

# CHEPPING WYCOMBE PARISH COUNCIL

## OPEN SPACES COMMITTEE

Report of meeting held on Thursday 17 May 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**

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**Present:** Cllr L Willis                      Cllr I Forbes                      Cllr J Johnson  
              Cllr K Wood                      Cllr C Jordan                      Cllr L Johncock  
              Cllr J Herschel                      Cllr M Wilkes

**Also present:** 5 residents from Tylers Green, Cllr P Miller and Mr G Christie (CWPC Warden)

***Cllr Wood presided over the first part of the meeting until a chairman had been elected.***

OS/18/001    **Apologies for absence**  
Apologies for absence were received and approved from Cllr J Gurney (holiday) and Cllr S Digby (holiday)

OS/18/002    **Declarations of members' interests in Items on the agenda**  
There were none.

***The committee resolved to exclude the public and press from the first two items of the agenda as permitted under the Public Bodies (Admissions to Meetings) Act 1960.***

***The procedure for electing the chairman and vice chairman of the committee will be by secret ballot by elimination, suspending Standing Orders, as resolved at the last full council meeting held on 13 March 2018***

OS/18/003    **Election of Chairman of Committee**  
Members were asked to elect a committee chairman to serve until the new council year.

***It was RESOLVED that;***  
***Cllr L Willis be elected as committee chairman***

OS/18/004    **Election of Vice Chairman of Committee**  
Members were asked to elect a committee vice chairman to serve until the new council year.

***It was RESOLVED that;***  
***Cllr L Johncock be elected as vice chairman of the committee***

***The members of public were re-admitted to the meeting.***

Cllr Willis, chairman of the meeting, suspended Standing Orders and, with the agreement of the members present, changed the order of the meeting as follows.

OS/18/005    **Tylers Green Common**  
**4 Request for Crosses – 1<sup>st</sup> & 2<sup>nd</sup> WW Fallen**  
Members were asked to consider a request received from a resident to erect 64 wooden crosses, to commemorate the villagers who lost their lives in the 1<sup>st</sup> and 2<sup>nd</sup> WWs, on the front common. The crosses would need an area of 24ft x 24ft, the preferred area on the common is where the Christmas tree is sited.

The resident advised that they now wanted to erect 53 wooden crosses to commemorate the WW1 fallen only, along with a flag pole and possibly a noticeboard explaining the installation. The installation would be present on the Common for up to 7 days starting from 10 November. Financial assistance was also requested.

***It was RESOLVED that;***  
***The resident should come back with firm plans and a risk assessment. It was agreed for the installation to be in situ for up to 7 days.***

The Clerk was asked to forward a grant application form.

*8pm two residents left the meeting*

### **1 Tracks**

Members were asked to note the report from the recent tracks working party. The Clerk advised that new quotes were being obtained.

It was noted that once quotes had been received the Clerk would contact the residents asking for a contribution commitment.

It was noted that the house name sign needs further development.

### **2 Tracks Maintenance Policy**

Members were asked to consider the policy with a view to recommendation for approval at the next full council meeting in June 2018.

***It was RESOLVED that;***

***The policy required some further work before being brought back for consideration.***

It was noted that once the policy was finalised it would be circulated to the residents of the tracks.

*8.30pm three residents left the meeting*

### **3 Tylers Green Management Plan**

Member were asked to note that the Management Plan would be updated and brought forward for review in due course. Members were asked to consider volunteering to assist in its revision.

***It was RESOLVED that;***

***The Clerk circulate the Management Plan and the last update.***

***Cllr Wood and Cllr Johnson volunteered to assist with the revision if required.***

Members were asked to note that ivy clad trees had been identified on the Common. Members were asked to consider the use of the Community Payback teams to undertake the girdling of the ivy. Members were asked to note that the Warden had advised that the work would take several months.

***It was RESOLVED that***

***The Community Payback teams be used to undertake some of the work.***

It was noted that Cllr Miller advised that he would contact the Chiltern Society with a view to involving them in the works on the Common in conjunction with the Community Payback teams.

*Cllr Miller left the meeting at 8.37pm*

OS/18/006

#### **Straight Bit Recreation Ground**

##### **1 Hedge on northern boundary (Rear boundary)**

Members were asked to note that the works to the hedge on the northern boundary had been completed.

OS/18/007

#### **Orchard Green**

Members were asked to receive the following proposition from Cllr Herschel;

*A management plan is required for this small parcel of land adopted by the council. It is planted up with a number of cherry trees and local residents have over the years planted bulbs and bushes to improve its attractiveness, there has however not been a coherent plan for its maintenance and elements of the site have steadily deteriorated. One current issue is the condition of the hedge that separates Orchard Green from the highway. It is not now considered 'fit for purpose'.*

Members were asked to consider;

1. The development of a management plan for the future maintenance of Orchard Green, similar to those prepared for other council sites.
2. Invite suggestions for consideration in the preparation of the management plan from those residents in Cherry Close who front the site.
3. The clerk obtain quotes for the cost of making good or replacing the hedge along Green Dragon Lane.

***It was RESOLVED that;***

***The proposal be approved. In the first instance the Clerk to write to the residents for views on the works required to the hedge.***

**OS/18/008 Jubilee Gardens Planter**

Members were asked to note that the planter had been purchased with funds from Cllr D Johncock, Cllr J Savage and Cllr D Watson and was in position. Drainage and soil had also been purchased; a planting scheme was currently being agreed.

It was noted that by the time of the meeting planting of some main plants had already been completed.

**OS/18/009 Allotments**

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

Chapel Road – 2 half plots and 6 full plots

Ashley Drive – 2 full plots

There was currently one person on the waiting list.

**1 Ashley Drive Allotments**

Members were asked to note that following approval at the last Leisure Facilities committee meeting in January the disposal of the rubbish from the cleared plots had been completed.

Members were asked to note that quotes will be obtained for a replacement shed at the site and will be brought to the next committee meeting for approval for installation in early autumn.

**2 Chapel Road Allotments**

Members were asked to note that the new shed had been installed at the site.

Members were also asked to note that clearance had been undertaken on the empty plots at the site.

**2.1 Fencing**

Members were asked to note that the continuation of the stock and rabbit fencing to the bottom of the site had been ordered, however it had been necessary to place the order with another contractor.

**OS/18/010 Magpie Wood**

Members were asked to note the Progress Report provided by Cllr Jordan.

**OS/18/011 King's Wood**

**1 Ride widening on northern boundary**

Members were asked to note that signs will be placed along the ride advising of the works. A start date for the works was currently awaited.

**2 Ashwells Development**

Members were asked to note that there had been no progress on the WDC ideas for the redevelopment of the car park opposite the Middle School nor on the cycleway through the wood. Both ideas had had serious concerns raised by this council.

OS/18/0012

## **Playground Updates**

### **1 Updates**

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

**Tylers Green:** Members were asked to consider the quotation for refurbishment of the Wicksteed play equipment at Ashley Drive.

***It was RESOLVED that;***

***The refurbishment works be approved and ordered.***

**Flackwell Heath:** Members were asked to note that a similar refurbishment quotation had been requested from Wicksteed for the climbing frame with new safety surfacing.

### **2 Green Dragon Lane**

Members were asked to note that quotes were currently being obtained for the post and rail fencing along the boundary with Chapman Lane.

Members were also asked to note that a meeting would be set up with the Chairman of the football club to discuss the possible position for a small play area on the site.

A concern about play facility car parking was raised – it was hoped that people using the play area would be local and therefore would walk.

### **3 Boundary Road Recreation Ground**

Members were asked to consider the possible siting of a plaque rescued from the Ford's Mill chimney originally sited on Boundary Road; a local resident would like to donate the item.

Members were asked to note that the 'plaque' was actually a very large heavy curved brick from the chimney of the old mill.

***It was RESOLVED that;***

***The 'plaque' be sited near the ladderboard at the Boundary Road recreation ground.***

OS/18/013

### **Tree Maintenance Policy**

Members were asked to consider the amendments to the policy.

***It was RESOLVED that;***

***The amendments to the policy be approved.***

OS/18/014

### **Railway Land**

Members were asked to consider the process of selected tree removal and thinning along the boundary with properties in Bay Tree Close and Woodside Close, Loudwater. Members were also asked to consider further consultation with the residents concerned following marking up of the selected trees.

***It was RESOLVED that;***

***The warden should mark up trees for consideration and the site should be included on the site visit so that members had a chance to make an informed decision.***

It was noted that it was necessary to make improvements to the bank rather than wholesale removal of the trees.

OS/18/015

### **Committee Projects from Informal Meeting**

Members were asked to consider the projects brought forward from the Informal meeting with a view to prioritisation.

- Green Flag open spaces – research criteria and work towards.
- King's Wood
- Thrills and Spills – consider accessibility of the site – to be added to Site Visit in July

- Improve footpaths – need to be selected
- Straight Bit Recreation Ground – landscaping (flower beds and hedges) – more bins required
- Fennels Wood – mark and clear all permissive footpaths – possible CP involvement
- Magpie Wood – new boundary fence – to be added to Site Visit and followed up on next agenda
- Derehams  
Renew MUGA  
Rebuild pavilion
- Railway Land – western section suggestion of meandering path to be added to Site Visit.

***It was RESOLVED that;***

***Further consideration would be given to the list following the Site Visit in July***

OS/18/016

**Questions from committee members and the public**

All members of the public had left the meeting.

Cllr Herschel asked why was it that only members of the Flackwell Heath Allotment Association had access to the eco toilet on the site.

The Clerk would investigate and revert.

OS/18/017

**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 9508 to 9523 be signed and direct debits to Affinity Water, E-ON, Shell (Fuel Card Services) and SSE be approved for payment.***

The chairman thanked members for their attendance and closed the meeting at 9.34pm

**Date and time of next meeting: Tuesday, 10 July 2018 @ 7.30pm**

Signed ..... Kathie S A Wood ..... Dated 26/6/2018 .....

17-May-18

## Pending expenditure transactions

| PO | Chq  | Invoice No     | Supplier                         | Detail                                             | Net             | VAT             | Amount          |
|----|------|----------------|----------------------------------|----------------------------------------------------|-----------------|-----------------|-----------------|
|    | 9508 | LCE 18-07      | BMKALC                           | Local Council's Explained - book                   | 14.99           | 3.00            | 17.99           |
|    | 9509 | 373426         | Clarity Copiers Ltd              | Photocopy charges - April                          | 31.73           | 6.34            | 38.07           |
| x  | 9510 | 7895           | Clear-Up Skips                   | Rubbish disposal - Flackwell Heath Allotments      | 220.00          | 44.00           | 264.00          |
| x  | 9511 | 26/04/18a      | Clives Drives Ltd                | Materials and Labour for Planter 'Jubilee Gardens' | 850.00          | 170.00          | 1,020.00        |
| x  | 9512 | 273779         | Country Supplies                 | Concrete/Post Starlight Bit                        | 50.26           | 10.05           | 60.31           |
|    | 9513 | GV15           | Flackwell Heath Comm Association | Subscription/Grapevine 12 months                   | 85.00           | 0.00            | 85.00           |
| x  | 9514 | S1 182976      | Fleet(Line Markers)Ltd           | Q2 white paint - pitch marker                      | 62.78           | 12.56           | 75.34           |
| x  | 9515 | SJ1090290      | IRIS                             | Annual Maintenance Renewal                         | 303.00          | 60.60           | 363.60          |
|    | 9516 | A/18/5         | Ernest G Newhouse                | Internal Audit                                     | 300.00          | 0.00            | 300.00          |
| x  | 9517 | 25919          | Rialtas Business Solution Ltd    | Omega upgrade and reloading new year structure     | 1,791.45        | 358.29          | 2,149.74        |
| x  | 9518 | 2304799        | Spaldings                        | Tarpaulins x 2 - Derehams                          | 122.00          | 24.40           | 146.40          |
|    | 9519 | 151501         | TBS Hygiene Ltd                  | Dog waste collections -April 2018                  | 470.40          | 94.08           | 564.48          |
| x  |      | 877704651      | Trade UK                         | Light bulb/holder                                  | 12.08           | 2.42            |                 |
| x  | 9520 | 873272110      | Trade UK                         | 2 X Safety footwear - GC & DO/white spirit         | 63.31           | 0.66            | 78.47           |
| x  | 9521 | 295727         | Viking                           | Office Stationery                                  | 55.70           | 11.14           | 66.84           |
| x  |      | 243716         | George Browns Ltd                | Bolts/Flail/Bushes - side arm (Bomford)            | 586.40          | 117.28          |                 |
| x  |      | 245003 CR      | George Browns Ltd                | Bushes                                             | -290.88         | -58.18          |                 |
| x  |      | 244949         | George Browns Ltd                | Bushes                                             | 136.32          | 27.26           |                 |
| x  | 9523 | 244950         | George Browns Ltd                | Stiga - belt                                       | 53.12           | 10.62           | 581.94          |
|    |      |                |                                  |                                                    |                 |                 |                 |
|    | DD   | 1094626        | Affinity                         | Widmer Pond                                        | 131.21          | 0.00            | 131.21          |
|    | DD   | 1121551        | Affinity                         | Allotments -Ashley Drive                           | 65.48           | 0.00            | 65.48           |
|    | DD   | 0122 4131 7780 | E.ON                             | Council office/Depot                               | 176.08          | 35.22           | 211.30          |
|    | DD   |                | Shell                            | Fuel for Vehicles                                  | 193.51          | 38.70           | 232.21          |
|    | DD   |                | SSE                              | Unmetered footway - Jan - March                    | 1,264.74        | 208.66          | 1,473.40        |
|    | DD   |                | SSE                              | Unmetered footway - April                          | 395.45          | 60.28           | 455.73          |
|    |      |                |                                  |                                                    |                 |                 |                 |
|    |      |                |                                  |                                                    | <b>7,144.13</b> | <b>1,237.38</b> | <b>8,381.51</b> |

## Income received since last committee meeting over £500.00

|  |    |                           |                            |                 |             |                 |
|--|----|---------------------------|----------------------------|-----------------|-------------|-----------------|
|  | CR | Flackwell Heath Minors FC | GDL quarterly rent         | 539.00          | 0.00        | 539.00          |
|  | CR | Little Buddies            | Sunnydays hire of pavilion | 1,107.00        |             | 1,107.00        |
|  |    |                           |                            |                 |             |                 |
|  |    |                           |                            |                 |             |                 |
|  |    |                           |                            | <b>1,646.00</b> | <b>0.00</b> | <b>1,646.00</b> |

Signed: *Lawrence*Signed: *Kathleen SA Wood*Date: *18/5/18*Date: *18/5/18*

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 payflow payments as above, along with the relevant purchase order details against the cheques