

CHEPPING WYCOMBE PARISH COUNCIL

OPEN SPACES COMMITTEE

Report of meeting held on Tuesday 10 July 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

Present: Cllr L Willis (Chairman) Cllr C Jordan
Cllr J Gurney Cllr M Wilkes
Cllr J Johnson

Also present: Cllr C Leonard, Cllr C Dodds, Cllr J Savage (WDC) and Mr G Christie (CWPC Warden), 2 Flackwell Heath residents and 2 Tylers Green residents

OS/18/018 **Apologies for absence**
Apologies for absence were received and approved from Cllr I Forbes (holiday), Cllr J Herschel (holiday), Cllr L Johncock (holiday) and Cllr K Wood (personal)

OS/18/019 **Declarations of members' interests in Items on the agenda**
There were none.

OS/18/020 **Orchard Green**
1 Collated response from residents
Members were asked to consider the responses to the request for opinions on work to the hedge bordering Orchard Green on Green Dragon Lane.

Members were asked to consider the above with the following agenda item.

2 Draft Plan – Hedge Renewal

Members were asked to consider and review the draft plan for the hedge renewal.

Members were asked to note that a verbal quotation had been received for the removal and stump grinding of the whole hedge which was in the region of £12,000.

It was noted that it was suggested that there would be no intention to remove the whole hedge immediately and that the final plan would consist of a 2 - 3 year rejuvenation programme.

It was RESOLVED that;

a working party be set up to rework the plan to initially consist of Cllr Wilkes, Mr Christie and Cllr Willis with a view to opening up membership to councillors not present. The hedge would be fully inspected at the committee site visit on 26 July.

3 Bollards on the verges on Green Dragon Lane

Members were asked to consider the addition of bollards and 'no parking' signs along the verge of Green Dragon Lane to dissuade parking which is damaging the verges.

It was RESOLVED that;

in the first instance, the clerk should contact the football club asking for support with the verge parking.

A sum of £1,000 be made available following the site visit on 26 July to purchase some signage and bollards – if approved.

It was noted that the lease for Green Dragon Lane does in fact have a clause under Tenant's Obligations as follows;

'4.12 To ensure that members/visitors parking vehicles do so without causing a nuisance to local residents and do not park on the grass or other verges whether the car park is full or not.'

OS/18/021 **Jubilee Gardens Planter**
Members were asked to note that the planting had been completed.

Cllr Savage left the meeting at 8pm

OS/18/022 **Allotments**
Members were asked to note that at the time of agenda writing the following vacancies exist at the allotment sites:

Chapel Road – 1 half plots and 9 full plots

Ashley Drive – 2 full plots

There was currently no one on the waiting list.

1 Chapel Road Allotments

Members were asked to approve the cost of rubbish removal following the clearance that had been undertaken on the empty plots at the site. Estimated cost £2,000 – grab lorry removal.

The rubbish had accumulated over time and the plots had been lying vacant – some since September last year.

It was RESOLVED that;
the rubbish be removed and that a new clause in the tenancy agreement be added to advise that after leaving the allotment plot a fine would be payable for none removal of rubbish.

It was noted that a grab lorry was to be used in favour of hiring in skips as in the past they had been abused being filled prior to the job in question being started.

1.1 Fencing

Members were asked to note that the continuation of the stock and rabbit fencing to the bottom of the site had been completed. A gap in the hedging between the old and new fencing would be filled in the late Autumn/early Winter.

2 residents from Flackwell Heath left the meeting at 8.10pm

OS/18/023 **Magpie Wood**
Members were asked to receive an update from Cllr Jordan.

Cllr Jordan advised that he had visited the wood on 29 June and it was generally tidy, there were some small branches on the ground but these would be removed when the work in the wood restarted in October.

It was important that the boundary fencing be repaired and replaced where necessary – this would be further considered at the site visit.

OS/18/024 **King's Wood**
1 Ride widening on northern boundary
Members were asked to note that signs had been purchased and would be placed along the ride advising of the works being undertaken for a month prior to their start in September.

Members were asked to note the Management Report from Tilhill and were asked to approve the new estimate for signing.

It was RESOLVED that;
the new estimate be approved for signing.

Playground Updates**1 Updates**

Members were asked to receive updates from the Playground Working Parties.

Tylers Green: Members were asked to note that the re-painting of the swings had been completed, the teacup and safety surfacing would be installed at the end of the summer holidays (early September). Quotes were currently being obtained for the 'squaring off' of the play area with a small piece of equipment and safety surfacing prior to fencing being installed.

Flackwell Heath: Members were asked to consider the quotation for the refurbishment of the climbing frame and replacement of the safety surfacing.

*It was RESOLVED that;
the quotation be approved and the works ordered.*

2 Green Dragon Lane

Members were asked to note that a meeting was being arranged with a play consultant and the Chairman of the football club to discuss the possible position and content for a small play area on the site.

The meeting took place on Monday 9 July initial designs are currently awaited.

Tylers Green Common**1 Track 6**

Members were asked to consider the two quotes received for the top of track 6 (track opposite the village hall). The quotes matched the works already completed to the bottom of the track.

Members were asked to consider the next course of action.

*It was RESOLVED that;
Quote B be taken to full council on 30 August for further consideration and approval.*

Following a question from a Tylers Green resident – when approval was given to the quote, when would the treatment be rolled out to the other tracks.

The Clerk advised that once approved and with contributions from residents being forthcoming it was planned to roll the work out as soon as practicable.

2 Tracks Maintenance Policy

Members were asked to note that no further progress had been made on the policy however, it would be brought back to the next committee meeting for review in September.

3 Tylers Green Management Plan

Members were asked to note that Cllr Wood and Cllr Johnson had completed an inspection of the Common and made recommendations for future management, this had been passed to the Warden for comment prior to being brought back to the next committee meeting in September.

4 Security of the Common

Members were asked to consider a concern brought to the office by a concerned resident of the Back Common, relating to the general security of the common from illegal parking.

Members were asked to approve the next course of action.

*It was RESOLVED that;
as these events are not a regular occurrence the parish council would not, at this current time, be placing logs at possible entrances or making bunds.*

OS/18/026 **Railway Land**

Members were asked to consider the quotations received to remove trees overhanging a garden in Bay Tree Close. The garden had been visited by the Warden and Clerk and recommendation to the committee following the visit was for selected tree removal to allow light into the garden and onto the rear of the property.

*It was RESOLVED that;
Quote B be approved and the works ordered.*

It was noted that the property and garden had suffered from damp due to the dense nature of the canopy and it was felt that it should be done prior to the site visit.

OS/18/027 **Footpath Diversion Order – CWY/47/1 Flackwell Heath**

Members were asked to consider a Footpath Diversion Order and to decide whether to make a representation or objection to the Order by 6 August 2018.

*It was RESOLVED that;
initial feeling was that an objection be sent on the grounds of safety due to a 90 degree angle being in the path as this would not benefit walkers.*

The Clerk and Warden to visit the site and advise members of actual situation prior to making an objection.

OS/18/028 **Committee Site Visit**

Members were asked to consider the following suggestions for the committee site visit on Thursday 26 July 2018 to start at 7pm

- Orchard Green - hedge
- Green Dragon Lane Recreation Ground – play area site
- Railway Land – selected trees for removal
- Magpie Wood – boundary fence
- King's Wood – Thrills and Spills

*It was RESOLVED that;
the sites be approved, however King's Wood Thrills and Spills would only be visited if time allowed.*

OS/18/029 **Committee Finances**

Members were asked to note the committee income and expenditure to Period 3 (June).

OS/18/030 **Questions from committee members and the public**

Mr Christie advised that following a recent issue with overnight parking of commercial vehicles on the King's Wood car park, could a recommendation be taken to council for two height barriers and bollards to stop this from happening further.

Quotation to be taken to council for consideration.

Cllr Leonard advised that there had been a water leak in Fennels Wood, she had been in contact with the owner of the wood who wanted to visit. Cllr Leonard had offered to accompany her on the visit. Thames Water had been advised and gave assurances that the leak would be handled.

OS/18/031

Accounts for payment

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 9562 to 9575 be signed and direct debits to EE, E-ON, Shell (Fuel Card Services) and SSE be approved for payment.

The chairman thanked members for their attendance and closed the meeting at 8.57pm

Date and time of next meeting: Thursday, 13 September 2018 @ 7.30pm

Signed: Katrina SA Wood Dated: 30 August 2018

10 July 2018

Pending expenditure transactions

PO	Chq	Invoice No	Supplier	Detail		VAT	Amount
x	9562	46	Heather Wildsmith	Temp Deputy Clerk replacement cheque	1,090.80	0.00	1,090.80
	9563	375855	Clarity Copiers Ltd	Copy charges - June	57.20	11.44	68.64
x	9564	0141/108163	Jewson Ltd	bolts/screws for play equipment	30.85	6.17	37.02
x	9565	12153	Marler Haley	Display Boards	194.95	38.99	233.94
x	9566		Alan McDonald	Electric Roller Blind-Council Chambers	508.00	101.60	609.60
			V O I D		0.00		
x		14226	Penn Landscapes Limited	Chapel Rd Allotments - fencing	500.00	100.00	
x	9568	14225	Penn Landscapes Limited	Jet wash- Play Equipment 3 sites	804.00	160.80	1,564.80
x	9569	454	Polaris Groundcare	Grass seeding to Derehams/Straight Bit	600.00	120.00	720.00
x		124236	R T Machinery Ltd	Hire of Side Arm Flail	350.00	70.00	
x		124450	RT Machinery	Replacement Honda Water Pump	325.00	65.00	
x	9570	124011	RT Machinery	Hire of Tractor 2 weeks	1,060.00	212.00	2,082.00
	9571	151686	TBS Hygiene	Dog Waste Collection - June	525.00	105.00	630.00
x		518301	Viking	Stationery - A4 copier paper x 2 boxes	36.98	7.40	
x	9572	510420	Viking	Stationery- dividers/postage stamps	93.88	5.38	143.64
	9573	20162982	Thames Graphic Centre	Foam Boards - King's Wood Ride Widening	72.00	14.40	86.40
	9574	14625300618	Wren Davis Ltd	Milk (4 weeks) office-meetings	18.00	0.00	18.00
		7	Nick Judge Groundworks	Resetting edging stones - Pond	600.00	120.00	
	9575	8	Nick Judge Groundworks	Repair water troughs FH - replacement cheque	70.00	14.00	804.00
	DD	1506729508	EE	Warden's mobile June	21.37	4.27	25.64
	DD	H15F1DA212	E-ON	Gas - Office Complex - June	12.52	0.63	13.15
	DD	2517312	Shell (Fuel Card Services)	Vehicle Fuel- June	365.54	73.11	438.65
	DD		SSE	Unmetered Footway - June	395.45	60.28	455.73
					7,731.54	1,290.47	9,022.01

Income received since last committee meeting over £500.00

	CR	HMRC	VAT Reclaim - May	1,768.65	0.00	1,768.65
	CR	Arqiva	Payaway Rental Scheme	3,345.63	0.00	3,345.63
	CR	Arnold Funeral Service Ltd	Burial Fees	642.00	0.00	642.00
				5,756.28	0.00	5,756.28

Signed:

Date: 11/07/18

Signed:

Date: 11.7.18

The RFO confirms that all goods and services have been received and that the invoices are accurate.

We have compared the invoice against the direct debit and payoff payments as above, along with the relevant purchase order details against the cheques