

CHEPPING WYCOMBE PARISH COUNCIL WORKS, SERVICES AND PLANNING COMMITTEE

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

Minutes of the meeting held on Thursday 6th October 2011 commencing at 7.30pm
in the Council Chamber, Cock Lane, Tylers Green, Bucks HP10 8DS

UNCONFIRMED

Present:-	Cllr J Herschel - Chairman	Cllr C Jordon
	Cllr D Onslow - Vice Chairman	Cllr B Sadler
	Cllr J Bailey	Cllr J White
	Cllr C Dodds	Clerk: Mrs L Turner
	Cllr J Johnson	Assistant Clerk: Mrs S Thompson

Other Members in attendance:- Cllr Johncock.

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

1. **Apologies for Absence.** Cllr Forbes & Cllr Wilkes.
2. **Declarations of Members' Interests in Items on the Agenda.** None.
3. **Minutes of the previous meeting held on Thursday 2nd June 2011.**
WSP11.022 – RESOLVED as a true record and duly signed by the Chairman.
4. **Matters Arising.**
None.
5. **Recreation Grounds and Parks. St Margaret's Church boundary wall.**
WSP11.023 - Report on boundary wall and gate piers. Information was given to members and it was **RESOLVED** that the piers be replaced at a cost of £1900. It was **NOTED** that the Penn & Tylers Green Residents Society have been approached to assist with the funding and further contributions will be sought.
6. **Cemeteries.**
WSP11.024 - The Chairman gave information to members regarding the changes in regulations for out of parish burials from March of this year. It was **RESOLVED** to endorse the ending of these arrangements.
WSP11.025 - The Chairman gave information regarding the Hammersley Lane cemetery and that the Community Payback groups have started to 'make good' the area, paying particular attention to graves that have become overgrown. Some memorials are or have collapsed into the grave or need re-setting and we have been unsuccessful in tracing the memorial owners so that they can arrange for repairs to be made or other maintenance undertaken. The Chairman gave information on the procedure for declaring graves abandoned, which has been ongoing for ten years. It was then **RESOLVED** that graves and memorials in the report be considered abandoned, although continuing efforts will be made to trace family members.
WSP11.026 - The Chairman reported that the two sets of 50 year-old gates to the cemetery in Hammersley Lane are beyond economic repair and need replacement. Unfortunately they are both of different sizes and will need to be custom-made, off-the-shelf gates of the right size not being available. It was **RESOLVED** that the gates be replaced at an estimated cost of about £1,000 per set - and, other sources of funding be sought to help off-set the costs.
WSP11.027 - Loudwater Cemetery - members were reminded that the rough track above the lower entrance to the cemetery was made-up properly last year. However the lower section down to its junction with Altona Road has deteriorated significantly and it was **RESOLVED** that the road needs repair and that quotations be brought to the Finance & General Purposes Committee for consideration and funding, as this work will have to be completed before the bad weather starts.

7. Highways and Council Bus Shelters.

WSP11.028 - Report on highways issues and bus shelters. Information was given to members that the lighting column in the centre of the now widened footway outside the new boundary wall at St Peters Church, Loudwater, has been moved and Transport for Bucks (TfB) has advised that an order to re-set the granite kerbs and remake the surface has been raised, although they cannot confirm when the work will be completed.

WSP11.029 - It was **NOTED** that all the damaged winter grit bins have been replaced by TfB, although others may be identified by us and replaced in 2012.

WSP11.030 - It was **NOTED** that the council-owned bus shelters at Northern Woods, Flackwell Heath and at Widmer Pond in Tylers Green have been repaired as necessary and painted.

8. Traffic speed in Ray's Lane, Tylers Green.

WSP11.031 - Report on speeding traffic. The Chairman gave information to members regarding a residents' concern over speeding in Ray's Lane, Tylers Green with a request for an additional speed hump. The report provided by BCC and the Police was considered and it was **NOTED** that there is no indication that speeding is an issue in this vicinity. It was **RESOLVED** that no further action will be taken in this regard and the Clerk was asked to write to the resident informing him that, on BCC's advice, there will not be any humps placed in that location.

9. War Memorials.

WSP11.032 - Report on war memorials within Parish. Information was given to members that, during the winter months, the shrub bed behind the war memorial at Queensmead, Loudwater, will be re-made, providing an attractive stone base in front of the seat, which was replaced last year. Over the summer the posts supporting the chain railings were painted, and it was **AGREED** to obtain quotations for the names on the memorial to be cleaned and re-painted, with possible grants sought.

10. Graffiti.

WSP11.033 - Consideration and re-affirmation of the existing policy in respect of graffiti. **Members RESOLVED to re-affirm the existing policy in respect of graffiti, as follows:-**

- Graffiti on Council sites and property will be removed as quickly as is practicable, preferably within 48 hours of being reported to us, while it is still fresh and more easily removed;
- The Council will support residents in removing graffiti generally within the parish by providing suitable kits on loan, materials and paint;
- Where appropriate, the Council will plant bushes in front of vulnerable locations to make accessing blank walls and fences more difficult;
- Be active in reporting graffiti to other agencies and landowners so that they may take early action to remove graffiti from their property and public spaces;
- Will as a last resort and where it is practicable, take action to remove graffiti.

11. Repairs to depot, offices and Warden's house.

WSP11.034 - Members were given information, which was **NOTED**, regarding works completed at the depot, offices and Warden's house, as follows:-

- repairs to the roof and rain drainage system at the depot have finally been completed;
- windows, barge boards, door frames, fencing and metal railings have been painted;
- a replacement garage door is on order and will be completed in October;
- damaged light fixtures in the lobby, stairs, offices and toilets have been replaced using energy-efficient luminaires;
- non-working radiator thermostats in the offices, Council chamber and Wardens House have been replaced and, as well as a better working and living environment, this should result in reduced energy consumption;
- the WC in the depot has been replaced with a modern dual-flush system;
- a water-miser will be provided for the urinals in the office toilets.

It was **FURTHER NOTED** that quotations for re-furbishing the office staff kitchenette on the ground floor are being obtained.

12. Footway Lighting.

WSP11.035 - To consider issues on lighting in Parish. The Chairman gave information to members and it was **RESOLVED** that a further 11 lighting columns in Snakeley Close and in Boundary Park be returned to WDC.

WSP11.036 - It was **NOTED** that there are 5 lighting columns in Rayners Avenue above its junction with Robinson Road provided when the Wycombe Heights Golf course was built. Although there is no proof that the Parish Council ever formally adopted these columns, they appear to have been added to our list of maintained lights. It was **RESOLVED** to advise SEC to remove these columns from our lighting list as of 31st March 2012. BCC, WDC and the golf club to be advised of the Council's decision.

WSP11.037 - Replacement columns with LED lights - information was given that the cost of these is coming down and it was **AGREED** to accept the principle of making changes in the future and continue to seek information on LED and solar lighting as an alternative.

WSP11.038 - By agreement with SEC, replacement of those light fittings that contain asbestos was deferred but this will need to be started in the next year or so. It was **AGREED** to consider a LED trial in Sedgmoor Road, where all 13 luminaires will require replacing. Costs and further information to be brought back to committee for consideration before any order is placed, which is unlikely to be before early-2012.

WSP11.039 - The 11 lights at Oakwood in Flackwell Heath are also planned for renewal in the next few years and it was **AGREED** to obtain competitive quotes for their replacement in mid-2012.

13. Flackwell Heath - Student's planning project.

WSP11.040 - Cllr Johncock gave a presentation to members of a student's project for a rejuvenation of the centre of Flackwell Heath, which had been exhibited on the FHRA stand at the 2011 Cherry Fayre. The presentation was well received and it was **NOTED** that a development plan would be expensive to undertake and that there is a necessity to wait for the Localism Bill to become law, so that final details can be known. It was **NOTED** that the possibility of development on Abbey Barn South will need to be considered in detail to reduce any detrimental impact on the Parish.

14. Public Participation.

There were no members of the public present.

15. Questions by Members of the Council.

WSP11.041 - Cllr Onslow expressed concern about vehicle speeds on Treadaway Hill and on the London Road and asked if we could write to TfB requesting them to consider erecting 'remember its 30' advisory signs at these locations. This proposal was **AGREED**.

WSP11.042 - Cllr Dodds mentioned that the wide verge opposite Biffa on the London Road is in need of clearance as it is very overgrown with thistles and overhanging branches and it was **AGREED** that the Clerk would pass this on to the Community Gangs for action.

16. Committee Finances.

Information to be brought to the next meeting.

17. Accounts for Payment.

WSP11.043 - It was **RESOLVED** to accept the accounts for payment and for the cheques to be signed - details to be attached to these minutes.

Cllr Forbes declared a personal and prejudicial interest in the payment to Thames Water, as he is an employee of that organisation.

18. Date of the next meeting.

The next meeting is scheduled for Thursday 15th December 2011.

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

Signed Date

Chepping Wycombe Parish Council

Pending expenditure transactions**6 Oct 11**

Cheque	Detail	Amount
7201	R P Hawker - taking down dead trees at Boundary Park (re-issued cheque)	320.00
7202	BT - internet services 1 Sept - 30 Nov 2011	97.16
7204	Cellpipe - computer internet services on 21 Sept 2011	180.00
7205	PPG Architectural Coatings - paint for Ashley Drive Rec timber adventure trail	22.73
7206	Peacock Tree Ecology - taking down trees on Railway Land	780.00
7207	NTG Gough - servicing of office and wardens house gas boilers: 270.00	
	replace radiator valves, taps & urinal traps in office: 571.20	
	replace radiator valves in wardens house and anti-vacuum trap: 331.20	
	install wc toilet suite in depot: 216.00	1,388.40
7208	Parkers Dutch Bulbs - bulbs for Loudwater and Spring Lane	438.00
7209	Thames Water - cenotaph, Flackwell Heath: 4.59	
	allotments, Flackwell Heath: 300.53	305.12
7210	Shelley Signs - interpretation boards for all-ability path	2,118.00
7211	WDC - parish election expenses May 2011 (uncontested): 180.24	
	contested election costs - Loudwater May 2011: 3,043.84	3,224.08
7212	Petty Cash - to replenish float	198.69
7213	HM Revenue & Customs (Tax & NI - 2011)	1,418.54
7214	Wicksteed Leisure Ltd - replacement cradle seat & fixings for FH play area	196.60
7215	Southern Electric Contracting - street lighting maintenance: 1489.34	
	install column at Oakwood - FH: 509.95	2,080.29
7216	Briants of Risborough Ltd - 3 wheelbarrows for probationers	100.62
7217	Country Supplies - Type 1 for Derehams steps, post-mix cement, boots,	
	gravel board for bus shelter repairs/topsoil for HL cemetery	660.29
Total £		13,528.52

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

Signed Signed
Date