

CHEPPING WYCOMBE PARISH COUNCIL

WORKS & SERVICES COMMITTEE

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

Meeting to be held on Thursday 22 November 2018 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 C Dodds - Chairman	Cllr C Jordan
	Cllr J White – Vice-chairman	Cllr Johnson
	Cllr L Johncock	Cllr H Darch
	Cllr R Kin	Cllr K Wood
	Cllr J Herschel	Cllr S Digby

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 Action
4. Restoring the Record
5. Committee Projects
 - 5.1 Bus Shelter – Kingsmead Road, Loudwater
 - 5.2 Altona Road Cemetery - Extension Path
 - 5.3 Cock Lane Cemetery – Standpipe Extension
 - 5.4 Cock Lane Picnic Area – Path to Council Offices
 - 5.5 Disabled Access to Bench – Queensmead Road
6. Boundary Stone Update – Wycombe Heights Golf Club
7. LED Footway Lighting
8. Local Area Forum
9. Community Payback Update
10. Revive the Wye – Back Stream
11. Cemeteries
 - 11.1 Procedures and Paperwork
 - 11.2 Inscription
12. Cock Lane Cemetery – cremation plots
13. Committee Finances
14. Committee Budget 2019/20
15. Questions from committee members and the public
16. Accounts for payment



Wendy Thompson
Clerk of the Council
15 November 2018

AGENDA ITEM 3

Delegated Action

Members are asked to NOTE that there have been no delegation actions taken since the last committee meeting in September

AGENDA ITEM 4

Restoring the Record

Members are asked to RECEIVE an update from Cllr White.

AGENDA ITEM 5

Committee Projects

5.1 Bus Shelters – Kingsmead Road, Loudwater

Members are asked to NOTE that a meeting with Paul Goodwin from BCC Passenger Transport took place on Tuesday 23 October to discuss the possibility of Bucks County Council undertaking the supply and installation of the bus shelters.

5.2 Altona Road Cemetery - Extension Path

Members are asked to NOTE that the approved works have been ordered and we are currently awaiting a start date from the contractor.

5.3 Cock Lane Cemetery – Standpipe Extension

Members are asked to NOTE that the standpipe and pipe extension have been completed.

5.4 Cock Lane Picnic Area – Path to Council Offices

Members are asked to NOTE that the approved work has been ordered and will be commenced within the next couple of weeks.

The tree work, comprising of felling one tree and crown lifting another was undertaken by the grounds men.

5.5 Disabled Access to Bench – Queensmead Road

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

AGENDA ITEM 6

Boundary Stone – Wycombe Heights Golf Club

Members are asked to NOTE that the interpretation board for the boundary stone has been received and is ready for installation.

AGENDA ITEM 7

LED Footway Lighting

Members are asked to NOTE that a Freedom of Information request has been received from residents in St Hilda's Way and Glenmore Close, Flackwell Heath. The request has been acknowledged, all communication with Zeta Specialist Lighting has been collated and a request has been made for all work sheets relating to the lights concerned.

AGENDA ITEM 8

Local Area Forum

Members are asked to NOTE that the next meeting Local Area Forum meeting will be held on Wednesday 6 February 2019 in the Council Chamber, Cock Lane.

AGENDA ITEM 9

Community Payback Update

Members are asked to NOTE the work undertaken by the Community Payback teams since the last committee meeting in September. **APPENDIX A**

AGENDA ITEM 10

Revive the Wye – Back Stream

Members are asked to RECEIVE an update from Cllr Dodds on the clean-up work that took place on the 8, 10 and 17 November.

AGENDA ITEM 11

Cemeteries

11.1 Procedures and Paperwork

Following a request from a funeral director who felt that the parish council's paperwork was excessive; members are asked to CONSIDER and, if so minded, APPROVE setting up a small working party to review the current procedures and paperwork currently followed.

11.2 Inscription

Members are asked to NOTE that a request for an added inscription was received by the office, however the name for the inscription was not the legal name of the deceased which is on the death certificate, but a 'known as' name. The relative dealing with the inscription does not want to use the legal name; they have been advised by the office that the legal name is required and then under the name a line saying 'also known as'.

Members are now asked to CONSIDER and, if so minded, APPROVE the request made by the relative to not use the deceased's legal name.

AGENDA ITEM 12

Cock Lane – cremation plots

Members are asked to CONSIDER and, if so minded, APPROVE the draft layout at **APPENDIX B**, showing the potential number of plots on the lower section of the cemetery.

AGENDA ITEM 13

Committee Finances

Members are asked to NOTE the committee's income and expenditure to Month 7 (October). **APPENDIX C**

AGENDA ITEM 14

Committee Budget 2019/20

Members are asked to bring ideas and suggestions to the meeting.

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: