

CHEPPING WYCOMBE PARISH COUNCIL

Report of the Annual Council meeting held on Tuesday 10 May at 7.30 pm at the Council Chamber,
Cock Lane, Tylers Green, High Wycombe, 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 S Digby	Cllr S Barrett

The meeting was open to the public and press

1. Election of chairman of the council

It was proposed by Cllr Ian Forbes and seconded by Cllr Sue Digby that Cllr Katrina Wood be elected Chairman of the Council until the next Annual Meeting of the Council. No other nomination was forthcoming.

It was RESOLVED that;

Cllr Wood be elected Chairman of Council for the year 2022/23.

Cllr Wood signed the declaration of acceptance of office.

Cllr Wood thanked members for their continued support. She thanked the staff for their hard work and asked for best wishes to be sent to Mr Christie.

2. Election of vice-chairman of the council

It was proposed by Cllr Roger Wilks and seconded by Cllr Alec Barron that Cllr Dave Johncock be elected Vice-chairman of the Council until the next Annual Meeting of the Council. No other nomination was forthcoming.

It was RESOLVED that;

Cllr D Johncock be elected Vice-chairman of the Council for the year 2022/23.

Cllr Johncock signed the declaration of acceptance of office.

Cllr Johncock also thanked members for their support.

3. Apologies for absence

Apologies for absence were received and approved from Cllr Gurney (holiday) and Cllr Herschel (family).

4. Declarations of members' interests in agenda items

There were none.

Council adjourned at 7.38pm to confer in ward groups.

5. Election of standing committees of the council

The following members were elected to serve on the committees as set out below:

Open Spaces	Works & Services	Finance & General Purposes
Cllr Les Willis (LW)	Cllr Chris Dodds (LW)	Cllr Chris Dodds (LW)
Cllr John Gurney (LW)	Cllr John Gurney (LW)	Cllr Les Willis (LW)
Cllr Clive Jordan (LW)	Cllr Clive Jordan (LW)	Cllr Clive Jordan (LW) Temp
Cllr Luca Webb (FH)	Cllr Jeff Herschel (FH)	Cllr Jeff Herschel (FH)
Cllr Liz Johncock (FH)	Cllr Liz Johncock (FH)	Cllr Luca Webb (FH)
Cllr Sue Digby (FH)	Cllr Alec Barron (FH)	Cllr Roger Wilks (FH)
Cllr Dave Johncock (FH)	Cllr Roger Wilks (FH)	Cllr Alec Barron (FH)
Cllr Ian Forbes (TG)	Cllr Sharon Herron (TG)	Cllr Ian Forbes (TG)
Cllr Haydn Darch (TG)	Cllr Steven Barrett (TG)	Cllr Haydn Darch (TG)
Cllr Sharon Herron (TG)	Cllr Katrina Wood (TG)	Cllr Katrina Wood (TG)
Cllr Katrina Wood (TG) ex officio	Cllr D Johncock (FH) ex officio	Cllr D Johncock (FH) ex officio

(a) Election of chairmen and vice-chairmen of committees

So that delegated action could if necessary be taken before the next meeting of committees each committee met in turn to appoint a chairman and vice-chairman.

The council meeting was then reconvened at 7.44pm

The following appointments were reported:

	Chairman	Vice-chairman
Open Spaces Committee	Cllr Les Willis	Cllr Liz Johncock
Works & Services Committee	Cllr Chris Dodds	Cllr Roger Wilks
Finance & General Purposes Committee	Cllr Ian Forbes	Cllr Alec Barron

(b) Planning Applications Committee

Council was asked to consider;

- the planning representatives for each ward rotate the chairmanship of the Planning meeting by agreement amongst themselves;
- all members are welcome to attend;
- quorum of these meetings will be 3;

Council was also asked to elect one planning representative from each ward.

It was RESOLVED that;

The above criteria remain in place and that the following representatives were appointed to the Planning Applications Committee:

<i>Cllr L Johncock</i>	<i>Flackwell Heath</i>
<i>Cllr C Dodds</i>	<i>Loudwater</i>
<i>Cllr H Darch</i>	<i>Tylers Green</i>

It was noted that the planning meetings, not being a standing committee, would continue to be held on TEAMS.

(c) Appointment of sub-committees

It was confirmed that the appointment of sub-committees and working parties would be at the discretion of the appropriate standing committee.

(d) CWPC In-House Auditors

The meeting was asked to appoint two members as In-House Auditors or to refer the appointments to the Finance and General Purposes Committee.

It was RESOLVED that;

Cllr Les Willis and Cllr Chris Dodds would be the In-House Auditors for 2022/23 as they had not been able to perform the role during COVID 19.

6. Review of assets, risks and policies

A review had been undertaken at the previous Council meeting.

It was RESOLVED that;

that the financial regulations, standing orders, complaints procedure, press and media policy be adopted

It was noted that the terms of references for committees to be deferred to each committee and insurance cover in respect of all insured risks would be for review at the next full Council meeting on 28 June as the 3 year agreement with the current insurer would be coming to an end in August.

7. Appointment of representatives on other outside bodies

The council was asked to consider appointing representatives to the following organisations:

<u>Organisation</u>	<u>No. of Representatives</u>
Tylers Green & Penn Parish Council Joint Meeting	Tylers Green members and chairman of council
Beaconsfield & Chepping Wye Community Board (BCC) (x 4 per year)	Cllr Alec Barron (working groups reps to be appointed as required)
Neighbourhood Action Group (NAG) (x 12 per year)	Cllr L Johncock/Cllr Ian Forbes/Cllr Clive Jordan
Flackwell Heath Residents' Association Executive Committee (x 4 per year)	Cllr Liz Johncock
Flackwell Heath Community Centre	Cllr Luca Webb
Bucks Association of Local Councils (BALC)	Chairman of council
Flackwell Heath Scouts & Guides Joint Executive Committee	Cllr Jeff Herschel
Revive the Wye Project Joint Steering Group	Loudwater members
WAALC (held until after vote on 18 May)	
And any other organisation the council believes to be relevant or not included in the above list	

The Council was asked to agree the appointments of representatives to the following sports organisations or to refer the issue to the Open Spaces Committee for consideration at their first meeting:

- Flackwell Heath Bowling Club
- Flackwell Heath Tennis Club
- Loudwater Bowls Club
- Flackwell Heath Minors Football Club

It was RESOLVED that;

The representatives of the sports organisations be referred to the next Open Spaces committee

8. Questions from the public

There were no members of the public present.

9. Questions by members of the council

There were no questions from members of the council.

11. Accounts for payment

The accounts for payment were circulated at the meeting for the approval of members.

It was RESOLVED that;

the accounts for payment be approved and cheques numbered 10792 to 10806 be signed and that the direct debits to Shorts Group Ltd, Shell (Fuel Card Services) and SSE be approved for payment.

The chairman of the meeting thanked members for their attendance and closed the meeting at 8.00pm

Signed:



Dated: 23 June 2022

10-May-22

Pending expenditure transactions

PO	Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
	10792	DH0007	4 Front Security Services Ltd	Security Mobile Patrol - Straight Bit - April	900.00	180.00	1,080.00
	10793	BA5362	Brocklehurst Architects Limited	2nd payment for architectural drawings	300.00	60.00	360.00
x	10794	288442	Broxap Limited	5 x kerbside protector bollards	2,020.00	404.00	2,424.00
	10795	435473	Clarity Copiers Ltd	Photocopy charges - April	31.43	6.29	37.72
x	10796	19034	Defib Store Ltd	Standard adults pads	57.00	11.40	68.40
x	10797	103051	GL Jones Playgrounds Ltd	Inclusive Swing Seat with harness and chains	1,013.10	202.62	1,215.72
	10798	108428	Hawes Plant Tool Hire Limited	Fence hire - Straight Bit rec ground - April	228.90	45.78	274.68
x	10799	G16479	Kimbletech Ltd	Replacement lighting for depot	1,919.70	383.94	2,303.64
	10800	77532286	Perrys Motor Sales Limited	Transit - 2 x replacement fuel injectors	512.94	102.59	615.53
	10801	4495	R J Austin	Structural calculations for architectural drawings	950.00	190.00	1,140.00
	10802	2205019	Triumph Technologies Ltd	Microsoft Audio Conferencing, Enterprise, Sharepoint - May 2022	58.20	11.64	69.84
x	10803	1260804046	Trade UK (B&Q)	Paint, brushes and bib taps - allotments	136.25	27.25	163.50
x	10804	8871364	Viking	Batteries, hand towels & toilet rolls	46.96	9.39	56.35
x	10805	254556	WEL Medical Limited	Defib external cabinet GDL	455.00	91.00	546.00
	10806	36096300422	Wren Davis Ltd	Milk delivery - April	15.30	0.00	15.30
	DD	180036	Shorts Group Limited	Dog waste collection - Apr - FH	192.00	38.40	
	DD	credit note 180895	Shorts Group Limited	credit invoice 180036	-12.00	-2.40	
	DD	180037	Shorts Group Limited	Dog waste collection - Apr - TG	416.00	83.20	
	DD	Credit note 180897	Shorts Group Limited	credit invoice 180037	-26.00	-5.20	
	DD	180038	Shorts Group Limited	Dog waste collection - Apr - LW	320.00	64.00	
	DD	credit note 180896	Shorts Group Limited	credit invoice 180038	-20.00	-4.00	1,044.00
	DD	9003155439	Shell (Fuel Card Services)	Vehicle fuel - Apr	259.87	51.97	311.84
	DD		SSE	Footway lighting - Apr	896.17	169.03	1,065.20
					10,670.82	2,120.90	12,791.72

Income received since last committee meeting over £500.00

			Permit - Totteridge Common -Hebborn Fair	1,910.83	382.17	2,293.00
			Bucks Council - Precept (April 2022)	181,262.34	0.00	181,262.34
				183,173.17	382.17	183,555.34

Signed: *Katrina S A Wood*Date: *10/5/2022*

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 payoff payments as above, along with the relevant purchase order details against the cheques