CHEPPING WYCOMBE PARISH COUNCIL

Report of the Council meeting held on **Thursday, 23 June 2022 at 7.30pm**
at the Council Chamber, Cock Lane, Tylers Green, Bucks HP10 8DS

The meeting was open to the public and members of the press

Present:	Cllr K Wood (Chairman)	Cllr C Dodds
	Cllr D Johncock (Vice-Chairman)	Cllr S Herron
	Cllr L Johncock	Cllr S Barrett
	Cllr L Willis	Cllr L Webb
	Cllr C Jordan	Cllr J Herschel
	Cllr A Barron	Cllr H Darch

FC/22/001 **Apologies for Absence**

Apologies were received and approved from Cllr S Digby (COVID), Cllr R Wilks (holiday), Cllr I Forbes (holiday) and Cllr J Gurney (meeting)

FC/22/002 **Declarations of Interest and Code of Conduct**

Cllr C Dodds and Cllr L Willis both declared a personal interest in agenda item 7 – Grant Application – Loudwater Lighthouse as they are both involved in the Lighthouse project.

FC/22/003 **Council Minutes**

It was RESOLVED that;
the minutes of the Council meeting held on Thursday, 28 April 2022and the Annual Council Meeting held on Tuesday 10 May 2022 were approved as a true and accurate record.

FC/22/004 **Open Spaces Committee**

It was RESOLVED that;
the report of the Committee meeting held on Tuesday, 24 May 2022 be approved.

FC/22/005 **Works & Services Committee**

WS/22/007 Royal Mail bag drop boxes Cllr Dodds highlighted this item advising that a positive letter had been received and the boxes would be removed shortly – leaving only the one in Chilton Close. He congratulated Cllr Barrett and the deputy clerk.

It was RESOLVED that;
the report of the Committee meeting held on Thursday, 9 June 2022 be approved.

FC/22/006 **Planning Meetings**

It was RESOLVED that;
the notes of the Planning Meetings held on 19 April 2022, 3 May 2022, 17 May 2022 and 31 May 2022 be noted.

Council was also asked to note the schedule of applications from April to June, showing eventual outcomes of the parish council submitted objections. Cllr Dodds thanked the deputy clerk for producing the schedule.

FC/22/007 **Grant Application – Loudwater Lighthouse**

Council was asked to consider the grant application in the sum of £1,000 received from Loudwater Lighthouse to assist in the initial year's running costs.

It was RESOLVED that;
The grant application of £1,000 for the Loudwater Lighthouse be approved.

FC/22/008 **Track Policy**

Council was asked to consider the recommendation from the Open Spaces committee to adopt the revised policy.

It was RESOLVED that;
The policy be approved and adopted.

FC/22/009 **Café Licence**

Council was asked to note that the Café on School Road, Tylers Green had been given a temporary permit during the COVID lockdown period so that they could continue trading. The permit included the use of an area on the small triangle opposite the café for 3 tables and associated chairs; litter bins were also provided and moved by the café.

Now that the COVID lockdown had finished the café was still requesting the use of the triangle and had mounted a petition of support. However, there are a few residents living in properties close to the site that have aired their discontent at any further extension to the permit.

Council was asked to consider the merits of the petition (200+) and request to allow further use of the Front Common with a view to providing a Licence, prepared by our solicitor.

It was RESOLVED that;
With a few alterations to the Licence being; bin collection extended to the pond area, exclusion of winter months and a review after a year. The Licence be sent to local councillors and the chairman and vice-chairman of committee for final approval.

FC/22/010 **Community Board Projects**

Council was asked to receive a verbal update on progress from Cllr Barron as attached.

FC/22/011 **Scanning Project**

Council was asked to consider a project to scan all the pre-computer held minute books; to be held on disc and in the cloud. The old books are becoming fragile and some of the ink is fading making it difficult to read.

It was RESOLVED that;
The clerk be asked to investigate the costs involved and bring back to next Full Council.

FC/22/012 **Allotment – Chapel Road BBQ**

Council was asked to note the new date for the BBQ at Chapel Road - Friday 5 August starting at 5pm.

FC/22/013 **Questions by Members of the Council**

Cllr Herschel queried where information on the Buckinghamshire Council tree planting programme could be found and asked for this information to be provided.
Cllr Barron raised the Buckinghamshire Council's new Design Code and was tasked with draft response.
Cllr Darch asked if the Village Hall TG car park belonged to the parish council – it belongs to the Village Hall.
Cllr Jordan asked if a date had been set for the roadworks on Rayners Avenue. Cllr Wood advised that she should be advised of the date within the next 2-4 weeks.

FC/22/014 **Public Participation**

There were no members of the public present.

FC/22/015 **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 10830 to 10839 be signed and that the BACS payment Payflow, direct debits to Barclays, Castle Water and Unicom be approved for payment.

Confidential items – exclusion of public and press

In view of the confidential nature of the business to be considered it was recommended that Council resolve to exclude the public and press from the remainder of the meeting as permitted under the Public Bodies (Admissions to Meetings) Act 1960.

FC/22/016 **Confidential Item – Staff Panel Report**

Members were asked to consider the presentation. Council was asked to consider the proposal of a 3.1% uplift for all staff and bonuses in the sum of £6,100.

It was RESOLVED that;
an increase to staff pay of 3.1%, also bonus payments to staff totalling £6100 in relation to the year 2021/22 be approved.

Cllr Herschel had left the meeting at 8.29pm before the final decision was taken as he objected to the way the information was presented.

The Chairman thanked members for their attendance and the meeting closed at 8.37pm

Signed: Katrina S.A Wood Dated: 18 October 2022

Chepping Wycombe Parish Council

Pending expenditure transactions

23-Jun-22

PO	Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
	10830	AE1641/2022	Active Enviropest	Routine Rodent Inspection - 31/05	40.00	0.00	40.00
	10831	SJI102199	IRIS Payroll Solutions	Annual Maintenance Renewal - Payroll System	363.00	72.60	435.60
	10832		Penn & Tylers Green Evening WI	Newsletter delivery - H Forbes	222.48	0.00	222.48
x	10833	1834	Playground Facilities Ltd	30% deposit for playground repairs - Straight Bit	1,659.60	331.92	1,991.52
	10834	7409251	Castle Water	Water supply - Hammersley Lane Cemetery 01/04/22 - 30/09/22	13.57	0.00	13.57
x	10835	233329	George Browns	Telescopic battery operated Stihl pole pruner	440.00	88.00	528.00
x	10836	6115636	The Security Network Ltd	Install replacement DVR with app and 1 x additional camera	750.00	150.00	900.00
	10837		HMRC	Tax and NI - June	2,750.86	0.00	2,750.86
x	10838	1271269880	Trade UK (B&Q)	Laminated padlock	8.33	1.67	10.00
	10839		Sarah Collins	Reimbursement for fence repair	360.00	0.00	360.00
	BACS		Barclays Payflow	Salaries - June	10,693.93	0.00	10,693.93
	DD		Barclays	Bank charges Apr-May	47.57	0.00	
	DD		Barclays	Loyalty reward Apr-May	-7.92	0.00	39.65
	DD	7387944	Castle Water	Water supply - Ashley Drive allotments	44.78	0.00	44.78
	DD	7400323	Castle Water	Water supply - Altona Rd Cemetery	40.66	0.00	40.66
	DD	13007969	Unicom	Landline & broadband - June	110.62	22.12	132.74
					17,537.48	**666.31**	**18,203.79**

Income received since last committee meeting over £500.00

				Burials	1,534.00	0.00	1,534.00
				Permit - J Hebborn	1,450.00	0.00	1,450.00
				Hiscox - Insurance	625.00	0.00	625.00
				Flackwell Heath Minors	1,166.14	0.00	1,166.14
				Little Buddies	918.00	0.00	918.00
					5,693.14	**0.00**	**5,693.14**

Signed: Katrina S A Wood

Date: 23/6/2022

Signed: C D Jordan

Date: 24/6/2022

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