

CHEPPING WYCOMBE PARISH COUNCIL

WORKS & SERVICES COMMITTEE

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

Thursday 27 January 2022

Members of the council are summoned to attend the meeting to be held on **Thursday 27 January 2022** at **7.30pm** at the Council Office, Cock Lane, Tylers Green, High Wycombe Bucks HP10 8DS

Committee Membership:

Cllr C Dodds - Chairman
Cllr R Wilks – Vice-chairman
Cllr L Johncock
Cllr J Herschel
Cllr J Gurney
Cllr D Johncock (ex officio)

Cllr C Jordan
Cllr H Darch
Cllr K Wood
Cllr A Barron
Cllr S Barrett

AGENDA

1. Apologies for absence

Schedule 12 of the Local Government Act 1972 requires members who cannot attend a meeting to tender apologies to the Clerk.

2. Declarations of members' interests in items on the agenda

To receive any pecuniary or non-pecuniary declarations of interest and confirmation of any relevant dispensations.

- i) Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, Members are required to declare any interests which are not currently entered in the Member's Register of Interests or if he/she has not notified the Monitoring Officer (Clerk) of it.
- ii) Should any Member have a Disclosable Pecuniary Interest in an item on the agenda, the Member may not participate in consideration of that item unless a Dispensation has first been requested (in writing) and granted by the Council.

3. Delegated Action

4. Committee Projects

- 4.1 Office Complex Refurbishment**
- 4.2 Depot**

5. Cemeteries

- 5.1 Altona Road Cemetery**
- 5.2 Cock Lane Cemetery**
- 5.3 Hammersley Lane Garden of Rest**
- 5.4 St Margaret's Churchyard**

6. War Memorial – Flackwell Heath

7. Royal Mail Bag Drop Boxes

8. Vehicle Signage

9. Flail Mower Attachment

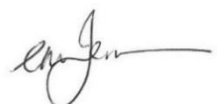
10. Community Payback

11. 5 year plan

12. Committee Finances

13. Questions from committee members and the public

14. Accounts for payment



Cheryl Jeken
Deputy Clerk to the Council
21 January 2022

Delegated Action

Members are asked to NOTE that since the last committee meeting in November there have been no delegated actions taken by the chairman of the committee or clerk.

AGENDA ITEM 4**Committee Projects****4.1 Office Complex Refurbishment**

Members are asked to NOTE that the remedial work to restore the office following the water leak was completed on 17 December.

Members are asked to CONSIDER and, if so minded, APPROVE the following works:

- a fitted kitchen
- new sanitary ware and decorating to the toilets
- creation of one large office by knocking down one wall and filling in of a door
- replacement front door with associated security entrance system
- new security and fire alarms

Members are asked to CONSIDER and, if so minded, APPROVE one of the quotations set out below to replace the patio which is crumbling.

Quote A £3,800.00

Quote B £2,900.00

Quote C £2,690.00

Members are asked to CONSIDER and, if so minded, APPROVE one of the quotations set out below for the works to install a downstairs toilet at the warden's house.

Quote A £5,350.00

Quote B £5,890.00

4.2 Depot

Members are asked to NOTE that the first inspection and cleaning of the gutters has taken place. This was free of charge. A report is awaited from the contractor.

Members are asked to NOTE that the work to fill the redundant inspection pit in the depot was completed on 17 December.

Members are asked to NOTE that the new roller shutter door for the depot was installed on 19 January.

Members are asked to CONSIDER and, if so minded, APPROVE one of the quotations set out below for the painting of the steel beams and floor in the depot and workshop.

Quote A £3,800.00

Quote B £3,700.00

Quote C £2,406.00

Members are asked to CONSIDER and, if so minded, APPROVE one of the quotations set out below to replace the fluorescent lighting with LED luminaires in the depot and workshop. A third quote is awaited.

Quote A £1,814.50

Quote B £1,025.00

AGENDA ITEM 5**Cemeteries****5.1 Altona Road Cemetery**

Members are asked to NOTE that the new planter is scheduled for installation in March.

Members are asked to NOTE that the holly hedging for the back boundary and to infill has been delivered and is scheduled to be planted by our Grounds Team before the end of January.

5.2 Cock Lane Cemetery

Members are asked to NOTE that the rotten posts near the public footpath have been replaced by our Grounds Team.

5.3 Hammersley Lane Garden of Rest

Members are asked to CONSIDER and, if so minded, APPROVE one of the quotations set out below to redo the path with self-binding gravel.

Quote A £4,400.00

Quote B £5,620.00

Quote C £5,500.00

Members are asked to NOTE that, following the recent work done on the boundary wall, it was noted that the header brickwork to the gate piers requires attention and the coping brickwork alongside needs relaying. Quotes for the work will be brought to the next meeting.

5.4. St Margaret's Churchyard

Members are asked to NOTE that we have been contacted by the Vicar of St Margaret's. The lower section of the paved path (leading to the shed) in St Margaret's Churchyard has become uneven and slippery. Members are asked to CONSIDER and, if so minded, APPROVE the estimated cost of £1,100 for replacing the path with a self-binding gravel path, to match the path in Hammersley Lane Cemetery.

AGENDA ITEM 6

War Memorial – Flackwell Heath

Members are asked to NOTE that the ½ bell traffic bollards will be delivered on 7 February. Quotes are being obtained for their installation.

Members are asked to CONSIDER and, if so minded, APPROVE one of the quotations set out below to create a paved pathway from the road to the memorial.

Quote A £2,500.00

Quote B £3,140.00

Quote C £4,100.00

Members are asked to CONSIDER whether to pursue the transfer of the War Memorial land from Buckinghamshire Council to CWPC.

AGENDA ITEM 7

Royal Mail bag drop boxes

Members are asked to NOTE that the map of the Royal Mail bag drop boxes in our wards has been updated. A letter is being drafted by Cllr Barrett to send to Royal Mail requesting their removal. **APPENDIX A**

AGENDA ITEM 8

Vehicle Signage

Members are asked to NOTE that we took delivery of the magnetic signs for our vehicles in December.

AGENDA ITEM 9

Flail Mower Attachment

Members are asked to CONSIDER and, if so minded, APPROVE one of the quotations set out below for the purchase of a flail mower attachment for the Kubota (Trimax FX155).

Quote A £5,367.00

Quote B £5,750.00

Quote C £5,710.00

AGENDA ITEM 10

Community Payback

Members are asked to NOTE that a Community Payback team is working at Derehams every Monday.

AGENDA ITEM 11

5 year plan

Members are asked to CONSIDER the 5-year plan (2022 – 2027) for projects with timescales and estimates.

APPENDIX B

AGENDA ITEM 12

Committee Finances

Members are asked to NOTE the committee's income and expenditure to Period 8 (December). **APPENDIX C**

AGENDA ITEM 13

Questions from committee members and the public

A maximum of fifteen minutes will be given to members of the public, who may make representations, ask and answer questions and/or give evidence in respect of any item of business included in the agenda. If the chairman of the meeting agrees, representations and questions may be taken at the beginning of the meeting. Members of the public wishing to speak at the beginning of the meeting should inform the clerk of this request as soon as possible.

AGENDA ITEM 14

Accounts for payment

Accounts for payment will be circulated at the meeting for consideration by councillors

Date and time of next meeting: Thursday 24 March 2022 at 7.30pm