

CHEPPING WYCOMBE PARISH COUNCIL

Report of the Council meeting held on **Thursday, 28 April 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 S Digby	Cllr S Barrett

Also present: Cllr P Fleming (Hazlemere Parish Council)

FC/21/071 Apologies for Absence

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

FC/21/072 Declarations of Interest and Code of Conduct

Declarations of a personal nature were received from Cllr I Forbes being in receipt of an Expenses cheque – agenda item 18.

Cllr I Forbes, Cllr H Darch, Cllr K Wood and Cllr S Herron declared a personal interest in agenda item 14.2 being members of the Penn & Tylers Green Residents' Society.

The chairman asked members to suspend standing orders and move agenda item 8 forward – this was approved.

Cllr Paul Fleming was welcomed.

FC/21/073 Hazlemere Neighbourhood Plan Update

Council was as RECEIVE an update on the Hazlemere Neighbourhood Plan from Cllr Paul Fleming, Hazlemere Parish Council.

Cllr Fleming gave a timeline of events starting from August/September 2020. Starting with a Working Party, employing consultants to assist with the Plan, undertaking consultations and engaging with the community, finalising their designated area, developing a vision for the Plan, formalising the Working Party into a Committee and getting to pre-submission. It is hoped that the Plan will be made this year and will have taken 27 months.

Cllr Fleming was thanked for the update and he left the meeting at 8.05pm.

FC/21/074 Council Minutes

It was RESOLVED that;

The minutes of the Council meeting held on Thursday, 24 February 2022 be approved as an accurate record.

FC/21/075 Open Spaces Committee

It was RESOLVED that;

The report of the Committee meeting held on Thursday, 10 March 2022 be approved.

FC/21/076 Works & Services Committee

It was RESOLVED that;

the report of the Committee meeting held on Thursday, 24 March 2022 be approved.

FC/21/078 Finance & General Purposes Committee

It was RESOLVED that;

the report of the Committee meeting held on Thursday, 14 April 2022 be approved.

FC/21/079

Planning Meetings

It was RESOLVED that;

the reports of the Planning Meetings held on 15 February 2022, 8 March 2022, 22 March 2022 and 5 April 2022 be approved.

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

FC/21/080

Policies and Procedures

Council was asked to consider the recommendation from the Finance & General Purposes Committee to re-adopt the following policy documents. Council was asked to note that no changes were proposed.

- 1 Information & Data Protection Policy**
- 2 Retention & Disposal Policy**
- 3 Management of Transferable Data Policy**
- 4 Data Breach Policy**
- 5 Standing Orders**
- 6 Financial Regulations**
- 7 Publicity Policy**
- 8 Complaints Procedure**

It was RESOLVED that;

All the above policies be approved and re-adopted.

FC/21/081

5 Year Plan

Council was asked to note the revised 5 Year Plan and was asked to consider the sums in the approval cost column with a view to progressing the projects.

It was RESOLVED that;

The costs in the approval cost column be approved.

FC/21/082

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 advised that the Fassetts Road alleyway project was in motion with a completion date in November. Cllr Peter Strachan had sent an encouraging response relating to the Idling Engines initiative.

Cllr Barrett highlighted the excessiveness of the Bee Squared initiative. There was a need for a better distribution method.

Cllr Darch asked about the Ashley Drive verge project – Cllr D Johncock advised it was in the design phase but there had up to now been a lack of progress due to staff shortages.

FC/21/083

Annual Return and Governance Statement

Council was asked to consider the recommendation from the Finance & General Purposes Committee to approve for signature the completed annual return and governance statement.

It was noted that the Notice of Public Rights would be display from 13 June 2022 to 22 July 2022.

It was RESOLVED that;

The annual return and governance statement be approved for signature.

The Clerk was thanked for her work on the AGAR.

FC/21/084

Green Dragon Lane/Flackwell Heath Minors FC Lease

Council was 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.

It was RESOLVED that;

The lease be approved for signature by the Chairman and Vice chairman of the council.

FC/21/085

Grants

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

1 Flackwell Heath Bowls Club

Council was 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

It was RESOLVED that;

The grant awarded of £500.00 be approved.

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

Council was asked to consider 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.

It was RESOLVED that;

The grant awarded of £500.00 be approved, matching the amount awarded by Penn Parish Council.

Cllr Herron abstained from the vote.

FC/21/086

Informal Meeting

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

FC/21/087

Questions by Members of the Council

Cllr Herschel sent a question relating to WAALC (Wycombe Area Association of Local Councils) requesting a response to whether the association should continue.

Following a discussion the general feeling was that there was no further need for WAALC. It had been useful to be able to meet other Parishes and find out what they were doing but the online nature of meetings had taken that away and BMKALC seemed to be far more proactive with the newly appointed County Officer. The parish council will be suggesting the possibility of having a meeting 6 monthly with one in Aylesbury and one in the Southern area. Cllr Wood to send the response.

Cllr Herschel also highlighted the situation with a potential new mast in Flackwell Heath. The Community Centre had emphatically declined the mast on their land. The mast could not be erected anywhere without land owner permission. There was a query about adding to the mast at Green Dragon Lane.

FC/21/088

Public Participation

There were no members of the public.

FC/21/089

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 10785 to 10791 be signed and BACS payment to Barclays Payflow and direct debits to EE and Unicom be approved for payment.

The chairman thanked members for their attendance and closed the meeting at 8.45pm

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

Cllr Les Willis (LW)
Cllr John Gurney (LW)
Cllr Clive Jordan (LW)
Cllr Luca Webb (FH)
Cllr Liz Johncock (FH)
Cllr Sue Digby (FH)
Cllr Dave Johncock (FH)
Cllr Ian Forbes (TG)
Cllr Haydn Darch (TG)
Cllr Sharon Herron (TG)
Cllr Katrina Wood (TG) ex officio

Works & Services

Cllr Chris Dodds (LW)
Cllr John Gurney (LW)
Cllr Clive Jordan (LW)
Cllr Jeff Herschel (FH)
Cllr Liz Johncock (FH)
Cllr Alec Barron (FH)
Cllr Roger Wilks (FH)
Cllr Sharon Herron (TG)
Cllr Steven Barrett (TG)
Cllr Katrina Wood (TG)
Cllr D Johncock (FH) ex officio

Finance & General Purposes

Cllr Chris Dodds (LW)
Cllr Les Willis (LW)
Cllr Clive Jordan (LW) Temp
Cllr Jeff Herschel (FH)
Cllr Luca Webb (FH)
Cllr Roger Wilks (FH)
Cllr Alec Barron (FH)
Cllr Ian Forbes (TG)
Cllr Haydn Darch (TG)
Cllr Katrina Wood (TG)
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

CHEPPING WYCOMBE PARISH COUNCIL

OPEN SPACES COMMITTEE

Report of the meeting held on **Tuesday 24 May 2022** at **7.30pm** at the Council Office, Cock Lane, Tylers Green, High Wycombe Bucks HP10 8DS

Present:	Cllr L Willis (Chairman)	Cllr I Forbes
	Cllr L Johncock (Vice-chairman)	Cllr C Jordan
	Cllr J Gurney	Cllr S Digby
	Cllr H Darch	Cllr S Herron
	Cllr K Wood (ex officio)	

Also present: Cllr A Barron

The meeting started at 7.30pm with Cllr L Johncock acting as Chairman in the absence of Cllr Willis

OS/22/001 **Apologies for absence**
Apologies had been received and approved from Cllr L Webb (business) and Cllr D Johncock (meeting)

OS/22/002 **Declarations of members' interests in Items on the agenda**
There were none.

OS/22/003 **Representatives to Sports Organisations**
Members were asked to consider appointments of representatives to the following sports organisations;

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

***It was RESOLVED that;
the following appointments be approved;
Flackwell Heath Bowling Club and Flackwell Heath Tennis Club – Cllr S Digby
Loudwater Bowls Club – Cllr C Jordan
Flackwell Heath Minors Football Club – Cllr S Herron***

OS/22/004 **Allotments**
Members were asked to note that the following vacancies exist at the allotment sites:
Chapel Road – no vacant plots
Ashley Drive – 1 half plot and 2 full plots
There were currently 9 people on the waiting list for Chapel Road.

Cllr L Johncock queried why more half plots had not been created. The clerk advised that in the past half plots had caused issues when one plot holder left leaving the half plot to go to seed.

Both Cllr L Johncock and Cllr S Digby requested that a longstanding certificate be given to an allotment holder at Chapel Road who was now in her 40th year at the site.

1 BBQ and Picnic Dates

Members were asked to note that the following dates have been set for the above, all are welcome;

- Saturday, 23 July starting at 12 noon in Ashley Drive, Tylers Green
- Saturday, 6 August starting at 11am BBQ in Chapel Road, Flackwell Heath

2 Allotment Competition

Members were asked to note that the allotment competition would be returning this year. The judging will take place between 20 June and 9 July; certificates to be awarded for First place, Second

place, Third place and one highly commended for each site and these will be presented at the BBQ and picnic along with the overall winner's cup.

OS/22/005

Tylers Green Common

1 Track 4

Members were asked to note that the contractor who had quoted for this work was currently extremely busy. The residents have been advised of a requirement for a contribution towards the cost, however, due to the length of time since the original quote was received there would be a need to request a further revision as raw materials are rising in cost almost daily. Members were reminded that the quotation was to create a water divert barrier and French drain in the sum of £3,850.00.

Members were also asked to note that there had been a further request to assist with the reduction in size of the waste lorries currently being used on the track.

Cllr Wood advised that the lorry size had already reduced and felt that any further reduction in size would probably not happen.

Cllr Willis arrived at 7.43pm and took the chairmanship of the meeting. He apologized for his late attendance.

2 Tracks Policy

Following the Informal Meeting at which the Track Policy was discussed, members were asked to consider making revisions to the policy.

It was RESOLVED that;

at item 2 Works to the Tracks – the following changes be made;

'..... and may well require a 50% contribution from residents'.

'The Council will facilitate the maintenance of potholes through the positioning of small dumps of suitable material.'

The policy to be taken to full council for approval and adoption.

OS/22/006

Playgrounds

1 Ashley Drive Recreation Ground

1.1 Surfacing requirements

Members were asked to note that the following areas had been highlighted by Cllr Darch as being in need of improvement.

- Entrances to the adventure play area
- Entrances to the fenced play area
- To the front and rear of the stand-alone slide
- Inside adventure play area

Members were asked to note that both play areas (above) have been earmarked for maintenance and slabs will be laid under the gates at the entrances. Quotations to be obtained for wetpour inserts inside the adventure play area and around the stand-alone slide. The clerk was advised to proceed with all these works.

Cllr Wood advised that she was disappointed that the work to these areas had not already been completed. The clerk advised that during the lockdown period contractors were unavailable and they are now all trying to catch up with shortages of raw materials.

2 Straight Bit Recreation Ground

2.1 Security

Members were asked to note that due to the extent of anti-social behaviour at the site the security company had been retained. The situation was being constantly monitored.

Members were asked to note that the perpetrator of the arson attack on the boat had been identified and a Community Resolution Order had been approved by the TVP Youth Disposal Unit.

Members were asked to consider a suggestion to install some type of floodlighting to the area. Members were advised that this would require planning permission and public consultation due to the proximity of housing to the area.

It was noted that Cllr D Johncock had been in contact with the ASB Team who had suggested an environmental visual survey. Feedback from this survey would be awaited.

3 Flackwell Heath Play Equipment sub-group

Members were asked to note that the sub-group would be meeting on 8 June 2022. Green Dragon Lane Recreation Ground play area would be under discussion as well as the equipment at Straight Bit Recreation Ground.

4 Novelty Bins

Members were asked to note that the novelty bins had arrived and would be installed shortly.

5 Field adjacent to Green Dragon Lane Recreation Ground

Members were asked to consider the idea of exploring the possible purchase of the above field for recreation purposes.

It was RESOLVED that;

the clerk continue to contact the land agent to investigate the likelihood and the potential cost of the purchase of the field nearest to the football field.

OS/22/007

The Queen's Green Canopy

Members were asked to note that, in conjunction with the warden on his return to work, the planned trees for the commons in Tylers Green would be ordered for planting in October/November, along with tree guards.

Cllr Darch highlighted that there would be 16 plaques for the memorial trees for the names on the St Margaret's church memorial, a 17th person had been identified however they were remembered on the memorial in Beaconsfield and therefore a decision had been made not to include them. Cllr Herron and Cllr Darch would be working on an information board for later installation.

Members were asked to review the cherry tree requirements for Flackwell Heath.

It was noted that the Spring Lane had been suggested as a possible area for the cherry trees and this was part of the site visit.

OS/22/008

Magpie Wood

Members were asked to note that due to the bird nesting season any tidying work had ceased in the wood until around the end of August. Members were asked to note that the spring bulbs planted by Cllr Jordan around the ladderboard had been successful and it was hoped that the bluebells would make a better display next year.

OS/22/009

Derehams Lane Recreation Ground

Members were asked to note that a topographical survey quotation had been received at a cost of £5,250, two further quotations were being obtained.

Members were asked to consider the engagement of a planning consultant to liaise with the planning department at Buckinghamshire Council.

It was RESOLVED that;

The clerk be approved to obtained quotes from planning consultants and proceed with the best quote to assist with the redevelopment of the Derehams site.

OS/22/010

Committee Site Visit

Members were reminded of the date for the committee site visit is Wednesday 29 June @ 10.30am.
Areas that will be visited are:

- Railway Land, Loudwater
- Ashley Drive, TG and Chapel Road, FH allotments
- Spring Lane, Flackwell Heath
- Back Common, TG – areas where the memorial trees have been suggested.

OS/22/011

Committee Finances

Members were asked to note the committee outturn at yearend.

Members were also asked to note the committee income and expenditure to Period 1 (April) which was not showing much activity.

OS/22/012

Questions from committee members and the public

- Cllr Darch advised that a request to find the relatives of the names on the memorial was being undertaken.
- Cllr Wood mentioned that the old tree planting photo in the latest newsletter had brought forward someone who knew the people in the picture.
- Cllr Jordan advised that Lot 2 Magpie Wood appeared to be sold.
- Cllr Barron advised that the resident who has been looking after the verge at the junction of Northern Woods and Straight Bit had had his hedge trimmer stolen. Would it be possible to either buy one to replace it or lend him one so he could continue the good work.
The clerk to investigate the options.
- Also, Cllr Barron requested some of the wildflower seed from the Bee Squared project. Cllr L Johncock advised that they had some at home and would pass them on.

OS/22/013

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 10807 to 10814 be signed, the BACS payment to Barclays Payflow and direct debits to Castle Water, E-On Next, SSE and Unicom be approved for payment.***

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

Date and time of next meeting: Tuesday 6 September @ 7.30pm

CHEPPING WYCOMBE PARISH COUNCIL

WORKS & SERVICES COMMITTEE

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

Report of the meeting held on Thursday 9 June 2022 commencing at 7.30pm
in the Council Chamber, Cock Lane, Tylers Green, High Wycombe, Bucks HP10 8DS

Present: Cllr C Dodds - Chairman
Cllr J Gurney
Cllr J Herschel
Cllr L Johncock
Cllr D Johncock (ex officio)

Cllr A Barron
Cllr C Jordan
Cllr S Herron
Cllr S Barrett

Also present: Cllr S Digby

WS/22/001 **Apologies for absence**
Cllr R Wilks – personal, Cllr K Wood - holiday

WS/22/002 **Declarations of members' interests in Items on the agenda**
There were none.

WS/22/003 **Delegated Action**
Members were asked to note that since the last committee meeting in March there had been no delegated actions taken by the chairman of committee and clerk.

WS/22/004 **Committee Projects**
1 Office Complex Refurbishment
Members were asked to note that the structural measurements for the office refurbishment had been completed at a cost of £950.00 and the drawings had been sent to Building Control for approval.

Members were asked to note that the replacement security system had been ordered at a cost of £3,125.00 and was scheduled to be completed on 10 June.

It was noted that the annual maintenance cost had been reduced from £590.40 to £72.00 because of the change from an analogue system to a digital system.

2 Depot

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

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

It was noted that the existing shelving that was remaining would be cleaned and made good. Once that had been done, the ongoing works to the depot would be complete.

WS/22/005 **Cemeteries**

1 Altona Road Cemetery

Members were asked to note that the planter had been installed at a cost of £880 and it had been planted up by our Grounds Team.

Members were asked to note that a bench and plaque in memory of Cllr Kin had been ordered at a cost of £544 and was scheduled for delivery on 11 July. The words on the plaque would read *In memory of Cllr Bob Kin 1953-2022 "You are what you believe yourself to be"*.

2 Hammersley Lane Garden of Rest

Members were asked to note that the works to redo the path with self-binding gravel is scheduled for end of week commencing 13 June.

Members were asked to note that the clerk and deputy clerk had inspected the memorials. An update on the progress of contacting deed holders of the graves would be brought to the next meeting.

It was noted that the Council should not take responsibility for the maintenance of the memorials, only the safety of them. A record of all memorials should be created to include its location, a photograph and details of the inscription for genealogy. The clerk and deputy clerk were thanked for taking up this project again.

3 St Margaret's Churchyard

Members were asked to consider the quotation to repair the boundary wall. The brickwork to the gate piers requires attention. We had taken a single tender action from the contractor who carried out the pointing of the wall in October 2021.

***It was RESOLVED that;
Quote A at £350.00 be approved.***

WS/22/006 War Memorial – Flackwell Heath

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

It was noted that the path looked very nice and those involved should be thanked.

Members were asked to note that the ½ bell traffic bollards had been delivered and we are awaiting a quotation for their installation.

WS/22/007 Royal Mail bag drop boxes

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

It was noted that this item would be escalated every 21 days if progress was not made and that we would go to the press if necessary. Cllr Barrett and the deputy clerk were thanked for taking on this project.

WS/22/008 FH Broxap bins

Members were 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.

Members were asked to consider that we request Buckinghamshire Council to replace all damaged bins with their standard black bins.

***It was RESOLVED that;
In the first instance, we would ask BC if they were prepared to take on the refurbishment of the bins with a financial contribution from CWPC.***

WS/22/009 Committee Site Visit

Members were 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

WS/22/010 Committee Finances

Members were asked to note the committee's income and expenditure to Period 1 (April).

WS/22/011 Questions from committee members and the public

- Cllr Jordan enquired as to whether there was an update on the Japanese Knotweed at Wycombe Heights.
The deputy clerk had not received any response to her letter, email or phone calls.
You do not legally have to remove Japanese knotweed from your land unless it's causing a nuisance, but you can be prosecuted for causing it to spread into the wild.

- Cllr Gurney enquired as to whether the committee were concerned that the green bin levy would lead to fly-tipping of grass on our land.
CWPC to make our position clear to Buckinghamshire Council that we are not in favour of the green bin levy.
- Cllr Dodds asked councillors to consider what new projects we could do and bring them to the next meeting in September.

WS/22/012

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 10815 to 10829 be signed and direct debits to Castle Water, EE, E-ON Next, Shell (Fuel Card Services), Shorts Group Limited and SSE be approved for payment.

It was queried why the invoice for the dog waste collection for FH was so much less than that for LW and TG. FH has approximately half the number of dog bins than the other two wards.

The chairman of committee thanked members for their attendance and closed the meeting at 8.25pm.

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

Signed:

Dated:

CHEPPING WYCOMBE PARISH COUNCIL

PLANNING MEETING

Report of the Planning Meeting held on 19 April at **10.00am via Microsoft Teams**

Under the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (4 April 2020) allowing Local Authorities flexibility to hold meetings at a time, day and frequency to suit their own needs, without the requirement for further notice.

The meeting is open to members of the public and press

Cllr C Dodds acted as chairman of the meeting.

Attendees: Cllr A Barron, Cllr C Jordan

1. Apologies for Absence

Cllr H Darch, Cllr I Forbes, Cllr K Wood, Cllr J Herschel, Cllr L Johncock, Cllr D Johncock, Cllr R Wilks, Cllr S Digby, Cllr S Herron

2. Declarations of Interest and Code of Conduct

Cllr H Darch expressed an interest in 22/05839 and declined to comment

3. Applications for consideration

WDC Reference	Property Address	Proposal	Comment
22/05726	23 The Fairway Flackwell Heath Bucks HP10 9NF	Householder application for installation of air source heat pump to side elevation	CWPC do not object to this planning application. However, as the position of the air source heat pump is close to the front of the dwelling and may have a detrimental effect on the appearance, we question whether there is a planning policy on the siting of such units.
22/05672	46 Wheeler Ave Tylers Green Bucks HP10 8EB	Householder application for construction of single storey rear extension	No comment
22/05751	Copse Hill House Kingswood Road Tylers Green Bucks HP10 8JE	Fell due to Ash Dieback x 25 Ash (T1, T3 -T26) and reduce crown by reducing branches by a maximum approximately 3m to avoid failure due to squirrel damage x 1 Sycamore (T2)	Any works to be carried out only with the full approval of the Bucks Council Wycombe Area's tree consultant. We note there is an area TPO in place and request that replacement trees be planted; species to be suggested by arboriculturist.
22/05780	34 Cock Lane Tylers Green Bucks HP10 8DY	Householder application for construction of single and two storey side extensions, pitch roof to existing front porch and external material alterations	CWPC object to this application. We request that the case officer reviews the distance to the neighbour's boundary as it appears that the extension goes right up to it and there isn't much room between the houses already.
22/05812	12 The Dell Tylers Green Bucks HP10 8ED	Prune back to the boundary by approx 2m cut back to clear from property x 1 Willow (T1), prune back to the boundary by approx 2-3m and reduce in height by approx 3m to clear from the property x 1 Lime (T2)	We note the TPOs in place. Any works to be carried out only with the full approval of the Bucks Council Wycombe Area's tree consultant.
22/05839	2A Wheeler Avenue Tylers Green Bucks HP10 8EN	Prune back lateral branches by 2-3m to provide clearance from property (up to a height of 9m) x 1 Lime (T3). Raise up the canopy to give 6m clearance from the ground to clear from the basketball hoop x 1 Lime (T5)	We note the TPOs in place. Any works to be carried out only with the full approval of the Bucks Council Wycombe Area's tree consultant.

22/05847	The Old Bakehouse Elm Road Penn Bucks HP10 8LQ	Fell and grind x 1 Cherry (T1) and remove x 1 limb back by 4 metres x 1 Hazel (T2)	Any works to be carried out only with the full approval of the Bucks Council Wycombe Area's tree consultant.
22/05844	West Cottage Hammersley Lane High Wycombe Bucks HP10 8HF	Householder application for demolition of single storey side extension and shed and construction of replacement part single, part two storey side extension and detached single storey garage	No comment
22/05793	51 Norwood Road Loudwater Bucks HP10 9UU	Householder application for construction of single storey rear extension and first floor side/rear extension	No comment

The chairman thanked members for their attendance and closed the meeting at 10.13.

CHEPPING WYCOMBE PARISH COUNCIL

PLANNING MEETING

Report of the Planning Meeting held on 3 May at **10.00am via Microsoft Teams**

Under the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (4 April 2020) allowing Local Authorities flexibility to hold meetings at a time, day and frequency to suit their own needs, without the requirement for further notice.

The meeting is open to members of the public and press

CLlr H Darch acted as chairman of the meeting.

Attendees: CLlr S Digby, CLlr D Johncock, CLlr L Johncock, CLlr C Jordan, CLlr A Barron, CLlr R Wilks, CLlr J Herschel, CLlr C Dodds

1. **Apologies for Absence**
CLlr S Herron
2. **Declarations of Interest and Code of Conduct**
none
3. **Applications for consideration**

WDC Reference	Property Address	Proposal	Comment
22/05908	57 Churchill Close Flackwell Heath Bucks HP10 9LA	Householder application for erection of part single/part two storey and part first floor side/rear/front extension	No comment
22/05898	Applegate Treadaway Road Flackwell Heath Bucks HP10 9PE	Householder application for construction of single storey side/rear extension and internal alterations	It is disappointing to see that 22/05158/CLP was approved when the extension permitted by that decision far exceeded the volume allowed under the Green Belt policy that is detailed in the adopted Wycombe Local Plan. For the applicant to now suggest that they should be allowed to increase the extension by a further 7.3 m3 is illogical and certainly not in accordance with current policy. It is therefore strongly recommended that this application be refused.
22/05818	50 The Greenway Tylers Green Bucks HP10 8BX	Householder application for erection of single storey side/rear extension, single storey front extension, conversion of garage to study room/store with alterations (Alternative scheme PP21/08488/FUL)	No comment
22/05945	66 Straight Bit Flackwell Heath Bucks HP10 9NA	Householder application for construction of part single storey front extension, part single, part two storey side/rear extension, front porch, hip to gable loft conversion to create habitable second floor with front and rear dormers, insertion of roof lights and fenestration and external material alterations	CWPC strongly objects to this planning application. It is an overdevelopment of the site and would be inappropriate in the street scene due to its proposed height, bulk and mass. Should the Local Planning Authority be minded to approve this application, we would request that this be brought before the planning committee for determination.
22/05964	5 Highfield Road Flackwell Heath Bucks HP10 9AN	Householder application for construction of single storey front and side extension	No comment

22/05942	2 Uphill Cottages Treadaway Road Flackwell Heath Bucks HP10 9PE	Householder application for raising of roof to side with insertion of new window to rear and additional rooflights in new roof	CWPC strongly objects to this planning application. We are already concerned that the existing ultramodern design feature at the rear of this old cottage is inappropriate in a conservation area and believe that the proposed additional storey on the rear would have a major negative impact on the street scene.
22/05936	The Russetts Cock Lane Tylers Green Bucks HP10 8DP	Householder application for construction of single storey rear extension following demolition of existing conservatory, insertion of 3 x rooflights to front roofslope, external and fenestration alterations	No comment
22/05991	110 Straight Bit Flackwell Heath Bucks HP10 9NA	Householder application for construction of single storey rear extension	No comment

The chairman thanked members for their attendance and closed the meeting at 10.25.

CHEPPING WYCOMBE PARISH COUNCIL

PLANNING MEETING

Report of the Planning Meeting held on 17 May at **10.00am via Microsoft Teams**

Under the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (4 April 2020) allowing Local Authorities flexibility to hold meetings at a time, day and frequency to suit their own needs, without the requirement for further notice.

The meeting is open to members of the public and press

Cllr L Johncock acted as chairman of the meeting.

Attendees: Cllr A Barron, Cllr C Jordan, Cllr D Johncock, Cllr S Digby, Cllr C Dodds, Cllr H Darch, Cllr J Herschel

1. **Apologies for Absence**
Cllr R Wilks, Cllr S Herron
2. **Declarations of Interest and Code of Conduct**
none
3. **Applications for consideration**

WDC Ref	Property Address	Proposal	Comment
22/06101	19 Hillside Road Tylers Green Bucks HP10 8JJ	Householder application for construction of front porch, part single/part double storey front and side extension and single storey rear extension, front and rear dormers and fenestration alterations	No comment
22/06107	37 Thanstead Copse Loudwater Bucks HP10 9YH	Householder application for erection of two storey side extension	No comment
22/06119	1 Hilltop Cottages Treadaway Road Flackwell Heath Bucks HP10 9PX	Householder application for construction of hip to gable loft conversion with 1 x front roof lights and 2 x rear dormer windows	CWPC strongly objects to this planning application. This property is in the village's conservation area and is in a very prominent position as you drive up Treadaway Road from Treadaway Hill. The proposed roof conversion would result in a bulky and dominant dwelling which would be obtrusive and out of character in the street scene. As the property is part of a terrace, changing the roof line from hip to gable will make the overall building look unbalanced as will inserting the 2 dormers in only this part of the roof. CWPC request that the conservation officer's opinion is sought for this application as we are greatly concerned that the design would have a negative impact on the conservation area. Should the Local Planning Authority be minded to approve this application, we would request that this be brought before the planning committee for determination.
22/06148	17 Bay Tree Close Loudwater Bucks HP11 1JN	Householder application for front porch extension, conversion of garage to habitable accommodation and fenestration alterations	No comment

The chairman thanked members for their attendance and closed the meeting at 10.48.

CHEPPING WYCOMBE PARISH COUNCIL

PLANNING MEETING

Report of the Planning Meeting held on 31 May 2022 at 10.00am via Microsoft Teams

Under the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (4 April 2020) allowing Local Authorities flexibility to hold meetings at a time, day and frequency to suit their own needs, without the requirement for further notice.

The meeting is open to members of the public and press

Cllr C Dodds acted as chairman of the meeting.

Attendees: Cllr C Jordan, Cllr R Wilks, Cllr D Johncock, Cllr L Johncock, Cllr A Barron, Cllr H Darch

1. **Apologies for Absence**
Cllr S Herron
2. **Declarations of Interest and Code of Conduct**
Cllr A Barron declared an interest in 22/06155 and declined to comment
3. **Applications for consideration**

WDC Ref	Property Address	Proposal	Comment
22/06200	Eastwood Channer Drive Tylers Green Bucks HP10 8HJ	Reduce height by 5 metres to reduce sail area x 1 Beech (T1) and fell to ground level due to decline x 4 Oak (T3 - T5 and T7)	Any works to be carried out only with the full approval of the Bucks Council Wycombe Area's tree consultant. We note there are TPOs in place and request that replacement trees be planted; species to be suggested by arboriculturist.
22/05868	13 River View Flackwell Heath Bucks HP10 9AT	Householder application for raising of roof & roof alterations to create first floor living accommodation with external openings & construction of single storey detached outbuilding for use as office, gym and shed	CWPC does not object to this application, however we ask for clarification of the proposed location of the outbuilding. No reference has been made to the siting of it and we strongly request that it is sited away from the side boundaries so as not to negatively impact the neighbouring properties.
22/06122	37 St Johns Road Tylers Green Bucks HP10 8HW	Householder application for construction of single storey rear extension, fenestration alterations including new doors to front and side, new door to existing garage, access gate to front and steps to rear	No comment
22/06159	31 Whitepit Lane Flackwell Heath Bucks HP10 9HR	Householder application for raising of roof creating first floor accommodation and habitable rooms in roofspace	CWPC objects to this application. It is an overdevelopment of the site which would result in an overbearing property. There are too many windows on the flank side (proposed side B elevation) and this, together with the balcony, would result in overlooking and would impact on the privacy of the neighbour. CWPC requests that the extension is made a little smaller, the number of windows is addressed and suggests that a Juliette balcony would be more suitable.
22/06186	24 Greenlands Flackwell Heath Bucks HP10 9PL	Householder application for construction of front porch and part two/part single storey rear extension	No comment

22/06155	23 Green Dragon Ln Flackwell Heath Bucks HP10 9JZ	Householder application a roof extension and insertion of rear dormer and rooflights in connection with loft conversion and new porch extension to the front	No comment
22/06194	Old Orchard Cottage Cock Lane Tylers Green Bucks HP10 8DS	Householder application for formation of habitable rooms in roofspace with velux rooflights	No comment
22/06212	13 Churchill Close Flackwell Heath Bucks HP10 9LA	Householder application for erection of single storey front porch extension	No comment
22/06211	36 Straight Bit Flackwell Heath Bucks HP10 9LT	Householder application for construction of single storey side extension with internal alterations and detached garage	CWPC does not object to the single storey extension. However, we are very concerned with the location of the garage which is to be sited so close to the extension of the neighbouring house on Clay Close. CWPC requests that it be relocated so as to have less of an impact on the aforementioned neighbour.
22/06261	Kingsmead Bus Park Frederick Place Loudwater Bucks	Remove due to decay x 1 Maple	Any works to be carried out only with the full approval of the Bucks Council Wycombe Area's tree consultant. We note there is a TPO in place and request that a replacement tree be planted; species to be suggested by arboriculturist.

The chairman thanked members for their attendance and closed the meeting at 10.23.

CWPC Planning Application Objections 23 Apr 2022 - 14 Jun 2022

Ref	Date	Property Address	CWPC objection / Officer's report (abbreviated)	Outcome
21/08082	02-Nov	Former Microbus Treadaway Hill, LW	CWPC strongly objects to this planning application. The parking arrangements have not improved since the previous application (20/07442) when we commented on the lack of on-site car parking. The Travel Report doesn't bear scrutiny. Our local councillors are very familiar with the area and know that the parking plan is not realistic or deliverable. The Buckinghamshire Countywide Parking Guidance MUST be adhered to. If officers are minded to recommend approval of the application, then we ask that the application be brought to the Planning Committee for determination. The applicant has not included adequate provision within the site for parking and manoeuvring of vehicles clear of the highway. The development if permitted would therefore be likely to lead to additional on-street parking to the detriment of public and highway safety. CWPC objects to this planning application because of the conversion of the hipped end of the roof to a gable end. The design of the roof would appear incongruous and be out of keeping in the street scene. Ashley Drive is a street of hipped roof dwellings and this extension would be out of character in the locality. Similar planning applications for a hip to gable roof extension in the area have been refused. Further down the road, Ashley Drive, the majority of the dwellings have been converted to gable end or they have been built originally with a gable end roof. As such, the proposed development with hip to gable roof conversion is not incongruous or detracting from the appearance of the street scene and the locality. The amended scheme of the proposal is considered in keeping and subservient scale and appearance to the application dwelling without detrimental harm. Amended plans have been submitted to adjust the location and positioning of the balcony and openings to address the overlooking issue. The position of the flue to the rear elevation is also altered.	REFUSED
22/05165	15-Feb	53 Ashley Drive, TG	CWPC objects to this planning application because of the conversion of the hipped end of the roof to a gable end. The design of the roof would appear incongruous and be out of keeping in the street scene. Ashley Drive is a street of hipped roof dwellings and this extension would be out of character in the locality. Similar planning applications for a hip to gable roof extension in the area have been refused. Further down the road, Ashley Drive, the majority of the dwellings have been converted to gable end or they have been built originally with a gable end roof. As such, the proposed development with hip to gable roof conversion is not incongruous or detracting from the appearance of the street scene and the locality. The amended scheme of the proposal is considered in keeping and subservient scale and appearance to the application dwelling without detrimental harm. Amended plans have been submitted to adjust the location and positioning of the balcony and openings to address the overlooking issue. The position of the flue to the rear elevation is also altered.	APPROVED
22/05289	08-Mar	Bramley Cottage, The Common, FH	No comment, however we would request input from the Conservation Officer as we question whether a crown roof on a brick & flint building is in keeping with the village conservation area. CWPC objects to the development because we wish to place a condition on the developer, that as part of the development, a public footpath is provided following the bank of the river Wye from the boundary on the west to the existing footbridge on the east boundary leading through to Knaves Beech Way. (The western boundary of the envisaged footpath would link to Snakely Close park via the former Railco site when it is developed in the future).	WITHDRAWN
22/05232 & 22/05231	08-Mar	The Mill House, Boundary Road, LW	Close park via the former Railco site when it is developed in the future).	PENDING
22/05338	08-Mar	Pightle Cottage, Cock Lane, TG	CWPC objects to this application on the grounds that the proposed double garage will result in a significant loss of amenity and harm to the open street scene on this prominent location in the village. The garage planned would abut directly on to the western boundary wall of 1.5 metres in height having a ridge height standing 1.84 metres above that at 3.34 metres; furthermore the planned boarded finish above the curtain wall would be out of keeping with the existing brick finish of both the wall and house. We note that a previously approved application (14/07157) for a single garage sited back from the front boundary and nearer the southern hedged boundary had specific conditions attached to it requiring the street facing wall to be of brick and flint finish and to be screened by a hedge ('in the interests of amenity'). Relocating the planned garage so that its rear wall abutted the existing southern hedged boundary with a brick and flint finish to the western street facing wall would seem to be a more suitable and less visibly intrusive location. CWPC request that the conservation officer's opinion is sought for this application as the property is in the conservation area of the village and in a prominent position as you approach the village from Treadaway Hill. As the property is a terraced house, changing the roof line from hip to gable will make it look unbalanced in the street scene as will inserting a dormer in only this part of the roof. We are greatly concerned that these design features would have a negative impact on the street scene in this conservation area. Whilst the front roof light could be installed under permitted development (provided that it does not protrude more than 150mm beyond the existing roof-slope), the hip to gable roof extension and rear dormer built within Article 2(3) Land is not permitted development and will require formal planning consent. Therefore, the whole application is refused based on this element.	WITHDRAWN
22/05352	22-Mar	52 Whitepit Lane, FH	CWPC have no objection to this application but we question the height of the new wall and gates.	PENDING
22/05415	22-Mar	47 Fassetts Road, LW	CWPC objects to this planning application. It is an overdevelopment of the site. It will look unbalanced next to its attached semi in the street scene. The proposed development, by reasons of its size, scale, siting and appearance is subservient to and in keeping with the overall character and appearance of the dwelling. The front extension proposed would align with the existing part enclosed porch to front, with matching roof form, materials and therefore it is not dominant to the appearance of the main dwelling. Whilst the length of the part single, part two storey rear extension is significant, the size and scale of the development is not overly-disproportionate to result in unbalanced views and overdevelopment of site, given the size and shape of the application plot. Amended plans have been submitted to a staggered design to the rear extension for compliance with the 60 degree light angle guidance.	APPROVED
22/05312	22-Mar	235 Blind Lane, FH	CWPC do not object to this application but we request confirmation that the parking meets the current guidance for the number of bedrooms. CWPC notes the positive efforts on the part of the applicants to reflect the comments of the appeal inspector but we nonetheless still strongly object to this application for three main reasons. Firstly, we now know that the car park was originally intended to be used as a public carpark generally and was not solely for the retail outlets in Aries House. The condition in the original planning permissions to provide the car park should therefore be robustly enforced by the planning authority. The fact is that the parking survey that was undertaken by the Council for the original application was totally inadequate and didn't reflect the general situation on parking in the village. There is a desperate shortage of parking particularly in the village centre and this planned development will undermine the vitality and viability of Flackwell Heath forever. Secondly, and as we mentioned in our comments on the original application, we are concerned with the proposal to plant trees on the footpath that provides access to the original houses that back onto the proposed development. The residents need to be able to access their back gardens from the footpath and we would question whether this land falls within the redline development area. These trees therefore need to be located on the land owned by the developers and planted in such a location that the roots don't undermine that footpath over the course of time. Thirdly, although the proposal for the flats now include a pitched roof to help make it fit in with the general design of houses in Old Klin Road, we nonetheless still consider that the ridge height is still too high and that, as a result, the block of flats are out of keeping with the character of the immediate area. They should therefore be reduced to 2 storeys or at worse 2½ storeys. CWPC object to this application. We request that the case officer reviews the distance to the neighbour's boundary as it appears that the extension goes right up to it and there isn't much room between the houses already. The overall size, scale, siting and appearance of the extensions are considered acceptable. Whilst it would appear from the application that the proposed development is to be entirely within the curtilage of the application site, care should be taken upon the commencement and during the course of building operations to ensure that no part of the development, including the foundations and roof overhang will encroach on, under or over adjoining property.	PENDING
22/05527	22-Mar	Car Park, Old Klin Road, FH	CWPC strongly objects to this planning application. It is an overdevelopment of the site and would be inappropriate in the street scene due to its proposed height, bulk and mass. Should the Local Planning Authority be minded to approve this application, we would request that this be brought before the planning committee for determination. The proposed development, in terms of its size, scale, height, bulk, appearance and design is over-dominant and bulky by appearance. There are design features proposed that are detracting from the visual character and appearance of the main dwelling.	APPROVED
22/05780	19-Apr	34 Cock Lane, TG	CWPC strongly objects to this planning application. It is an overdevelopment of the site and would be inappropriate in the street scene due to its proposed height, bulk and mass. Should the Local Planning Authority be minded to approve this application, we would request that this be brought before the planning committee for determination. The proposed development, in terms of its size, scale, height, bulk, appearance and design is over-dominant and bulky by appearance. There are design features proposed that are detracting from the visual character and appearance of the main dwelling.	APPROVED
22/05945	03-May	66 Straight Bit, FH	CWPC strongly objects to this planning application. It is an overdevelopment of the site and would be inappropriate in the street scene due to its proposed height, bulk and mass. Should the Local Planning Authority be minded to approve this application, we would request that this be brought before the planning committee for determination. The proposed development, in terms of its size, scale, height, bulk, appearance and design is over-dominant and bulky by appearance. There are design features proposed that are detracting from the visual character and appearance of the main dwelling.	REFUSED

CHEPPING WYCOMBE PARISH COUNCIL

Application for grant/loan by charitable, voluntary or other organisations

Part 1

1. Name of organisation: Loudwater Lighthouse
2. Hon Chair: _____ 3 Hon Treasurer: _____
Address: _____

Tel: _____ Tel: _____
This address will be used for all general correspondence This address will be used for remittance of any grant approved
4. How is the organisation established?
c) Registered as a Charity? Yes Registration number: 1197215
5. What are the objectives of the organisation? Provision of a free to access annual summer holiday week for children and young people in the East side of High Wycombe and the villages nearby. (To be run by volunteers drawn from local churches, schools and the wider community).
6. Does the organisation carry out any trading activity with a view to profit (or propose to commence any such activity) other than general fund raising events such as bazaars, fetes and sale of mementos? No
7. Does the organisation have a membership? No
8. I/We enclose herewith the following documents. (Please delete those which have previously been submitted)
 - a) Copy of the Constitution attached
 - b) Copy of latest audited accounts and balance sheet The charity has not completed its first year.
 - c) Copy of the latest Annual Report to members. The charity has not completed its first year
 - d) Other material concerning the organisation in support of the application;

PARTICULARS OF APPLICATION

Part 2

1. In making an application for a grant, the council would like a brief outline of the organisation's activities during the past year, with particular relevance to expansion projects or similar matters undertaken. Please give these details here, if they are not included in an attached Annual Report.

The charity has just been formed and the first annual holiday club will take place from Monday August 21st 2022 to Friday August 26th at Loudwater Combined School.
The Trustees meet regularly to plan the week.
Volunteer and children's bookings are open. We already have 160 applications from children. We currently anticipate only having 150 children on site at any one time, so we are already oversubscribed with two and a half months to go until we open.
2. a) For what specific project are you now seeking the council's assistance? Lighthouse Loudwater (Set Up Costs: Holiday Week)

1. Introduction

This policy identifies Chepping Wycombe Parish Council's approach to the management of tracks on land owned by the Parish Council. It is intended to act as a point of reference for the public, Councillors and Council employees to ensure a clear, consistent and structured approach to the management of these tracks.

The tracks are all the areas covered by Village Green status that are not wooded or grassed and includes all types of surfaced tracks and car parks and footpaths.

The Council is mindful of three restraints in the management of these assets ie

1. Legal
2. Budget
3. History

The legal position is that the special status of Village Greens as open spaces for the enjoyment of all is protected by a number of Acts of Parliament. It is illegal to dig up, drive over, park on or damage the surface of a Village Green. (See the Inclosure Act 1857 s12; The Commons Act 1876 s29; the Law of Property Act 1925 s193(4) and the Road Traffic Act 1988 s34(1).) The Parish Council has a legal duty to be cognisant of these laws in its management of the Common.

Residents, and their visitors, have permission to use the tracks and this permission has been granted through prescriptive rights or wayleaves being granted.

The budget position is set out each year for The Common and part of that budget may be used to maintain or improve the tracks. The budget may be augmented by contributions from residents.

The History position means that there is no necessity to change or improve the tracks but the council recognises its obligations to maintain the tracks and drains associated with them.

The Council recognises that the residents (or their contractors or visitors) are generally the main users of the tracks and therefore they should be encouraged to participate in the track maintenance. Key exceptions being the car parks and footpaths.

The Council will undertake a prioritised inspection programme of its tracks to ensure that they are maintained and welcomes feedback from residents as well.

The Council does all in its powers to minimise damage through the advertisement of the 5mph speed limit and trying to discourage both through and heavy vehicles.

2. Works to Tracks

Any work carried out will be subject to available budget which will be applied on a priority scale. Significant improvements will need to be approved by Full Council and may well require a 50% contributions from residents.

Work may be undertaken by residents at their own expense subject to satisfactory materials and techniques being used. These should be the subject of discussion and approval by the Clerk.

Works by the Council will generally be limited to pot hole filling and soakaway cleansing.

The Council ~~may/shall~~ will facilitate the maintenance of potholes through the positioning of small dumps of suitable material.

CHEPPING WYCOMBE PARISH COUNCIL

SERVING THE COMMUNITIES OF TYLERS GREEN, LOUDWATER AND FLACKWELL HEATH

Council Office, Cock Lane, Tylers Green, High Wycombe, Buckinghamshire HP10 8DS
Telephone 01494 814600 Email clerk@cwpc.org.uk

Date: xxxxx

This licence is granted by Chepping Wycombe Parish Council ("CWPC") to
("JD")

CWPC permits to use the part of CWPC's property at Tyler's Green Common shown edged red on the attached plan ("permitted area") for the purpose of laying out tables and chairs for the use of customers visiting JD's business, ("permitted purpose")

This licence shall run from the date hereof until the earliest of termination by CWPC on not less than one month's notice in writing to JD or forthwith in case of any breach of its terms by JD

JD shall not:

Use the permitted area for any other purpose than the permitted purpose

Erect any fences or barriers to obstruct CWPC's neighbouring or adjacent property

Sell intoxicating liquor

Drive, or allow to be driven, any vehicles onto CWPC's property

Encroach onto CWPC property outside the permitted area

Cause any nuisance or annoyance to CWPC or any local residents or allow any customers of café to so do

JD shall:

Pay a licence fee of £[xxx] to CWPC monthly on [xxxxxxxx]

Insure the permitted area and Café in the sum of not less than £10m in respect of public and occupier's liability and produce evidence of such insurance to CWPC on demand

Indemnify CWPC against all costs, losses, liabilities, claims, demands, expenses whatsoever incurred in connection with this licence

Comply with all applicable laws and regulations, including but not limited to, health and safety and food standards

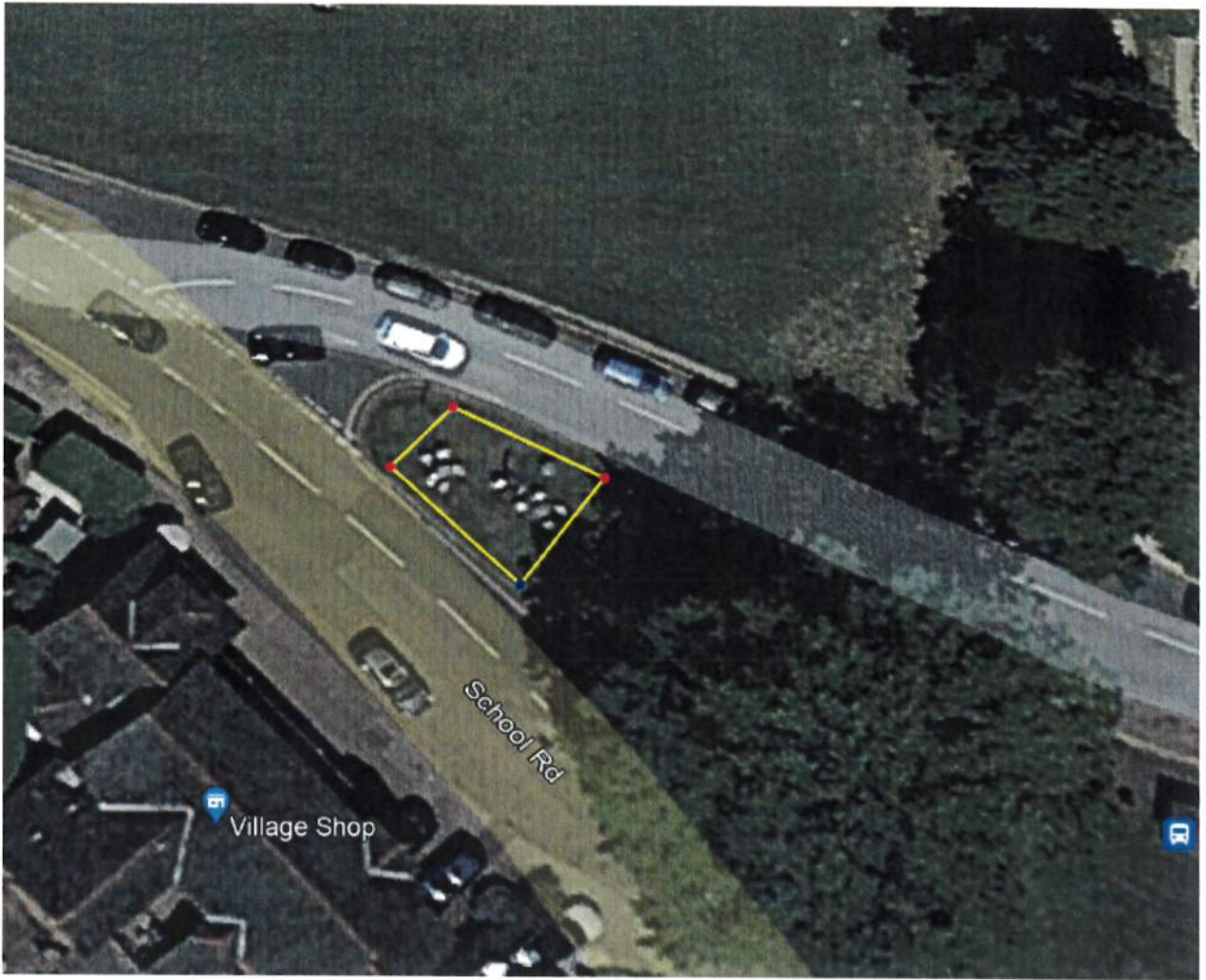
Keep the permitted area clean and tidy and free from rubbish at all times

Signed by

.....

Signed on behalf of Chepping Wycombe Parish Council

.....



50 m²

Chepping Wycombe Parish Council - Salaries

June 2022

For Staff Meeting

Inputs

- CWPC no increase paid as yet (due 01/04/22)
- National Picture
 - No agreed Employee position for 22/23 pay claim (24/05 SLCC statement)
 - Buckinghamshire have settled on 2% (per KW)
 - Treasury position is up to 2% or exceptionally up to 3% (recruitment & retention issues)
- CPI (12 month) – September 2020 & September 2021 3.1%
 - April 2022 9.0%
- Bucks C Pension Scheme Employer Contributions (GC & DO & JK)
 - 21/22 25.1% (to 22/23)
 - No change from 19/20
 - Clerk & Deputy Clerk (not in BC scheme) – 13 % Asst Clerk – no employer contributions
- Living Wage (from April 2022) £9.50 per hour
 - Applicable to Cleaner only annual impact £122.72
- Report by Clerk
- Staff Appraisals (Circulated to Staff Committee only)
- 21/22 paid 2% national agreement (settled at 1.75% eventually)
 - And individual unconsolidated bonuses and an final 'Hughenden' uplift for the Clerk
- Budget position 2022/23 included a 4% uplift on the revised 21/22 position (to allow for inflation and bonuses) We have a 3.5% leeway for additional costs this year in the salaries line. GC arrangements may complicate this.

2022/23 Process

- Staff Panel (Chairman, Vice Chairman & Chairman of Committees and the Clerk) meet in June 22re national agreement and with a full set of staff reviews.
- Clerk withdraws to allow discussions to take place on her bonus
- To recommend cost of living award
- To recommend individual uplifts and bonuses (if any) for year 22/23

2022/23 Recommendations

- General uplift of 3.1% (and review once national figure settled)
- Noted cleaner on Living Wage wef 01/04/2022
- To pay individual unconsolidated bonuses per schedules