

CHEPPING WYCOMBE PARISH COUNCIL



COUNCIL AGENDA

Members of the council are summoned to attend the Council meeting to be held on **Thursday, 23 February 2022 at 7.30pm** at the Council Chamber, Cock Lane, Tylers Green, Bucks HP10 8DS

1. **Apologies for Absence**

Schedule 12 of the Local Government Act 1972 requires a record be kept of the Members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Clerk.

2. **Declarations of Interest and Code of Conduct**

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. **Council Minutes**

To CONSIDER the attached minutes of the Council meeting held on Thursday, 15 December 2022 (Pages 3-6) and the Special Council meeting held on 9 February 2023 (Page 7)

4. **Open Spaces Committee**

To CONSIDER the attached report of the Committee meeting held on Thursday, 13 January 2023 (Pages 8-10)

5. **Works & Services Committee**

To CONSIDER the attached report of the Committee meeting held on Thursday, 26 January 2023 (Pages 11-12)

6. **Finance & General Purposes Committee**

To CONSIDER the attached report of the Committee meeting held on Thursday, 9 February 2023 (Pages 13-16)

7. **Planning Meetings**

To CONSIDER the attached reports of the Planning Meetings held on Tuesday 13 December 2022 (pages 17-18), Tuesday 3 January 2023 (page 19), Tuesday 17 January (page 20) and Tuesday 31 January 2023 (page 21)

Council is also asked to NOTE the schedule of applications from December to February **APPENDIX A** (page 22), showing eventual outcomes of the parish council submitted objections.

8. **S137 – Payment of Grants**

Council is asked to NOTE that the Department of Levelling Up, Housing and Communities has notified the National Association of Local Councils that the appropriate sum for Section 137 (4)(a) of the Location

Government Act 1972 for parish and town councils in England for 2023/24 is £9.93. The amount is a result of increasing the amount of £8.82 for 2022/23 by the percentage increase in the retail index between September 2021 and September 2022 under Schedule 12B of the 1972 Act as above.

Section 137 enables parish councils to spend a sum, per elector, on activities and projects not specifically authorised by other powers. Council is asked to NOTE that the current budget allocation for the new financial year of £5,000 is well below the aforementioned limit.

9. Grant Application – Loudwater Bowls Club

Council is asked to CONSIDER, and if so minded, APPROVE the requested received from the Loudwater Bowls for £500.00 towards lighting for the pavilion. The new lighting will be energy efficient and more reliable. [APPENDIX B](#) (pages 23-27)

10. Grants Policy

Council is asked to CONSIDER the recommendation from the Finance & General Purposes Committee to adopt the attached policy ([APPENDIX C](#) pages 28-31). Revisions were suggested at the committee meeting and are highlighted in red.

11. Migration from Microsoft 365

Council is asked to CONSIDER and, if so minded, APPROVE the cost to migrate our IT from Microsoft 364 to New Commerce Experience (NCE). This change impacts the purchase of Microsoft 365 licences. Microsoft will be increasing their prices for M365 in April by 9%. [APPENDIX D](#) (page 32) for price comparisons.

12. 5 Year Plan

Council is asked to NOTE the revised 5 Year Plan [APPENDIX E](#) (page 33) previously considered at the Finance & General Purposes committee and RECEIVE any further comments.

13. Community Board Projects

Council is asked to NOTE the attached report from Cllr Barron [APPENDIX F](#) (page 34), previously noted at the last Finance and General Purposes committee. Cllr Barron will provide a further verbal update if there have been any changes to the report.

All members of the Council are encouraged to bring forward possible projects for submission to the Community Board.

14. Re-appointment of Internal Auditor

Council is asked to CONSIDER the recommendation from the Finance and General Purposes Committee to APPROVE the re-appointment of Mr E Newhouse as Internal Auditor for the financial year 2022/23.

15. Informal Meeting

Council is asked to NOTE the date for the next informal meeting will be set once the start and completion of works on the office refurbishment are known.

16. Questions by Members of the Council

At the time of agenda dispatch, no questions by members have been received.

17. Public Participation

Members of the public wishing to speak at the Council meeting should approach the Clerk with this request as soon as possible. A fifteen-minute period is permitted in total.

18. Accounts for Payment

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



Wendy Thompson
Clerk of the Council
13 February 2023