

CHEPPING WYCOMBE PARISH COUNCIL



COUNCIL AGENDA

Members of the council are summoned to attend the Council meeting to be held on **Thursday, 28 April 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, 24 April 2022
(Pages 4-6)

4. **Open Spaces Committee**

To CONSIDER the attached report of the Committee meeting held on Thursday, 10 March 2022 (Pages 7-9)

5. **Works & Services Committee**

To CONSIDER the attached report of the Committee meeting held on Thursday, 24 March 2022.
(Pages 10-12)

6. **Finance & General Purposes Committee**

To CONSIDER the attached report of the Committee meeting held on Thursday, 14 April 2022 (Pages 13-15)

7. **Planning Meetings**

To CONSIDER the attached reports of the Planning Meetings held on 15 February 2022 (page 16), 8 March 2022 (pages 17-19), 22 March 2022 (pages 20-21) and 5 April 2022 (page 22).

Council is also asked to NOTE the schedule of applications from February to April [APPENDIX A \(page 23\)](#), showing eventual outcomes of the parish council submitted objections.

8. **Hazlemere Neighbourhood Plan Update**

Council is asked to RECEIVE an update on the Hazlemere Neighbourhood Plan from Cllr Paul Fleming, Hazlemere Parish Council.

9. Policies and Procedures

Council is asked to CONSIDER the recommendation from the Finance & General Purposes Committee to re-adopt the following policy documents which can be found on the parish council website www.cwpc.org.uk , however if anyone would like to have a copy prior to the meeting please contact the office. Council is asked to NOTE that no changes are proposed.

9.1 Information & Data Protection Policy

9.2 Retention & Disposal Policy

9.3 Management of Transferable Data Policy

9.4 Data Breach Policy

9.5 Standing Orders

9.6 Financial Regulations

9.7 Publicity Policy

9.8 Complaints Procedure

10. 5 Year Plan

Following the creation of a sub-committee to oversee and prioritise items on the 5 Year Plan. Council is asked to NOTE the revised 5 Year Plan **APPENDIX B (page 24)** and is asked to CONSIDER and, if so minded APPROVE the sums in the approval cost column with a view to progressing the projects.

11. Community Board Projects

Council is asked to NOTE the attached report from Cllr Barron **APPENDIX C (page 25)**, 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.

12. Annual Return and Governance Statement

Council is asked to CONSIDER the recommendation from the Finance & General Purposes Committee to approve for signature the completed annual return and governance statement. **APPENDIX D (pages 26- 41)**

13. Green Dragon Lane/Flackwell Heath Minors FC Lease

Council is asked to CONSIDER the recommendation from the Open Spaces Committee to approve the final draft of the lease for signature by the Chairman and Vice Chairman of the Council. **APPENDIX E (pages 42-53)**

14. Grants

Council is asked to NOTE the budget line amount for grants in the new financial year is £5,000.

14.1 Flackwell Heath Bowls Club

Council is asked to APPROVE the recommendation from the Finance & General Purposes committee to award a £500.00 grant as a contribution towards a new flatbed roller for the rink. The Club had requested £5,000

14.2 Penn & Tylers Green Events – Queens’ Platinum Jubilee celebration

Council is asked to APPROVE the recommendation from the Finance & General Purposes committee to award a £500.00 grant as a contribution towards the events being held over the above weekend. The request had been made for £1,000.

15. Informal Meeting

Council is asked to NOTE the new date for the postponed informal meeting – Tuesday 3 May at 7.30pm. The agenda will be the same as previously circulated.

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
21 April 2022