CHEPPING WYCOMBE PARISH COUNCIL

OPEN SPACES COMMITTEE

Report of the meeting held on **Tuesday 23 May 2023** at **7.30pm** at the Council Office, Cock Lane, Tylers Green, High Wycombe Bucks HP10 8DS

Present: Cllr L Willis (Chairman), Cllr L Webb (Vice-chairman), Cllr J Gurney, Cllr L Johncock, Cllr S Herron, Cllr I Forbes, Cllr C Jordan, Cllr S Digby, Cllr H Darch, Cllr D Johncock

OS/23/001 **Apologies for absence**

Apologies for absence were received and approved from Cllr K Wood (holiday).

OS/23/002 **Declarations of members' interests in Items on the agenda**

There were no declarations.

OS/23/003 **Allotments**

Members were asked to note there were currently no vacancies at either site. There are 11 people on the waiting list for Ashley Drive and 11 on the waiting list for Chapel Road.

Members were asked to note that the Clerk and Deputy Clerk would be undertaking the allotment inspections on Wednesday 24 & Friday 26 May.

OS/23/004 **Playgrounds**

1 Ashley Drive Recreation Ground, Tylers Green

1.1 Surfacing requirements

Members were asked to note that the grounds team had completed the work to the entrances of the play areas.

It was noted that the grounds team (Jon & Darren) were thanked.

1.2 Replacement Basket Swing

Members were asked to consider the quotation from Wicksteed for the replacement basket swing. Following the RoSPA Play Inspection the Wicksteed basket was highlighted as being worn.

It was RESOLVED that;
The replacement basket swing at a cost of £1,332.24 be approved.

2 Straight Bit Recreation Ground, Flackwell Heath

2.1 Replacement Boat

Members were asked to note that we were still waiting for confirmation from the insurance company on the claim.

2.2 Legal Proceedings – telecommunications mast

Members were asked to note that this matter had now been settled with the company. The company will be undertaking a visual survey of the site only.

3 Boundary Road Recreation Ground, Loudwater

Members were asked to note that one of the pieces of toddler equipment (Springy) had been damaged and removed from the site.

Members were now asked to consider the best course of action. The large spring that holds the seat had been sheared off at the base, the replacement comes from France at a cost of £317.00. The alternative would be to replace the item with a new piece of equipment from a British company at a cost of £1,075.00, being mindful of ongoing maintenance costs.

It was RESOLVED that;
A new springy be purchased at a cost of £1,075.00.

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OS/23/005 **Treeworks**

Members were asked to note that there would be some treework requirements on the Micklefield boundary of King's Wood. Quotations had not yet been obtained but will be brought back to the next meeting when the full extent of works will be apparent.

OS/23/006 **Tylers Green Common**

Members were asked to consider an approach from residents relating to the surface of Track 6 on the Common. As members were aware the residents of this track re-surfaced the lower part at their own expense some years ago and have been maintaining the surface ever since. However, the area before you reach our car park suffers from severe potholes and therefore a new surface was required. Members were asked to approve, in principle, the re-surfacing of this section of track. A quotation had been obtained in the sum of £4,000 for this section and it was hoped that the cost would be shared.

It was RESOLVED that;
the committee approved, in principle, the resurfacing at a cost of £4,000 on receiving a 50% contribution towards the cost.

OS/23/007 **Paths**

Members were asked to note that work to the path leading from New Road up to the Back Common has had some initial work; the grounds team had created drainage channels in the path to slow and water flow – this path is still a work in progress.

OS/23/008 **Magpie Wood**

Members were asked to note the information from Buckinghamshire Council advising that the wood had been identified as a non-designated heritage asset.

Cllr Jordan reported that there had been a recent incident where a car had driven up Magpie Lane and under the railway bridge thinking that there was a way through Lot 2 of Magpie Wood onto Robinson Road. The vehicle got stuck and needed the assistance of the AA.

OS/23/009 **Committee Site Visits**

Members were reminded of the date for the committee site visit, being **Tuesday 11 July @ 10.30am**. Areas that will be visited are:

- Boundary Road Recreation Ground, Loudwater – inspect the bank
- Magpie Wood, Loudwater – inspect the boundary
- Straight Bit Recreation Ground, Flackwell Heath – inspect the siting of the replacement boat, CCTV and possible position of an extra bench on the site
- History Group Noticeboard, Chapel Lane, Flackwell Heath
- Front & Back Common, Tylers Green – inspect the memorial trees.

A running order for the site visit will be sent out a week before the date (4 July).

OS/23/010 **Skate Park Update**

Members were asked to receive a verbal update on the joint Skate Park project. Cllr D Johncock advised that there was no more to feedback on at the moment. The project would now be going out for public consultation which the parish council had approved at the recent full council meeting. Cllr Webb advised that Wooburn & Bourne End Parish Council had also approved the public consultation at their recent meeting.

Members were asked to note that the next meeting of the Skate Park Feasibility Study Group would be held on 24 May 2023

OS/23/011 **Derehams Lane Recreation Ground**

Members were asked to note that a meeting with the architect was being arranged for a mutually convenient date in June.

1 Loudwater Bowls Club

Members were asked to note the report from Cllr Jordan following the last meeting of the Bowls Club.

It was noted that the Bowls Club should contact Buckinghamshire Council in relation to signage – Cllr Jordan was asked to pass this information on Tourist signs | Buckinghamshire Council

OS/23/012 **Committee Finances**

Members were asked to note the committee income and expenditure to Yearend out-turn

Members were also asked to note the committee income and expenditure to Period 1 (April)

OS/23/013 **Questions from committee members and the public**

- Cllr Herron raised the issue of the Penn & Tylers Green Football Festival Parking and suggested that a meeting with the football club and also a Joint Meeting with Penn Parish Council would be beneficial.
- Cllr Webb thanked Cllr L Johncock for her tenure as vice-chairman of the committee.

OS/23/014 **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 11087 to 11100 be signed and that direct debits to Barclays, Castle Water, NEST, Shorts Group Ltd, SSE and Unicom be approved for payment.

The chairman of the meeting thanked members for their attendance and closed the meeting at 8.20pm

Date and time of next meeting: Tuesday, 5 September 2023 @ 7.30pm

Signed: Katrina S A Wood **Dated: 23 June 2023**

Chepping Wycombe Parish Council

Pending expenditure transactions

23-May-23

PO	Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
	11087		A & T Cleaning Ltd	re-issue of chq no 11085 - Post refurb cleaning	200.00	0.00	200.00
	11088	AE2043/2023	Active Enviropest	Routine rodent inspection - Apr	40.00	0.00	40.00
	11089	HW0000142486	Adams & Page Ltd	New tyre for mower	53.75	10.75	64.50
	11090		HMRC	Tax & NI - May	3,009.82	0.00	3,009.82
	11091	ISL-0247603	IRIS Software Limited	Accounts software - annual licence	402.75	80.55	483.30
	11092	4219043750005	SSE	Derehams Pavilion - electricity - Qtr 1	1,491.56	77.39	1,568.95
	11093	TT-181	Triumph Technologies Ltd	Email hosting/Support - 6 months; SharePoint/Audio Conf/E3 - May	1,052.02	210.40	1,262.42
x	11094	2430122	Viking	Steel bin	25.98	5.20	
x	11094	2428049	Viking	Stamps, stationery, office/kitchen products	492.73	45.05	568.96
	11095		W Thompson	AnyDesk software licence	154.80	0.00	154.80
	11096	13062	Clarke and Allen Gardeners Ltd	Garden machinery repair	177.99	35.59	213.58
x	11097	Proforma 26516	Defib Store Ltd	iPAD Defibrillator - FH Bowls Club	930.00	186.00	1,116.00
x	11098	267461	WEL Medical Ltd	DefibSafe External Cabinet	529.95	105.99	635.94
	11099	A/23/1	E Newhouse	Internal audit	350.00	0.00	350.00
	11100	71901680003	SSE	Electricity - Front Common - Qtr 1	155.56	7.70	163.26
			Barclays	Bank charges Mar - Apr	41.10	0.00	
			Barclays	Loyalty reward Mar - Apr	-4.97	0.00	36.13
	DD	8881394	Castle Water	Water - depot Mar - Aug 2023	277.84	0.00	277.84
	DD	8873083	Castle Water	Water - Chapel Rd allotments Mar - Aug 2023	861.17	0.00	861.17
	DD		NEST	Pensions - Apr 2023	631.07	0.00	631.07
	DD	209328	Shorts Group Limited	Dog waste collection - Apr - FH	192.00	38.40	
	DD	209329	Shorts Group Limited	Dog waste collection - Apr - LW	320.00	64.00	
	DD	209330	Shorts Group Limited	Dog waste collection - Apr - TG	416.00	83.20	1,113.60
	DD		SSE	Footway lighting - Apr	66.23	7.51	73.74
	DD	13333028	Unicom	Landline & broadband - May	95.47	19.09	114.56
					11,962.82	**976.82**	**12,939.64**

Income received since last committee meeting over £500.00

	CR			Burials	1,730.46	0.00	1,730.46
	CR			CIL	27,419.41	0.00	27,419.41
	CR			On Tower UK	6,930.56	0.00	6,930.56
	CR			HMRC VAT reclaim	3,297.46	0.00	3,297.46
					39,377.89	**0.00**	**39,377.89**

Signed: .... Signed: ....

Date: 23.5.23 Date: 24/5/23

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