

CHEPPING WYCOMBE PARISH COUNCIL

WORKS & SERVICES COMMITTEE

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

Report of the meeting 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

Present: Cllr C Dodds - Chairman
Cllr J White – Vice-chairman
Cllr R Kin
Cllr J Herschel
Cllr C Jordan
Cllr L Johncock
Cllr K Wood

Also present: Cllr I Forbes

WS/18/049 **Apologies for absence**
Apologies for absence were received and approved from Cllr Digby, Cllr Darch and Cllr Johnson (all on holiday)

WS/18/050 **Declarations of members' interests in Items on the agenda**
There were none.

WS/18/051 **Delegated Action**
Members were asked to note that there had been no delegation actions taken since the last committee meeting in September.

WS/18/052 **Restoring the Record**
Members received a short update from Cllr White on the Restoring the Record project.

Cllr Herschel advised that he had currently identified 4 footpaths in Flackwell Heath and after Christmas the information on the footpaths would be sent into Bucks County Council. Cllr White advised that there was one footpath in Loudwater however he had not yet completed any paperwork.

Cllr White re-iterated that no footpaths had been put forward by the Tylers Green ward.

WS/18/053 **Committee Projects**

1 Bus Shelters – Kingsmead Road, Loudwater
Members were asked to note that a meeting with Paul Goodwin from BCC Passenger Transport had taken place to discuss the possibility of Bucks County Council quoting for the supply and installation of the bus shelters. A quotation had been received however a financial breakdown of the quote would be requested.

2 Altona Road Cemetery - Extension Path
Members were asked to note that the approved works had been ordered and a start date from the contractor was currently awaited.

3 Cock Lane Cemetery – Standpipe Extension
Members were asked to note that the standpipe and pipe extension had been completed.

4 Cock Lane Picnic Area – Path to Council Offices
Members were asked to note that the approved work had been ordered and would be commence within the next couple of weeks.

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

5 Disabled Access to Bench – Queensmead Road

Members were asked to note that the approved works had been completed.

It was noted that a letter was to be sent to the contractor to thank them for an excellent job.

WS/18/054 Boundary Stone – Wycombe Heights Golf Club

Members were asked to note that the interpretation board for the boundary stone had been received and was ready for installation.

It was noted that Cllr White would arrange an official opening in spring to include an invitation to the local press.

WS/18/055 LED Footway Lighting

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

It was noted that there appeared to be a power supply issue in the St Hilda's/Glenmore Close and Churchill Close areas – SSE have been asked to attend. Cllr Herschel advised that he would contact a resident in St Hilda's Way to complete a log of when the lights were coming on and going off.

WS/18/056 Local Area Forum

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

WS/18/057 Community Payback Update

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

WS/18/058 Revive the Wye – Back Stream

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

Cllr Dodds advised that over the 3 days 4 groups of volunteers had taken part in the clearance work; members of Friends of the Wye, Revive the Wye, Loudwater Forum and St Peter's Church Loudwater. The volunteers had done a tremendous job and suggested that it would be good if the clearance could be repeated again next year to complete areas which could not be finished.

It was noted that a letter of thanks should be sent to Roger Wilding for co-ordinating the works.

WS/18/059 Cemeteries

1 Procedures and Paperwork

Members were asked to consider setting up a working party to review the parish council's procedures and paperwork following a request from a funeral director who felt that the parish council's paperwork was excessive.

It was RESOLVED that;

approval be given to setting up a cemetery procedures and paperwork working party to consist of; Cllr Dodds, Cllr Herschel and Cllr Kin.

2 Inscription

Members were 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.

Members were asked to consider the request made by the relative to not use the deceased's legal name.

***It was RESOLVED that;
approval be given to the use of the deceased's 'known as' name.***

WS/18/060 **Cock Lane – cremation plots**
Members were asked to consider the draft layout showing the potential number of plots on the lower section of the cemetery.

***It was RESOLVED that;
the working party for cemetery procedures and paperwork be tasked with preparing an alternative layout for the next committee meeting.***

WS/18/061 **Committee Finances**
Members were asked to note the committee's income and expenditure to Month 7 (October).

It was noted that currently the expenditure is below run rate however there are some large projects in the pipeline.

WS/18/062 **Committee Budget 2019/20**
Members were asked to bring ideas and suggestions to the meeting for the committee budget.

It was noted that members were asked to bring ideas to the next committee meeting.

WS/18/063 **Questions from committee members and the public**

- Cllr White highlighted a flooding issue along Kingsmead Road especially around Willow Way and School Way, there may well be a need for an additional drain in the road up from School Way.
This issue was to be put on Fix My Street again.
- Cllr Jordan advised of the poor pavements along Rayners Avenue.
Cllr Wood has contact Cllr Shakespeare and the pavements have been confirmed to be repaired within the next 12 months.

WS/18/064 **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 9685 and 9698 be signed and BACS payment to Payflow and direct debits to Barclays, Castle Water, Npower and Unicom be approved.***

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

Signed 

Dated 18 December 2018