

CHEPPING WYCOMBE PARISH COUNCIL

WORKS & SERVICES COMMITTEE

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

Thursday 6 October 2022

Members of the council are summoned to attend the meeting to be held on **Thursday 6 October 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

5. Cemeteries

5.1 Cock Lane Cemetery

5.2 Altona Road Cemetery

5.3 Hammersley Lane Garden of Rest

5.4 St Margaret's Churchyard

6. War Memorial – Flackwell Heath

7. Royal Mail Bag Drop Boxes

8. FH Broxap bins

9. LED Footway Lighting

10. Japanese Knotweed

11. Defibrillator

12. Heath End Common

13. Committee Finances

14. Questions from committee members and the public

15. Accounts for payment



Cheryl Jeken
Deputy Clerk to the Council
30 September 2022

AGENDA ITEM 3

Delegated Action

Members are asked to NOTE that since the last committee meeting in June 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 drawings have been approved by Building Control.

Members are asked to NOTE that the replacement security system has been installed at a cost of £3,100.

AGENDA ITEM 5

Cemeteries

5.1 Cock Lane Cemetery

Members are asked to NOTE that signs have been put in the cemetery to advise walkers of the steep drops if leaving the footpath.

5.2 Altona Road Cemetery

Members are asked to NOTE that the bench and plaque in memory of Cllr Kin has been delivered. Our Grounds Team and Mr Godliman will be installing it within the next 6 weeks.

5.3 Hammersley Lane Garden of Rest

Members are asked to NOTE that the works to redo the path with self-binding gravel has been completed at a cost of £4,600.

Members are asked to NOTE that a new database has been developed of all the graves. The data includes plot number, names of grave occupants, date of EROB and name of EROB holder. The next stage is to take a photo of each grave and upload them to the database.

5.4 St Margaret's Churchyard

Members are asked to NOTE that the work to repair the brick piers has begun and, depending on the weather, will be completed shortly.

AGENDA ITEM 6

War Memorial – Flackwell Heath

Members are asked to NOTE that, following the recent site visit, we have published an article in the FH Grapevine newsletter looking for a local artist to paint a poppy on the drain cover. An artist has been found and will be starting the work soon. We will be covering the cost of their materials, approximately £192.

AGENDA ITEM 7

Royal Mail bag drop boxes

Members are asked to NOTE that we have received a further letter from Royal Mail stating that the lead time for removing the boxes is 16-20 weeks. A follow up will be done if the date is not adhered to.

AGENDA ITEM 8

FH Broxap bins

Members are asked to NOTE that the deputy clerk has written to Buckinghamshire Council asking them to refurbish our green bins and stating that we were prepared to make a financial contribution towards the refurbishment. A reply has been received stating that it will be passed on to the Waste team. This will be followed up if a member of the Waste team doesn't contact us shortly.

AGENDA ITEM 9

LED Footway Lighting

Members are asked to NOTE that three lamp columns have been damaged in the last four months. One has been straightened but the other two will need replacing. We are trying to claim through the drivers' insurance companies for these two.

AGENDA ITEM 10

Japanese Knotweed

Members are asked to NOTE that Japanese Knotweed has been discovered at the Flackwell Heath Community Centre. We have agreed in principle with the Flackwell Heath Community Association to pay for the cost of a 5-year management plan amounting to £2,250.00 over 3 years.

Members are asked to CONSIDER and, if so minded, APPROVE the payment of the management plan.

AGENDA ITEM 11

Defibrillator

Members are asked to CONSIDER and, if so minded, APPROVE the purchase of a cabinet for the defibrillator at Loudwater School at an estimated cost of £455. The council has previously agreed that, while we would not purchase or adopt PADs, we would support their maintenance and provide cabinets enabling them to be available to all members of the public. An offer to remove and fix the PAD in the new cabinet without charge will be made by Cllr Dodds to the headmistress if approved.

AGENDA ITEM 12

Heath End Common

Members are asked to NOTE that, following the recent site visit, wooden posts will be installed by our Grounds Team to prevent motorists parking on our land.

AGENDA ITEM 13

Committee Finances

Members are asked to NOTE the committee's income and expenditure to Period 5 (August). **APPENDIX A**

AGENDA ITEM 14

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 15

Accounts for payment

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

Date and time of next meeting: Thursday 17 November 2022 at 7.30pm