

CHEPPING WYCOMBE PARISH COUNCIL

Report of the Council meeting to be held on Thursday 15 October 2020 at **7pm via Microsoft Teams**
Under the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (4 April 2020) allowing Local Authorities flexibility to hold meetings at a time, day and frequency to suit their own needs, without the requirement for further notice.

The meeting is open to members of the public and press

Present:

Cllr K Wood – Chairman	Cllr R Wilks
Cllr L Willis - Vice-chairman	Cllr M Wilkes
Cllr C Jordan	Cllr S Digby
Cllr A Barron	Cllr H Darch
Cllr I Forbes	Cllr C Dodds
Cllr J White	Cllr D Johncock
Cllr S Herron	Cllr J Herschel

Also present: Mr G Christie (CWPC Warden)

FC/20/036 **Apologies for Absence**
Cllr Gurney was absent from the meeting due to a technical issue with TEAMS

FC/20/037 **Declarations of Interest and Code of Conduct**
There were none.

FC/20/038 **Council Minutes**
It was RESOLVED that;
the minutes of the Council meeting held on Thursday 9 July 2020 be approved as an accurate record of the meeting.

FC/20/039 **Open Spaces Committee**
OS/20/004 3 Fencing to Scout Hut boundary
Cllr Willis advised that the fencing had been completed.
It was RESOLVED that;
the report from the Committee meeting held on Tuesday 25 August 2020 be approved.

FC/20/040 **Work & Services Committee**
WS/20/004 2 Bus shelters & 3 Depot Roof
Cllr Dodds advised that both projects were progressing.
It was RESOLVED that;
the report from the Committee meeting held on Thursday 10 September 2020 be approved.

FC/20/041 **Finance & General Purposes Committee**
FGP/20/005 Legal 1 Flackwell Heath Scouts – Foul Water Treatment Plant
Cllr Forbes advised that the Scouts were taking responsibility for the works during and going forward.
A reminder was given to committee chairman that in the next cycle the budget for the next financial year and EMRs would need to be reviewed and agreed.
It was RESOLVED that;
the report from the Committee meeting held on Thursday 24 September 2020 be approved.

FC/20/042 **Planning Meetings**
It was RESOLVED that;
the reports of the Planning Meetings held on Tuesday 14 July 2020, Tuesday 28 July 2020, Tuesday 11 August 2020, Tuesday 25 August 2020, Tuesday 8 September 2020, Tuesday 22 September 2020 and Tuesday 10 October 2020 be approved.

FC/20/043

Policies and procedures

Council was asked to consider the recommendation from the Finance & General Purposes Committee to adopt the following policies.

1 Disciplinary & Grievance Policy

It was RESOLVED that;

the Disciplinary & Grievance Policy be approved for re-adoption with the addition of the version control and date information.

2 Equality & Diversity Policy

It was RESOLVED that;

the Equality & Diversity Policy be approved for adoption.

3 Lone Working Policy

It was RESOLVED that;

The Lone Working Policy be approved for adoption.

Council was asked to note that a Lone Working Risk Assessment would be reviewed at the next Finance & General Purposes Committee meeting in November.

Council was also asked to note that a further policy – Harassment & Bullying would be brought to a future meeting for consideration.

FC/20/044

Virement from the General Reserve

Straight Bit Recreation Ground

Council was asked to consider the recommendation from the Open Spaces Committee to vire £16,530 from the general reserve to allow the replacement of the play surface under the large tower at the above site. The surface had been patch repaired over the last two years, however there was now considerable shrinkage causing trip hazards. Due to the vandalism of the surface the guarantee was now void.

It was noted that a further quote was being obtained the amount above being the lesser of the two quotes already received.

It was RESOLVED that;

A virement of up to £16,530 be approved from the general reserve to cover the cost of the repair to the play surface.

FC/20/045

Drones

Council was asked to consider a request to fly a drone at the Green Dragon Recreation Ground.

It was RESOLVED that;

The request to fly a drone at the Green Dragon Recreation Ground be denied.

FC/20/046

Trees

1 Boundary of Mobile Home Park/Rayners Avenue, Loudwater

Council was asked to note this issue brought to their attention by Cllr Jordan. The trees on the above boundary have grown extremely tall and are now causing concern to the residents. The trees were part of the Wycombe Woodland Project undertaken by the Chiltern Rangers, however, there had been no work undertaken on them for several years.

2 Magpie Wood Lot 2

Council was also asked to note that the trees at the above site that border the footpath running up Rayners Avenue are now also extremely tall.

7.26pm Cllr Darch joined the meeting and apologised for his late attendance.

FC/20/047

Community Board

Council was asked to note that a bid for funding to create dementia friendly villages within the parish was successful. Council was asked to approve a match funding amount of £700.00 with a view to printing leaflets, purchasing roll up banners etc to promote this project.

It was RESOLVED that;

the sum of £700.00 be approved as matched funding for the dementia friendly villages project in conjunction with the Community Board.

In light of the application process for projects via the Community Board, council was asked to consider a budget line with an amount which could be used as matched funding for council approved projects.

It was RESOLVED that;

an initial sum of £5,000 would be vired from the general reserve to cover approved matched funding projects. The budget line would be an EMR – Community Board.

Council received a verbal report from Cllr Barron our Community Board representative.

FC/20/048

Council Priorities

Members were asked to bring to the meeting suggestions for the Council's priorities going forward. Members were asked to note the current list.

The following suggestions were made at the meeting;

- Support walking and cycling
- Gates to stiles
- Footpath signage
- Idling engines – produce signs – this could be a Community Board initiative.

FC/20/049

Questions by Members of the Council

- Cllr Jordan advised that the road surface on Rayners Avenue had still not been improved.
Cllr Wood advised that she was still waiting for an update on progress.
- Cllr Jordan advised that there was a parking problem under the railway bridge on the left-hand side of Rayners Avenue as you approach the London Road. He had seen up to 11 vehicles parked. He would take some photographs and send them into the office.
- Cllr Jordan asked about the Remembrance Day services.
These would be virtual services as due to the COVID 19 situation parades and public gatherings were not being encouraged.
Cllr D Johncock advised that he would be taping the service which would then be uploaded onto a social media platform.

FC/20/050

Public Participation

There were no members of the public present.

FC/20/051

Accounts for Payment

Accounts for payment were circulated for councillors to note. Cheque numbers 10298 to 10308 were noted as being checked and signed by Cllr Jordan and Cllr Willis along with direct debits to EE, Shell (Fuel Card Services) and SSE.

The chairman thanked members for their attendance and closed the meeting at 8.12pm

Signed: 

Dated: 17 December 2020

Pending expenditure transactions

6-Oct-20

PO	Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
	10298	AE920/2020	Active Enviropest	Routine Rodent Inspection	40.00	0.00	
x	10298	AE937/2020	Active Enviropest	Treatment of wasps nest - Kings Wood	45.00	0.00	85.00
	10299	410614	Clarify Copiers Ltd	Copy charges - September	39.97	7.99	47.96
	10300	7332	Clarke & Allen Gardeners Ltd	Trimax Roller - repair	132.39	26.48	158.87
x	10301	9391	Clear-Up Skips	12 yd skip - depot	320.00	64.00	384.00
	10302	311556	Greentech Ltd	Steel Fixing U Pins	61.00	12.20	73.20
x	10303	202401	Fleet (Line Markers) Ltd	White line marking paint	112.40	22.48	134.88
x	10304	711717	Motorbelle Ltd	Isuzu - repairs	100.00	476.92	576.92
x	10305	15906	Penn Landscapes Limited	Footpath works - New Rd entrance to Back Common	1,590.00	318.00	1,908.00
	10306	19273	Scoop Doty Dog Ltd	Dog litter bins - September	469.00	0.00	469.00
	10307	2010049	Triumph Technologies Ltd	Microsoft Sharepoint, Enterprise, Audio Conferencing - Oct	58.20	11.64	69.84
	10308	36096260920	Wren Davis Ltd	Milk delivery - September	13.50	0.00	13.50
	DD	V0179772716	EE	Warden's mobile phone	17.67	3.53	21.20
	DD	3601135	Shell (Fuel Card Services)	Vehicle Fuel - Sept	196.27	39.25	235.52
	DD		SSE	Footway lighting - September	537.67	81.21	618.88
					3,733.07	1,063.71	4,796.78

Income received since last committee meeting over £500.00

CR	HMRC	VAT Reclaim - August	1,393.16	0.00	1,393.16
CR		Allotment renewals	3,614.00	0.00	3,614.00
CR		Burial	600.00	0.00	600.00
			5,607.16	0.00	5,607.16

Signed: C D Jordan

Signed: *C D Jordan*

Date: 7 Oct - 2020

Date: 7/10/20

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