

CHEPPING WYCOMBE PARISH COUNCIL

Report of the council meeting to be held on **Thursday 29 April 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 K Wood – Chairman	Cllr R Wilks
	Cllr L Willis - Vice-chairman	Cllr M Wilkes
	Cllr C Jordan	Cllr J Herschel
	Cllr A Barron	Cllr H Darch (<i>Late arrival</i>)
	Cllr I Forbes	Cllr C Dodds
	Cllr J White	Cllr D Johncock
	Cllr S Herron	Cllr L Johncock
	Cllr J Gurney	Cllr B Kin
	Cllr S Digby	

FC/20/087 **Apologies for Absence**
Cllr Digby gave a belated apology for not attending the previous Council meeting on 27 February 2021.

FC/20/088 **Declarations of Interest and Code of Conduct**
Cllr Wilkes declared an interest in agenda item 14 – expenses cheque.

FC/20/089 **Council Minutes**
FC/20/072 Hazlemere Neighbourhood Plan – it was noted that no contact had been made since the last Council meeting in February e and therefore no action or progress could be advised. The Clerk was asked to contact Hazlemere PC for an update.
FC/20/055 King's Wood car park – it was noted that there was no further movement of the car park issue.
FC/20/084 Questions by Members of the Council – trees in Rayners Close, Loudwater the Clerk advised that she was awaiting a response relating to the ownership of the trees.

It was RESOLVED that;

The minutes of the Council meeting held on Thursday 25 February 2021 be approved as an accurate record.

FC/20/090 **Open Spaces Committee**
It was RESOLVED that;
The report from the Committee meeting held on Tuesday 9 March 2021 be approved.

FC/20/091 **Work & Services Committee**
WS/20/039 3 Depot Roof – it was noted that there was no further interest from the original contractors.
WS/20/042 War Memorial – Flackwell Heath – Cllr Herschel advised that the parish council had not taken responsibility for the planting at the war memorial. Also, that there was intended to be a meeting to discuss future maintenance. Cllr D Johncock advised that the meeting has taken place.

Cll Herschel was extremely disappointed that he had not been invited to the meeting and advised that the meeting was unofficial.

It was RESOLVED that;

the report from the Committee meeting held on Thursday 25 March 2021 be approved.

- FC/20/092 **Finance & General Purposes Committee**
It was noted that most areas of interest were on the Council agenda.
- It was RESOLVED that;
the report from the Committee meeting held on Thursday 15 April 2021 be approved.*
- FC/20/093 **Planning Meetings**
*It was RESOLVED that;
the reports of the Planning Meetings held on Tuesday 23 February 2021, Tuesday 9 March 2021, Tuesday 23 March 2021, Tuesday 6 April 2021 and 20 April 2021 be noted.*
- FC/20/094 **Policies and Procedures**
Council was asked to consider the recommendation from the Finance & General Purposes Committee to approve the following policy. Council was asked to note that no changes are proposed.
- 1 Information & Data Protection Policy
 - 2 Retention & Disposal Policy
 - 3 Management of Transferable Data Policy
 - 4 Data Breach Policy
 - 5 Standing Orders
 - 6 Financial Regulations
 - 7 Publicity Policy
 - 8 Complaints Procedure
- It was RESOLVED that;
The above policies would be approved and recommended to the Annual Council meeting for re-adoption.*
- FC/20/095 **Calendar of Meetings**
Council was asked to consider the recommendation from the Finance & General Purposes Committee to approve the schedule of meeting dates going forward from May 2021.
- It was RESOLVED that;
The schedule of meeting dates from May 2021 until May 2022 be approved*
- FC/20/096 **Annual Return and Governance Statement**
Council was asked to consider the recommendation from the Finance & General Purposes Committee to approve for signature the completed annual return and governance statement.
- It was noted that the Notice of Public Rights would be display from 14 June 2021 to 23 July 2021.
- It was RESOLVED that;
The Annual Return and Governance Statement be approved for signature by the Chairman.*
- Thanks was noted to the Clerk for the quick completion of the yearend and clean internal audit report.*
- FC/20/098 **Community Right to Bid**
Council had previously nominated properties in all three wards and was now asked to consider re-submitting the relevant documentation to re-instate the listing.
- It was noted that the criteria was now more stringent and that some of the properties already listed may not fit the criteria.*
- It was RESOLVED that;
The new criteria be sent out to councillors and this project would be taken forward by the Finance & General Purposes Committee.*

FC/20/099

Questions by Members of the Council

- Cllr Jordan highlighted the damaged post and wire fencing in Magpie Wood – the warden had been advised.
- Cllr Jordan also highlighted numerous rubbish sites that had appeared on the Wycombe Heights Golf Club site. The Clerk advised that a note had been sent to the golf club and she would advise Buckinghamshire Council, the landlords.
- Cllr Barron asked about secure emails for councillors – hosted emails with cwpc.org.uk. The Clerk would contact the IT company who host the emails and obtain a quote.
- Cllr Jordan advised that work had been marked out on the road in Rayners Avenue, so it looked like there could be some action. Cllr Wood advised that it was still at the design stage with SSE as utilities were having to be moved.
- Cllr Wood gave some feedback on the e-scooter project. This had been put on hold until 3 months data could be used.

Cllr Wood then thanked Cllr J White and Cllr M Wilkes for their contributions over the years as they were retiring which they could be with pride. All present agreed.

FC/20/100

Public Participation

There were no members of the public present.

FC/20/101

Accounts for Payment

Accounts for payment were circulated for councillors to consider and approve.

Cheque 10478 to SSE was for the standing charge only.

Income received from Little Buddies was for the rental of the pavilion at Derehams Recreation Ground for Sunnydays nursery.

It was RESOLVED that;

the accounts for payment be approved and cheques numbered 10470 to 10483 be signed and BACS payment to Barclays Payflow and direct debits to Barclays, Unicom and British Telecom be approved for payment.

The chairman thanked members for their attendance and closed the meeting at 7.53pm

Date and time of next meeting: Thursday 8 July 2021

CHEPPING WYCOMBE PARISH COUNCIL

Report of the Annual Council meeting to be held on **Tuesday 18 May 2021 at 7.30pm** at the **Council Chamber**, Cock Lane, Tylers Green, High Wycombe, Bucks HP10 8DS

Members of the public or press who wished to attend the meeting did so via the TEAM link

Present:	Cllr K Wood – Chairman	Cllr E Johncock
	Cllr L Willis – Vice-chairman	Cllr A Barron
	Cllr J Gurney	Cllr R Wilks
	Cllr C Dodds	Cllr L Webb
	Cllr C Jordan	Cllr I Forbes
	Cllr B Kin	Cllr S Herron
	Cllr J Herschel	Cllr S Barrett
	Cllr S Digby	Cllr H Darch
	Cllr D Johncock	

Prior to the meeting start time all councillors signed the acceptance of office.

1. Election of chairman of the council

Council was asked to elect a chairman of the council until the next annual meeting of the council.
Voting to be by elimination.

Thanks was noted to Cllr Wood for her work as chairman.

Three nominations were received from the floor.

Ian Forbes – proposed by Cllr J Herschel and seconded by Cllr B Kin

Katrina Wood – proposed by Cllr D Johncock and seconded by Cllr S Herron

David Johncock – proposed by Cllr R Wilks and seconded by Cllr A Barron

After the first round Cllr Wood and Cllr Johncock were left standing.

Recorded votes;

12 votes for Cllr Wood

4 votes for Cllr Johncock

1 spoilt vote

It was RESOLVED that;

According to the ballot of members, Cllr K Wood be elected chairman of council for the year 2021/22.

Cllr Wood signed the declaration of acceptance of office.

2. Election of vice-chairman of the council

Council was asked to elect a vice-chairman until the next annual meeting of the council.

Two nominations were received from the floor.

Cllr D Johncock – proposed by Cllr R Wilks and seconded by Cllr A Barron

Cllr L Willis – proposed by Cllr J Herschel and seconded by Cllr J Gurney

Recorded votes;

11 votes for Cllr Johncock

6 votes for Cllr Willis

It was RESOLVED that;

According to the ballot of members, Cllr Johncock be elected vice-chairman of council for the year 2021/22

Cllr D Johncock signed the declaration of acceptance of office.

3. **Apologies for absence**

Cllr D Watson (Buckinghamshire Council) – meeting
Cllr N Thomas advised the meeting that he would be late due to another meeting.

4. **Declarations of members' interests in agenda items**

There were none tabled.

5. **General Power of Competence**

Council was asked to confirm that they meet the following eligibility criteria for holding the general power of competence.

It was RESOLVED that;

The council fulfil the criteria of at least two thirds of the council were elected and having a qualified clerk for the general power of competence.

6. **Election of standing committees of the council**

Council was asked to consider the membership of the standing committees as below:

Open Spaces

John Gurney
Les Willis
Clive Jordan
Sharon Herron
Ian Forbes
Katrina Wood
Liz Johncock
Luca Webb
Dave Johncock
Sue Digby

Works & Services

John Gurney
Chris Dodds
Clive Jordan
Katrina Wood
Steven Barrett
Haydn Darch
Alec Barron
Liz Johncock
Jeff Herschel
Roger Wilks

Finance

Les Willis
Chris Dodds
Robert Kin
Ian Forbes
Haydn Darch
Steven Barrett
Jeff Herschel
Alec Barron
Dave Johncock
Roger Wilks

Unless appointed to serve on a committee, the chairman and the vice-chairman of the council are ex-officio members of all committees.

It was RESOLVED that;

The committee membership be agreed.

(a) Election of chairmen and vice-chairmen of committees

Council was asked to note that the election of the chairmen and vice-chairmen of the Open Spaces and Works and Services committees would take place at their first scheduled meetings.

Members of the newly formed Finance & General Purposes committee were asked to nominate and elect a chairman and vice-chairman.

Cllr Forbes was nominated and unopposed as chairman of the committee.

Cllr Barron was nominated and unopposed as vice chairman of the committee.

It was RESOLVED that;

Cllr Forbes be elected chairman and Cllr Barron be elected as vice-chairman of the Finance & General Purposes committee

(b) Planning

Council was asked to elect one planning representative from each ward.

It was RESOLVED that;

The following representatives were appointed;

Cllr E Johncock	Flackwell Heath
Cllr C Dodd	Loudwater
Cllr Darch	Tylers Green

(c) Appointment of sub-committees

It was confirmed that appointments of sub-committees and/or working parties if appropriate would take place at the first meeting of each standing committee.

(d) CWPC In-House Auditors

The meeting was asked to appoint two members as In-house Auditors or to refer the appointments to the Finance and General Purposes Committee.

It was RESOLVED that;

The appointment of the In-house Auditors be referred to the first Finance & General Purposes committee meeting. Until then the current auditors would still stand, being Cllr Dodds and Cllr Willis.

7. Review of assets, risks and policies

A review was undertaken and the recommendation from full Council taken into account.

It was RESOLVED that;

The financial regulations, standing orders, complaints procedure, press and media policy be re-adopted and that the insurance cover and inventory of land and assets be approved. Terms of references for committees be deferred to each committee.

Cllr Thomas joined the meeting at 7.57pm

8. Appointment of representatives on other outside bodies

Council was asked to consider appointing representatives to the following organisations:

It was RESOLVED that;

The following appointments be approved.

<u>Organisation</u>	<u>No. of Representatives</u>
Tylers Green & Penn Parish Council Joint Meeting	Tylers Green members and chairman of council
Wycombe District Association of Local Councils (x 5 per year)	Cllr I Forbes, Cllr J Herschel, Cllr C Jordan and Cllr S Digby
Beaconsfield & Chepping Wye Community Board (x 4 per year)	Cllr A Barron (working groups reps to be appointed as required)
Neighbourhood Action Group (NAG) (x 12 per year)	Cllr D Johncock, Cllr B Kin and Cllr I Forbes
Flackwell Heath Residents' Association Executive Committee (x 4 per year)	Cllr E Johncock
Flackwell Heath Community Centre	Cllr L Webb
Bucks & Milton Keynes Association of Local Councils (BMKALC)	Cllr K Wood
Flackwell Heath Scouts & Guides Joint Executive Committee	Cllr J Herschel
Revive the Wye Project Joint Steering Group	Cllr J Gurney
Loudwater Forum	Loudwater members
And any other organisation the council believes to be relevant or not included in the above list	Members as appropriate

The meeting was asked to agree the appointments of representatives to the following sports organisations or to refer the issue to the Open Spaces committee for consideration at their first meeting:

It was RESOLVED that;

The following appointments of representatives be deferred to the first Open Spaces committee.

Flackwell Heath Bowling Club

Flackwell Heath Tennis Club

Loudwater Bowls Club

Flackwell Heath Minors Football Club

9. Informal meeting of council members

Council was reminded that the informal meeting was traditionally held to review policy or other important issues that will impact on the council within the following year. A date for this meeting would be considered at the next full Council meeting in July. The public and press are excluded from the meeting.

Members were asked to suggest items for consideration at the meeting or to subsequently notify the Clerk or Chairman of Council.

10. Hosted email boxes

Council was asked to consider a quote for hosted email boxes from our current IT company, this would give councillors a cwpc.org.uk address.

The quote received was £8.05/per box/per month making an annual total of £1,642.20.

It was RESOVLED that;

Councillors would be encouraged to create their own cwpc email address and it was agreed not to proceed with the hosted email boxes.

11. Questions from the public

There were no questions.

12. Questions by members of the council

Cllr E Johncock advised that there would be a need for a stronger representative to be chosen for the Flackwell Heath Minors FC.

13. Accounts for payment

The accounts for payment were circulated at the meeting for the approval of members.

- Income from the funfair was queried. The clerk advised that it was not Ayres Fayres that uses the Common but another fair that was on the Straight Bit Recreation Ground in Flackwell Heath.
- Cheque 10493 to Penn Landscapes it was advised that this was per cut for both sides of Totteridge Common.

It was RESOLVED that;

the accounts for payment be approved and cheques numbered 10489 to 10498 be signed and that the direct debits to Barclays, Castle Water EE, E-ON, Unicom, NEST, Shell and SSE be approved for payment.

The chairman thanked members for their attendance and closed the meeting at 8.11pm

CHEPPING WYCOMBE PARISH COUNCIL

Report of the Open Spaces committee meeting to be held on **Tuesday 8 June 2021** at **7.30pm** at the Council Offices, Cock Lane, Tylers Green, High Wycombe Bucks HP10 8DS

Due to social distancing requirements only committee members were expected to attend in person. Any non-committee members, members of the public or press wishing to attend the meeting did so via TEAMS

Present:	Cllr L Willis (Chairman)	Cllr S Herron
	Cllr L Johncock (Vice-chairman)	Cllr C Jordan
	Cllr J Gurney	Cllr K Wood
	Cllr L Webb	Cllr D Johncock

Also present via TEAMS: Cllr A Barron, Cllr B Kin, 2 FHRA representatives, Mr G Christie (CWPC) and Cllr I Forbes

- OS/21/001 **Apologies for absence**
Cllr Sue Digby (holiday) and Cllr Ian Forbes (self-isolating COVID)
- OS/21/002 **Declarations of members' interests in Items on the agenda**
There were none.
- OS/21/003 **Election of Committee Chairman and Vice Chairman**
Members were asked to nominate a chairman for the committee. Nominations were taken at the meeting.

Cllr L Willis was nominated by and seconded by
His nomination was not contested.

It was RESOLVED that;
Cllr L Willis be elected as chairman of the committee.

Members were also asked to nominate a vice chairman for the committee. Nominations were taken at the meeting.

Cllr I Forbes was nominated by Cllr S Herron and seconded by Cllr K Wood
Cllr L Johncock was nominated by Cllr D Johncock and seconded by Cllr

It was RESOLVED that;
Cllr L Johncock be elected as vice-chairman of the committee

Recorded vote: 5 to 3
- OS/21/004 **Allotments**
Members were asked to note that there are two full vacant plots at Ashley Drive. In total there are currently 10 people on the waiting list as follows;
Ashley Drive 3 (all wanting half plots) and Chapel Road 7.
- OS/21/005 **Tylers Green Common**
1. Track 4
Members were asked to note that no further movement had been made on the revised quotation for the small section of track from Rays Lane to the front garden of Homeleigh. However, another contractor with road/track construction experience had been asked to quote for the re-surfacing, taking into consideration drainage issues and levels. A quote had not been forthcoming as when at the site visit he felt that the surface was good and any digging would only create a further problem.

Following receipt of an email from a resident on Track 4, members were asked to consider the contents in order that a formal response can be written.

It was RESOLVED that;
Cllr Forbes and the clerk with the assistance of Cllr Wood would draft a response.

It was noted that the warden would contact a contractor with experience of underground electricity cabling so that the no through road sign could be installed safely.

2. Remedial and repair work to Widmer Pond edge and path

Members were asked to consider the quotations received for the work required to the pond edge and path.

It was RESOLVED that;

Quote A be approved in the sum of £920.00 and the works ordered

OS/21/006

Playgrounds

1. Ashley Drive Recreation Ground

1.1 Fencing

Members were asked to note that the play area fencing had been installed.

It was noted that signs had been purchased; 'Children's play area. Dogs not allowed'. These would be installed as soon as practicable. Signs had also been purchased for Flackwell Heath and Loudwater.

1.2 Surfacing repairs

Members were asked to note that repairs to the surfacing at the above play area were required to comply with health and safety standards, quotations had been requested from more companies, however we have only been in receipt of one. The quote includes removal and re-instatement of grass matting to the cable way. Repair and replacement of the surfacing around the trampoline and the replacement of the surfacing over the tunnel.

It was RESOLVED that;

The quote in the sum of £4,773.50 be approved as a single tender action due to a lack of response from the other companies approached.

2 Straight Bit Recreation Ground

2.1 Play area fencing

Members were asked to note that the previously approved fencing had been ordered and will be installed in early July, hopefully prior to the school Summer holidays.

2.2 Path Repair

Members were asked to consider the quotations for the relaying of the path leading to the play area. It is intended that the path is widened to allow for disabled access.

It was RESOLVED that;

Quote C in the sum of £4,950.00 be approved and the works ordered.

2.3 Memorial Bench C Leonard

Members were asked to consider a request for a memorial bench for Carolyn Leonard who had served on the parish council. Suggestions for the bench's position have been supplied by the Flackwell Heath Residents Association.

It was RESOLVED that;

Location one be the best option behind the swings to the rear of the play area.

It was noted that the bench would be in the style of a picnic bench in metal.

3 Boundary Road Recreation Ground

3.1 Tree work

Members were asked to consider the quotations received for the reduction in height by 50% of the line of conifers, thinning of a hornbeam, re-pollarding of 2 willows and raising a hawthorn on the bank.

It was RESOLVED that;

Quote B in the sum of £2,600.00 be approved and the works ordered.

OS/21/007

Orchard Green Hedge Project Update

Members were asked to note that the hedging for the project was on target for a start date in October.

- OS/21/008 **The Queen's Green Canopy**
The Queen's Green Canopy (QGC) is a unique tree planting initiative created to mark Her Majesty's Platinum Jubilee in 2022 which invites people from across the United Kingdom to "Plant a Tree for the Jubilee."
- Everyone from individuals to Scout and Girlguiding groups, villages, cities, counties, schools and corporates will be encouraged to play their part to enhance our environment by planting trees from October, when the tree planting season begins, through to the end of the Jubilee year in 2022.
- Members were asked to consider being included in this project and were asked to note that it would be a self-funded project.
- It was RESOLVED that;**
The parish council would like to be involved in the project and would bring forward suggestions for areas to be planted.*
- Areas suggested at the meeting – King's Wood along the bridleway leading from Cock Lane/Sheepridge Lane junction near the Veterinary Clinic.
- OS/21/009 **Derehams Lane Recreation Ground**
Members were asked to consider the quotations for the replacement of the steps at the site.
- Top car park down to football pitch (Orange)**
Removal of old sleepers, replace with new oak sleepers forming stringer to side, fill treads with scalping dust and compact.
- It was RESOLVED that;**
Quote A in the sum of £5,200.00 be approved and the works ordered.*
- Existing pavilion down to MUGA (Yellow)**
Remove damaged steps and replace as above.
- It was RESOLVED that;**
Quote A in the sum of £1,100.00 be approved and the works ordered.*
- OS/21/010 **Committee Site Visits**
Members were asked to consider a date for the site visit which will take place during office hours. Members were also asked to consider for inclusion on the site visit the following, however members are encouraged to suggest other sites:
- Tylers Green Common as a whole (front and back)
 - Railway Land, Loudwater
- It was RESOLVED that;**
The above sites be approved for the site visit with the addition of Magpie Wood and the trees in Rayners Close. Suggested dates to be sent to committee members.*
- OS/21/011 **Committee Finances**
1. Yearend Outturn 2020/21
Members were asked to note the yearend position for the committee (2020/21)
- 2. Current position 2021/22**
Members were asked to note the committee income and expenditure to Period 2 (May).
- OS/21/012 **Questions from committee members and the public**
- FHRA chairman asked for permission to remove a large conifer at Jubilee gardens in Flackwell Heath. The tree is oversized for the area and encroaches on the Christmas tree.
 - Permission was given for the removal
 - FHRA chairman asked if there was any mileage in asking for more dog bins.

- The clerk advised that the parish council had recently lost their dog waste contractor and were in the throes of finding another, therefore more bins would only exacerbate the problem at the moment.
- Cllr Herron asked what was happening about replacing the dog waste contractor.
- The clerk advised that only one quote had been obtained at the moment and efforts were still being made to find alternative contractors.
- Cllr Jordan advised that the wire fencing on the northern boundary was still cut.
- The warden advised that this would be rectified on his return from leave.
- Cllr Jordan also asked if there had been any progress on finding the owners of the trees in Rayners Close.
- The clerk advised that she had contact A Sherwood, Buckinghamshire Council but had not received a reply. The warden advised that J Shaw (Chiltern Rangers) had been involved with the trees some years ago and would probably be the best person to speak to.

OS/21/013

Accounts for payment

Accounts for payment were circulated at the meeting for consideration by councillors.

It was RESOLVED that;

the accounts for payment be approved and cheques numbered 10499 to 10505 be noted and cheques 10504 to 10514 be signed and that the BACS payment to Payflow and direct debits to Barclays, E-ON and EE be approved for payment.

The chairman thanked members for their attendance and closed the meeting at 8.49pm

Date and time of next meeting: Tuesday, 31 August 2021 @ 7.30pm

CHEPPING WYCOMBE PARISH COUNCIL

WORKS & SERVICES COMMITTEE

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

Report of the meeting held on Thursday 24 June 2021 commencing at 7.30pm
in the Council Chamber, Cock Lane, Tylers Green, High Wycombe, Bucks HP10 8DS

Due to social distancing requirements only committee members were expected to attend in person. Any non-committee members, members of the public or press wishing to attend the meeting did so via TEAMS

Present:

Cllr C Dodds - Chairman	Cllr A Barron
Cllr R Wilks- Vice-chairman	Cllr J Gurney
Cllr L Johncock	Cllr C Jordan
Cllr H Darch	Cllr K Wood
Cllr J Herschel	Cllr S Barrett

Also present: Cllr D Johncock and Mr G Christie (CWPC Warden)

Also present via TEAMS: Cllr B Kin and Cllr I Forbes

WS/21/001 **Apologies for absence**
There were none.

WS/21/002 **Declarations of members' interests in Items on the agenda**
There were none.

WS/21/003 **Delegated Action**
Members were asked to note that since the last committee meeting in March the chairman of committee and clerk had instigated the following under delegated actions;
• Replacement basin and vanity unit at the Warden's house at a cost of £720.

WS/21/004 **Election of Committee Chairman and Vice Chairman**
Members were asked to nominate a chairman for the committee. Nominations were taken at the meeting and Cllr C Dodd's nomination was not contested.

It was RESOLVED that;

Cllr C Dodds be elected as chairman of the committee.

Members were also asked to nominate a vice chairman for the committee. Nominations were taken at the meeting and Cllr R Wilks's nomination was not contested.

It was RESOLVED that;

Cllr R Wilks be elected as vice-chairman of the committee

WS/21/005 **Committee Projects**

1 Office Refurbishment

Members were asked to note that one of the quotes for the remedial work to restore the office following the water leak has been approved by the insurance company at a cost of £16,950.

Members were asked to note that a fire risk assessment company has been approached to provide us with the required documentation for Building Control in order for the plans for the office refurbishment to be approved.

2 Bus Shelters

Members were asked to note that the replacement bus shelter for Northern Woods, Flackwell Heath (opposite Beckings Way) had been installed at a cost of £6,313.63.

Cllr Wilks noted that the new bus shelter looked very smart and that Cllr Dodds and Cllr Herschel deserved thanks for their work.

3 Depot Roof

Members were asked to consider the quotations for the proposed works to the depot roof.

It was RESOLVED that;

Quote E at £24,551.00 be recommended to full council for approval.

Members were asked to consider and, if so minded, approve the sum of a further £3,000 for other minor works that might be necessary following the removal of the existing roof.

It was noted that the chairman would monitor and agree the extra work and, subject to costings and budget, it would be delegated to the chairman and clerk.

It was RESOLVED that;

The sum of a further £3,000 be approved.

Members were asked to note that we would be seeking the services of a contractor to clear out and treat the gutters once a year to prevent the gutter material being subject to premature deterioration.

Members were asked to note that costs for the proposed follow-on works (as detailed on the agenda) would be obtained and brought to committee at the next meeting.

It was noted that not all of the proposed items may be undertaken.

It was noted that the epoxy floor paint should have sand added to it so as to make the floor non-slip.

Our staff would paint the stairway and degrease the racking but couldn't do any of the work that involved working at height.

Members were asked to note that during the winter months the grounds team cleaned, prepared and painted the depot's steel-framed windows and also painted the walls in the top workshop. Clutter that had accumulated in the top depot above the tool store, staff room and toilet was removed. As work progresses the opportunity would be taken to further declutter the two workshops.

WS/21/006

Street Furniture

Members were asked to note that during the winter months our grounds team started inspecting our benches and repainting them as necessary. Some benches beyond repair - largely due to rotten feet having been sited directly onto soil - have had to be removed.

Members were asked to note that we are seeking permission from Buckinghamshire Council to site a new bench at Northern Woods at its junction with Whitepit Lane at a cost of £108 for a licence. The cost of supply, installing a bench including base and the above licence is likely to cost up to £1,150 which is to be met from the committee's budget for Street Furniture. The provision of this bench is to recognise the amazing work that Stan Stepniewski has done in the area. Members were asked to approve this estimated cost.

It was noted that a meeting had taken place with TfB and they were satisfied with the proposed site for the bench. A ground report was awaited as it was necessary to see whether there were any underground services.

It was RESOLVED that;

The estimated cost of £1,150 be approved. The amount will be taken from EMR.

WS/21/007

LED Footway Lighting

Members were asked to note that the FH NAG MVAS team have asked if it would be possible for them to occasionally place the MVAS unit weighing about 9kg on a parish lighting column in the conservation area. The request would be placed on the next F&GP agenda who hold the budget for supporting the NAG.

WS/21/008

Cemeteries

Members were asked to note that the work to lay self-binding gravel on the lower paths (to match the upper path) at Altona Road Cemetery and to create a granite circle is due to start on 12th July.

WS/21/009

War Memorial – Flackwell Heath

Members were asked to note that the grounds team have cleared the dead winter bedding plants and spring bulbs, weeded the beds and planted some summer bedding.

Members were asked to note that, with the permanent closure of the British Legion Club, it would seem that the long-term maintenance of the memorial and the site would, with the agreement of members, fall to the council as part of its remit to maintain 'historic markers'.

Members were asked to adopt the memorial and to agree to maintain the floral beds and supplement the cutting of grass on the site by Bucks Council. At the planned site visits (see next item) members will have the opportunity to inspect the site, make observations and discuss options for the long-term maintenance of the site. Any one-off works to bring the site up to a standard that reflects its location in the centre of the village's conservation area would be funded from the committee's Partnership Working budget.

It is intended that any work should be completed well in advance of Remembrance Day in November.

It was noted that FH residents were happy to help maintain the site.

To help expedite the renovation of the site members were asked to approve delegated powers to the clerk and the chairman of the committee for this work up to a sum of £1,500.

It was RESOLVED that;

The Council would adopt the site and that delegated powers for the clerk and chairman of the committee to approve the work up to a sum of £1,500 be recommended to full council for ratifying.

WS/21/010

Committee Site Visits

Members were asked to consider a date for the site visit which will take place during office hours. Members were also asked to consider for inclusion on the visit the following sites, however members are encouraged to suggest others:

- Flackwell Heath War Memorial
- Loudwater War Memorial
- Cemeteries at Loudwater and Tylers Green
- Juniper Green
- Heath End Common
- Depot

It was RESOLVED that;

The above sites be approved for the site visit. Suggested dates to be sent to committee members.

WS/21/011

Improving the Public Realm

1 Aspirations

Members were encouraged to identify areas where we could work with others towards improving the visual appeal of our environment.

The new committee were asked to confirm the existing aspirations of:

- Providing materials for the removal of graffiti by residents and its prompt removal by statutory authorities from their buildings and structures
- Supporting and implementing a policy of being a Knotweed Free parish and seeking the removal of other alien plants like Japanese Balsam and Giant Hogweed
- Continue the work of being a stile-free parish, supporting the Chiltern Society Donate a Gate Scheme and improving public footpaths alongside the county's RoW team.

The committee has a Partnership Working budget to enable works that improve the public realm as opportunities present.

The committee also has a Small Grants Scheme to support local small-scale environment improvements. The process is a simple one: a written application by members, residents and other bodies to the clerk who, with the committee chairman or vice chairman, has delegated powers to quickly agree projects not exceeding **£250.00**.

2 Royal Mail Pouch Boxes

Members were asked to support the council in seeking Royal Mail removing the boxes or their agreeing to our arranging for their removal.

It was noted that:

- This would be for the whole parish
- The map of pouch boxes needs to be checked to ensure all have been included
- We need confirmation from Royal Mail that the pouch boxes are not being used
- If Royal Mail don't agree to remove them, we need their agreement for us to remove them being Crown property.

It was RESOLVED that;

Members agreed that the clerk should contact Royal Mail and get their agreement to remove their unused pouch boxes or their agreement that we could remove them subject to costs involved and their approval.

WS/21/012

Committee Finances

1 Year end Out-turn 2020/21

Members were asked to note the yearend position for the committee (2020/21)

It was noted that the figures were slightly distorted by COVID but they showed good discipline. The amount for Cleaning & Refuse had been underprovided.

2 Current position 2021/22

Members were asked to note the committee's income and expenditure to Period 2 (May).

WS/21/013

Questions from committee members and the public

- Cllr Wilks had been approached by several residents of Highlands, regarding the difficult traffic view when turning right out of Highlands on to Chapman Lane. One resident complained it was difficult to see cyclists approaching the junction from the right because of the height and closeness to the curb of the Flackwild plants. Some of these plants measured 47 inches in height.
Cllr L Johncock stated that the volunteers should all have cultivation licences from Bucks Council and that she would check with FWRA that all sites have licences incl. Stan's new site.
- Cllr D Johncock enquired whether any stiles needed replacing.
It was noted that, if there were any, the clerk and chairman of the committee had delegated powers to replace them.
- Cllr Baron gave an update from the Community Board meeting
- Cllr Darch enquired whether a non-committee member was allowed to ask questions
Cllr Dodds advised that they were able to as they were treated as a member of the public.
- Cllr D Johncock asked whether Teams could be projected onto the screen so that it was possible to see the virtual attendees.
It is unlikely that Teams will be necessary for the next W&S meeting.
- Cllr Kin enquired about the signing of our vehicles. The Warden confirmed that he was investigating the use of magnetic signs which could be transferred between vehicles.
- Cllr Forbes commented on the lovely display of orchards in the TG cemetery.

WS/21/014

Accounts for payment

The accounts for payment were circulated at the meeting for consideration by councillors.

It was RESOLVED that;

the accounts for payment be approved and cheques numbered 10515 to 10519 be signed and direct debits to Barclays, Castle Water, Shell (Fuel Card Services), SSE and Unicom be approved for payment.

The chairman of committee thanked members for their attendance and closed the meeting at 8.40pm

Date and Time of next meeting: Thursday 9 September 2021 @ 7.30pm

Signed Dated

CHEPPING WYCOMBE PARISH COUNCIL

PLANNING MEETING

Report of the Planning Meeting held on 4 May at **10.00am 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.

Cllr D Johncock acted as chairman of the meeting.

Attendees: Cllr A Barron, Cllr C Dodds, Cllr S Digby, Cllr R Wilks, Cllr L Johncock, Cllr H Darch, Cllr J Herschel, Cllr C Jordan

1. **Apologies for Absence**
Cllr S Herron
2. **Declarations of Interest and Code of Conduct**
None
3. **Applications for consideration**

WDC Ref	Property Address	Proposal	Comment
21/05979	Ashleigh Chilton Close Tylers Green Bucks HP10 8AQ	Householder application for construction of single storey rear extension and conversion of garage into habitable accommodation	No comment
21/06062	3 Chilterns Close Flackwell Heath Bucks HP10 9BB	Householder application for construction of front entrance storm porch	No comment
20/07949	1 Park House 38 Station Road Loudwater Bucks HP10 9UN	Erection of pitched roof and creation of 1 x 2-bed and 2 x 1-bed additional flats in roof space with associated, car/cycle parking, landscaping works and re-arrangement of the waste storage facilities	CWPC is disappointed with the new application as little has changed. We still strongly object to this planning application because there are insufficient parking places, 27No., at the moment in Park House. Occupants have been seen parking in Fassetts and Station Roads because of lack of parking spaces on the site. The proposed construction of 2 x 1 bed and 1 x 2 bed flats with only an increase of 2 parking places will exacerbate parking problems in Loudwater further.
21/06117	28 Sedgmoor Road Flackwell Heath Bucks HP10 9AU	Householder application for construction of single storey side and rear extension, roof extension and installation of 1 x dormer to side in association with loft conversion and associated external alterations	No comment However, on the Proposed Elevations, there is a reference to 20/08101/CLP which was granted consent on 25/01/2021. CWPC request that the Case Officer please check that the drawings on the Proposed Elevations are what was granted consent in 20/08101/CLP.
21/06133	Greensleeves Kingswood Avenue Tylers Green Bucks HP10 8DR	Householder application for construction of single front and part single/two storey side and rear extensions	No comment

21/06124	21 Jennings Field Flackwell Heath Bucks HP10 9ND	Householder application for construction of two storey rear extension	No comment
21/06138	48 Oakwood Flackwell Heath Bucks HP10 9DP	Householder application for construction of single storey rear extension	No comment
21/06147	Kastanien 7 Stretton Close Tylers Green Bucks HP10 8EW	Remove 2 x damaged branches to 1 x Chestnut (T2) for ongoing maintenance	Any works to be carried out only with the full approval of the Bucks Council Wycombe Area's tree consultant.
21/06139	Land Rear Of 62 New Road Tylers Green Bucks HP10 8DL	Variation of condition 2 (plan) attached to 20/05107/VCDN (Variation of condition 2 (plan) attached to PP 17/08011/FUL (Erection of 1 x 2 bed single storey dwelling house with associated parking) to allow for improved accommodation) to allow for improved access to dwelling	No comment
21/06160	Bramley Cottage The Common Flackwell Heath Bucks HP10 9NT	Householder application for construction of rear bi fold doors and insertion of roof light	No comment
21/06224	1 The Chase Tylers Green Bucks HP10 8BB	Householder application for construction of single storey rear extension, internal and external alterations	No comment
21/06150	16 River View Flackwell Heath Bucks HP10 9AT	Householder application for construction of single storey side and two storey rear extensions	No comment
21/06205	Hawthorns The Common Tylers Green Bucks HP10 8LR	Householder application for construction of part single, part two storey side extension with integrated garage	CWPC recognise that this property is in a conservation area but we have no comment.
21/06214	20 Meavy Close Loudwater Bucks HP13 7BH	Householder application for alterations to existing conservatory to form integral dining/family room	No comment
21/05991	24 & 15 The Meadows Flackwell Heath Bucks HP10 9LX	Householder application for construction of part single, part two storey front/side extension following demolition of existing detached garage, single storey rear conservatory and a 2 storey basement with link to 15 Meadows on upper basement level and swimming pool on lower basement level	CWPC strongly objects to this planning application. The immediate neighbours as well as those in The Meadows and linking roads will undoubtedly be impacted by the noise, dirt and fumes caused by the construction of a two-level basement. We also have concerns about what is in effect a 'linking' of the two properties. The repeated extensions to no. 15 have resulted in a house whose bulk is not in keeping with the spacious nature of the street scene. The proposed extension to no. 24 and the closing of the gap between nos. 15 and 24 will only exacerbate that situation further.

			If Buckinghamshire Council are minded to allow the application, then we ask that the application be brought to the Planning committee for determination and that, if they approve the application, they put in place very strong safeguards to minimise the impact of the building works.
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The chairman thanked members for their attendance and closed the meeting at 10.40am.

CHEPPING WYCOMBE PARISH COUNCIL

PLANNING MEETING

Report of the Planning Meeting held on 18 May at **10.00am 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.

Cllr C Dodds acted as chairman of the meeting.

Attendees: Cllr C Jordan, Cllr R Kin, Cllr R Wilks, Cllr H Darch, Cllr S Digby, Cllr D Johncock, Cllr L Johncock, Cllr A Barron

1. Apologies for Absence

Cllr S Herron, Cllr J Herschel

2. Declarations of Interest and Code of Conduct

Cllrs D Johncock & L Johncock expressed an interest in 21/06348 and declined to comment

Cllr S Digby expressed an interest in 21/06321 and declined to comment

3. Applications for consideration

WDC Reference	Property Address	Proposal	Comment
21/06251	41 Swains Lane Flackwell Heath Bucks HP10 9BU	Householder application for construction of single storey side extension, roof extension with raised ridge, 2 front and 2 rear dormers, roof lights and alterations to fenestrations (alternative scheme to PP 20/05812/FUL)	No comment
21/06202	The Dell Beacon Hill Penn Bucks HP10 8ND	Householder application for construction of two storey rear extension and installation of 5 x roof lights	CWPC objects to the zinc roof. Our preference is for a traditional finish with clay tiles to match the existing roof.
21/06005	11 Birfield Road Loudwater Bucks HP10 9TW	Householder application for construction of detached garden outbuilding (retrospective)	No comment
21/06270	5 Carrington Avenue Flackwell Heath Bucks HP10 9AL	Householder application for construction of single storey rear extension	No comment
21/06289	The Corner House Church Road Tylers Green Bucks HP10 8LN	Householder application for removal of two existing timber shopfront windows and erection of single storey extension	No comment
21/06304	27 Hillside Road Tylers Green Bucks HP10 8JJ	Reduce by 4m in height and 3m in width to allow more light and prevent limb failure x 3 Beech (T1-T3)	Any works to be carried out only with the full approval of the Bucks Council Wycombe Area's tree consultant.
21/06321	56 Sedgmoor Road Flackwell Heath Bucks HP10 9AP	Householder application for construction of single storey front and single storey rear extensions	No comment
21/06275	18 Swains Lane Flackwell Heath Bucks HP10 9BU	Householder application for erection of single storey rear extension with pitched roof over existing flat roofed element and single storey rear extension	No comment

21/06287	Cypress Cottage Church Road Tylers Green Bucks HP10 8LN	Householder application for construction of single storey side and rear extension, front infill extension, removal of existing garage, driveway alterations to create additional car parking spaces, entrance gates to front, single storey front shed and associated external alterations	Despite Highways having no objection, CWPC are concerned that the proposed parking arrangement could result in possible danger to road users. The arrangement of 2 by 2 parking with cars parked one behind each other could require the shuffling of cars around, leading to dangerous manoeuvring in this narrow section of the road.
21/06348	30 Churchill Close Flackwell Heath Bucks HP10 9LB	Householder application for partial demolition of existing rear conservatory and construction of single storey rear extension	No comment
21/06366	1 - 2 Nursery Lane Tylers Green Bucks HP10 8LS	Reduce 1 x Ash (T1) by 2-3 meters to maintain size	Any works to be carried out only with the full approval of the Bucks Council Wycombe Area's tree consultant.
21/06253	2 Coppice Farm Road Tylers Green Bucks HP10 8AL	Householder application for construction of single storey front and rear extensions	No comment
21/06314	28 The Fairway Flackwell Heath Bucks HP10 9NF	Householder application for the widening of 2 x existing dropped kerbs	No comment
21/06343	20 Conway Close Loudwater Bucks HP10 9TR	Householder application for two storey side extension	Our only objection is to the 1.8m high boarded fences which are mentioned in the planning application. These fences, as well as any gates, are not shown on the plans.
21/06234	14 Norwood Road Loudwater Bucks HP10 9UX	Householder application for construction of two storey front extension & part single, part two storey rear extension following demolition of existing rear single storey element	No comment
21/06365	Gorse Glade The Common Tylers Green Bucks HP10 8LL	Fell x 1 Cypress (T1)	Any works to be carried out only with the full approval of the Bucks Council Wycombe Area's tree consultant.
21/06382	Abbey Building Wycombe Abbey School Abbey Way High Wycombe Bucks HP11 1PE	Variation of condition 2 (plans) attached to 18/07987/LBC (Listed building application for refurbishment works and additional means of escape) to allow for necessary remediation works under the floor, ceiling refurbishment and panelling	N/A
21/06402	16 Birfield Road Loudwater Bucks HP10 9TW	Householder application for construction of single storey rear extension	No comment

21/06392	5 Strathcona Way Flackwell Heath Bucks HP10 9NQ	Householder application for roof alterations and extensions including hip-to-gable roof extension, insertion of 3 x rooflights to front elevation, construction of 1 x dormer window to rear in connection with conversion of loft to habitable accommodation, construction of single storey side and rear extension following demolition of existing garage/shed and storm porch to front	CWPC does not object to the plans but we have concerns over the practicality of the parking arrangement and the likelihood that it will result in parking on the pavement or on the road. This would be unacceptable as it would exacerbate the parking problems in this narrow road.
21/06352	13 Highlea Avenue Flackwell Heath Bucks HP10 9AD	Householder application for construction of part single/part two storey side extension with front and rear dormer, hip to gable roof extension, pitched roofs to existing front dormers, extension of rear paved area, retaining wall and new loggia, replacement of front drive, boundary wall and landscaping	CWPC does not object to this application in principle but we are concerned with the front elevation; the angle of the roofline above the new garage gives the house an unbalanced look.
21/06418	52 Whitepit Lane Flackwell Heath Bucks HP10 9HT	Householder application for construction of two storey front and two side extension and part single, part two storey rear extension following demolition of existing garage and rear extension	No comment
21/06420	103 Straight Bit Flackwell Heath Bucks HP10 9NE	Householder application for construction of first floor side extension, loft extension and insertion of 2 x side dormer (alternative scheme to 21/05232/FUL)	No comment
21/06389	Sunset View 109 Heath End Road Flackwell Heath Bucks HP10 9ES	Householder application for construction of pitched roof to front porch, replacement roof to existing rear extension, flat roof to rear to create covered area and fenestration alterations	No comment
21/06413	173 Blind Lane Flackwell Heath Bucks HP10 9LE	Householder application for construction of rear and side extensions following demolition of existing Garage, single storey front and front porch extension, raising of roof height to create first floor accommodation with 2 x front dormer windows and 1 x rear box dormer, fenestration and internal alterations and new front boundary	No comment

The chairman thanked members for their attendance and closed the meeting at 11.04am.

CHEPPING WYCOMBE PARISH COUNCIL

PLANNING MEETING

Report of the Planning Meeting held on 8 June at **13.30 via Microsoft Teams**
(this meeting was deferred from 1 June because the Buckinghamshire Planning Portal had been down)

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.

CLlr L Johncock acted as chairman of the meeting.

Attendees: CLlr D Johncock, CLlr R Wilks, CLlr A Barron, CLlr R Kin, CLlr J Herschel

1. Apologies for Absence

CLlr S Digby

Loudwater and Tylers Green Councillors were not required to attend as their applications had been agreed previously

2. Declarations of Interest and Code of Conduct

CLlrs L Johncock and D Johncock expressed an interest in 21/05922 and declined to comment.

3. Applications for consideration

WDC Reference	Property Address	Proposal	Comment
21/06250	21 Laurel Drive Loudwater Bucks HP11 1HJ	Householder application for erection of two storey side extension and extension of vehicular crossover	No comment
21/06505	15 Fassetts Road Loudwater Bucks HP10 9UW	Householder application for construction of single storey rear extension (retrospective)	No comment
21/06525	Isis Cottage The Common Tylers Green Bucks HP10 8LR	Householder application for construction of first floor rear bay extension	No comment
21/06512	51 Kite Wood Road Tylers Green Bucks HP10 8HH	Householder application for construction of single storey rear extension	No comment
21/06302	28 And 30 Berkeley Rd Loudwater Bucks HP10 9TS	Reduce height to approx 7.6 metres and remove encroaching branches as per gardeners advice x 2 Birch (T1 and T2)	Any works to be carried out only with the full approval of the Bucks Council Wycombe Area's tree consultant.
21/05922	34 Highfield Road Flackwell Heath Bucks HP10 9AN	Householder application for construction of two storey side extension	CWPC still object to this application as we are concerned that the amended parking arrangement is not practicable. In our opinion because of its location and the nature the way the doors open it is unlikely that the car parking space in the back garden will seldom, if ever, be used. As a consequence the vehicle will end up being parked on the highway.

21/05909	179 Blind Lane Flackwell Heath Bucks HP10 9LE	Householder application for construction of front infill extension, front porch, single storey rear extension, pitched roof to existing garage, fenestration alterations, loft conversion including hip to gable roof extension, rear dormer extension, raising of roof ridge, crown roof, installation of 2 x dormers to front and insertion of 2 x rooflights	CWPC still object to this application. It is an overdevelopment of the site and its size and bulk will have a negative effect on the neighbouring properties. The amendment does not solve the problem; there will still be a substantial loss of privacy to the neighbours. Given the location and height of the proposed extension and plotting its shadow during the course of the day shows that, given its proximity to neighbouring houses, their rear gardens - particularly that of No. 181 - will be in deep shade for most, if not all, of the day which must be a material planning consideration.
21/06566	4 Sedgmoor Road Flackwell Heath Bucks HP10 9AU	Householder application for part demolition and part conversion of garage into a habitable space, construction of single storey rear extension and fenestration alterations	No comment
21/06456	16 Carter Walk Tylers Green Bucks HP10 8ER	Householder application for construction of single storey rear extension and alterations to existing first floor fenestrations	No comment
21/06532	19 Willow Close Flackwell Heath Bucks HP10 9LH	Householder application for creation of habitable accommodation of roofspace with 2 x front and 2 x rear dormers, single storey front, side and rear extensions and extension to existing dropped kerb	CWPC do not object to this application but we question the design of the roof. We feel that one flat and one pitched dormer give an unbalanced and ungainly look to the roof and that a fully apex roof with pitched dormers would look significantly better, enhancing the street scene and in keeping with adjacent houses shown on the application.

The chairman thanked members for their attendance and closed the meeting at 13.49.

CHEPPING WYCOMBE PARISH COUNCIL

PLANNING MEETING

Report of the Planning Meeting held on 15 June at **10.00am 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.

Cllr C Dodds acted as chairman of the meeting.

Attendees: Cllr R Kin, Cllr D Johncock, Cllr L Johncock, Cllr R Wilks, Cllr A Barron, Cllr J Herschel, Cllr I Forbes

1. **Apologies for Absence**
Cllr H Darch, Cllr S Digby, Cllr S Herron
2. **Declarations of Interest and Code of Conduct**
none
3. **Applications for consideration**

WDC Ref	Property Address	Proposal	Comment
21/06601	27 Woodside Ave Flackwell Heath Bucks HP10 9LG	Householder application for construction of single storey rear extension and associated internal alterations	No comment
21/06609	31 Greenlands Flackwell Heath Bucks HP10 9PL	Householder application for construction single storey front extension, porch and installation of 1 x rooflight to front	CWPC does not object to this application but we note that, with the extension being brought so far forward, the space for parking is very narrow and it may be necessary for cars to trespass onto the neighbour's property when being moved. We suggest that this may be an ideal opportunity to review the access to the property. In future years there could be new neighbours and they may not be so amenable to present arrangements. This would possibly mean the removal of the tree which is, as far as we know, not a protected specimen and could be replaced.
21/06597	The Bower 58 St Johns Road Tylers Green Bucks HP10 8HU	Reduce 1 x Beech (T7) by approx. 3 metres and shape same to reduce overhanging branches	Any works to be carried out only with the full approval of the Bucks Council Wycombe Area's tree consultant.
21/06623	18 Berkeley Road Loudwater Bucks HP10 9TS	Reduce height and spread by 3 - 4 metres to provide clearance to gardens to 4 x Ash trees	Any works to be carried out only with the full approval of the Bucks Council Wycombe Area's tree consultant.
21/06616	13 Fennels Farm Rd Flackwell Heath Bucks HP10 9BP	Householder application for roof conversion creating additional accommodation	No comment
21/06641	Pelsham Treadaway Road Flackwell Heath Bucks HP10 9NY	Reduce by 4m in height and trim the garden face x 1 Leylandii	No comment

21/06655	16 Fennels Way Flackwell Heath Bucks HP10 9BY	Householder application for construction of single storey rear extension, first floor side extension, front porch extension, replacement pitched roof over existing 2-storey rear element, partial garage conversion and fenestration alterations	No comment
21/06656	19 New Road Tylers Green Bucks HP10 8DJ	Householder application for construction of 1 x box dormer to front of existing garage	CWPC still objects to this application. Although we appreciate the smaller nature of the planned changes, it doesn't answer our concerns. We are concerned with protecting the conservation area and the design being in keeping with the character of the area. There is a lack of information about its intended use and there is no Statement of Heritage Significance. We request that the case officer looks at this application in light of it being in a conservation area.
21/06666	Land Rear Of 54 Clearbrook Close Loudwater Bucks HP13 7BP	Removal of overhanging branches back to boundary of 2 x Ash (T1 + T2) to prevent branch failure	Any works to be carried out only with the full approval of the Bucks Council Wycombe Area's tree consultant. We note that if the tree is trimmed on one side only it may affect its long term stability.

The chairman thanked members for their attendance and closed the meeting at 10.18.