

CHEPPING WYCOMBE PARISH COUNCIL

WORKS & SERVICES COMMITTEE

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

Thursday 26 January 2023

Members of the council are summoned to attend the meeting to be held on **Thursday 26 January** 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 St Margaret's Churchyard**

6. War Memorials

- 6.1 Loudwater**

7. Royal Mail Bag Drop Boxes

8. FH Broxap bins

9. LED Footway Lighting

10. Heath End Rd Green Path

11. Heath End Common

12. Defibrillator

13. Committee Finances

14. Questions from committee members and the public

15. Accounts for payment



Cheryl Jeken
Deputy Clerk to the Council
20 January 2023

AGENDA ITEM 3

Delegated Action

Members are asked to NOTE that since the last committee meeting in November 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 we have received six tenders and we will be interviewing three of the builders on 24 January. An update of the meeting will be provided at the W&S Meeting.

Members are asked to CONSIDER and, if so minded, APPROVE one of the quotations below to refurbish the office. The cost is to be met from the Office EMR and the General Reserve.

Quote A £40,000.00

Quote B £53,600.00

Quote C £53,678.59

4.2 Depot

Members are asked to NOTE that the Grounds Team have painted the floors of the depot and workshop and rearranged the shelving to improve accessibility.

AGENDA ITEM 5

Cemeteries

5.1 St Margaret's Churchyard

Members are asked to NOTE that the works to repair the wall leading to the brick shed has been ordered and will be completed in the spring.

AGENDA ITEM 6

War Memorials

6.1 Loudwater

Members are asked to NOTE that yew plants have been ordered and the yew hedge will be planted when they arrive.

AGENDA ITEM 7

Royal Mail bag drop boxes

Members are asked to NOTE that we have received a letter from Royal Mail. Of the 12 pouch boxes that we requested they remove, they have removed 5 to date – 2 in Flackwell Heath, 2 in Loudwater and 1 in Tylers Green. The remaining pouch boxes will be removed as soon as possible but they couldn't provide a specific date. Excavation was required for several of the remaining boxes. Royal Mail would keep the deputy clerk updated.

AGENDA ITEM 8

FH Broxap bins

Members are asked to CONSIDER and, if so minded, APPROVE having the damaged litter bins replaced with the Buckinghamshire Council new style black bins.

AGENDA ITEM 9

LED Footway Lighting

Members are asked to NOTE that contact details for Veolia's insurance company have been passed to us in respect of the damaged lamp column in Glenmore Close, Flackwell Heath and we are liaising directly with them to have it replaced as soon as possible.

Heath End Rd Green Path

Members are asked to NOTE that it is stated in the Abbey Barn South Development Brief dated 11 July 2016 that the development will contribute to the improvement of existing Public Rights of Way. It states that “Outside of the site, the development will contribute to the following footway and cycleway improvements to link the development to possible nearby destinations”. One of the destinations named is “Pedestrian and cycle routes from the development along Abbey Barn Lane to Heath End Road and along Heath End Road, connecting to Flackwell Heath”. The deputy clerk has written to the developers of the Abbey Barn development to enquire when the routes will be completed and what will be involved.

Members are asked to CONSIDER and, if so minded, APPROVE one of the quotations below, with a view to approving the virement of the money from the General Reserve at the next Full Council meeting. The quotes are to clear all ground brambles and cut back branches to open up the footpath. Where the landscape allows, the footpath will be as far from the highway as possible and a minimum of 1.5m. Members are asked to NOTE that an annual maintenance clearing currently costs between £900 and £1,095. This will be considered later in the year as a new budget item for the 2024-2025 financial year.

Quote A £5,100.00 (inc supply & spread of woodchip mulch on footpath)

Quote B £8,396.40 (inc supply & spread of woodchip mulch on footpath)

Quote C £3,744.00 (natural mulch)

AGENDA ITEM 11**Heath End Common**

Members are asked to NOTE that the clerk and deputy clerk have met with the TfB LAT on site to discuss the feasibility of installing wooden posts along the edge of the Common on Heath End Rd to deter motorists from parking on the grass. We are awaiting a report from the LAT with regards to the utilities on site.

AGENDA ITEM 12**Defibrillator**

Members are asked to NOTE that Cllr Dodds has moved the existing defibrillator from Loudwater School to its new location, making it accessible to members of the public. It has also been registered on the Save a Life App launched by South Central Ambulance Service NHS Foundation Trust (SCAS).

AGENDA ITEM 13**Committee Finances**

Members are asked to NOTE the committee’s income and expenditure to Period 9 (December). **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 23 March 2023 at 7.30pm