

CHEPPING WYCOMBE PARISH COUNCIL

WORKS, SERVICES AND PLANNING COMMITTEE

“Cherish the past, adorn the present, construct for the future”

AGENDA

THURSDAY 2 JUNE 2011

The meeting which is open to the press and public will commence at 7.30 pm at the Council Office, Cock Lane, Tylers Green, High Wycombe, Bucks. HP10 8DS

Members:

J Herschel **Chairman** (FH) (ex-officio)
D Onslow **Vice-Chairman** (FH)
J Bailey (FH)
C Dodds (L)
I Forbes (TG)

Ms J Johnson (TG)
C Jordan (L)
B Sadler (TG)
J White (L)
M Wilkes (FH)

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1 . APOLOGIES FOR ABSENCE:

At the date of agenda dispatch apologies for absence have been received from J Herschel (holiday).

2 . DECLARATIONS OF INTEREST:

To receive any declarations of interest relating to agenda Items.

3 . ST MARGARET’S CHURCH BOUNDARY WALL

4 . ST PETERS CHURCH BOUNDARY WALL AND FOOTWAY

5 . REPLACEMENT OF THE KINGSMEAD FOOTBRIDGE

6. REPAIRS TO DEPOT, OFFICES AND WARDEN’S HOUSE

7. FOOTPATHS AND REPLACEMENT OF STILES WITH GATES

8. NEW AND REPLACEMENT SIGNAGE

9. APPOINTMENT OF MEMBERS TO THE CEMETERY WORKING GROUP

10. PUBLIC PARTICIPATION

11. QUESTIONS BY MEMBERS OF THE COUNCIL

12. COMMITTEE FINANCES

13. ACCOUNTS FOR PAYMENT

Caroline Norris
Acting Clerk of the Council
23 May 2011

The committee is responsible for:

- Footpath lighting in the two lit wards of Loudwater and Flackwell Heath
- Management and maintenance of the three council-owned cemeteries:
 - Loudwater Cemetery at Altona Road
 - Garden of Rest, Hammersley Lane beside St Margaret's, Tylers Green
 - Kingswood Cemetery, Cock Lane, Tylers Green
- Maintenance of the closed graveyards and their boundary walls at St. Margaret's in Tylers Green and St Peter's in Loudwater
- Maintenance of the three parish war memorials, though not owned by us
- Maintenance of historic markers (milestones, boundary marks, etc.)
- Maintenance of council-owned bus shelters
- Maintenance of the council's offices, depot, and Warden's House
- Seats and benches on all council sites and on the public highway
- Parish paths, alongside Bucks CC Rights of Way Team
- Planning consultations: the parish is a statutory consultee and comments on applications on behalf of the wider community (the parish does not 'take sides' and affected neighbours should make their own separate comments)
- Improving the local environment: the committee is tasked with working with third parties for the benefit of the community:
 - Transport for Buckinghamshire
 - Wycombe District Council
 - Environment Agency
 - Chiltern Conservation Board
 - The Chiltern Society
 - Community ginger groups and societies concerned with environmental issues, e.g. Wycombe Wildlife, resident's groups and associations
- With the clerk and in consultation with chairmen of the other two service committees sets priorities for 'outside works' undertaken by the council's grounds team

AGENDA ITEM 3

ST MARGARET'S CHURCH BOUNDARY WALL – TO NOTE

As part of a planned two-year programme under a faculty issued by the Diocese maintenance of the Church Road boundary wall has been completed. This included taking out a disused gateway and replacement with a new brick and flint panel, together with rebuilding or pointing of panels along this frontage.

During this phase of maintenance the damaged wall and gateway on Hammersley Lane was rebuilt. This damage, caused by a vehicle collision, was funded from a successful insurance claim and to maintain visual continuity it was agreed that we should rebuild the adjacent gateway pier, to be funded from the Council's general reserve.

Phase two of the planned maintenance programme along the Hammersley Lane boundary wall is scheduled for this summer and will include the rebuilding of 3 panels at a cost of £1,250 each and the re-pointing of 5 other panels at a cost of £1,950 to prevent further deterioration and/or failure of their foundations. Total estimated cost is £5,700.

AGENDA ITEM 4

ST PETERS CHURCH BOUNDARY WALL AND FOOTWAY - TO NOTE

The construction of a replacement wall along a new line - taking advantage of this opportunity to enable widening of the adjacent pavement - has been completed. We are now awaiting the re-location of the lighting column by BCC/TfB and remaking of the adjacent footway. Funding of £3,000 to move the lighting column was agreed by the LCP from the Local Priorities Budget and rebuilding of the footway and kerbing was advised to us as coming from the general BCC Highways maintenance budget.

AGENDA ITEM 5

REPLACEMENT OF THE KINGSMEAD FOOTBRIDGE – TO NOTE

The footbridge over Marsh Brook (the 'back stream') opposite School Way in Loudwater has been completed. This footbridge was funded by a grant (estimated at over £16,000) from the BCC Local Priorities Budget through a successful bid by the council, supported by a local '100 Voices of Loudwater' petition organised by local members.

The bridge was officially opened by members of the school council of Loudwater Combined Junior School on Tuesday 17 May 2011.

The committee is asked to agree that letters of thanks are sent to TfB who managed the project on our behalf and to County Councillor Peter Cartwright who was instrumental in ensuring our grant application 'ticked all the boxes'.

AGENDA ITEM 6

REPAIRS TO DEPOT, OFFICES AND WARDEN'S HOUSE – TO NOTE

Repairs to the roof and rain drainage system at the depot are nearly complete. This will prevent further deterioration of the supporting timbers of the roof and water ingress to the workshop. While on-site the contractor has also made good and painted the barge boards and soffits to both the council office building and to the Warden's House. The exterior window frames of the depot are also being re-painted.

AGENDA ITEM 7

FOOTPATHS AND REPLACEMENT OF STILES WITH GATES – TO NOTE

Progress by Chiltern Rail in providing a new footbridge on FP21 – for which we are being paid a fee for access over our land - is making good progress. The bridge will enable walkers to avoid walking over the line at an unprotected, ground level crossing. As part of this project Chiltern Rail have also agreed to replace the two access stiles with gates. Because of representations made by this council and the co-operation of the landowners part of the route south of the new bridge is being diverted away from a steep bank and onto a new much more level route. This is major, once-in-lifetime improvement.

The committee is asked to agree that a letter of thanks is sent to the landowners acknowledging their public-spirited gesture. Also to Chiltern Rail for funding the improvements and to the Bucks CC Rights of Way Team for their positive involvement.

The council's successful programme of replacing stiles with gates continues to make steady progress and a full report will be presented to members at the next WS&P meeting.

AGENDA ITEM 8

NEW AND REPLACEMENT SIGNAGE –TO NOTE

The committee's major project over the next few years will be to replace damaged, missing and worn-out signage across the Council's estate. Members will be asked to assist by surveying local sites and considering suitable replacement signage.

AGENDA ITEM 9

APPOINTMENT OF MEMBERS TO THE CEMETERY WORKING GROUP

The previous council's Cemetery Improvements Working Group prepared a draft report that now needs to be reviewed before being considered by members of the committee and then by Council.

The committee are asked to appoint members to the working group, one member from each ward. The chairman and vice chairman of council are members ex-officio.

AGENDA ITEM 10

PUBLIC PARTICIPATION

Members of the public are permitted to make representations, ask and answer questions, as well give evidence in respect of any item of business included in the agenda. A fifteen minute period is permitted in total. If the Chairman of Council 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 Council meeting should approach the Clerk with this request as soon as possible.

Members of the Council are reminded that on occasion it is **not** in the public interest for the public and press to be present when discussion of tendering for work, legal or staff-related issues are considered. In that event a resolution giving reasons for their exclusion should be put and voted on. The outcome of the discussion forms part of the public minutes of the meeting.

AGENDA ITEM 11

QUESTIONS BY MEMBERS OF THE COUNCIL

At the time of agenda dispatch no questions from members have been received.

AGENDA ITEM 12

COMMITTEE FINANCES - TO NOTE

Attached is a copy of the detailed income and expenditure report for the Committee to the end of the 2010/11 financial year.

Members are asked to note the contents of the report and any updates by the Clerk.

Questions regarding the Committee's finances should be advised to the Clerk at least two days before the date of the meeting so that the information requested can be made available at the meeting.

AGENDA ITEM 13

ACCOUNTS FOR PAYMENT

Accounts for payment will be circulated at the meeting for the approval of Members.

Members are reminded to declare any personal or personal and prejudicial interests in any items submitted for payment.