CHEPPING WYCOMBE PARISH COUNCIL

Report of the Open Spaces committee meeting held on Tuesday 27 October 2020 at *7*pm 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 L Willis (Chairman)	Cllr I Forbes
	Cllr L Johncock (Vice-chairman)	Cllr C Jordan
	Cllr J Gurney	Cllr S Digby
	Cllr M Wilkes	Cllr K Wood
	Cllr S Herron	Cllr B Kin

Also present: Cllr A Barron, Cllr D Johncock, Mr G Christie (CWPC Warden), three Tylers Green residents**.**

OS/20/014 **Apologies for absence**
No apologies were received, all members of the committee were present.

OS/20/015 **Declarations of members' interests in Items on the agenda**
There were none.

OS/20/016 **Delegated Actions**
Members were asked to note that since the last committee meeting in August the following delegated actions had been taken:

Repair to the cable runway at Ashley Drive Recreation Ground	£823.00
Repair to pirate ship at Straight Bit Recreation Ground	£504.00

OS/20/017 **Allotments**
Members were asked to note that all plots on both sites had been offered to people on the waiting list and there were still 10 people on the waiting list.

OS/20/018 **Tylers Green Common**

1 Track 4

Members were asked to note that a site meeting with the contractor on site had been arranged for Friday 30 October to further discuss options for the track.

It was noted that the works would only proceed with contributions from residents of the track and a substantial draw down from the general reserve.

2 Track 2 (highlighted red)

Members were asked to note that following several requests for the track surface to be repaired a temporary solution to the potholes was been undertaken; the surplus stone from the Cock Lane Cemetery path renewal was being used.

Members were asked to consider one of the quotes for a more substantial repair to the track to include dig down to bottom of potholes, re-grading the track down towards the verge away from the houses, to re-lay and compact the base, lay flint shingle and compact, in addition 2 granite sett sleeping policemen to assist any surface water to be channelled into the verge.

It was RESOLVED that;
no decision would be made on a more permanent solution until contributions from residents towards the costs had been received.

3 Rays Lane Drain Diversion

Members were asked to note that the work to the drain in Rays Lane was needing improvement. The original work to assist with the removal of surface water from the Lane included a pipe to take the water away, however in the event of heavy rain this pipe was causing flooding to a resident's garden, blowing through a banked flowerbed.

Members were asked to note that diversion works had been ordered in the sum of £990.00 to correct the issue.

7.26pm Two Tylers Green residents left the meeting

OS/20/019 **Tree works**

Members were asked to consider quotes for the following tree works;

Railway Land – emergency removal of Ash trees along the western section (all trees being removed have Ash Die Back)

It was RESOLVED that;
Quote B in the sum of £8,333.33 be approved.

Railway Land – Sycamore leaning towards property – remove branch

It was RESOLVED that;
Quote B in the sum of £450.00 be approved.

OS/20/020 **King's Wood – Totteridge side and along the bridleway from Cock Lane to 15 Ways Car Park**

Members were advised that emergency tree works were required to the Ash trees at the above-mentioned sites, all the Ash trees have Ash Die Back and would become dangerous. Unfortunately, due to COVID 19 one of our usual contractors had not been able to quote. The single quote received for the above works totals £7,200.00.

Members were asked to consider the above works as a single tender action.

It was RESOLVED that;
the quote in the sum of £7,200.00 be approved; expenditure to be taken from the King's Wood Earmarked Reserve.

7.35pm the last TG resident left the meeting.

OS/20/021 **Playground Updates**

Members were asked to receive updates from the working parties.

1 Ashley Drive Recreation Ground

Members were asked to note that a further quote for the bow top fencing for the play area had been received in the sum of £12,860 some £7k lower than the first quotation received. This would be taken to the Community Board as a matched funding project.

2 Straight Bit Recreation Ground

Members were asked to consider whether to obtain quotes for bow top fencing for the above site. Members were asked to note that once the fencing was in place no further equipment could be added.

It was RESOLVED that;
The clerk be asked to obtain bow top fencing quotes.

It was noted that the clerk was asked to set up a TEAMS meeting for the Flackwell Heath Play Area Sub-group.

3 Play Inspection Report

Members were asked to note that all four play areas were inspected in September. The only Moderate Risk highlighted on the inspection was the cable runway at Ashley Drive Recreation Ground and the works had already been ordered to make safe.

OS/20/022 **Dog Waste Bins**

Members were asked to receive a short report following the dog bin survey undertaken by Cllr L Johncock and Cllr S Digby.

Members were reminded that each bin costs £190.00 and collection per week is £3.35/trip (for one collection per week the annual amount is £174.20.

The clerk was asked to investigate the possibility of obtaining 'soft close' bin lids for the dog bins.

Members were also asked to consider an appeal made against their decision not to move the dog bin on the Fire Ride, Tylers Green. Members were reminded of the initial request and resolution from the last committee meeting in August.

It was RESOLVED that;
the original decision not to move the bin would still stand.

OS/20/022 **Orchard Green Hedge Project**

Members were asked to approve the quote for the final phase of the hedge project;

Hedge removal	£4,105.00 (contractor who has done all the previous hedge removal)
Hedge species	£7,000.00 (from the usual supplier)
Holly infill	£600.00 (from the usual supplier)
Fencing Post & Rail	£1,000.00 (contractor who has done all the previous fencing)

Members were reminded that this last section is the longest totalling 56 metres.

It was RESOLVED that;
in the first instance, the hedging in the sum of £7,000.00 be approved and ordered. The rest of the project, hedge removal, holly infill and fencing to follow at a later date following full council approval of the committee budget project line.

OS/20/023 **Derehams Lane Recreation Ground – redevelopment**

Members were asked to consider making the pavilion on the site a priority for replacement. Members were asked to review its current use as a nursery Monday – Friday term time and football club changing facility (COVID 19 dependent) at the weekend. There are currently 4 clubs using the pitches (3 senior and 1 junior).

It was RESOLVED that;
a plan should be developed for the site along with a business plan so that grants or a loan could be obtained.

OS/20/024 **Magpie Wood**

Members were asked to approve the quote received for the continuation of the fence work already undertaken in the wood. This section of fencing would complete the boundary with properties on Robinson Road. Quote in the sum of £1,750.

It was RESOLVED that;
the quote for the fencing works be approved.

OS/20/025 **Committee Finances**

Members were asked to note the committee income and expenditure to Period 6 (September).

OS/20/026 **Draft Committee Budget 2021/22 and EMRs**

Members were asked to review the draft committee budget with a view prior to taking it to the Finance & General Purposes committee meeting in November. No adjustments were made.

OS/20/027 **Questions from committee members and the public**

Cllr Jordan advised that he had planted the bluebell bulbs in Magpie Wood with the assistance of Mr Turnock.
Cllr D Johncock thanked Cllr Jordan for all his work in the wood and this was unanimously supported by the committee.

OS/20/028 **Accounts for payment**

Accounts for payment were circulated prior at the meeting for councillors to note.
It was RESOLVED that;
the accounts for payment be approved and cheques numbered 10309 to 10322 be signed and that the BACS payment to Payflow and direct debits to Barclays, E-ON, Salix Finance and Unicom be approved for payment.

Date and time of next meeting to be confirmed

Dated: Katrina SA Wood Dated: 17 December 2020

Chepping Wycombe Parish Council

Pending expenditure transactions 20-Oct-20

PO	Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
x	10309	1100	A Ellis Tree Surgery LTD	Tree works to Ash trees on Back Common	650.00	130.00	780.00
	10310	AE961/2020	Active Enviropest	Routine Rodent Inspection - October	40.00	0.00	40.00
x	10311	1491	Collison Tree Care Ltd	Fell Ash on Kings Wood bounday to Totteridge Common	400.00	80.00	
x	10311	1492	Collison Tree Care Ltd	Cut back and dead wood Ash tree on Railway Lane	400.00	80.00	
x	10311	1493	Collison Tree Care Ltd	Remove 2 Sycamore & 1 Cherry - Straight Bit Rec Ground	900.00	180.00	
x	10311	1494	Collison Tree Care Ltd	Work to Norway Maple on Beechwood Gardens	750.00	150.00	2,940.00
x	10312	10863	Davies Brothers Nursery Ltd	300 mixed Primrose - war memorial	250.00	50.00	300.00
x	10313	344681	Country Supplies	Grade A Top Soil - Ashley Drive Play Area	18.42	3.68	22.10
x	10314	210516	George Browns Ltd	Flails, bolts and bushes for Trimax Flail Deck	438.32	87.66	525.98
x	10315	95351	Landscape Supply Company	Hand wipes/sanitiser	119.40	23.88	143.28
x	10316	40310	Penn Motor Company Ltd	MOT - Isuzu Pick Up	48.85	0.00	48.85
	10317	316607590037	SSE	Front Common Supply July - Oct	46.37	2.31	48.68
	10318	6312017	Tilhill Forestry Ltd	Management Fee for period ending 30 Sept 2020	487.50	97.50	585.00
x	10319	1098045378	Trade UK (B&Q)	Hammerite paint & brushes - FH Community Centre	80.00	16.00	
x	10319	1099801036	Trade UK (B&Q)	Paint - FH Community Centre	33.33	6.67	
x	10319	1101041145	Trade UK (B&Q)	Paint - FH Community Centre	66.67	13.33	216.00
	10320	2010436	Triumph Technologies Ltd	Reconditioned laptop for warden	489.00	97.80	586.80
x	10321	114567	Viking	Stationery	40.35	8.07	48.42
x	10322	1119	A Ellis Tree Surgery LTD	Tree works on Old Railway Line, Loudwater	1,800.00	360.00	2,160.00
			Barclays	Bank Charges August - September	40.23	0.00	
			Barclays	Loyalty Reward August - September	-6.85	0.00	33.38
	BACS		Barclays Payflow	Salaries & Pensions - Oct	10,857.03	0.00	10,857.03
	DD	H18F7E0B53	E-ON	Gas - Council Offices - September	41.53	2.08	43.61
	DD	12303255	Unicom	Landline charges - October	125.72	25.14	150.86
	DD		Salix Finance	LED Lighting Loan	7,592.40	0.00	7,592.40
					25,708.27	**1,414.13**	**27,122.40**

Income received since last committee meeting over £500.00

	CR		Allotment renewals	910.00	0.00	910.00
	CR		Burial	665.00	0.00	665.00
	CR	Buckinghamshire Council	2nd half of precept	177,761.39	0.00	177,761.39
				179,336.39	**0.00**	**179,336.39**

Signed: .... Signed: ....

Date: 28.10.20 Date: 28.10.20

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