

CHEPPING WYCOMBE PARISH COUNCIL

Report of the Council meeting to be held on **Thursday 15 December 2022 at 7.30pm** at the Council Chamber,
Cock Lane, Tylers Green, Bucks HP10 8DS

Present:

Cllr K Wood (Chairman)	Cllr R Wilks
Cllr S Herron	Cllr L Willis
Cllr C Jordan	Cllr J Herschel
Cllr I Forbes	Cllr A Barron
Cllr H Darch	Cllr L Webb

Also present: Mrs S Thompson (Assistant Clerk CWPC), Mr G Christie (Warden CWPC) and Cllr N Thomas (Buckinghamshire Council)

FC/22/036 Apologies for Absence
Apologies for absence were received and approved from Cllr D Johncock & Cllr L Johncock (holiday), Cllr S Digby (holiday), Cllr J Gurney (family), Cllr C Dodds (family) and Cllr S Barrett (meeting).

FC/22/037 Declarations of Interest and Code of Conduct
Declarations and interest were received from Cllr L Willis in relation to item 13 St Peter's Church being a member of the congregation and Cllr K Wood in relation to item 8 Fees and Charges being a recipient of the Chairman's Allowance.

FC/22/038 Council Minutes
It was RESOLVED that;
the minutes of the Council meeting held on Tuesday 18 October 2022. were approved as a true and accurate record.

FC/22/039 Open Spaces Committee
OS/22/031 2.1 Security – the CCTV would be up and running in the New Year.
OS/22/030 No Entry Sign – Rays Lane; responses were being collated and would be taken back to the committee meeting in January.

It was RESOLVED that;
the report of the Committee meeting held on Tuesday 1 November 2022 be approved

FC/22/040 Works & Services Committee
WS/22/031 1 Office Complex Refurbishment – tenders are out on the Contract Finder website. The closing date is Friday 23 December at noon.
It was RESOLVED that;
The report of the Committee meeting held on Thursday 17 November 2022 be approved.

FC/22/041 Finance & General Purposes Committee
Items from the meeting were on the Council agenda.
It was RESOLVED that;
the report of the Committee meeting held on Thursday 29 November 2022 be approved.

FC/22/042 Planning Meetings
It was RESOLVED that;
the reports of the Planning Meetings held on Tuesday 18 October, Tuesday 1 November, Tuesday 15 November, and Tuesday 29 November be approved.

Council was asked to note the schedule of applications from September to December 2022 showing eventual outcomes of the parish council submitted objections.

It was noted that there had been no response, as yet, relating to 128 Heath End Road, Flackwell Heath.

FC/22/043 Fees & Charges 2023/24

Council was asked to consider the recommendation from the Finance & General Purposes committee to approve the Fees and Charges for 2023/24. There has been an increase of 10.1% applied in line with the CPI for September, excepting the cemetery fees and the allotment rentals.

It was noted that the increase would be applied to the Grazing Land (Altona Road) and the Green Dragon Lane Lease.

***It was RESOLVED that;
The Fees and Charges for 2023/24 be approved.***

Cllr Wood abstained from the vote

FC/22/044 Calendar of Meetings

Council was asked to consider the recommendation from the Finance & General Purposes committee to approve the meeting dates for 2023.

***It was RESOLVED that;
The calendar of meeting dates for 2023 be approved.***

FC/22/045 Deed of Grant – Anchusa Cottage, Totteridge Common

Council was asked to consider the recommendation from the Finance & General Purposes Committee to sign the Deed of Grant for Anchusa Cottage.

***It was RESOLVED that;
The Deed of Grant for Anchusa Cottage be approved for signature.***

FC/22/046 Recycling Bins Tylers Green Common

Council was asked to consider a request from the Penn & Tylers Green Residents' Society to install recycling bins on the Common. It was noted that an extra bin collection would be required for these bins by an external contractor.

There are currently 6 new lidded bins on the front common and 2 unlidded on the back common.

***It was RESOLVED that;
at the present time Council believe this proposal to be unrealistic, due to the current recycling policy of Buckinghamshire Council and the potential increase cost of employing a contractor to empty the bins as this would be an over and above expectation on the grounds team.***

FC/22/047 New Sign – Flackwell Heath & Loudwater Age Concern

Council was asked to consider a request from the Flackwell Heath & Loudwater Age Concern to have a sign which measures 4000 x 475 mm, printed in aluminium composite with a protective satin finish, to be attached to the boarding above the windows at the Day Centre which is at the top of Swains Lane, immediately before the Community Centre.

***It was RESOLVED that;
The parish council had no objections to the erection of the sign.***

Cllr J Herschel abstained from the vote

- FC/22/048 **Contributions to St Peter's Church School Starter Project and Christ Church Community Pantry**
 Council was asked to consider a proposal from the Finance and General Purposes committee to assist both the above initiatives during this extreme period of financial stress.
- Both initiatives gave an update/presentation on the extent of need within the parish and due to the current financial climate have not been able to obtain the usual levels of assistance. These initiatives do not fall within the usual criteria of our grants scheme.
- The council has within its gift the ability to use section 137 (4)(a) of the Local Government Act 1972 which allows the expenditure per elector of £8.82. The amounts proposed of £10,000 for the School Starter Packs and £5,000 to the Community Pantry fall well within the limits.
- It was RESOLVED that;***
A contribution of £10,000 be given to St Peter's Church for the School Starter Pack project and a £5,000 contribution be given to Christ Church towards the Community Pantry.
- Cllr Herschel felt that he had been bullied at the previous F&GP meeting in relation to this item.
- Cllr Willis abstained from the vote.
- FC/22/049 **Council Budget 2023/24**
 Council was asked to consider the recommendation from the Finance & General Purposes committee to approve the budget for 2023/24. Individual committee budgets had been agreed at committee level prior to being taken to the Finance & General Purposes committee.
- It was RESOLVED that;***
The budget for 2023/24 be approved
- FC/22/050 **Precept 2023/24**
 Council was asked to consider the Precept being increased by a showing a 4.99% uplift in the amount paid to the parish by individual households.
- It was RESOLVED that;***
The precept showing a 4.99% increase in the amount paid to the parish council by individual households be approved.
- FC/22/051 **Five Year Plan**
 Council was asked to note the updated Five-Year Plan.
- FC/22/052 **Questions by Members of the Council**
 Cllr Jordan highlighted the issue of Fassetts Road alleyway – it was still being used by motorcyclists and he feared that there could be a confrontation with residents.
 Cllr Herschel asked for confirmation about the electricity costs at Derehams Recreation Ground. The clerk advised that the rental from the nursery covered the costs. Cllr Herschel commented that the nursery was therefore rent free.
- FC/22/053 **Public Participation**
 Cllr N Thomas gave a brief update on the Community Board.
- FC/22/054 **Accounts for Payment**
 Accounts for payment were circulated at the meeting.
- It was RESOLVED that;***
the accounts for payment be approved and cheques numbered 10968 to 10983 be signed and that direct debits to Castle Water, EE, E-On Next, Grenke, Shell Fuelcard, Shorts and SSE 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.

20. Confidential Item – Staff Panel Report

Council was asked to note the report from the last Staff Committee held in October.

Council was asked to consider the proposal to award the staff an extra £1,000 for full time to be pro rata for part time staff. This amount was in addition to the 3.1% uplift awarded in June and brings the uplift in line with the current cost of living.

It was RESOLVED that;

An award of £1,000 for full time staff and pro-rata for part time staff be approved.

Council expressed thanks to the staff.

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

Date & Time of next meeting: Thursday 23 February 2023 @ 7.30pm

CHEPPING WYCOMBE PARISH COUNCIL

Report of the Special Meeting of the Council held on Thursday 9 February 2023 at **7.00pm** at the Council Office, Cock Lane, Tylers Green, High Wycombe, Bucks. HP10 8DS.

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

Present:	Cllr D Johncock (Vice-Chairman)	Cllr C Dodds
	Cllr L Johncock	Cllr R Wilks
	Cllr L Willis	Cllr A Barron
	Cllr C Jordan	Cllr J Herschel
	Cllr I Forbes	Cllr H Darch

In the absence of Cllr Wood the meeting was chaired by Cllr Johncock and supported by Cllr Dodds

1. Apologies for absence

Apologies for absence were received and approved from Cllr K Wood (family), Cllr J Gurney (meeting), Cllr S Herron (Ill), Cllr S Digby (holiday) and Cllr L Webb (meeting)

2. Declarations of member's interests in agenda items

There were none.

3. Office Refurbishment

Council was asked to consider the recommendation from the Works & Services Committee to approve the quotation in the sum of £40,000 for the above works.

Council was asked to note that six tenders were received and from those three companies were interviewed on 24 January 2023.

Council received a verbal summary of the tenders from Cllr Dodds who led the interviews.

Cllr Dodds highlighted the current state of the kitchen and toilet area the fixtures and fittings to be replaced and the area remodelled to create an extra space that could be used for meeting and having lunch. The changes will be a huge improvement reducing energy costs, increasing staff security and will be the culmination of the office complex planned works.

The other quotations received were all in excess of the above figure but were from larger companies with larger overheads. Cllr Dodds advised that completed jobs had been seen and that he had confidence in the company chosen. He also advised that he was going to act as supervising officer.

In a bid to reduce costs the depot had been offered as a storage area and the depot toilet would be made available.

It was RESOLVED that;

The quotation in the sum of £40,000 be approved. The expenditure to be taken from the EMR and vired from the General Reserve.

The chairman of the meeting thank members for their attendance and closed the meeting at 7.13pm

CHEPPING WYCOMBE PARISH COUNCIL

OPEN SPACES COMMITTEE

Members of the council are summoned to attend the meeting to be held on **Thursday 12 January 2023** 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 C Jordan Cllr L Webb
Cllr S Herron Cllr H Darch
Cllr K Wood (ex officio)
- OS/22/039 **Apologies for absence**
Apologies for absence were received and accepted from Cllr D Johncock & Cllr L Johncock (holiday), Cllr S Digby (holiday) and Cllr J Gurney (meeting)
- OS/22/040 **Declarations of members' interests in Items on the agenda**
Cllr Willis declared an interest in agenda item 11 Accounts for Payment being a member of St Peter's Church congregation.
- OS/22/041 **Allotments**
Members were asked to note that there are no vacancies at either site.

There are currently 2 people on the waiting list for Ashley Drive and 7 on the waiting list for Chapel Road.

1 Ashley Drive – Scout HQ
Members were asked to receive a verbal update on a request received from the Scouts relating to the track/driveway leading to the Scout Hut.

The request advised that the track/driveway had deteriorated and was muddy and slippery – they are asking for a permanent repair to include a soakaway to assist with the surface water.

It was RESOLVED that;
a small channel and soakaway be made to assist with water removal.
- OS/22/042 **Tylers Green Common**
1 No Entry Sign – Rays Lane
Members were asked to note that following the last committee meeting a note was circulated to all residents who would be impacted by the sign. The responses received were as follows;

Against the No Entry sign	15
For the No Entry sign	3
Undecided	1

It was RSOLVED that;
No further action be taken on the No-Entry sign due to the lack of support.
- OS/22/043 **Playgrounds**
1 Ashley Drive Recreation Ground, Tylers Green
1.1 Surfacing requirements
Members were asked to note that the grounds team will be placing concrete slabs under each gate entrance at the site; as these areas have the heaviest traffic – this has been schedule for week beginning 16 January.

Following further discussions with the grounds team it was felt that a concrete pad would be a better solution.

Members were asked to note that a site visit will be taking place with another supplier of surfacing on the 17 January.

2 Straight Bit Recreation Ground, Flackwell Heath

2.1 Security

Members were asked to note that the works will be completed by the end of January.

3 Green Dragon Lane, Flackwell Heath

Members were asked to note that the play equipment had been installed, an independent safety inspection had taken place and we are now just waiting for confirmation that the issues have been rectified by the supplier.

3.1 Flackwell Heath Minors FC – Car Park

Members were asked to consider Flackwell Heath Minors Football Club undertaking the re-surfacing of the car park area at the site. Grants and funding will require the parish council's approval being the landowner. The Club had obtained 3 quotations all in excess of £200,000.

It was RESOLVED that;

Flackwell Heath Minors Football Club could proceed with the obtaining of grants for the re-surfacing of the car park at the site.

4 Flackwell Heath Play Equipment sub-group

Members were asked to note that the Play Equipment sub-group would be meeting to have initial discussions on the replacement piece of equipment following the arson attack at the above site; it was hoped that a proposal and funding stream would be brought back to the next committee meeting in March.

OS/22/044

Treeworks

Members were asked to consider the following work;

Railway Land

Removal of 4 conifers/bramble/ring ivy and remove hangers on the bank

It was RESOLVED that;

Quote B in the sum of £1,050 be approved and the work ordered.

Magpie Wood

Reduce boundary trees/fell 1 Ash & 1 Beech

It was RESOLVED that;

Quote A in the sum of £1,540 be approved and the work ordered.

Altona Rd Cemetery

Reduce 3 Hornbeams/prune to clear buildings

It was RESOLVED that;

Quote B in the sum of £450.00 be approved and the work ordered.

OS/22/045

Hedges

Members were asked to consider the following works to the hedges at:

Straight Bit Recreation Ground – quotations had been received for this work in excess of £6,000. A note was sent to the residents of the properties backing onto the recreation ground to find out who requires the height reduction. The grounds team feel confident that they will be able to undertake the work as long as it can be done in stages.

Ashley Drive Recreation ground middle hedge – following a discussion with the grounds team this will be undertaken in-house.

It was RESOLVED that;

It be approved that the grounds team undertake the hedges at Straight Bit Recreation Ground and Ashley Drive Recreation Ground.

It was noted that members were pleased that these jobs were being undertaken by the in-house team
Green Dragon Lane Recreation ground – following the last committee meeting when it was agreed that a quotation be obtained for the replacement of part of the hedge with palisade fencing – it was noted that the quote had been requested however the contractor had not yet been able to attend site.

OS/22/046 **Derehams Lane Recreation Ground**
1 Derehams Lane Sub-group

Members were asked to consider the proposal that with the assistance of the architect, we concentrate on the buildings on the site. To provide plans for a new pavilion, on the existing footprint, and the addition a new building for changing facilities in order to get estimates.

It was RESOLVED that;
The work to get to planning permission for the buildings on the site be approved.

OS/22/047 **Committee Finances**

Members were asked to note committee income and expenditure to Period 8 (November). The committee has already reached the income target for the financial year.
The dog waste collection line was running slightly behind, however this had been due to a lack of collections over a couple of months which were not charged for.

OS/22/048 **Questions from committee members and the public**

Cllr Herron highlighted that nothing was being done in Tylers Green for the King's Coronation and wondered if we could suggest something.
Cllr Jordan asked if there had been any further information on Magpie Wood. The clerk advised that no further information had been received.

OS/22/049 **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 10968 to 10983 be signed direct debits to Castle Water, EE, E-ON Next, Grenke, Shell Fuelcard, Shorts and SSE be approved for payment.

The chairman of committee thanked members for their attendance and closed the meeting at 8.10pm

Date and time of next meeting: Tuesday, 7 March 2023 @ 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 26 January 2023 commencing at 7.30pm
in the Council Chamber, Cock Lane, Tylers Green, High Wycombe, Bucks HP10 8DS

-
- Present:** Cllr C Dodds - Chairman
Cllr R Wilks – Vice-chairman
Cllr L Johncock
Cllr A Barron
Cllr S Barrett
- Cllr C Jordan
Cllr S Herron
Cllr K Wood
Cllr J Gurney
Cllr D Johncock (ex officio)
- WS/22/043 **Apologies for absence**
Cllr J Herschel – personal
- WS/22/044 **Declarations of members' interests in Items on the agenda**
There were none.
- WS/22/045 **Delegated Action**
Members were asked to note that, since the last committee meeting in November, there had been no delegated actions taken by the chairman of committee and clerk.
- WS/22/046 **Committee Projects**
1 Office Complex Refurbishment
Members were asked to note that we had received six tenders and had interviewed three of the builders. An update was given at the meeting.

Members were asked to consider quotations to refurbish the office. The cost is to be met from the Office EMR and the General Reserve.
It was resolved that;
Quote A at £40,000.00 be recommended to full council for approval.
2 Depot
Members were asked to note that the Grounds Team had painted the floors of the depot and workshop and rearranged the shelving to improve accessibility.
- WS/22/047 **Cemeteries**
1 St Margaret's Churchyard
Members were asked to note that the works to repair the wall leading to the brick shed had been ordered and would be completed in the spring.
- WS/22/048 **War Memorials**
1 Loudwater
Members were asked to note that yew plants had been ordered and the yew hedge would be planted when they arrive.

It was noted that the yew plants were being delivered on 2 February.
- WS/22/049 **Royal Mail bag drop boxes**
Members were asked to note that we had 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 would 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.
- WS/22/050 **FH Broxap bins**
Members were asked to consider the replacement of the damaged litter bins.
Cllr Dodds thanked Cllr Wood for her email which was read out.

It was resolved that;

damaged litter bins be replaced with the Buckinghamshire Council new style black bins.

Cllr L Johncock abstained from the vote.

A survey would be done of all the bins. Bins that had been moved would be replaced in their original positions and anchored in the ground if possible.

WS/22/051 LED Footway Lighting

Members were asked to note that contact details for Veolia's insurance company had 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.

WS/22/052 Heath End Rd Green Path

Members were asked to note that it is stated in the Abbey Barn South Development Brief that improvements would be made to the pedestrian route from the development along Abbey Barn Lane to Heath End Road and along Heath End Road to Flackwell Heath. The deputy clerk had written to the developers of the Abbey Barn development to enquire when the route would be completed.

Members were asked to consider quotations to clear the path with a view to approving the virement of the money from the General Reserve at the next Full Council meeting. Members were asked to note that an annual maintenance clearing currently costs between £900 and £1,095. This would be considered later in the year as a new budget item for the 2024-2025 financial year.

It was noted that the deputy clerk would check the conditions for planning permission for Abbey Barn development and also contact Buckinghamshire Council with a view to them doing the work.

It was resolved that;

this item is deferred to the next W&S meeting.

WS/22/053 Heath End Common

Members were asked to note that the clerk and deputy clerk had 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.

WS/22/054 Defibrillator

Members were asked to note that Cllr Dodds had moved the existing defibrillator from Loudwater School to its new location, making it accessible to members of the public. It had also been registered on the Save a Life App.

Cllr Dodds was thanked for doing the work.

WS/22/055 Committee Finances

Members were asked to note the committee's income and expenditure to Period 9 (December).

WS/22/056 Questions from committee members and the public

WS/22/057 Accounts for payment

Accounts for payment were circulated at the meeting for consideration by councillors.

It was noted that the annual grant to St Peters Loudwater is for maintaining the closed churchyard.

It was RESOLVED that;

the accounts for payment be approved and cheques numbered 11001 to 11010 be signed and direct debits to Barclays, E-ON Next, NEST and Unicom be approved for payment.

The chairman of committee thanked members for their attendance and closed the meeting at 8.10pm.

Date and Time of next meeting: Thursday 23 March 2023 at 7.30pm

Signed:

Dated:

CHEPPING WYCOMBE PARISH COUNCIL

Finance and General Purposes Committee

Report of the meeting held on **Thursday 9 February 2023 at 7.30pm** at the Council Office, Cock Lane,
Tylers Green, Bucks HP10 8DS

The meeting was open to members of the public and press

Present:

Cllr I Forbes – Chairman	Cllr J Herschel
Cllr A Barron – Vice-chairman	Cllr R Wilks
Cllr L Willis	Cllr C Dodds
Cllr H Darch	Cllr L Webb
Cllr C Jordan (temp)	Cllr D Johncock (ex-officio)

Also present: Cllr L Johncock

FGP/22/027 **Apologies for absence**
Apologies for absence were received and approved from Cllr K Wood (family)

FGP/22/028 **Declarations of members' interests in agenda items**
There were no declarations.

FGP/22/029 **Staff Matters**
1 Staff Absence Report
Members were asked to receive a verbal report from the clerk on the sickness absence of staff since the last committee meeting in November. The clerk advised that there had been no sickness absence.
2. Appraisals
Members were asked to note that staff appraisals were underway – the first couple being held yesterday.

It was noted that Cllr Herschel asked that targets be shared with members. The clerk advised that all appraisals would be reported to the Staff Committee.

FGP/22/030 **Health & Safety Report of any incidents**
Members were asked to note that there had been no incidents since the last committee meeting in November. The last notified incident was on 1 February 2022. The amount of incident free days should read 252 working days as at the date of the agenda being sent out.

FGP/22/031 **Policies and Procedures**
1 Grants Policy
Members were asked to consider the revised Grants Policy.

It was RESOLVED that;
The Grants Policy would be recommended to Full Council for approval with an extra note relating to staffing and related costs not being covered. The accompanying form to have 'sponsor' and 'financial officer' added for clarity.

It was noted that the policy would be included in the annual review of all policies.

2 Resilience – Emergency Planning

Members were asked to note that the first meeting of the working party had taken place on Thursday 2 February at 10am. The working party consists of Cllr Forbes, Cllr Barron, Cllr Jordan and the clerk. Cllr Forbes advised that Cllr D Johncock had volunteered to join the group. The working party had agreed that following as a starting point;

- A list of resources/people including their 24/7 contact details and assets would be created for the parish.
- Publicise what we were doing via the newsletter and the parish meeting.
- No vulnerable people would be listed as this is already done by the large utility companies.
- Share our approach with Buckinghamshire Council's resilience team.

- Commit to keeping our information up to date.

3 Training

Members were asked to note that a councillor training session will be arranged, all councillors are invited. The session will be set once the refurbishment timeline is known.

4 Model Councillor-Officer Protocol

Members were asked to consider the Protocol sent through from BMKALC as a working document for further revision following discussion.

It was RESOLVED that;

The document would be revised and brought back to the September meeting for further consideration with members being encouraged to make their comments over the next four weeks.

5 Re-appointment of Internal Auditor

Members were asked to consider, with a view to recommending, the re-appointment of Mr E Newhouse as Internal Auditor for the financial year 2022/23. Last year Mr Newhouse's fee was £350.00.

Members were asked to note that in accordance with the Joint Panel on Accountability and Governance Practitioners' Guide March 2022 – 4.11 'There is no requirement to rotate auditors but the independence of the appointed person or firm should be reviewed every year

It was RESOLVED that;

a recommendation to Full Council be made to re-appoint Mr Newhouse as internal auditor for 2022/23.

FGP/22/032

Grants

Members were asked to note that there had been no further requests for funding at the time of sending out the agenda and the available budget currently stands at £960.00.

It was noted that an application had been received from the Loudwater Bowls Club which would be taken directly to Full Council.

FGP/22/034

Publicity

Members were asked to note that the newsletter was currently at the printer for the first proof.

FGP/22/035

Legal

Members were asked to note that there were currently no items for consideration.

FGP/22/036

Community Board

Members were asked to receive a report from Cllr Barron on any progress with the current projects. Report attached.

FGP/22/037

Neighbourhood Action Group (NAG)

Members were asked to note that the next meeting date had been changed from 23 February to 16 March the venue being Tylers Green Village Hall.

1 Community Speedwatch

Members were asked to note that the Sentinel Camera is currently out of action. It had been attacked by a passing jogger while in use on Treadaway Hill, Flackwell Heath. It has been sent back to Unipar to be checked over. TVP have confirmed that the camera is covered by their insurance. The estimate for the works was now with TVP.

Cllr Herschel left the room at 8.10pm

FGP/22/038

Budget

1 Committee Finances (Period 10) January

Members were asked to note the summary of income and expenditure by committee.

2 Council Finances (Period 10) January

Members were asked to note the summary of the Council's financial position. It was advised that there could be a £15k surplus at year end.

Cllr Herschel re-joined the meeting at 8.13pm

3 Community Infrastructure Levy (CIL)

Members were asked to note that the budget line for CIL currently stands at £57,100.99. These funds are to be used for community benefit and need to be spent within a timeframe as below:

£57,100.99 2026/27

4 Five Year Plan

Members were asked to receive the amended overview of the likely major funding issues by the Chairman of committee.

It was noted that Green Dragon Lane Playground would be removed now that it has been completed. A further revision to the Status column would be made as it currently looks as though funding had already been agreed for the projects. A Community Board update would also be added.

FGP/22/039 Questions from council members and the public

- Cllr Darch highlighted the cost of the dog waste bins and whether the parish council would continue providing them.
This item will be deferred to the next Open Spaces committee.
- Cllr Dodds asked a question about pavement parking – who deals with this issue.
If there is an obstruction it is a police matter, if parking on yellow lines it becomes a matter for parking enforcement (Buckinghamshire Council).
- Cllr Dodds also mentioned the large signs on the verges – who is responsible for approving and how can you get them removed.
Fix My Street and raise a complaint.

FGP/22/040 Accounts for Payment

Accounts were circulated at the meeting for consideration by councillors.

It was RESOLVED that;

the accounts for payment be approved and cheques numbered 11011 to 11023 and direct debit payments to EE, EO-N Next, Shorts, Sell Fuelcard and SSE be approved and signed.

The chairman of committee thanked members for their attendance and closed the meeting at 8.40pm

Date and time of next meeting: Tuesday 18 April 2023 @ 7.30pm

Verbal report to F&GP 09/02/2023 on "our" Community Board (BCWCB) by Alec Barron

The Community Board continues to be "low active". A new planned meeting list indicates that HAT will meet on the 19th of April with Environment on the 7th June and Health & Wellbeing on the 21st. The first main meeting is on the 28th of June!

Highways & Transport:

Fassetts Road:

Highways have been unable to find a practical scheme regarding the alleyway.

AB has had a communication from the complainant recently who was bitterly disappointed with Highways response. AB will be undertaking discussions with Highways to investigate closure of the alleyway as the access to and from the school was easily attainable via the footpath from Norwood Road.

Ashley Drive: reported on last time – projected cost £52k - need to find ways of funding!

HAT 25 (Ashley Drive Junction Protection), HAT 27 (Tylers Green first and middle schools parking) reported last time. Completion 31/03/23!

Verge Parking Poster Campaign: reported last time.

Environment Action Group meeting on the 7th December.

Rosie Tunnard (Bucks Highways) gave a presentation.

Looking at re-wilding verges. Looking for suitable sites. They must be 6 metres plus in width.

Looking to plant more trees – need suitable sites as watering will be an issue for saplings.

They also talked about Thermal imaging cameras under the "leaky homes initiative". I did make some comments!

Health & Well Being Action Group meeting planned for the 22nd November was cancelled.

The Community Board did make a funding contribution to the "Secret Place (Recording studio) of Approx £15k.

Finally I have agreed to take on the Local Cycling and Walking Initiative "Plan" (LCWIP) for joining Flackwell Heath to High Wycombe to the BCWCB.

Wendy & Cheryl started the ball rolling on this as a means of connecting the two footpaths from the south joining Heath End Road. Funding contribution by Abbey Barn South Development and Bucks Highways.

Maybe Amersham Wycombe College should also contribute as LCWIP was a strong argument they used for the development – particularly as the flats only have one car parking space.

Someone in the family units is going to have to walk or cycle because of the Planning car space allocations!

CHEPPING WYCOMBE PARISH COUNCIL

PLANNING MEETING

Report of the Planning Meeting held on **13 December 2022** at **10.00am** via Microsoft Teams

Cllr H Darch acted as chairman of the meeting.

Attendees: Cllr C Jordan, Cllr A Barron, Cllr R Wilks, Cllr C Dodds

1. Apologies for Absence

Cllr J Herschel, Cllr D Johncock, Cllr L Johncock, Cllr S Digby, Cllr S Herron

2. Declarations of Interest and Code of Conduct

none

3. Applications for consideration

WDC Ref	Property Address	Proposal	Comment
22/08009	37 Oakland Way Flackwell Heath Bucks HP10 9DD	Householder application for construction of 2 x hip to cropped gable roof extensions, single storey rear extension, rear roof extensions to form gable end and 2 x dormer windows to rear	CWPC do not object to this application but we are concerned with the parking as this property is on a corner, on a designated bus route.
22/08013	7 Bracken Way Flackwell Heath Bucks HP10 9JX	Householder application for construction of single storey front extension with pitched roof, 2 x roof lights, fenestration and external alterations	No comment
22/08011	34 Oakland Way Flackwell Heath Bucks HP10 9ED	Householder application for construction of single storey front and rear extensions, two storey side extensions following demolition of existing garage, and installation of 3 x roof lights to front and 2 x box dormers to rear	CWPC do not object to this application but we question whether there is enough parking for a 5-bedroom dwelling.
22/08025	10 Southcote Way Tylers Green Bucks HP10 8JG	Householder application for construction of single storey rear extension and fenestration alterations	No comment
22/08045	Derehams Farm Derehams Lane Loudwater Bucks HP10 9RR	Construction and operation of a 40MW battery energy storage system and replacement agricultural barn, together with associated infrastructure, landscaping and access track (part retrospective) (alternative scheme to pp 18/07600/FUL)	No comment
22/08073	66 Straight Bit Flackwell Heath Bucks HP10 9NA	Householder application for construction of single storey front extension, part single, part two storey side/rear extension, front porch, insertion of roof light and fenestration and external material alterations	CWPC do not object to this application. However, with regards to the trees to be felled, any works to be carried out only with the full approval of the Bucks Council Wycombe Area's tree consultant. If any tree with a TPO on it has to be felled, we request that it is replaced.
22/08097	Hilltop House North Links Road Flackwell Heath Bucks HP10 9PF	Householder application for construction of single storey rear extension incorporating a roof light	No comment
22/08037	39 Fassetts Road Loudwater Bucks HP10 9UP	Householder application for construction of two storey front extension, two storey side extension, part single, part two storey rear extension and roof alterations	CWPC object to this application. This is an over-development of the site, in particular at the front of the property. The attached semi has not been redeveloped and would look unbalanced if the development were to go ahead.

22/08077	Fairlawn Sandpits Lane Tylers Green Bucks HP10 8HD	Householder application for construction of two storey front and rear extensions, single storey side extension following demolition of existing entrance, rear bay and side conservatory and flat roof outbuilding, insertion of 2 x front and rear dormer windows and 1 x roof light to sides in connection with loft conversion	CWPC do not object to this application but we note that it is in a green belt area.
22/07996	9 Cherry Rise Flackwell Heath Bucks HP10 9PS	Householder application for construction of two storey side and single storey rear extension, following demolition of single storey double garage and rear extension	No comment
22/08102	Byways Kingswood Road Tylers Green Bucks HP10 8JL	Householder application for construction of single storey front extension and single storey side extension, insertion of 1 x box dormer to front, fenestration and external alterations	No comment
22/08133	1 Southfield Road Flackwell Heath Bucks HP10 9BT	Householder application for construction of front porch, 1 x front box dormer and roof light in connection with loft conversion	No comment

The chairman thanked members for their attendance and closed the meeting at 10.15.

CHEPPING WYCOMBE PARISH COUNCIL

PLANNING MEETING

Report of the Planning Meeting held on **3 January 2023** at **10.00am** via Microsoft Teams

Cllr A Barron acted as chairman of the meeting.

Attendees: Cllr C Jordan, Cllr C Dodds, Cllr H Darch

1. Apologies for Absence

Cllr R Wilks, Cllr D Johncock, Cllr L Johncock, Cllr S Digby, Cllr S Herron

2. Declarations of Interest and Code of Conduct

Cllr H Darch and Cllr S Herron declared an interest in 22/08161 and declined to comment.

3. Applications for consideration

WDC Ref	Property Address	Proposal	Comment
22/08161	Autumn Tints Kingswood Avenue Tylers Green Bucks HP10 8DR	Existing single storey dwelling to be demolished and replaced with two storey dwelling	CWPC do not object to this planning application but we would request that it be pulled back by about 2m to align with it's neighbour.
22/08175	55 St Johns Road Tylers Green Bucks HP10 8HU	Householder application for erection of two storey front and rear side extensions and single storey rear extension, raising of roof and replace front dormers and alterations to fenestration	No comment
22/08178	3 Branch Road Loudwater Bucks HP10 9UY	Householder application for erection of single storey front and rear extensions	No comment

The chairman thanked members for their attendance and closed the meeting at 10.08.

CHEPPING WYCOMBE PARISH COUNCIL

PLANNING MEETING

Report of the Planning Meeting held on **17 January 2023** at **10.00am** via Microsoft Teams

Cllr C Dodds acted as chairman of the meeting.

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

1. **Apologies for Absence**
Cllr D Johncock, Cllr L Johncock, Cllr S Digby, Cllr S Herron
2. **Declarations of Interest and Code of Conduct**
none
3. **Applications for consideration**

WDC Ref	Property Address	Proposal	Comment
22/08215	65 Oakwood Flackwell Heath Bucks HP10 9DP	Householder application for erection of single storey rear extension, single storey front extension linked to existing garage and pitched roof to garage with conversion of garage to habitable room	The only objection that CWPC have to this application is regarding the parking. We are concerned that there are not enough car parking spaces on-site.
22/08230	121 Heath End Road Flackwell Heath Bucks HP10 9ES	Householder application for two storey rear pitched roof extension and creation of Juliet balconies to first floor rear following demolition of existing rear utility room and porch, rear patio extension, extension to existing front and rear dormers with flat roof, garage conversion to ancillary living accommodation and fenestration alterations (Alternative scheme to PP22/07152/FUL)	CWPC object to this application. We query the change of detached garage to bedroom and living room. This dwelling will now be five bedrooms and on a very busy main road. Is there sufficient access and parking space for the potential increase of inhabitants? There can be no on street parking at this location.
23/05002	Greenhaven Rays Lane Tylers Green Bucks HP10 8LJ	Crown reduction of 1.5 metres - 2 metres and 10% thin x 1 Beech tree T1	We note the TPO in place. Any works to be carried out only with the full approval of the Bucks Council Wycombe Area's tree consultant.
22/08268	16A Green Crescent Flackwell Heath Bucks HP10 9JQ	Householder application for construction of part two story/part single storey front extension and two storey rear extension	CWPC object to this application. It is an overdevelopment of the site. There will be less than 1m gap between this proposed extension and the house of the neighbouring property at no.16.

The chairman thanked members for their attendance and closed the meeting at 10.18.

CHEPPING WYCOMBE PARISH COUNCIL

PLANNING MEETING

Report of the Planning Meeting held on **31 January 2023** at **10.00am** via Microsoft Teams

Cllr L Johncock acted as chairman of the meeting.

Attendees: Cllr C Jordan, Cllr C Dodds, Cllr R Wilks, Cllr A Barron, Cllr D Johncock, Cllr J Herschel

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

WDC Ref	Property Address	Proposal	Comment
22/08238	Land Adjacent The Rise Hammersley Lane High Wycombe Bucks HP13 7BX	Erection of one pair of semi-detached 2-bed dwellings with creation of new access from Hammersley Lane	CWPC objects to this application as we question the detrimental impact this may have on the Gomm Valley development proposals. It may restrict the Gomm Valley site with regards to landscaping as well as minimum back-to-back distances between houses. Hammersley Lane is a dangerous road and another access will exacerbate the problem. If officers are minded to recommend approval of the application, then we ask that the application be brought to the Planning Committee for determination.
22/08253	39 Whinneys Road Loudwater Bucks HP10 9RL	Householder application for construction of open sided car port to side of property	CWPC objects to this application because of the intrusion onto the neighbour's property as shown in the plans. If officers are minded to recommend approval of the application, we request that a condition is imposed to not allow the car port to be closed in.
22/08317	The Red House 62 School Road Tylers Green Bucks HP10 8LU	Householder application for works to x 2 windows to lower the cill heights and replace existing timber casement windows with box sash windows with 'Heritage' glazing	No comment
22/08288	11 Bernards Way Flackwell Heath Bucks HP10 9EQ	Householder application for construction of single storey side and rear extension following demolition of existing conservatory	No comment
22/08396	16A Green Crescent Flackwell Heath Bucks HP10 9JQ	Householder application for construction of first floor rear extension	No comment

The chairman thanked members for their attendance and closed the meeting at 10.15.

CWPC Planning Application Objections 7 Dec 2022 - 14 Feb 2023

Ref	Date	Property Address	CWPC objection / Officer's report (abbreviated)	Outcome
22/07454	18-Oct	The Three Horseshoes, The Common, FH	see link to website for our comment which is too long to include here	WITHDRAWN
22/07744	15-Nov	16 River View, FH	CWPC objects to this planning application. The extension is too close to the boundary; it should be 1m away for the entire length. We are also concerned that this application is part retrospective and that there may be encroachment onto the highway.	PENDING
22/07559	15-Nov	Land off Bartons Rd, TG	CWPC would like to reiterate our previous comment. We object to the proposed plan as it is not in keeping with the surrounding houses. It is an over development of the site and will cause damage to the ecology and arboriculture of the site. 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 proposed erection of two dwellings would cause a permanent and adverse change to the character of the area. The proposed development would result in: - Loss of an open, undeveloped piece of land that contributes to the character of the area. - Loss of a number of protected trees, without sufficient mitigation. - Loss of existing green infrastructure features.	REFUSED
22/07839	15-Nov	23 Highlea Ave, FH	CWPC objects to this planning application. The extension is too close to the boundary. Should the applicant agree to extend the distance to the boundary to 1m for the entire length, then we have no objection.	APPROVED
22/07679	29-Nov	Royal British Legion, Queensmead, LW	Plans amended to extend the distance to the boundary to 1m CWPC objects to the change of use to warehouse & offices because with 36 desks shown on the 1st floor there appears to be a potential of over 50 people working in the building with only 3 parking places and 12 cycle spaces provided!! Our objection will stand until the developer explains where people will park! In highway terms, the proposed development is considered to be a like-for-like development to which the Highway Authority would be unable to lodge or sustain an objection.	APPROVED
22/07963	29-Nov	Land at Rear 46 New Road, TG	CWPC object to this application for four reasons: • it is an overdevelopment of the site • it will have a negative impact on the privacy of 48a New Road • we are concerned that the new access road onto New Road is impractical; it would be very narrow and the area is currently used for parking for the existing house. We also have concerns that this would leave inadequate parking for the existing house. • This is essentially a 4 bed house with one bedroom called a study, is there sufficient parking for this & is the parking area sufficient for turning and parking.	PENDING
22/08037	13-Dec	39 Fassetts Road, LW	CWPC object to this application. This is an over-development of the site, in particular at the front of the property. The attached semi has not been redeveloped and would look unbalanced if the development were to go ahead. The amended plans submitted have corrected the existing elevations, plans and block plan. Despite the substantial proposed building footprint, the reduction of the length of the part single storey rear extension and width of the part two storey rear extension is an improvement upon the dominance of the proposal and would achieve a subordinate scale and subservient appearance of additions to the character and design of the application dwelling.	APPROVED
22/08215	17-Jan	65 Oakwood, FH	The only objection that CWPC have to this application is regarding the parking. We are concerned that there are not enough car parking spaces on-site.	PENDING
22/08230	17-Jan	121 Heath End Rd, FH	CWPC object to this application. We query the change of detached garage to bedroom and living room. This dwelling will now be five bedrooms and on a very busy main road. Is there sufficient access and parking space for the potential increase of inhabitants? There can be no on street parking at this location. The property lies within Residential Parking Zone B (Flackwell Heath). Whilst the proposal increases the number of habitable rooms/bedrooms at the property, the current arrangement already requires the optimum level of off-street parking provision, as per the Buckinghamshire County Parking Guidance policy document. The comments of the Parish are noted however whilst the proposal would result in the loss of the existing garage it is considered that the off-street parking requirements could still be accommodated on site given the existing side driveway and front hardstanding. As such the number of parking spaces serving the property is not considered to be made deficient as a result of the proposal.	APPROVED

APPENDIX A

CHEPPING WYCOMBE PARISH COUNCIL

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

Part 1

1. Name of organisation: LOUDWATER BOWLS CLUB2. Hon. Secretary:
Address: 3. Hon. Treasurer:
Address: Tel:
This address will be used for
general correspondenceTel:
This address will be used for all
remittance of any grant approved

4. How is the organisation established?

- a) Incorporated by Royal Charter? Yes/No d) Registered as a Friendly Society? Yes/No
 b) Incorporated under Companies Act? Yes/No e) By affiliation to any national body? Yes/No
 c) Registered as a Charity? Yes/No f) Deed of Trust? Yes/No Charity No: g) Other?
 (Please specify) AFFILIATED TO BOWLS ENGLAND

5. What are the objectives of the organisation?

TO PROMOTE AND FOSTER THE SPORT OF BOWLS6. 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? Yes/No

If Yes, please supply full details together with the latest Trading and Profit & Loss account on a separate sheet.

A SMALL BAR IS RUN AT HOME MATCHES (SEE ATTACHED SHEET)

7. Does the organisation have a membership?

If Yes, please state for each class/type of member (eg senior/junior), the annual subscription and number of members for the past three years.

TYPE/CLASS	THIS YEAR	LAST YEAR	PREVIOUS YEAR
<u>FULL</u>	No <u>18</u> Sub <u>£70</u>	No <u>17</u> Sub <u>£70</u>	No <u>17</u> Sub <u>£70</u>
<u>SOCIAL</u>	No <u>1</u> Sub <u>£5</u>	No <u>1</u> Sub <u>£5</u>	No <u>1</u> Sub <u>£5</u>
<u>ASSOCIATE</u>	No <u>—</u> Sub <u>—</u>	No <u>—</u> Sub <u>—</u>	No <u>1</u> Sub <u>£5</u>

8. I/we enclose herewith the following documents. (Please delete those which have previously been submitted)

a) Copy of the Constitution ✓c) Copy of the latest Annual Report to members
SEE AGM MINUTES - OCTOBER 2022

b) Copy of latest audited accounts
balance sheet

d) Other material concerning the organisation
in support of the application

and

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.
24 MATCHES VERSUS OTHER CLUBS (12 AT HOME) ALSO 5 INTERNAL GAMES FOR OUR OWN MEMBERS
 2. a) For what specific project are you now seeking the council's assistance?
LIGHTING IN OUR CLUBHOUSE IS 26 YEARS OLD (SOME FITTINGS WERE THEN SECOND-HAND) AND IS NOW UNRELIABLE. WE SEEK TO REPLACE 20 DOWN LIGHTS WITH ENERGY EFFICIENT VERSIONS.
 - b) Specify:
 - i) Total estimated cost ii) Dates scheduled to commence and complete
COST £500 - WORK NOT YET SCHEDULED BUT PROPOSED BEFORE MAY
 - iii) Amount already available NIL (START OF BOWLS SEASON)
 - iv) Amount expected to be available at commencement v) Other applications for grants for this project NIL
- Body: _____
- Amount applied for: _____
- _____
- _____
- _____
3. How much assistance are you requesting from Chepping Wycombe Parish Council? £ 500
 4. What do you see as the benefits that will be obtained by the residents of Chepping Wycombe on completion of the project? BY PROVIDING GOOD RELIABLE LIGHTING, ALL VISITORS TO THE CLUBHOUSE WILL SEE THAT SPORTS FACILITIES IN THE CWPC AREA ARE OF A HIGH STANDARD. VISITOR NUMBERS EXCEED 150 PER ANNUM, SOME OF WHICH ARE CWPC AREA RESIDENTS

I submit this application on behalf of the stated organisation and believe all statements made or enclosed to be true.

Signed: _____ Date: 3/2/2023

Capacity in which signed: SECRETARY

Note: Any cheque will be made payable to the name of the organisation as stated overleaf and sent to the Treasurer unless otherwise stated.

Please return the completed application and supporting documents to:

Clerk of the Council
Chepping Wycombe Parish Council

Loudwater Bowls Club – Bar Account

2020 – No bowls activity due to Covid

2021 - Bar Purchases £201. Bar Licence £70. Bar Sales £398. Surplus £127

2022 - Bar Purchases £165. Bar Licence £70. Bar Sales £437. Surplus £202

Loudwater Bowls Club

Income & Expenditure statement for the year to 30 September 2022

Income	2022	2021
Subscriptions	1,195.00	1,030.00
Fund Raising	0.00	0.00
Match Fees	622.00	590.00
Donations	169.00	152.00
Interest Received	0.21	0.12
Social Events	0.00	6.00
Bar	272.10	196.95
Associate members	0.00	0.00
Refund - Wycombe Area Sports	576.49	0.00
Sales (second hand items)	20.00	59.45
Total	2,854.80	2,034.52
Expenditure		
Equipment	0.00	0.00
Teas	80.03	31.90
Print, Post & Stationery	7.92	0.00
Telephone	0.00	0.00
Registration & Green Fees	74.99	18.00
Rent	6.05	6.05
General Maintenance	532.20	39.13
Green Maintenance	417.45	201.60
Sundries	0.00	8.75
Insurance	542.11	528.44
Presentation & Awards	0.00	0.00
Utilities	501.91	102.87
Bar Licence	70.00	70.00
Sub-Total	2,232.66	1,006.74
Surplus (Income over Expenditure)	622.14	1,027.78
Carried Forward	622.14	1,027.78
	2,854.80	2,034.52

Loudwater Bowls Club

Balance Sheet as at 30 September 2022

	2022	2021
	£	£
Fixed Assets		
Bowling Green (cost £43,124.97 - grants received £26,900)	16,224.97	16,224.97
Club House (cost £18,639.34 - grant rec'd £2,500) - depreciation	0.00	0.00
Toilet Building (cost £3,625 fully depreciated)	0.00	0.00
Machine Store (cost £1,169.12 fully depreciated)	0.00	0.00
Mowing machine (cost £2,399 April 2012 fully depreciated)	0.00	0.00
Green & Irrigation Equipment - fully depreciated	0.00	0.00
Current Assets		
Stock	304.23	304.23
Debtors & Prepayments	0.00	0.00
Bank - Business Instant Access a/c	1,494.87	1,494.66
Bank - Current a/c	2,960.09	2,499.96
Cash in Hand	303.92	142.12
Total	21,288.08	20,665.94
Representing:-		
Capital Account: 1 Oct 2021	20,665.94	19,638.16
Surplus for year	622.14	1,027.78
Total	21,288.08	20,665.94


Treasurer

I have audited the attached statements and confirm these figures have been drawn from the books and vouchers of Loudwater Bowls Club.


Honorary Auditor
18 October 2022

Chepping Wycombe Parish Council

Grants & Donations Policy and Procedure

Chepping Wycombe Parish Council awards financial grants at its discretion, within its powers under the provisions of the Local Government Act 1972, Section 137 to community organisations that can demonstrate a clear need for financial support to benefit the parish in one or more of the following ways:

- providing a local service or facility;
- enhancing the quality of life and/or “well being” of residents, visitors or those employed within the parish area;
- improving the environment; and
- promoting Chepping Wycombe in a positive way;
- providing or enhancing a local asset

The organisation seeking grant funding must be non-profit making or hold charitable status.

The Grants and Donations budget will be set annually as part of the general budget setting process.

Donations may exceptionally be awarded to qualifying bodies without the requirement for a formal application subject to the normal need to comply with legislation and budget availability.

Applications will be invited from 1 April onwards each year for consideration the Finance and General Purposes Committee and then full Council (by recommendation);

The allocation of grants will be made throughout the year subject to funding availability.

The scheme will be publicised through parish notice boards, the parish newsletter and on the council website.

Organisations will be required to provide a copy of their previous year’s accounts or, for new initiatives, a budget forecast or business plan;

Applicants will need to provide details of their aims and purpose; project or activity, proportion/number of beneficiaries living in the electoral area; and demonstrate a clear need for funding. The applicant should also set out the quantum of grant being sought with details of any alternative funding sources, if relevant; and

Grants cannot be awarded after the relevant event or project has been completed.

Applications must complete the Council’s application form.

Applicants whose application meets the criteria will be considered at the next Finance & General Purposes Committee meeting and submitted to Full Council for ratification, or directly to Full Council; applications will be notified in due course. Successful applicants shall provide details of to whom payment should be made and acknowledge receipt of the payment.

Conditions

The Parish Council will assess applications with particular reference to the number of residents likely to benefit, or whether any particular category of residents would receive specific benefit (e.g. children, the elderly, persons with any form of disability etc.).

Where a request for a grant/donation is agreed, the Council shall determine the amount, using the figure stated by the applicant as a guide only.

The grant or donations shall be used only for the stated purpose otherwise the monies shall be returned to the Council, except where the Council's prior written consent has been given for the funds to be used for another purpose.

The Council may request that applicants provide written feedback explaining how the grant/donation has benefited their group/organisation. If feedback is required, this will be communicated in the decision letter **with a set date for return, if not received by the date, the grant/donation will have to be paid back.**

The Council reserves the right to request repayment of any grant/donation where an applicant does not comply with these conditions.

Notes

- The Council's decision on any application is final and there is no right of appeal.
- The Council reserves the right to decline any application without giving reasons for its decision.
- The Council will not commit to any continuing expenditure.
- Section 137 of the Local Government Act 1972 states the money must be spent on purposes for the direct benefit of the parish and be commensurate with the expenditure incurred, for example, spending a large amount for the benefit of only one or two people is not acceptable.
- **No staffing or associated costs will be considered.**

CHEPPING WYCOMBE PARISH COUNCIL

APPLICATION FOR GRANT/DONATION BY CHARITABLE, VOLUNTARY OR OTHER ORGANISATIONS (Local Government Act 1972, Section 137)

Please note: this application will not be considered unless it is accompanied by a copy of the latest set of annual accounts showing the organisations income, expenditure and level of balances. If the organisation does not prepare annual accounts, copies of the bank statements covering the previous six months must be enclosed.

Name of organisation:

Secretary/**Sponsor:**

Contact details:

Treasurer/**Financial Officer:**

Contact details:

How is the organisation established (delete as appropriate)

Incorporated by Royal Charter	Registered as a Friendly Society
Incorporated under Companies Act	By affiliation to any national body
Registered as a Charity	Deed of Trust
Charity No	Other (please specify below)

What are the objectives of the organisation?

Does the organisation carry out any trading activity with a view to profit?

Does your organisation have a membership?

For what purpose of project is the grant/donation requested?

Please specify:

Total estimated cost of the project	
Dates to commence and complete	
Amount already available	
Amount expected to be available at start	

Other applications for grants for the project:

Body:	Amount applied for:

Amount being requested from CWPC:

Who will benefit from the project, specifically with residents of Chepping Wycombe in mind?

I submit this application on behalf of the stated organisation and believe all statements made or enclosed to be true.

Signed: Dated:

Capacity in which signed:

Should the application be successful any cheque will be made payable to the name of the organisation as stated overleaf and sent to the Treasurer unless otherwise stated.

Alternative addressee for grant:

Please return the completed application and supporting documents to: Clerk of the Council
Chepping Wycombe Parish Council
Cock Lane
Tylers Green
Bucks HP10 8DS

Or alternatively send the application via email to clerk@cwpc.org.uk
Any queries please do not hesitate to contact the office on: 01494 814600

MIGRATION TO NCE

Current costs M365	12mth figures	New costs	12mth figures
Email hosting	381.24	Covered by NCE	0
Back up provision	826.02		826.02
Service Desk	1,347.04		1,347.00
Sharepoint/E3/TEAMS*	698.40	NCE	1,117.92
Total cost	3252.70		3290.94

* due to increase by 9% = £62.86

2023 - 2028

	Status	Total Cost	App Cost	2022/23	2023/24	2024/25	2025/26	2026/27	GR/CIL Call	CIL	Comments
Office Remodelling	Approved	40	50	40					23.3	None	Uses 316.7% from EMR balance from GR
Car Park Green Dragon	Approved	5	5	5						Y	Project by football club but may need help with funding or grants Small Projects
Derehams Rejuvenation Tracks	Development App	100	10	10		50	40		0	Y	No costings ready yet Sufficient to cover likely planning costs.
Derehams Rejuvenation Buildings	Development App	192.4	10	10	182.4				0	Y	Uses £148k from FAR (Oct 18) plus inflation plus 15% size increase Need to borrow
Community Board Projects		45		5	10	10	10	10		Y	Ongoing projects need to be brought forward, contributory funding only required at present Use small projects funding
Skate Park		40		2	38					Y	Likely to proceed now as a joint funded idea.
Footpaths		40			10	10	10	10		Y	May be able to include application to Community Board to part fund
Bus shelter provision / replacement		40				20	20				Dependant on passenger number recovery
Straight Bit pe improvements		12		12							Funded from part of reserves in EMR zip wire
Lean to (adjacent to depot)											Needs detail
Totals		514.4	75	84.0	240.4	90	80	20	23.3		

Revised F&GP Feb 2023

Community Board - plan to have a regular £5k in budget and to use this line for significant expenditure over this line only

Deminimis of £5k

WW2 Memorial Tylers Green
LW Bollards Station / Queensmead Rd
Refurbishing Broxap bins @ £250 each

To be funded from normal projects line (with support from Residents)
Below deminimis and Highway Responsibility (Community Board ?)
Below deminimis and Highway Responsibility

VALUES EXCEED OUR FINANCIAL RESOURCES SO ABOVE SUBJECT TO CHANGE

Schemes completed	Approved	16.1	25	16.1					16.1	Y 100%	Completed
Green Dragon Playground											

APPENDIX E

Verbal report to F&GP 09/02/2023 on "our" Community Board (BCWCB) by Alec Barron

The Community Board continues to be "low active". A new planned meeting list indicates that HAT will meet on the 19th of April with Environment on the 7th June and Health & Wellbeing on the 21st. The first main meeting is on the 28th of June!

Highways & Transport:

Fassetts Road:

Highways have been unable to find a practical scheme regarding the alleyway.

AB has had a communication from the complainant recently who was bitterly disappointed with Highways response. AB will be undertaking discussions with Highways to investigate closure of the alleyway as the access to and from the school was easily attainable via the footpath from Norwood Road.

Ashley Drive: reported on last time – projected cost £52k - need to find ways of funding!

HAT 25 (Ashley Drive Junction Protection), HAT 27 (Tylers Green first and middle schools parking) reported last time. Completion 31/03/23!

Verge Parking Poster Campaign: reported last time.

Environment Action Group meeting on the 7th December.

Rosie Tunnard (Bucks Highways) gave a presentation.

Looking at re-wilding verges. Looking for suitable sites. They must be 6 metres plus in width.

Looking to plant more trees – need suitable sites as watering will be an issue for saplings.

They also talked about Thermal imaging cameras under the "leaky homes initiative". I did make some comments!

Health & Well Being Action Group meeting planned for the 22nd November was cancelled.

The Community Board did make a funding contribution to the "Secret Place (Recording studio) of Approx £15k.

Finally I have agreed to take on the Local Cycling and Walking Initiative "Plan" (LCWIP) for joining Flackwell Heath to High Wycombe to the BCWCB.

Wendy & Cheryl started the ball rolling on this as a means of connecting the two footpaths from the south joining Heath End Road. Funding contribution by Abbey Barn South Development and Bucks Highways.

Maybe Amersham Wycombe College should also contribute as LCWIP was a strong argument they used for the development – particularly as the flats only have one car parking space.

Someone in the family units is going to have to walk or cycle because of the Planning car space allocations!