

CHEPPING WYCOMBE PARISH COUNCIL

Report of the Annual Council meeting held on Tuesday 9 May at 7.30 pm at the Council Chamber,
Cock Lane, Tylers Green, High Wycombe, Bucks HP10 8DS

Present:

Cllr K Wood (Chairman)	Cllr C Dodds
Cllr S Herron	Cllr S Digby
Cllr L Willis	Cllr L Webb
Cllr R Wilks	Cllr C Jordan
Cllr A Barron	Cllr H Darch
Cllr J Gurney	

FC/23/001 Election of chairman of the council

It was proposed by Cllr Jeff Herschel and seconded by Cllr Clive Jordan that Cllr Ian Forbes be nominated for the position; Cllr Sharon Herron seconded by Cllr Chris Dodds nominated Cllr Katrina Wood and Cllr Roger Wilks seconded by Cllr Sue Digby nominated Cllr David Johncock for the position of Chairman of the Council until the next Annual Meeting of the Council.

A vote was taken.

It was RESOLVED that;

Cllr Wood be elected Chairman of Council for the year 2023/24.

Cllr Wood signed the declaration of acceptance of office following the meeting.

Cllr Wood thanked members for their continued support and thanked the staff for their hard work.

FC/23/002 Election of vice-chairman of the council

It was proposed by Cllr Roger Wilks and seconded by Cllr Alec Barron that Cllr David Johncock be elected Vice-chairman of the Council until the next Annual Meeting of the Council. No other nomination was forthcoming.

It was RESOLVED that;

Cllr D Johncock be elected Vice-chairman of the Council for the year 2023/24.

Cllr Johncock signed the declaration of acceptance of office following the meeting.

FC/23/003 Apologies for absence

Apologies for absence were received and approved from Cllr Forbes (holiday). Late apologies were received from Cllr Barrett (meeting) and Cllrs D & L Johncock (family).

FC/23/004 Declarations of members' interests in agenda items

There were none.

FC/23/005 Election of standing committees of the council

The following members were elected to serve on the committees as set out below:

Open Spaces	Works & Services	Finance & General Purposes
Cllr Les Willis (LW)	Cllr Chris Dodds (LW)	Cllr Chris Dodds (LW)
Cllr John Gurney (LW)	Cllr John Gurney (LW)	Cllr Les Willis (LW)
Cllr Clive Jordan (LW)	Cllr Clive Jordan (LW)	Cllr Clive Jordan (LW) Temp
Cllr Luca Webb (FH)	Cllr Jeff Herschel (FH)	Cllr Jeff Herschel (FH)
Cllr Liz Johncock (FH)	Cllr Liz Johncock (FH)	Cllr Luca Webb (FH)
Cllr Sue Digby (FH)	Cllr Alec Barron (FH)	Cllr Roger Wilks (FH)
Cllr Dave Johncock (FH)	Cllr Roger Wilks (FH)	Cllr Alec Barron (FH)
Cllr Ian Forbes (TG)	Cllr Sharon Herron (TG)	Cllr Ian Forbes (TG)
Cllr Haydn Darch (TG)	Cllr Steven Barrett (TG)	Cllr Haydn Darch (TG)
Cllr Sharon Herron (TG)	Cllr Katrina Wood (TG)	Cllr Katrina Wood (TG)
Cllr Katrina Wood (TG) ex officio	Cllr D Johncock (FH) ex officio	Cllr D Johncock (FH) ex officio

(a) Election of chairmen and vice-chairmen of committees

So that delegated action could, if necessary, be taken before the next meeting of committees each committee met in turn to appoint a chairman and vice-chairman.

The following appointments were reported:

	Chairman	Vice-chairman
Open Spaces Committee	Cllr Les Willis	Cllr Luca Webb
Works & Services Committee	Cllr Chris Dodds	Cllr Roger Wilks
Finance & General Purposes Committee	Cllr Ian Forbes	Cllr Alec Barron

(b) Planning Applications Committee

Council was asked to consider;

- the planning representatives for each ward rotate the chairmanship of the Planning meeting by agreement amongst themselves;
- all members are welcome to attend;
- quorum of these meetings will be 3;

Council was also asked to elect one planning representative from each ward.

It was RESOLVED that;

The above criteria remain in place and that the following representatives were appointed to the Planning Applications Committee:

<i>Cllr L Johncock</i>	<i>Flackwell Heath</i>
<i>Cllr C Dodds</i>	<i>Loudwater</i>
<i>Cllr H Darch</i>	<i>Tylers Green</i>

It was noted that the planning meetings, not being a standing committee, would continue to be held on TEAMS.

(c) Appointment of sub-committees

It was confirmed that the appointment of sub-committees and working parties would be at the discretion of the appropriate standing committee.

(d) CWPC In-House Auditors

The meeting was asked to appoint two members as In-House Auditors or to refer the appointments to the Finance and General Purposes Committee.

It was RESOLVED that;

Cllr Les Willis and Cllr Chris Dodds would be the In-House Auditors for 2023/24 and that a date be diarised.

FC/23/006

Review of assets, risks and policies

A review had been undertaken at the previous Council meeting.

It was RESOLVED that;

that the financial regulations, standing orders, complaints procedure, press and media policy be adopted

It was noted that the terms of references for committees to be deferred to each committee.

FC/23/007

Appointment of representatives on other outside bodies

The council was asked to consider appointing representatives to the following organisations:

<u>Organisation</u>	<u>No. of Representatives</u>
Tylers Green & Penn Parish Council Joint Meeting	Tylers Green members and chairman of council
Beaconsfield & Chepping Wye Community Board (BCC)	Cllr Alec Barron (working groups reps to be appointed as required)
Neighbourhood Action Group (NAG)	Cllr L Johncock/Cllr Ian Forbes/Cllr Clive Jordan
Flackwell Heath Residents' Association Executive Committee	Cllr Liz Johncock
Flackwell Heath Community Centre	Cllr Luca Webb
Bucks Association of Local Councils (BALC)	Chairman of council
Flackwell Heath Scouts & Guides Joint Executive Committee	Cllr Jeff Herschel
Revive the Wye Project Joint Steering Group	Loudwater members

The Council was asked to agree the appointments of representatives to the following sports organisations or to refer the issue to the Open Spaces Committee for consideration at their first meeting:

- Flackwell Heath Bowling Club
- Flackwell Heath Tennis Club
- Loudwater Bowls Club
- Flackwell Heath Minors Football Club

It was RESOLVED that;

The representatives of the sports organisations were approved as follows;

- ***Cllr Sue Digby – Flackwell Heath Bowling Club and Flackwell Heath Tennis Club***
- ***Cllr Clive Jordan – Loudwater Bowls Club***
- ***Cllr Sharon Herron – Flackwell Heath Minors Football Club***

FC/23/008

Informal meeting of council members

Members were reminded that the informal meeting is traditionally held to review policy or other important issues that will impact on the council within the following year. The date of the meeting has been set for Tuesday 10 October @ 7.30opm.

The public and press are excluded from the meeting.

Members were asked to suggest items for consideration at the meeting or to subsequently notify the Clerk or Chairman of Council.

FC/23/009

Questions from the public

There were no members of the public present.

FC/23/010

Questions by members of the council

Cllr Barron highlighted the new noticeboard in Flackwell Heath and the fencing at Straight Bit Recreation Ground – over the Coronation Celebration weekend he had received very positive comments about both.

FC/23/011

Accounts for payment

The accounts for payment were circulated at the meeting for the approval of members.

It was RESOLVED that;

the accounts for payment be approved and cheques numbered 11081 to 11086 be signed and that the direct debits to EE, E-ON Next and Shell (Fuel Card Services) be approved for payment.

The chairman of the meeting thanked members for their attendance and closed the meeting at 7.56pm

Signed: 

Dated: 23 June 2023

Income received since last committee meeting over £500.00

Signed: _____

Signed: Rebecca S. 4369

Date: 12/13/2023

Date: 9/5/23

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