

# 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 October 2023 commencing at 7.30pm  
in the Council Chamber, Cock Lane, Tylers Green, High Wycombe, Bucks HP10 8DS

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| <b>Present:</b>      | Cllr C Dodds - Chairman<br>Cllr R Wilks (Vice-chairman)<br>Cllr A Barron<br>Cllr S Herron                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Cllr C Jordan<br>Cllr K Wood<br>Cllr J Herschel |
| <b>Also present:</b> | Cllr I Forbes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                 |
| WS/23/035            | <b>Apologies for absence</b><br>Cllr L Johncock – NAG meeting, Cllr D Johncock – NAG meeting, Cllr J Gurney – unwell,<br>Cllr S Barrett - unwell                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                 |
| WS/23/036            | <b>Declarations of members’ interests in Items on the agenda</b><br>There were none.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                 |
| WS/23/037            | <b>Delegated Action</b><br>Members were asked to note that there had been no delegated actions by the Chairman of committee and the clerk since the last committee meeting in September.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                 |
| WS/23/038            | <b>Cemeteries</b><br>Members were asked to note that the deputy clerk had been in touch with Find a Grave and would begin uploading the memorial data to their website shortly with a link from our website. Find a Grave was started in 1995, is now owned by Ancestry and is free to register.<br><u>Altona Road Cemetery</u><br>Members were asked to note that 6 crab apple trees and holly had been ordered and the deputy clerk had been in contact with the person who wishes to fund one of the trees in honour of Cllr Bob Kin. Members were asked to note that the deputy clerk had written an article for the newsletter to see if anyone might be interested in dedicating a bench to a loved one. If no one comes forward, quotes would be brought to a future meeting.<br><u>Hammersley Lane Cemetery</u><br>Members were asked to note that our Grounds Team had reported that the small flint wall is in need of repair and quotes would be brought to the next meeting. |                                                 |
| WS/23/039            | <b>War Memorials</b><br>Members were asked to note that the deputy clerk had been in touch with War Memorials Trust regarding a possible grant towards the cleaning of the Flackwell Heath War Memorial and is awaiting a reply. Cleaning of the Loudwater War Memorial would not be eligible for a grant because all the inscriptions are still legible.<br><u>Loudwater War Memorial</u><br>Members were asked to note that the deputy clerk had contacted the LAT to arrange a meeting to discuss installing bollards to prevent motorists from parking on the kerb. Members were asked to consider a number of possible types of bollards.<br><b><i>It was RESOLVED that;</i></b><br><b><i>Option 1, the cast iron bollard with a reflective band, was the preferred choice.</i></b>                                                                                                                                                                                                 |                                                 |
| WS/23/040            | <b>Royal Mail bag drop boxes</b><br>Members were asked to note that the deputy clerk had written a letter of thanks to Royal Mail for the removal of the bag drop boxes.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                 |

Cllr Forbes joined the meeting at 19:40.

- WS/23/041     **BT cabinets**  
 Members were asked to note that the two cabinets (one on the corner of Hedley Rd and Chapman Lane FH and one on the junction of Swains Lane and Fennels Farm Way FH) would be painted w/c 30 October.  
 Members were asked to note that a resident of Tylers Green had requested that some of the BT cabinets in Tylers Green be painted. Councillors from all three wards were asked to please provide the deputy clerk with a list of cabinets to be painted.
- WS/23/042     **LED Footway Lighting**  
 Members were asked to note that the deputy clerk had been in contact with our lighting contractor and would be providing them with a purchase order and list of the lamp columns to be tested.
- WS/23/043     **Parish Litter Scheme**  
 Members were asked to note that we have a new litter picker in Flackwell Heath. His route is to include Fennels Wood, Oakwood, the field behind Oakwood and the footpath between St Birinus and Buckingham Way.  
 Members were asked to consider and, if so minded, approve a donation of £50 to Stan Stepniewski's chosen charity for the litter picking that he carries out in Flackwell Heath.  
***It was RESOLVED that;***  
***£50 be approved for payment.***  
 It was noted that Cllr Dodds would take on litter picking along Sheepridge Lane with a donation of £50 to a charity of his choice.
- WS/23/044     **Bus Shelters**  
 Members were asked to note that the deputy clerk had contacted Arriva buses for passenger numbers for the bus stop opposite Rugwood in Heath End Road. Proposals for a bus shelter at this site were first discussed by council in 2019.  
 It was noted that the bus shelter would be 2 bay with a cantilever roof, no ends and full width seats with handles. It would have to go to Full Council for approval.
- WS/23/045     **CPR and defibrillator training**  
 Members were asked to note that training had been arranged over 2 days for 34 people, including those from FH Bowls Club, Minors Football Club and the Community Centre.  
 It was noted that an article would be written for the newsletter & we would look at providing training in the other two wards.
- WS/23/046     **Committee Finances**  
 Members were asked to note the committee's income and expenditure to Period 6 (September).
- WS/23/047     **Committee Budget 2024/25**  
 Members were also asked to consider and review the draft budget.  
 Members were asked to make suggestions for the budget lines.  
***It was RESOLVED that;***  
***Some changes may need to be made to the draft budget but definitely to the EMR before it is taken to F&GP.***
- WS/23/048     **Questions from committee members and the public**
  - Cllr Woods informed the committee that a survey for Knotweed was being carried out on the BC land in Kingsmead Road and, following that, the foliage would be cut back.
- WS/23/049     **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 11188 and 11190 be signed and the BACS payment to Barclays Payflow be approved for payment.***

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

**Date and time of next meeting: Thursday 25 January 2024 at 7.30pm TBC**

Signed: 

Dated: 19 December 2023