# CHEPPING WYCOMBE PARISH COUNCIL

Report of the Council meeting to be held on Thursday, 8 July 2021 at the Council Chamber, Cock Lane, Tylers Green, Bucks HP10 8DS

Due to social distancing requirements any members of the public or press who wished to attend meeting need to did so via the TEAM link as the end of the agenda

| | | |
|---|---|---|
| Present: | Cllr K Wood (Chairman) | Cllr S Herron |
| | Cllr R Wilks | Cllr C Jordan |
| | Cllr A Barron | Cllr S Barrett |
| | Cllr H Darch | Cllr J Gurney |
| | Cllr B Kin | Cllr L Webb (via TEAMS) |

Also present: Mr G Christie (CWPC Warden)

FC/21/001 **Apologies for Absence**
Apologies were received and approved as follows, Cllr Forbes (holiday), Cllr Dodds (holiday), Cllr Willis (holiday), Cllr D Johncock and Cllr E Johncock (other engagement), Cllr Digby (other engagement) and Cllr Herschel (family).

FC/21/002 **Declarations of Interest and Code of Conduct**
There were none.

FC/21/003 **Council Minutes**
**FC/20/099 Questions by Members of Council** Cllr Jordan asked if anything had happened following his report of rubbish on the Wycombe Heights Golf Club site.
The clerk advised that Andy Sherwood had been contacted and that he had visited the site.

***It was RESOLVED that;***
***the minutes of the Council meeting held on Thursday 29 April 2021 be approved as an accurate record of the meeting.***

***It was RESOLVED that;***
***The report of the Annual Council meeting held on Tuesday 18 May 2021 be approved.***

FC/21/004 **Open Spaces Committee**
In the absence of both the chairman and vice chairman of the committee, the chairman of the meeting asked for any questions relating to the report.

**OS/21/005 1. Track 4** A response had been sent as agreed at the last meeting, to date no further correspondence had been received.

**OS/21/006 2.1 Play area fencing Straight Bit** The fencing has had to be delayed due to the contractor not receiving the fencing from the supplier. It is hoped that the fencing will be installed at the end of the school summer holidays to reduce disruption.

***It was RESOLVED that;***
***The report of the Committee meeting held on Tuesday 8 June 2021 be approved.***

FC/21/005 **Works & Services Committee**
In the absence of Cllr Dodds, Cllr Wilks asked if anyone had questions relating to the report. He highlighted that the two main items **WS/21/005 3. Depot Roof** and **WS/21/007 LED Footway Lighting** were to be covered later in the meeting.

***It was RESOLVED that;***
***The report of the Committee meeting held on Thursday 24 June 2021 be approved.***

FC/21/006 **Planning Meetings**

***It was RESOLVED that;***
***the reports of the Planning Meetings held on Tuesday 4 May, Tuesday 18 May, Tuesday 8 June and Tuesday 15 June be approved.***

FC/21/007 **Depot Roof replacement**

Council was asked to consider the recommendation from the Works & Services committee to accept the quotation for a replacement, like for like, roof to the depot in the sum of £24,551.00*.*

Council was asked to note that this was a single tender action due to a lack of contractors willing or able to supply a quotation for the works.

***It was RESOLVED that;***
***The quote in the sum of £24,551.00 be approved and the works ordered.***

FC/21/008 **Lamp column stress test - MVAS**

Council was asked to consider the quotations following a request from the Flackwell Heath MVAS team to include Treadaway Road in the project. The MVAS would need to be attached to one of our lighting columns. Our insurers have asked that all necessary checks are undertaken to ascertain the safety of the column concerned.

A quotation for a stress test had been obtained in the sum of £1,182.00. This is a day works cost and therefore we could ask for all the lamp columns in the road to be checked. An alternative quotation for a replacement column had also been obtained in the sum of £1,740.00, as suggested by the contractor.

The Clerk advised that the contractor was going to inspect the column prior to any order being placed.

***It was RESOLVED that;***
***The quote for a stress test be approved subject to the contractors report.***

FC/21/009 **Delegated Powers – War Memorial**

Council was asked to consider the recommendation from the Works & Services committee to increase the delegated power of the Chairman of committee and clerk to £1,500 for this project.

Council was asked to note that our current Financial Regulations currently show:
'the Clerk, in conjunction with Chairman of Council or Chairman of the appropriate committee, for any items below *£1,000.* '

***It was RESOLVED that;***
***The increase to £1,500 for this project be approved.***

FC/21/010 **Dog Waste Collection**

Council was asked to note that a new waste carrier had been employed to undertake the dog waste collection, following the disappearance of our previous contractor. There would be a 'bedding in' period which could mean that the bins are not collected on the same day each week until our round has been integrated.

FC/21/011 **Informal meeting of council members**

Council was reminded about the Informal Meeting which will take place in October. Council was asked to forward items for discussion to the Clerk and Chairman for inclusion on the agenda.

FC/21/012 **Questions by Members of the Council**

Cllr Jordan mentioned that Lot 2 of Magpie Wood was up for sale.
The warden advised that there are several tree issues on property boundaries which would be expensive to rectify.
Cllr Barron highlighted the Community Board meeting which was to be held on 13 July.
Cllr Barron also highlighted the lack of a decision of the Budgen's car park site in Flackwell Heath.

FC/21/013 **Public Participation**

There were no questions.

FC/21/014 **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 10520 to 10530 be signed and direct debits to BT, EE, E-ON, E-ON Next Grenke, Shell and SSE be approved for payment.***

The chairman thanked members for their attendance and closed the meeting at 8.05pm

**Signed:** Katrina S A Wood **Dated: 12 October 2021**

Chepping Wycombe Parish Council

**Pending expenditure transactions**

6-Jul-21

| PO | Chq | Invoice No | Supplier | Detail | Net | VAT | Amount |
|---|---|---|---|---|---|---|---|
| | 10520 | 422012 | Clarity Copiers Ltd | Copy charges - June | 103.98 | 20.79 | 124.77 |
| x | 10521 | 1668 | Collison Tree Care Ltd | Work at Boudary Rd recreation ground | 2,600.00 | 520.00 | 3,120.00 |
| x | 10522 | 369823 | Country Supplies | Soil and bark chips - planters in FH | 126.21 | 25.24 | |
| | 10522 | | Country Supplies | Credit note 369971: ornamental spruce | -48.08 | -9.62 | 93.75 |
| x | 10523 | 98241 | Hawes Plant Tool Hire Limited | Fencing pins - Derehams | 40.00 | 8.00 | 48.00 |
| x | 10524 | 4095 | K & S Walker Ltd | 12 yard skip - depot | 320.00 | 64.00 | 384.00 |
| x | 10525 | 9592 | NLJ Groundwork Contractors | Lifting equipment to remove goal posts | 100.00 | 20.00 | 120.00 |
| | 10526 | 16495 | Penn Landscapes Limited | Grass cutting - Terriers Common - June | 195.00 | 39.00 | 234.00 |
| | 10527 | 125 | Pureflow Exterior Cleaning | Cleaning of all exterior office windows | 35.00 | 0.00 | 35.00 |
| | 10528 | A128041 | Robert Peters | Replacement left rear door window - strimmer damage | 131.98 | 26.40 | 158.38 |
| | 10529 | 2106050 | Triumph Technologies Ltd | Microsoft Audio Conferencing, Enterprise, SharePoint - June | 58.20 | 11.64 | |
| | 10529 | 2107050 | Triumph Technologies Ltd | Microsoft Audio Conferencing, Enterprise, SharePoint - July | 58.20 | 11.64 | 139.68 |
| | 10530 | 36096260621 | Wren Davis Ltd | Milk delivery - May & June | 23.64 | 0.00 | 23.64 |
| | | | | | | | |
| | DD | Q055WA | BT | Line rental & broadband Mar - May | 114.64 | 22.93 | 137.57 |
| | DD | V01886783180 | EE | Warden's mobile phone - June | 17.86 | 3.57 | 21.43 |
| | DD | H19FCDDA02 | E-ON | Gas - council offices - June | 188.33 | 37.67 | 226.00 |
| | DD | KI-DDBA27F4-0003 | E-ON Next | Electricity - council offices - Apr-Jun | 463.13 | 23.16 | 486.29 |
| | DD | 280336/2021 | Grenkeleasing Ltd | Photocopier rental Jul - Sep | 99.00 | 19.80 | 118.80 |
| | DD | 9001649988 | Shell (Fuel Card Services) | Vehicle Fuel - June | 222.36 | 44.47 | 266.83 |
| | DD | | SSE | Footway Lighting - June | 410.69 | 76.90 | 487.59 |
| | | | | | | | |
| | | | | | **5,260.14** | **965.59** | **6,225.73** |

**Income received since last committee meeting over £500.00**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | | | | Burials | 888.00 | 0.00 | 888.00 |
| | | | | | | | |
| | | | | | **888.00** | **0.00** | **888.00** |

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

Date: ...8.7.21...

Signed: ...Katrina SA Wood...

Date: ...8.7.21...

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