

CHEPPING WYCOMBE PARISH COUNCIL

Report of the Council meeting held on **Thursday, 24 February 2022 at 7.30pm**
at the Council Chamber, Cock Lane, Tylers Green, Bucks HP10 8DS

Present:

Cllr K Wood (Chairman)	Cllr C Dodds
Cllr D Johncock (Vice-Chairman)	Cllr S Herron
Cllr L Johncock	Cllr I Forbes
Cllr L Willis	Cllr L Webb
Cllr R Wilks	Cllr C Jordan
Cllr A Barron	Cllr H Darch
Cllr J Gurney	Cllr J Herschel

Also present: Mr G Christie (CWPC Warden)

Prior to the start of the meeting the Chairman called a one-minute silence in memory of Cllr Bob Kin who will be missed for all his commitment and good work for the council and the community since joining in August 2018.

Cllr Wood thanked members for the flowers and card following her return home from hospital.

The Chairman also commented that it was good to see Mr Christie who was currently recovering from surgery.

FC/21/052 **Apologies for Absence**
Apologies were received and approved from Cllr S Digby (holiday) and Cllr S Barrett (holiday).

FC/21/053 **Declarations of Interest and Code of Conduct**
There were none.

FC/21/054 **Council Minutes**
It was RESOLVED that;
The minutes of the Council meeting held on Thursday, 16 December 2021 be approved as an accurate record.

FC/21/055 **Open Spaces Committee**
It was RESOLVED that;
The report of the Committee meeting held on Thursday, 13 January 2022 be approved.

FC/21/056 **Works & Services Committee**
Cllr Dodds advised that item **WS/21/044** office move would be on the Informal meeting agenda for further consideration and discussion.

It was RESOLVED that;
The report of the Committee meeting held on Thursday, 27 January 2022 be approved.

FC/21/057 **Finance & General Purposes Committee**
Cllr Forbes highlighted item **FGP/21/035 2. Appraisal Arrangements** and advised that training would be being undertaken.

It was RESOLVED that;
the report of the Committee meeting held on Thursday, 10 February 2022 be approved

Mr Christie left the meeting at 7.38pm

FC/21/058 **Planning Meetings**
It is RESOLVED that;
the reports of the Planning Meetings held on 14 December 2021, 4 January 2022, 18 January 2022 and 1 February 2022 be noted.

Council was also asked to note the schedule of applications from July to November, showing eventual outcomes of the parish council submitted objections.

FC/21/059

S137 – Payment of Grants

Council was asked to note that under the Local Government Act 1972 S137 (4) (a) the statutory expenditure limit for 2021/23 will be £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 was asked to note that the current budget allocation for the financial year of £5,000 was well below the aforementioned limit.

FC/21/060

Virement from the General Reserve

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

It was RESOLVED that;

That the virement of £5,400 from the general reserve be approved.

FC/21/061

Risk Register

Council was asked to consider the recommendation from the Finance & General Purposes committee to approve for adoption the Risk Register.

It was RESOLVED that;

The Risk Register be approved for adoption

Thanks were noted to Cllr Barron who had done some excellent work on the Risk Register.

FC/21/062

5 Year Plan

Council was asked to note the revised 5 Year Plan previously considered at the Finance & General Purposes committee.

Council was asked to consider 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.

It was RESOLVED that;

The creation of a sub-committee to consider, oversee and prioritise the 5-year plan was approved.

FC/21/063

Community Board Projects

Council was asked to note the report from Cllr Barron, previously noted at the last Finance and General Purposes committee. Cllr Barron provided a further verbal update as below:

- The Beaconsfield and Chepping Wye Community Board (BCWCB) had approved funding for the Refresh Project. This is a multi-board application for £70k with BCWCB support of approximately £9k for refurbishment / renewal of perfectly usable items that may have gone to landfill under "normal circumstances". The unit will move from Handy Cross and plans to relocate to the town centre are underway. This should be a great benefit and resource to those that require this form of support.
- The BCWCB approved funding for the Highways and Transport group Project. Essentially signs that are fitted to the village place names to indicate Community Speedwatch operates in the village.
- Funding was also approved for the Bee Squared Project. Bulk purchase of wild seeds for re-wilding plans and encouragement of pollinators.
- Equipment for the Friday and Tuesday night clubs. (They have approx 60 children attending from a membership of 120 for each of the groups).

- FC/21/064 **Re-appointment of Internal Auditor**
Council was 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.
- It was RESOLVED that;
The re-appointment of Mr E Newhouse be approved.***
- FC/21/065 **Staffing Committee**
Council was asked to consider the revised Terms of Reference for the Staff Committee. The original Terms of Reference had been adopted by full Council in November 2015.
- It was RESOLVED that;
The revised Terms of Reference be approved.***
- FC/21/066 **Office Refurbishment/Derehams site**
Council was asked to note that this item was deferred and passed to the Informal Meeting.
- FC/21/067 **Informal Meeting**
Council was asked to note the date set for the next informal meeting is Thursday 17 March 2022 at 7.30pm.
- FC/21/068 **Questions by Members of the Council**
Cllr Jordan highlighted the parking issues outside Dominos Pizza on the London Road. It was a parking enforcement issue – however a log of car number plates could assist with any fines and locating the drivers.
- FC/21/069 **Public Participation**
There were no members of the public present.
- FC/21/070 **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 10722 to 10733 be signed and BACS payments to Barclays Payflow and CLG Auto Electrics and direct debits to Barclays, NEST and Unicom be approved for payment.***

The chairman thanked members for their attendance and closed the meeting at 8.12pm

Signed 

Dated: 28 April 2022

24-Feb-22

Pending expenditure transactions

PO	Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
	10722	AE1502/2022	Active Enviropest	Routine Rodent Inspection - February	40.00	0.00	40.00
x	10723	70507	Briants of Risborough Ltd	6 bags soil	80.25	16.05	96.30
	10724	455594	Brisant Secure Ltd	Keys for new back door	59.79	11.96	71.75
	10725		HMRC	Tax & NI - February	2,937.26	0.00	2,937.26
	10726	179	Pureflow Exterior Cleaning	Cleaning of all exterior office windows	35.00	0.00	35.00
	10727		S Thompson	Engraving of plaque for bench in Kingswood	45.00	0.00	45.00
x	10728	1594	A Ellis Tree Surgery Ltd	Emergency tree work following Storm Eunice	800.00	160.00	960.00
	10729	3444	BALC	Addressing Conflict between Employees & Member' - K Wood	45.00	0.00	45.00
x	10730	43205	Hazlemere Window Company Ltd	Supply and fit new back door at council offices	1,760.11	352.02	2,112.13
x	10731	2579	Lectrical Solutions Ltd	Supply & fit 2 LED flood lights - workshop; 1 LED security light - office	410.00	82.00	492.00
	10732	455594	W Thompson	Keys for new back door	59.79	11.96	71.75
x	10733	49552	R&D Contractors	Warden's cloakroom	5,350.00	1,070.00	6,420.00
	BACS		Barclays Payflow	Salaries & Pensions - February	11,179.54	0.00	11,179.54
	DD		Barclays	Bank Charges Dec-Jan	42.74	0.00	
	DD		Barclays	Loyalty Reward Dec-Jan	-6.95	0.00	35.79
	BACS	15830	CLG Auto Electrics	Repair poor connection on trailer lights & fit new bulbs	66.75	13.35	80.10
	DD		NEST	Pensions - Jan	645.49	0.00	645.49
	DD	12882196	Unicom	Landline & broadband charges - Feb	111.11	22.22	133.33
					23,601.09	1,727.60	25,328.69

Income received since last committee meeting over £500.00

CR		Burials	1,249.87	0.00	1,249.87
CR					
CR					
			1,249.87	0.00	1,249.87

Signed: *Kate Foster S.A. Ward* Signed: *Jan Fisher*Date: *24/2/22* Date: *24/2/2022*

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