

CHEPPING WYCOMBE PARISH COUNCIL

WORKS & SERVICES COMMITTEE

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

Thursday 9 June 2022

Members of the council are summoned to attend the meeting to be held on **Thursday 9 June 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 S Herron
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 Hammersley Lane Garden of Rest**
- 5.3 St Margaret's Churchyard**

6. War Memorial – Flackwell Heath

7. Royal Mail Bag Drop Boxes

8. FH Broxap bins

9. Committee Site Visit

10. Committee Finances

11. Questions from committee members and the public

12. Accounts for payment



Cheryl Jeken
Deputy Clerk to the Council
3 June 2022

Delegated Action

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

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

Members are asked to NOTE that the structural measurements for the office refurbishment have been completed at a cost of £950.00 and the drawings have been sent to Building Control for approval.

Members are asked to NOTE that the replacement security system has been ordered at a cost of £3,125.00 and is scheduled to be installed from 7 June.

4.2 Depot

Members are asked to NOTE that the works to replace the fluorescent lighting with LED luminaires in the depot and workshop has been completed at a cost of £1,919.70.

Members are asked to NOTE that the floor in the depot and workshop will be painted by our Grounds Team in the winter and new, more practical, shelving will be installed thereafter.

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

Members are asked to NOTE that the planter has been installed at a cost of £880. It has been planted up by our Grounds Team.

Members are asked to NOTE that a bench and plaque in memory of Cllr Kin has been ordered at a cost of £544 and is scheduled for delivery on 13 June. The words on the plaque will read *In memory of Cllr Bob Kin 1953-2022 "You are what you believe yourself to be"*.

5.2 Hammersley Lane Garden of Rest

Members are asked to NOTE that the works to redo the path with self-binding gravel has been delayed as the contractor has an employee down.

Members are asked to NOTE that the clerk and deputy clerk have inspected the memorials. The findings are:

- 17 memorials have sunk and require lifting by a stonemason
- 15 headstones have been laid flat and require repairing by a stonemason
- 2 graves have vanished
- 4 graves have sunken
- 2 graves require minor repairs to the kerbstones

An update on the progress of contacting deed holders of the above graves will be brought to the next meeting.

5.3 St Margaret's Churchyard

Members are asked to CONSIDER and, if so minded, APPROVE the quotation below to repair the boundary wall. The brickwork to the gate piers requires attention. We have taken a single tender action from the contractor who carried out the pointing of the wall in October 2021.

Quote A £350.00

AGENDA ITEM 6**War Memorial – Flackwell Heath**

Members are asked to NOTE that our Grounds Team, with the help of Mr Godliman, has laid a paved pathway from the road to the memorial using the paving slabs from St Margaret's Churchyard.

Members are asked to NOTE that the ½ bell traffic bollards have been delivered. We are awaiting a quotation for their installation.

AGENDA ITEM 7

Royal Mail bag drop boxes

Members are asked to NOTE that we received a reply from Royal Mail, acknowledging receipt of our letter and to say that the request to remove the bag drop boxes has been passed to the Wycombe Area office. A follow up letter has been written by Cllr Barrett and the deputy clerk.

AGENDA ITEM 8

FH Broxap bins

Members are asked to NOTE that the last written communication received was an email dated 27 February 2020 from Chiltern District Council in which they said that the ongoing maintenance cost for refurbishing these bins is prohibitive and the only option they could see is to replace them for their new black bins. On the Broxap website, a Round Medium Cast Iron Bin which we have are now £750 and to refurbish them is around 40% ie £300 per bin.

Members are asked to CONSIDER and, if so minded, APPROVE that we request Buckinghamshire Council to replace all damaged bins with their standard black bins.

AGENDA ITEM 9

Committee Site Visit

Members are reminded that the date for the committee site visit is Wednesday 6 July at 10.00am. Areas that will be visited are:

- Heath End Common & the two paths (Heath End Rd & Sheepridge)
- FH War Memorial
- Altona Road Cemetery

AGENDA ITEM 10

Committee Finances

Members are asked to NOTE the committee's income and expenditure to Period 1 (April). **APPENDIX A**

AGENDA ITEM 11

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 12

Accounts for payment

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

Date and time of next meeting: Thursday 15 September 2022 at 7.30pm