2019 at **6.45pm** in the Council Chamber, Cock Lane, Tylers Green, High Wycombe, Bucks HP10 8DS

The meeting is open to members of the public and press

Cllr L Johncock acted as chairman of the meeting

1. Apologies for Absence

Apologies were received from Cllr C Dodds, Cllr L Willis, Cllr H Darch and Cllr P Miller

2. Declarations of members' interests in items on the agenda

There were none.

3. Applications for consideration

WDC Reference	Property Address	Proposal	Comments
19/06924	30 Jennings Field Flackwell Heath Bucks HP10 9ND	Householder application for insertion of window to front to replace existing garage door in connection with garage conversion to create habitable living accommodation.	No comment
19/06756	104 Straight Bit Flackwell Heath Bucks HP10 9NA	Householder application for construction of single storey and first floor rear extensions.	No comment
19/06868	Home View School Way Loudwater Bucks HP11 1JJ	Householder application for construction of new front porch.	No comment
19/06976	The Beacon Beacon Hill Penn Bucks HP10 8ND	Weight reduce by approximately 3.5 m 1 x Lime and reduce by approximately 9m 1 x Lime. Work is to be carried out as one stem has already failed and other stems may fail and cause problems.	Any works to be carried out only with the full approval of the WDCs tree consultant

The chairman thanked members for their attendance and closed the meeting at 6.53pm

CHEPPING WYCOMBE PARISH COUNCIL

PLANNING MEETING

Report of the Planning Meeting held on 12 September 2019 at 7.00pm in the Council Chamber, Cock Lane, Tylers Green, High Wycombe, Bucks HP10 8DS

The meeting is open to members of the public and press

Cllr H Darch acted as chairman of the meeting

- 1. Apologies for Absence**
Apologies were received from Cllr S Digby and Cllr I Forbes
- 2. Declarations of members' interests in items on the agenda**
There were none.
- 3. Applications for consideration**

WDC Reference	Property Address	Proposal	Comments
19/06899	233 & 235 Blind Lane Flackwell Heath Bucks HP10 9LD	Householder application for construction of single storey rear extension to Nos. 233 & 235 Blind Lane and two storey side extension to No. 235 Blind Lane	No comment
19/06940	Land Adjacent Hilltop Hammersley Lane High Wycombe Bucks	Construction of a new detached dwelling with attached garage	No comment
19/06994	Homeleigh Rays Lane Tylers Green Bucks HP10 8LJ	Pollard by 3.5-4.5m to 1 x Holly Tree	Any works to be carried out only with the full approval of the WDCs tree consultant
19/06767	Springbank Beacon Hill Penn Bucks HP10 8ND	Householder application for construction of double garage and extension of vehicular access	No comment
19/07062	J C Decaux Site 160 Near 5 Aries House Straight Bit Flackwell Heath Bucks	Creation of new access to forecourt of retail units and 2 parking spaces	We object to this application. There is insufficient vision splay for egress of cars from the spaces. The Straight Bit is narrow at this point and busy with an access to Sainsbury's and Old Kiln Road on the same side of the road and The Common on the other. The potential congestion caused by vehicles trying to park would result in an unsafe environment for pedestrians trying to use the shops on the Aries House parade as well as any vehicles using the main road.
19/07092	52 The Rise Loudwater Bucks HP13 7BD	Householder application for construction of single storey front and two storey side extension with external alterations	We object to this application as we believe it to be an overdevelopment of the site with a loss of 3 parking spaces.
19/06980	1 The White House Church Road Tylers Green Bucks HP10 8EG	Householder application for construction of single storey side extension, two rear roof dormer windows, pitched roof to existing garage and creation of two new	No comment

		crossovers	
19/07040	60 Kite Wood Road Tylers Green Bucks HP10 8HH	Householder application for construction of rear conservatory	No comment

The chairman thanked members for their attendance and closed the meeting at 7.16pm

CHEPPING WYCOMBE PARISH COUNCIL

PLANNING MEETING

Report of the Planning Meeting held on 26 September 2019 at 7.00pm in the Council Chamber, Cock Lane, Tylers Green, High Wycombe, Bucks HP10 8DS

The meeting is open to members of the public and press

Cllr C Dodds acted as chairman of the meeting

1. Apologies for Absence

Apologies were received from Cllr L Johncock and Cllr K Wood

2. Declarations of members' interests in items on the agenda

3. Applications for consideration

WDC Reference	Property Address	Proposal	Comments
19/07159	The Common School Road Tylers Green Bucks	Crown lift to 3m to 3 x Lime Trees (T1, T2, T3) and crown lift to 4m to 1 x Oak (T4)	Any works to be carried out only with the full approval of the WDCs tree consultant
19/07032	3 Old Forge Road Loudwater Bucks HP10 9TP	Householder application for demolition of existing single storey side extension and construction of replacement single storey side extension and single storey front porch extension	No comment
19/07074	13 Oaktree Close Tylers Green Bucks HP10 8BW	Householder application for construction of first floor rear extension	No comment
19/07055	48 Coppice Farm Rd Tylers Green Bucks HP10 8AH	Householder application for construction of first floor side/rear extension and single storey rear extension with new roof over existing single storey front	No comment
19/07073	19 Bernards Way Flackwell Heath Bucks HP10 9EQ	Householder application for construction of part two storey, part single storey, side and rear extension, front porch extension with canopy to front elevation	No comment

The chairman thanked members for their attendance and closed the meeting at 7.10pm

CHEPPING WYCOMBE PARISH COUNCIL

PLANNING COMMENTS ONLY

WDC Reference	Property Address	Proposal	Comments
19/06612	54 Fennels Way Flackwell Heath Buckinghamshire HP10 9BY	Householder application for raising of & extensions to roof with insertion of 3 x front & 3 x rear dormers in connection with loft conversion, single storey side & rear extension & new front porch (Alternative scheme to PP/19/06082/FUL)	No comment
19/06606	Pitlundie 48 School Road Tylers Green Buckinghamshire HP10 8EF	Householder application for erection of detached garage with accommodation in roof space over	No comment
19/06593	OS Parcel 5900 Whitehouse Lane Wooburn Moor Loudwater Buckinghamshire	Erection of stable block and secure container, construction of new hardstanding area and use of land for equestrian	No comment
19/06611	5 West Avenue Tylers Green Buckinghamshire HP10 8AE	Householder application for single storey side extension	Concern about possible overdevelopment of the site. It appears that the buildings adjoin the boundary of the property on both sides. The new velux windows present some loss of privacy and the potential of overlooking to the adjoining property number 6.
19/06716	St Anthonys Cottage The Common Tylers Green Buckinghamshire HP10 8EQ	Fell 1 x Cherry Tree (T1)	Any works to be carried out only with the full approval of the WDCs tree consultant. As the property is in the Conservation Area a condition to plant a replacement tree is requested if permission is granted.
19/06536	36 Station Road Loudwater Bucks HP10 9UN	Householder application for dropped kerb to front	No comment
19/06780	5 Ashwells Tylers Green Bucks HP10 8DT	Householder application for construction of single storey side/rear extension	No comment
19/06826	Land Opposite 128 Straight Bit Flackwell Heath Bucks HP10 9NH	Crown reduction of 1.5-2m maximum and removal of deadwood to 1 x Ash Tree (T2) as the tree is showing lots of deadwood	Any works to be carried out only with the full approval of the WDCs tree consultant
19/06722	25 Derehams Lane Loudwater Bucks HP10 9RP	Householder application for demolition of existing garage and construction of two storey side extension and new front porch	No comment

Appendix A

Interests described in the table below made under section 30 (3) of the Localism Act 2011

Subject	Description
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain by the member or by his/her spouse or civil partner or by the person with whom the member is living as if they were spouses/civil partners.
Sponsorship	Any payment or provision of any other financial benefit (other than from the Council) made to the member during the 12 month period ending on the latest date referred to in paragraph 6 above for expenses incurred by him/her in carrying out his/her duties as a member, or towards his/her election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract made between the member or his/her spouse or civil partner or the person with whom the member is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the Council – (a) Under which goods or services are to be provided or works are to be executed; and (b) Which has not been fully discharged
Land	Any beneficial interest in land held by the member or by his/her spouse or civil partner or by the person with whom the member is living as if they were spouses/civil partners which is within the area of the Council. 'Land' excludes an easement, servitude, interest or right in or over land which does not give the member or his/her spouse or civil partner or the person with whom the member is living as if they were spouses/civil partners (alone or jointly with another) a right to occupy or to receive income.
Licenses	Any licence (alone or jointly with others) held by the member or by his/her spouse or civil partner or by the person with whom the member is living as if they were spouses/civil partners to occupy land in the area of the Council for a month or longer.
Corporate tenancies	Any tenancy where (to the member's knowledge) – (a) The landlord is the Council; and (b) The tenant is a body that the member, or his/her spouse or civil partner or the person with whom the member is living as if they were spouses/civil partners is a partner or a director* of or has a beneficial interest in the securities* of
Securities	Any beneficial interest held by the member or by his/her spouse or civil partner or by the person with whom the member is living as if they were spouses/civil partners in securities* of a body where – (a) That body (to the member's knowledge) has a place of business or land in the area of the Council; and (b) Either – (i) The total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; Or (ii) If the share capital of that body is of more than one class, the total nominal value of shares of any one class in which the member, or his/her spouse or civil partner or the person with whom the member is living as if they were spouses/civil partners has a beneficial interest exceeds one hundredth of the total issued share capital of that class

*a 'director' includes a member of the committee of management of an industrial and provident society.

* 'securities' means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

Code of Conduct Revised – Sept 2019

Chepping Wycombe Parish Council Expenses policy

Staff and members should not be out of pocket for reasonable expenses incurred in the normal course of their employment or as members of the council.

Expenses claimable - to be accompanied by supporting documentation

- Car or meter parking
- Reasonable costs for light refreshments and meals
- Stationery (paper, ink cartridges) and other reasonable expenses
- A contribution of £15 per month towards telephone and broadband expenses.

Mileage

The council has set a rate of 45p per mile for all car mileage, irrespective of a car's cc. The rate of 45p per mile is that which HM Revenue calculate to be the 'no profit, no loss' rate which means it is exempt from tax and saves the council having to prepare P11D forms for members at the end of the tax year.

If you need stationery like printing paper or similar ask for it when visiting the office or attending a meeting, this simplifies our administration and is usually cheaper than members buying items direct.

Chairman's Expenses

The Chairman can receive an annual allowance to defray the expenses of office:

- Stationery, postage and printing costs
- Hospitality and gifts

An expenses form is available from the office.

**Expenses should be submitted quarterly as follows:
June/September/December & March**

DATED 2019

CHEPPING WYCOMBE PARISH COUNCIL

and

LOCATION LONDON PROPERTIES LLP

and

EGRETWAY LIMITED

DEED OF GRANT

in respect of Buckingham Place, Church Road, Penn HP10 8LN

- 2.2 The Owner has agreed to make an express grant of the Right to the Grantee for the consideration of two thousand five hundred pounds (£2,500)
3. In consideration of the payment of **£2,500 (two thousand five hundred pounds)** by the Grantee to the Owner hereby (receipt of which is hereby acknowledged) the Owner **GRANTS** the Right to the Grantee with Full Title Guarantee in respect of the Grantee's Land to hold the Right to the Grantee **ABSOLUTELY**
4. The Grantee so as to bind the Grantee's Land into whosoever hands it may come for the benefit of the Owner's interest in the Owner's Land **COVENANTS** with the Owner for himself and his successors in title to observe and perform at all times after the date of this Deed in relation to the Grantee's Land and to each and every part thereof the following covenants, obligations, stipulations and restrictions:-
- 4.1 Not to encroach upon the Owner's Land in the exercise of the Right or otherwise whatsoever other than where expressly permitted by and subject to this Deed
- 4.2 Not to cause or allow to be caused any nuisance annoyance or damage to the Owner's Land or any neighbouring or adjoining premises of the Owner or of others in the exercise of the Right or otherwise forthwith to make good at the Grantee's expense to the satisfaction of the Owner any damage occasioned
- 4.3 To keep the Owner indemnified from and against all acts loss costs damage expense or liability suffered by the Owner in the exercise of the Right
- 4.4 To comply with all legal requirements statutory or otherwise affecting the Owner's Land and the Grantee's Land
- 4.5 Not to park or permit to be parked any vehicles on any part of the Owner's Land or any adjacent or neighbouring land of the Owner nor to obstruct or

SCHEDULE 1

The Right

The right for the Grantee the Grantee's successors in title the owners and occupiers for the time being of the Grantee's Land at all times for purely domestic private residential purposes and no other to pass and repass on foot or with or without private motor vehicles to and from the Grantee's Land to and from the public highway over and along the part of the Grantor's Land shown for the purposes of identification only coloured brown on the Plan the Right being exercisable only over so much part of the Grantor's Land as is necessary for a private motor vehicle to access and egress the entrance to the Grantee's Land to a maximum width of three metres in all cases for the purpose of the use and enjoyment of the Grantee's Land as a single private dwelling house but not for any other purpose

IN WITNESS of which two members of the

CHEPPING WYCOMBE PARISH COUNCIL have

Pursuant to a resolution of the Council passed on

[] 2019 **SIGNED** and **DELIVERED**

this deed:

Witness Name

Address

Occupation

Signed as a Deed

By **LOCATION LONDON PROPERTIES LLP**

Acting by

In the presence of



MapSearch Snapshot

Page 1



0 2 4 6 8 12 16 20m

Map scale 1:625

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