

CHEPPING WYCOMBE PARISH COUNCIL

WORKS & SERVICES COMMITTEE

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

Meeting to be held on Thursday 30 January 2020 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 Herschel – Vice-chairman	Cllr I Forbes
	Cllr L Johncock	Cllr H Darch
	Cllr R Wilks	Cllr K Wood
	Cllr J White	Cllr S Digby

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

AGENDA

- 1. Apologies for absence**
Schedule 12 of the Local Government Act 1972 requires a record be kept of the Members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Clerk.
- 2. Declarations of members' interests in Items on the agenda**
To receive any pecuniary or non-pecuniary declarations of interest and confirmation of any relevant dispensations.
 - i) Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, Members are required to declare any interests which are not currently entered in the Member's Register of Interests or if he/she has not notified the Monitoring Officer (Clerk) of it.
 - ii) Should any Member have a Disclosable Pecuniary Interest in an item on the agenda, the Member may not participate in consideration of that item unless a Dispensation has first been requested (in writing) and granted by the Council.
- 3. Delegated Action**
- 4. Committee Projects**
 - 4.1 Office Refurbishment**
 - 4.2 Bus shelters**
 - 4.3 Depot Roof**
 - 4.4 Street Litter Bins**
 - 4.5 New Projects**
- 5. LED Footway Lighting**
 - 5.1 Chiltern Green, Flackwell Heath extra lighting column**
- 6. Local Area Forum**
 - 6.1 FH Parking Restrictions – Yellow lines along Swains Lane**
 - 6.2 Improve safety of footpath in Station Road, Loudwater**
- 7. Community Payback Update**
- 8. Cemeteries**
 - 8.1 Path and driveway – Cock Lane Cemetery**
 - 8.2 Cock Lane Cemetery – Height Barrier & Gate**
- 9. Environmental Improvements**
- 10. Footpaths**
- 11. Pedestrian Flail Replacement**
- 12. Committee Finances**
- 13. Questions from committee members and the public**
- 14. Accounts for payment**



Cheryl Jeken, Deputy Clerk to the Council
24 January 2020

Delegated Action

Members are asked to NOTE that since the last committee meeting in November there have been no delegated actions taken by the chairman of the committee or clerk.

AGENDA ITEM 4**Committee Projects****4.1 Office Refurbishment**

Members are asked to NOTE that updated drawings and a ballpark figure are awaited.

4.2 Bus shelters

Members are asked to CONSIDER the potential bus shelter sites at Spring Lane, Flackwell Heath; Heath End Road, Flackwell Heath; Robinson Road, Loudwater; Kingsmead Road at Mallard Place, Loudwater and New Road, Tylers Green. Local residents likely to be affected will be advised of the council's plans and offered an opportunity to comment. **APPENDIX A**

Members are asked to NOTE that quotes will be obtained for further consideration and approval at a future meeting.

4.3 Depot Roof

The original roof of the depot now needs replacing and members are asked to CONSIDER proposed works to the roof to include:

- replacing the outer roof sheet with PVC plastisol-coated steel sheets fixed to the existing steel framework which, having been examined, is in good condition and which will be cleaned and painted when the roof sheeting is replaced
- providing new fibreglass insulation of recommended thickness
- the roof lights to be replaced with heat saving double glazed units

Members are asked to NOTE that two quotes in the region of £22,700.00 have been received and a third quote is awaited.

Members are asked to NOTE that quotes are being obtained for the installation of energy-efficient LED lighting in the depot.

Once the new roof is in place it is intended that the depot will be deep cleaned and the walls and window frames painted.

4.4 Street Litter Bins, Flackwell Heath

The cast iron litter bins in the centre of the village are provided and maintained by WDC. We have asked that they be repainted and the missing bins returned. Cllr Johncock is leading this initiative with the support of the deputy clerk.

4.5 New Projects

Members are asked to CONSIDER improvements that could be included as new projects next year and to bring them to the attention of the Chairman for consideration at the next meeting in March.

AGENDA ITEM 5**LED Footway Lighting****5.1 Chiltern Green, Flackwell Heath extra lighting column**

Members are asked to NOTE that the works should be underway within the next couple of weeks to install an extra column and re-position an existing column in Chiltern Green.

Local Area Forum

6.1 FH Parking Restrictions – Yellow lines along Swains Lane (Community Centre Side) up to junction (mini roundabout) with Heath End Road, together with a residents only parking scheme **APPENDIX B**

Members are asked to CONSIDER two options:

1. CWPC's contribution for this LAF project if approved would be £6, 750.
2. Alternatively recommend to the residents concerned about parking in front of their driveways that they request BCC provide white 'no parking' lines in front of their driveway at a cost of £105.

6.2 Improve safety of footpath in Station Road, Loudwater

Members are asked to CONSIDER applying for LAF funding for work to be undertaken to improve the safety of the footpath in Station Road alongside the River Wye near the Bucks Free Press building. There have been long-standing concerns about the narrow width and its proximity to the road. The wall running beside the footpath and stream is leaning excessively, rapidly deteriorating and will shortly need rebuilding. This is the opportunity to have the footpath widened.

AGENDA ITEM 7

Community Payback Update

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

AGENDA ITEM 8

Cemeteries

8.1 Path and driveway – Cock Lane Cemetery

Members are asked to NOTE that meetings with contractors have taken place to discuss and obtain quotes for replacing the loose gravel surface of the top path with self-binding gravel and to replace the lower path with a plastic ground reinforcement material, as previously agreed by the committee.

8.2 Cock Lane Cemetery – Height Barrier & Gate

Members are asked to NOTE that the height barrier and gate has been installed.

AGENDA ITEM 9

Environmental Improvements

Members are asked to CONSIDER the attached draft policy with a view to recommending it for adoption at full council. **APPENDIX D**

AGENDA ITEM 10

Footpaths

Members are asked to NOTE that a date is awaited for a meeting in March with BCC Rights of Way Team to discuss improving the standards of footpath maintenance within the parish. Members are asked to contact a member of the working party if they have any concerns with a particular path.

AGENDA ITEM 11

Pedestrian Flail Replacement

Members are asked to CONSIDER and, if so minded, APPROVE one of the quotations set out below for the replacement of the Pedestrian Flail (Scag SWZ with STM Super Flail Head).

Quote A	£8, 325.00
Quote B	£8, 950.00
Quote C	£9, 290.00

AGENDA ITEM 12

Committee Finances

Members are asked to NOTE the committee's income and expenditure to December. **APPENDIX E**

AGENDA ITEM 13

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 14

Accounts for payment

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

Date and Time of next meeting: Thursday 26 March 2020 @ 7.30pm