

CHEPPING WYCOMBE PARISH COUNCIL LEISURE FACILITIES COMMITTEE

Minutes of meeting held on Thursday 22nd September 2011 commencing at 7.30pm
in the Council Chamber, Cock Lane, Tylers Green, Bucks HP10 8DS

UNCONFIRMED

Present:-	Cllr L Willis - Chairman	Cllr S Herron
	Cllr C Jordan - Vice Chairman	Cllr J Herschel (ex-officio)
	Cllr S Digby	Cllr D Onslow
	Cllr I Forbes	Cllr M Patel
	Cllr J Gurney	Cllr B Sadler

Other Members in attendance:- Cllr White.

Members of the public present:- Mr Davies (Flackwell Heath).

1. **Apologies for Absence.** None.

2. **Declarations of Members' Interests in Items on the Agenda.**

LFC11.017 - Cllr Forbes declared a personal and prejudicial interest in item 4b-ii - as he is an employee of Thames Water; Cllr Gurney declared a personal interest in item 4b-iv and 4d as he has been involved in both issues on a personal basis.

3. **Minutes of the previous meeting held on Thursday 26th May 2011.**

LFC11.017 – RESOLVED as a true record and duly signed by the Chairman.

4. **Sports Grounds.**

LFC11.018 - Report from Loudwater Bowls Club. Cllr Jordan had prepared a report on various items at the sports ground and the following was **NOTED**:-

- a) track to clubhouse - to be filled in and flattened and scalplings placed when available;
- b) footpath is greatly improved by our team and key now available, for better access;
- c) changing top car park to training pitch - not practical, as no lighting - therefore not to be progressed;
- d) changes for blue badge holders great improvement;
- e) new gate/barrier now delivered and will be installed in next few days and then combination lock can be re-used.

LFC11.019 - Consideration of position regarding Dereham's Lane sports ground. This was discussed in some detail and the following was **NOTED**:-

- a) Lease - the Clerk will follow up on this item.
- b) Water leak - Shelley Sharma from Thames Water is pursuing this matter - bills have been suspended, but need to be finalised.
- c) Electricity bill - the Clerk will follow up on the matter of the insurance claim and will finalise this matter with the club.
- d) Report on work completed under community payback scheme. It was **NOTED** that two footpaths had been cleared and made good and that the load of rubbish from the top car park had been removed, as well as some fly tipping on the top bridleway. There had been a request for a litter bin and, as this would be on WDC land, it was **AGREED** that the Clerk would ask WDC to supply a bin and arrange for it to be emptied regularly.

LFC11.020 - Update on meeting with Flackwell Heath minors. It was **NOTED** that Cllr Digby and Cllr Onslow would be the CWPC representatives and the Clerk was asked to find out the dates of their meetings, so that our representatives could attend.

LFC11.021 - Recommendation to re-form working party for Dereham's Lane. After a lengthy discussion it was **RESOLVED** that Cllrs Willis, Jordan, Digby, Gurney and White would form a working party to consider issues for the area including youth issues. Any items for consideration to be brought back to the Leisure Services Committee.

5. **Recreation Grounds and Parks.**

LFC11.022 - Consideration of adoption of The Pines play area at Tylers Green. This item was discussed in some detail and information given, which had been obtained from Wycombe District Council and it was **RESOLVED** not to proceed with the adoption of this play area.

LFC11.023 - Report on play areas within parish. It was **NOTED** that no further action had taken place with regard to the refurbishment of the play area at Tylers Green and it was **AGREED** that Cllr Herschel would follow up on this matter with the Tylers Green members.

6. Allotments.

LFC11.024 - Report on allotment inspections. The Chairman reported that he had inspected both allotment gardens with Cllr Digby and Cllr Herschel and non-compliance letters had been sent out to several tenants. It had been agreed that follow up inspections would be carried out, in order to keep the momentum going and to ensure that people who were not keeping their allotments to an acceptable standard would have to relinquish their plots. It was **RESOLVED** that the rules and regulations would be considered at the next committee meeting. Further **RESOLVED** that Cllr White be asked to provide an article for inclusion in the next newsletter on allotments and what grows well.

LFC11.025 - Report on best allotment competition. The Chairman, Cllr Digby and Cllr Herschel had inspected the allotment gardens and had found winners on both gardens, who will be invited to the Parish Meeting for their prizes to be awarded. Certificates of merit had also been allocated and sent to recipients.

LFC11.026 - Request from resident to consider work on 'shed' after clearance at Tylers Green allotment boundary. After some discussion it was **RESOLVED** that the resident be contacted and thanked for his donation of £150 towards the cost and that trellis and planting be placed in order to cover the side of the shed facing the properties.

7. Public Participation.

There were no questions from members of the public.

8. Questions by Members of the Council.

LFC11.027 - Cllr Onslow asked about the permit for the 2012 Cherry Fayre at Flackwell Heath and the Clerk informed him that, as this was not a simple re-issue, she was investigating the process and would let him know the outcome when a decision had been reached.

9. Committee Finances.

LFC11.028 - Cllr Forbes spoke to the report provided, which gave an indication of the situation as at the end of July 2011. Allotments rents had been billed but had yet to be received and nothing yet had been put in the ear marked reserves category. Cllr Herschel gave information on the rubbish removal at Ashley Drive allotments, which had been extensive, but is now complete.

10. Accounts for Payment.

LFC11.029 - It was **RESOLVED** to accept the accounts for payment, direct debits and payflow transfers and for the cheques to be signed - information to be attached to these minutes. Cllr Herschel declared an interest in the item for a padlock, which he had to purchase with regard to the incursion onto Dereham's Lane sports area and Cllr Forbes declared a personal and prejudicial interest in the payment to Thames Water, as he is an employee of that organisation.

11. Date of the next meeting.

The next meeting is scheduled for Thursday 24th November 2011.

There being no further business, the meeting closed at 9.20pm.

Signed Date

Pending expenditure transactions**21 September 11**

Cheque	Detail	Amount
7200	Adams & Page (new tyre for ride-on mower)	58.80
75	BALC (clerk training - Employment Law Update)	16.02
76	Big Mower Company (radiator screen ride-on mower)	77.65
	Big Mower Company (service small ride-on mower)	524.23
77	Briants (replacement chains for power saws x2)	56.57
	Briants (service Stihl chain saw)	77.46
	Briants (service Stihl chain saw)	148.95
78	Carrington Estates (licence fee for Oakwood Sept 2011 to Sept 2012)	1.00
79	Centrewire (height restrictors at Derehams & Green Dragon)	2,581.80
80	Chiltern Conservation Board (planning conference 2x delegates)	70.00
81	Christie, P (preparing and painting two bus shelters)	180.00
82	Foresight Project Management (office and lobby lighting)	2,228.92
83	Grange Security (remote reset of alarm)	18.00
84	Herschel, J (members purchases: padlocks, paint, small tools, etc)	381.43
85	Orange (Warden's mobile phone)	28.00
86	Peacock Tree Ecology (tree work in Kingswood)	3,315.00
87	P&TG Residents Society (Village Voice subscriptions x 13)	91.00
88	RPH Tree Services (Boundary Road rec - take down 2 trees)	320.00
89	Southern Electric (footpath lighting energy supply 2 August to 1 Sept)	796.57
	Southern Electric (Boundary Park standing charge June - Sept)	22.27
90	SSE Contracting (lighting maintenance charge for August)	1,489.34
	SSE Contracting (unpaid VAT on invoice 948917)	19.48
91	Spaldings (unpaid VAT)	6.60
92	TBS Hygiene (dog waste collection August)	316.80
93	Thames Water (Kingswood cemetery 9 June to 6 Sept)	10.17
	Thames Water (Loudwater cemetery 21 June to 8 Sept 2011)	12.97
	Thames Water (office, depot & wardens house 9 June to 13 Sept)	93.17
94	Three Counties Business Machines (1,540 photocopies August)	13.12
95	UPM Tillhill (management fee for quarter ending 30 Sept)	480.00
96	Viking (office stationery, noticeboard and towel dispenser)	271.24
DD	Unicom (office phone and fax line)	67.37
	Payflow - staff salaries (Sept)	7,727.02
97	HM Revenue & Customs (Tax & NI Sept 2011)	3,242.34
98	E. A' Court - accounting services	450.00
99	Clerical and Medical (member of staff AVC)	50.00
Total		25,243.29

We have compared the invoice details against the cheques, which agree, and therefore signed the cheques

Signed Signed Date