CHEPPING WYCOMBE PARISH COUNCIL

OPEN SPACES COMMITTEE

Report of the meeting held on **Thursday 13 January 2022** at **7.30pm** at the Council Office, Cock Lane, Tylers Green, High Wycombe Bucks HP10 8DS

Present: Cllr L Willis (Chairman), Cllr L Johncock (Vice-chairman), Cllr J Gurney, Cllr D Johncock, Cllr I Forbes, Cllr C Jordan, Cllr L Webb

Also present: Cllr B Kin, Cllr H Darch, Mr L White (FHRA) and Mr P Miler (TG Resident)

OS/21/047 **Apologies for absence**

Apologies were received and approved from Cllr K Wood (medical), Cllr S Herron (Ill) and Cllr S Digby (holiday)

OS/21/048 **Declarations of members' interests in Items on the agenda**

None were received.

OS/21/049 **Allotments**

Members were asked to note that at the time of the meeting the following vacancies existed at the allotment sites:

Chapel Road – no vacant plots
Ashley Drive – 1 half plot and 7 full plots

There are currently 8 people on the waiting list for Chapel Road and one person on the waiting list for Ashley Drive wanting a half plot.

OS/21/050 **Tylers Green Common**

1. Track 4

A meeting with a contractor had been held on 15 October to discuss the drainage issues on the track specifically relating to Greenhaven. At the meeting the contractor highlighted that the current property had been lowered from the original building's level to allow for the first floor which made the gradient down to the property steeper, it was also mentioned that the gulley drain in front of the property was too shallow.

A quote had been received for a slightly built-up gulley drain on the track section servicing May Cottage and Greenhaven and a soakaway. The quote for the works was in the sum of £6,550.00.

Members were asked to consider the quote.

It was RESOLVED that;
contact should be made with the contractor to obtain a further quote for just a raised 'sleeping policemen' at the top of the drive entrance to Greenhaven and May Cottage as it was felt that this would re-direct any water from the properties and negate the need for a soakaway and drainage channel both of which would need ongoing maintenance.

Mr Miller left the meeting at 7.45pm

OS/21/051 **Playgrounds**

1 Ashley Drive Recreation Ground

1.1 Benches

Members were asked to note that the Southampton benches had arrived and would be installed within the next couple of weeks.

1.2 Lidded bins

Members were asked to note that the lidded bins had been installed at the site by the grounds team.

2 Straight Bit Recreation Ground

2.1 Security

Members were asked to consider whether to continue with the security company who currently patrol both Straight Bit and Green Dragon Lane.

Members were asked to note that there had been no further damage recorded at the sites however the HERAS fencing that is erected around the large tower has been regularly taken down.

It was RESOLVED that;
that the security company be asked to continue for another 2 months.

2.2 Replacement of play equipment

Members were asked to note that the items required for the large tower had now been agreed by the insurance company and had been ordered just before Christmas. These items are coming from France with a lead time of approximately 8 weeks.

5.2.3 Picnic Bench

Members were asked to note that the picnic bench in memory of Carolyn Leonard will be ordered soon once the depot had been cleared of outstanding items for installation.

5.2.4 Extra toddler play equipment

Members were asked to note that a letter had been received from a Flackwell Heath resident at asking for more equipment for toddlers on the site. Members were asked to consider the contents of the request.

It was RESOLVED that;
the Flackwell Heath Play Area Working Party be restarted to consider the inclusion of the zip wire and the resident concerned about toddler equipment to be invited to one of the meetings.

5.3 Skate Park

Members were asked to note that a joint working group had been set up with Wooburn & Bourne End Parish Council to look at the feasibility and location of a possible skate park. Our members of the working group are Cllr D Johncock, Cllr L Webb and Cllr A Barron.

Cllr D Johncock advised that the initial meeting had been positive with 4 sites for a skate park for further investigation.

OS/21/052 **Orchard Green Hedge Project Update**

Members were asked to note that this project was now completed.

OS/21/053 **The Queen's Green Canopy**

Members were asked to consider the purchase of the following trees for Tylers Green as suggested by Cllr Darch to plant memorial trees around the commons in memory of those from the village who gave their lives in the 1939-45 war, these could also form part of the above project;

- 1 beside the bench on the front common outside Miles Green's house to match the one already there on the road side
- or 7 (as space permits) alongside the road in front of the first school (in time to match those along Elm Road)
- or 6 (the balance of 16) along the track down from the Village Hall to the back of the doctor's surgery; some in place of the current unsightly bramble bushes.

Members were also asked to consider the inclusion of 5 cherry trees to be sited at the entry signs to the village in Flackwell Heath.

It was noted that the Penn Tylers Green Resident's Society and the British Legion would probably like to be involved in this project. The Warden would be asked to comment on the types of trees for Tylers Green Common.

It was RESOLVED that;
the Clerk will contact Cllr Herron to advise of the committee's decision and then wait for the response from the Resident's Society and British Legion. The project was approved and planting in Tylers Green and Flackwell Heath would take place in October/November.

Cllr Darch left the meeting at 8.15pm

OS/21/054 **Magpie Wood**

Members were asked to consider the request made by Cllr Jordan for laminated signs to be displayed in the wood relating to dog waste.

It was RESOLVED that;
the laminated signs be approved and displayed in the wood.

OS/21/055 **Flackwell Heath Minors Football Club Lease**

Members were asked to note the revised lease. The lease now contains a clause for Juniper Hill School's use of the car park.

Members were asked to note that the meeting with the football club had been extremely productive.

1 Play equipment

Members were asked to note that the Chairman of committee and the clerk met with a Wicksteed play representative on 2 December 2021. The information received was not site specific and therefore confusing, however, did give a potential cost in the region of £32k, however a more detailed design and quote have been requested.

OS/21/056 **Derehams Lane Recreation Ground**

Members were asked to note the report from the sub group site visit held on Saturday 4 December.

Members were asked to note that an initial request had been made to the Rolalong Company to visit the site with a view to quoting for a replacement pavilion and changing/shower block.

OS/21/057 **Ashwells Development, Tylers Green**

Members were asked to note that an initial meeting with James Galitzine, from Grafton Partners, who is working with Buckinghamshire Council on the above development had taken place. The meeting was an initial discussion regarding the future maintenance of the green space once the development is built out. This would include the main grass land is 2.1 Hectares/ 5.3 Acres and the Chalk pit is 0.2 Hectares/ 0.5 Acres. Further information will follow once a developer has been chosen for the site, along with any monetary package for the maintenance.

OS/21/058 **Committee Finances**

Members were asked to note the committee income and expenditure to Period 9 (December).

OS/21/059 **Questions from committee members and the public**

- Cllr Forbes highlighted the paths across the Back Common and asked that they be visited on the committee site visit
- Mr L White (FHRA) advised that they had been able to get sponsorship for Jubilee Gardens. The FHRA have started a grants scheme and were offering contributions to the Community Speedwatch team in Flackwell Heath and also the Flackwell Heath Minors Football Club for a defibrillator

OS/21/060 **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 10680 to 10688 be signed and direct debits to EE, E-ON Next, Shell Fuelcard, Shorts Group Ltd and SSE be approved for payment. Also noted were cheques numbered 1670 to 10679 and BACS payment to Barclays Payflow, direct debits to Barclays, Castle Water and Unicom.

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

Date and time of next meeting: Thursday 10 March 2022 @ 7.30pm

Signed: Katrina SA Wood **Dated:** 24 February 2022

Chepping Wycombe Parish Council

Pending expenditure transactions

13-Jan-22

PO	Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
	10680	429949	Clarity Copiers Ltd	Photocopier charges - December	74.17	14.83	89.00
	10681	383597	Country Supplies	Bark mulch - Ashley Drive	72.12	14.42	86.54
	10682	6112992	The Security Network Ltd	Call out for alarm set off - 25 or 26 Dec	65.00	13.00	78.00
	10683	104591	Hawes Plant Tool Hire Limited	Fence hire - Straight Bit Rec Ground - Dec	250.70	50.14	300.84
	10684		Cash	Petty cash Sep - Dec 2021	224.85	0.00	224.85
	10685	2103051	Triumph Technologies Ltd	Microsoft Audio Conferencing, Enterprise, Sharepoint - March 2021	58.20	11.64	69.84
	10686	2201051	Triumph Technologies Ltd	12 months Panda antivirus protection	210.00	42.00	
	10686	2201052	Triumph Technologies Ltd	Microsoft Audio Conferencing, Enterprise, Sharepoint - Jan 2022	58.20	11.64	321.84
	10687	21576	Mark Wingrove	Hosting Account 2021-22	60.00	0.00	60.00
	10688	36096010122	Wren Davis Ltd	Milk delivery - Dec	14.40	0.00	14.40
						0.00	0.00
	DD	V01945668033	EE	Warden's mobile phone - Dec	17.86	3.57	21.43
	DD	KI-031D95C6-0005	E-ON Next	Gas - council offices - Dec	241.23	48.25	289.48
	DD	KI-DDBA27F4-0005	E-ON Next	Electricity - council offices 1 Oct - 31 Dec	637.47	31.87	669.34
	DD	9002561197	Shell (Fuel Card Services)	Vehicle fuel - Dec	77.87	15.57	93.44
	DD	170286	Shorts Group Limited	Dog waste collection - Dec - FH	144.00	28.80	
	DD	170287	Shorts Group Limited	Dog waste collection - Dec - LW	240.00	48.00	
	DD	170288	Shorts Group Limited	Dog waste collection - Dec - TG	312.00	62.40	835.20
	DD		SSE	Footway lighting - Dec	613.48	115.45	728.93
					3,371.55	511.59	3,883.14

Income received since last committee meeting over £500.00

	CR		Hiscox	Insurance for play equipment Straight Bit	5,907.15	0.00	5,907.15
	CR		Bucks Council	CIL	17,023.74	0.00	17,023.74
	CR			Little Buddies - Nov 21	945.00	0.00	945.00
					23,875.89	0.00	23,875.89

Signed: ...... Signed: C D [signature]

Date: 14/01/22 Date: 18-1-22

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

4-Jan-22

PO	Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
	10670	DH0003	4 Front Security Services Ltd	Security Mobile Patrol - Dec (31 nights)	930.00	186.00	1,116.00
	10671	AE1438/2021	Active Enviropest	Rodent inspection - Dec	40.00	0.00	40.00
	10672	6437872	Castle Water Limited	Water - Hammersley Lane Cemetery 1 Aug 2021 - 31 Mar 2022	3.56	0.00	3.56
x	10673	1775	Collison Tree Care Ltd	Cut back overhanging trees from railway land	350.00	70.00	420.00
	10674	210984	GDT (Fire Extinguishers) Ltd	Fire Alarm Service	75.00	15.00	
	10674	210985	GDT (Fire Extinguishers) Ltd	Fire Extinguishers Service	35.00	7.00	132.00
	10675	6112014	The Security Network Ltd	Annual charge for monitoring & servicing security system	590.40	118.08	708.48
	10676		HMRC	Tax & NI - December	2,961.66	0.00	2,961.66
	10677	13455	Hon RFJ & V Carington	Annual licence for land adjoining Oakwood	30.00	6.00	36.00
x	10678	8223	John Lee Construction Limited	Fill potholes - grass triangle opposite TG Village Hall	2,850.00	570.00	3,420.00
x	10679	9620	NLJ Groundwork Contractors	Filling and concreting of old inspection pit in workshop	1,000.00	200.00	
	10679	9621	NLJ Groundwork Contractors	Remediation works to offices	14,500.00	2,900.00	18,600.00
	BACS		Barclays Payflow	Salaries & Pensions December	11,155.14	0.00	11,155.14
	DD		Barclays	Bank charges Oct-Nov	51.83	0.00	
	DD		Barclays	Loyalty reward Oct-Nov	-8.77	0.00	43.06
	DD	6453909	Castle Water Limited	Water - Altona Rd Cemetery 01 Sep 2021 - 31 Mar 2022	16.60	0.00	16.60
	DD	12817546	Unicom	Landline & broadband charges - Dec	123.23	24.65	147.88
	DD						0.00
	DD						0.00
					34,703.65	4,096.73	38,800.38

Income received since last committee meeting over £500.00

	CR			Burials	2,210.00	0.00	2,210.00
	CR			HMRC VAT Reclaim	2,260.95	0.00	2,260.95
					4,470.95	0.00	4,470.95

Signed: .... Signed: 4/1/2022

Date: C. D. Jordan Date: 4/1/2022

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