CHEPPING WYCOMBE PARISH COUNCIL

Report of the Open Spaces Committee meeting held on **Tuesday 12 January 2021** 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 was open to members of the public and press

Present:
Cllr L Willis (Chairman)
Cllr L Johncock (Vice-chairman)
Cllr J Gurney
Cllr K Wood
Cllr B Kin
Cllr I Forbes
Cllr C Jordan
Cllr M Wilkes
Cllr S Herron

Also present: Cllr A Barron, Cllr R Wilks, Cllr D Johncock and Mr G Christie (CWPC Warden)

OS/20/029 **Apologies for absence**
Apologies for absence were received and approved from Cllr S Digby (ill) and Cllr J Herschel.

OS/20/030 **Declarations of members' interests in Items on the agenda**
There were none.

OS/20/031 **Delegated Actions**
Members were asked to note that since the last committee meeting in October no delegated actions had been taken.

OS/20/032 **Allotments**
Members were asked to note that there was only one vacant full plot and that is at Ashley Drive.

All plots on both sites have been offered to people on the waiting list however there are still 9 people on the waiting list; 3 for Ashley Drive all looking for half plots and 6 for Chapel Road.

Tylers Green Common
1. Track 4
Members were asked to note that following a site meeting with the contractor a further quotation had been received for the main track excluding any driveways. Members were asked to consider the quotation with a view to making a decision on how the project should now proceed. Members were reminded that any project of £25,000 upwards would need to go out to formal tender on the Government's Contract Finder website.

It was RESOLVED that;
The project should be put on hold for the moment. The exceptions on the quotation were numerous and could therefore be costly. The cost of the quote was already in excess of the recommended level before going out to formal tender.

It was noted that a further attempt to contact the Waste Team be made now that the new contractor had settled in; to ask for a smaller waste lorry to be use on the track.

2. Rays Lane Drain Diversion
Members were asked to note that the work to the drain in Rays Lane had been completed.

OS/20/033 **Tree works**
1 Railway Land
Members were asked to note that the works to remove the Ash along the western section of the site and the leaning sycamore, approved at the last committee meeting, started on 4 January and was now complete.

2 King's Wood –15 Ways Car Park to the Beech Tree Public House
Emergency tree works are required to the Ash trees at the above-mentioned site, all the Ash trees (approximately 20) have Ash Die Back and will become dangerous.

Members were asked to consider one of the quotations received.

It was RESOLVED that;
Quote A in the sum of £2,925.00 be approved and the works ordered.

OS/20/034 **Playground Updates**

Members were asked to receive updates from the working parties.

1 Ashley Drive Recreation Ground

Members were asked to note that following the full Council meeting in December it was agreed that CiL monies could be used for the bow top fencing for the play area. Members were now asked to approve the quotation received in the sum of £12,860.00 which was £7k lower than the original quotation received.

It was RESOLVED that;
The quote in the sum of £12,860 be approved and the works ordered.

2 Straight Bit Recreation Ground

Following a Playground Working Party meeting, quotations had been received for a DDA compliant roundabout for inclusion at the above site. Members were asked to consider one of the quotations for recommendation to full Council for approval of funds to be released from the General Reserve.

It was RESOLVED that;
Quote A in the sum of £12,778.88 be approved and a recommendation be taken to full Council for the release of funds from the General Reserve.

Members were asked to note that the cost of the fencing for the area would be in the region of £16,000 this would include 2 soft close gates. The fencing would be the next phase of the project closely followed by a possible zip line.

It was noted that a recommendation would also be taken to full Council for the release of funds from the General Reserve to cover the cost of the fencing.

OS/20/035 **Dog Waste Bins**

At the last committee meeting the clerk was asked to investigate the possibility of a soft close lid for the dog bins. It appears that these do not exist, however the company concerned offered a solution by way of a window gasket that could be purchased and installed by our team.

OS/20/036 **Orchard Green Hedge Project**

Members were asked to note that the hedging for the project had been ordered as approved at the last committee meeting however the start has been delayed due to furlough arrangements made by the contractor.

OS/20/037 **Derehams Lane Recreation Ground – redevelopment**

Members were asked to note that a site meeting took place with a contractor in the last week of November to discuss possible workable options for the replacement of the pavilion. It is hoped that by the next committee meeting a design board will be available for further consideration and discussion.

OS/20/038 **Magpie Wood**

Members were asked to note that the owner of LOT 2 appears to be removing trees from the wood. Cllr Jordan has brought this to the attention of the office, being concerned that there is a current project to preserve woodland and the small wood could be clear felled with no replanting in sight.

It was noted that Cllr Jordan would keep an eye on the wood and report back periodically to the committee.

OS/20/039 **Community Board**

Members were asked to consider the option of involving the Chiltern Rangers in the upkeep of the Community Orchard at Derehams Lane Recreation Ground. The Chiltern Rangers have been involved in such projects with local schools via funding from the Community Board.

It was RESOLVED that;
The Chiltern Rangers would be approached to become involved in the upkeep of the orchard in conjunction with local schools.

OS/20/40 **Committee Finances**

Members were asked to note the committee income and expenditure to Period 8 (November). It was noted that income was lower than normal at this stage in the year.

OS/20/41 **Questions from committee members and the public**

Mr Christie ask how the collection of cups from Costa in Flackwell Heath and JJs in Tylers Green should be dealt with – should a petition be raised to the local MP for a tax to be placed on the cups to help with the cost of clearing them up.

It was suggested that someone should speak with the owner of JJs in Tylers Green.

Cllr Herron offered to re-instate the Sunday litter pick on the Common if that would help.

Cllr Forbes asked about the removal of the fallen tree on the Fire Ride in Tylers Green and the Oak that had fallen over the bridge in King's Wood.

The tree on the Fire Ride had been removed the Oak would need major lifting equipment so the ground would need to dry out.

OS/20/042 **Accounts for payment**

Accounts for payment were sent via email prior to the meeting for consideration and approved as attached, dated 18 December 2020 and 5 January 2021.

The chairman thanked members for their attendance and closed the meeting at 8.02pm

Date and time of next meeting: Tuesday 9 March 2021 @ 7pm via TEAMS

Signed: Katrina S A Wood Dated 25 February 2021

Chepping Wycombe Parish Council

Pending expenditure transactions

18-Dec-20

PO	Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
x	10369	94318	Viking	Stationery	1,040.18	162.94	
x		100670	Viking	Envelopes	21.99	4.40	
x		169463	Viking	Monitor CJ	119.00	23.80	
x		355724	Viking	Stationery	29.99	0.00	
x		449801	Viking	Monitor CCTV	109.00	21.80	
		184869	Viking	Credit 94318	-519.80	-103.96	
		460478	Viking	Credit 94318	-63.98	-12.80	
		6637035	Viking	Overpayment	-167.34	0.00	665.22
	10370	200856	GDT Fire Extinguishers Ltd	Service Derehams - Fire Alarms	35.00	7.00	
		200855	GDT Fire Extinguishers Ltd	Service Office/Depot - Fire Alarms	75.00	15.00	132.00
	10371	20573	Wingrove Media	Hosting 20/21	60.00	0.00	
		20029	Wingrove Media	Interim Website payment	1,500.00	0.00	1,560.00
					2,239.04	**118.18**	**2,357.22**

Income received since last committee meeting over £500.00

				0.00	**0.00**	**0.00**

Signed: ....Sanford....

Date: ....18/12/2020....

Signed: ....C D Jordan....

Date: ....18-12-20....

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

Chepping Wycombe Parish Council

Pending expenditure transactions 5-Jan-21

PO	Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
	10372	AE1028/2020	Active Enviropest	Routine Rodent Inspection - Dec	40.00	0.00	40.00
	10373	414639	Clarity Copiers Ltd	Copy charges - Dec	32.94	6.59	39.53
x	10374	9557	Clear-Up Skips	4 yd skip - Straight Bit Rec Ground	160.00	32.00	192.00
x	10375	351346	Country Supplies	Postcrete x 10 bags, wooden pegs x 20	39.50	7.90	47.40
x	10376	EA33801	Earth Anchors Ltd	Anchor required for installation of bin	60.95	12.19	73.14
	10377	GV15	FHCA	Subscription to Grapevine	85.00	0.00	85.00
	10378	12167/20	Gough Contractors Ltd	Supply & fit new radiator	210.00	42.00	252.00
	10379	6106487	The Security Network Ltd	Annual charge for monitoring & servicing security system	584.40	116.88	701.28
	10380		HMRC	Tax and NI - December	4,793.57	0.00	4,793.57
	10381	19328	Scoop Dotty Dog Ltd	Dog bin collection - Dec	469.00	0.00	469.00
	10382	6312204	Tilhill Forestry Ltd	Forest Management Oct - Dec	487.50	97.50	585.00
x	10383	1116002531	Trade UK (B&Q)	Soft sand x 4 - Front Common	6.17	1.23	7.40
x	10384	1112831495	Trade UK (Screwfix)	Grit bin	249.99	50.00	299.99
	10385	801630	UK Safety Management Ltd	Electrical Appliance Testing	171.99	34.40	206.39
	DD		Barclays	Bank Charges Oct - Nov	45.92		
			Barclays	Loyalty reward Oct - Nov	-5.99	0.00	39.93
	BACS		Barclays Payflow	Salaries & Pensions - Dec	14,465.98	0.00	14,465.98
	DD	Q052KG	BT	Line rental & broadband Dec - Feb	142.80	28.56	171.36
	DD	3008903	Castle Water	Ashley Drive Allotments Oct - Mar	126.37	0.00	126.37
	DD	V01827559313	EE	Warden's mobile phone - Dec	17.67	3.53	21.20
	DD	H194C5DF7E	E-ON	Gas - Council Offices Nov - Dec	219.75	43.95	263.70
	DD	68438/2021	Grenkeleasing Ltd	Photocopier rental Jan - Mar	99.00	19.80	118.80
	DD	12400792	Unicom	Landline charges - Dec	92.89	18.58	111.47
					22,595.40	**515.11**	**23,110.51**

Income received since last committee meeting over £500.00

				Detail	Net	VAT	Amount
				Burials	863.00	0.00	863.00
		Little Buddies		Sunnydays - pavilion hire Nov	567.00	0.00	567.00
				Burials	2,128.67	0.00	2,128.67
				VAT Reclaim	3,746.39	0.00	3,746.39
				Burials	1,349.50	0.00	1,349.50
					8,654.56	**0.00**	**8,654.56**

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

Date: 8.1.21 Date: 8-1-21

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