

CHEPPING WYCOMBE PARISH COUNCIL



COUNCIL AGENDA

Members of the council are summoned to attend the Council meeting to be held on **Thursday, 24 February 2022 at 7.30pm** at the Council Chamber, Cock Lane, Tylers Green, Bucks HP10 8DS

Members of the public are permitted to make representations, ask and answer questions, in respect of any item of business included in the agenda. A fifteen-minute period is permitted in total.

1. Apologies for Absence

Schedule 12 of the Local Government Act 1972 requires a record be kept of the Members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Clerk.

2. Declarations of Interest and Code of Conduct

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. Council Minutes

To CONSIDER the attached minutes of the Council meeting held on Thursday, 16 December 2021 (Pages 4-6)

4. Open Spaces Committee

To CONSIDER the attached report of the Committee meeting held on Thursday, 13 January 2022 (Pages 7-9)

5. Works & Services Committee

To CONSIDER the attached report of the Committee meeting held on Thursday, 27 January 2022. (Pages 10-12)

6. Finance & General Purposes Committee

To CONSIDER the attached report of the Committee meeting held on Thursday, 10 February 2022 (Pages 13-15)

7. Planning Meetings

To CONSIDER the attached reports of the Planning Meetings held on 14 December 2021 (pages 16-17), 4 January 2022 (pages 18-19), 18 January 2022 (page 20) and 1 February 2022 (page 21).

Council is also asked to NOTE the schedule of applications from July to November [APPENDIX A \(page 22\)](#), showing eventual outcomes of the parish council submitted objections.

8. S137 – Payment of Grants

Council is asked to NOTE that under the Local Government Act 1972 S137 (4) (a) the statutory expenditure limit for 2021/23 is £8.82 per elector. S137 enables parish councils to spend a sum, per elector, on activities and projects not specifically authorised by other powers. Council is asked to NOTE that the current budget allocation for the financial year of £5,000 is well below the aforementioned limit.

9. Virement from the General Reserve

Members were asked to CONSIDER, and if so minded, APPROVE the recommendation from the Works & Services Committee and Finance & General Purposes to vire £5,400 from the general reserve for the the new cloakroom in the Wardens Lodge.

10. Risk Register

Council is asked to CONSIDER the recommendation from the Finance & General Purposes committee to approve for adoption the Risk Register [APPENDIX B \(pages 24-30\)](#)

11. 5 Year Plan

Council is asked to NOTE the revised 5 Year Plan [APPENDIX C \(page 31\)](#) previously considered at the Finance & General Purposes committee and RECEIVE any further comments.

Council is asked to CONSIDER and, if so minded, APPROVE the creation of a sub-committee from members of the full council to include the Chairman and Vice chairman of Council and the Chairmen of each standing committee to oversee and prioritise items on the 5 Year Plan.

12. Community Board Projects

Council is asked to NOTE the attached report from Cllr Barron [APPENDIX D \(page 32\)](#), previously noted at the last Finance and General Purposes committee. Cllr Barron will provide a further verbal update if there have been any changes to the report.

All members of the Council are encouraged to bring forward possible projects for submission to the Community Board.

13. Re-appointment of Internal Auditor

Council is asked to CONSIDER the recommendation from the Finance and General Purposes Committee to APPROVE the re-appointment of Mr E Newhouse as Internal Auditor for the financial year 2021/22.

14. Staffing Committee

Council is asked to CONSIDER the revised Terms of Reference for the Staff Committee. The original Terms of Reference were adopted by full Council in November 2015. Both copies can be found at [APPENDIX E \(pages 33-34\)](#)

15. Office Refurbishment/Derehams site

Council is asked to NOTE that this item is being deferred and will be considered at the next Informal Meeting.

16. Informal Meeting

Council is asked to NOTE the date set for the next informal meeting is Thursday 17 March 2022.

16. Questions by Members of the Council

At the time of agenda dispatch, no questions by members have been received.

17. Public Participation

Members of the public wishing to speak at the beginning of the Council meeting should approach the Clerk with this request as soon as possible.

18. Accounts for Payment

Accounts for payment are to be circulated at the meeting for consideration by councillors.

A handwritten signature in black ink, appearing to read 'W Thompson'.

Wendy Thompson
Clerk of the Council
17 February 2022