APPENDIX A

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. It the organisation does not prepare annual accounts, copies of the bank statements covering the previous six months must be enclosed.

Name of organisation:
Friends of Tylers Green Middle School (FOTGMS) the school's PTA

Secretary/Sponsor:

Contact details:
Email:

Treasurer/Financial Officer:

Contact details:
Email: j

How is the organisation established

Registered as a Charity – Friends of Tylers Green Middle School	
Charity No. 1066968	

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?

FOTGMS is a registered charity. It is run by parents at the school. The objective is to raise much needed funds to pay for additional resources for the pupils. There are various fundraisers including the Christmas Fayre, Hot dog day, discos and mufti days. All the money raised from these events is ploughed back into the school for the sole benefit of the pupils.
The whole school participates in FOTGMS activity.

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

The big focus for the school is the regeneration of the wildlife/ pond area. This overgrown area is not safe for children to enter. This s a terrible shame as it is a fantastic area that should be enjoyed by all pupils . Phase 1 of the work was to clear the brambles and undergrowth and make the paths wider. This was completed with volunteers in November 2023.

Phase 2 is to dredge the ponds to make them usable for lessons. This would include pond dipping, tadpoles, frogs etc We have had a quote from The Chiltern Rangers to do the following;
Day 1 - clearing of the pond, £375
Day 2 - potential additional half day of clearing of the pond, £200
Ecoplug treatment, £20
Day 3 - cutting back paths and planting the pond (in spring), £375
Cost of plants, approx £250

Total - £1,220 plus VAT

We have no expertise in the school to clear the ponds, so we need people with specialised knowledge.

Phase 3 is the creation of an outside classroom where pupils from all school years can enjoy learning outside (with an element of protection) Please see the image below. This area would be a fantastic addition to the school and it could be hired our/ used by other groups.
The price for this shelter is £14.8K plus the hard standing base.
There will be trees and shrubs planted around the shelter for protection and to encourage more wildlife.

There are parent working parties working on the clearance of the shed, creation of the hard standing base. The plan is to make this area usable asap for the children to enjoy during this school year 2023/2024. Whilst no firm dates have been set the target is the beg of March.

Please specify:

Total estimated cost of the project	£24K
Dates to commence and complete	Clearance started 16/11/23. Aim is to finish work by March 2024
Amount already available	£18K
Amount expected to be available at start	£18K

Other applications for grants for the project:

Body:	Amount applied for:

Amount being requested from CWPC: £1.5K

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

All the pupils at Tylers Green Middle School (250 children) will benefit from the pond and wildlife area regeneration. It will form part of the school curriculum.
All the pupils live within the catchment of the school and are residents of Chepping Wycombe.
.
In addition, it may become a resource that is opened to other interest groups locally.

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

Signed: Sarah Elderton   Dated: 16/11/23

Capacity in which signed: Chair of FOTGMS PTA

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

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APPENDIX B

MINUTES of the MEETING of the CHEPPING WYCOMBE & HAZLEMERE NEIGHBOURHOOD ACTION GROUP (NAG) held at the TYLERS GREEN VILLAGE HALL at 7pm on MONDAY 4TH DECEMBER 2023.

ATTENDEES:

Cllr. David Johncock	(DJ)	Bucks Council & CWPC	Chairman
John Sparks	(JS)	CSW Coordinator, Hazlemere NW	Vice Chair
Cllr Liz Johncock	(EJ)	CWPC	
Cllr Alan Cecil	(AC)	Hazlemere PC	
Cllr Ian Forbes	(IF)	CWPC & MVAS Lead	
Sgt Mark Palethorpe	(MP)	TVP Neighbourhood Team Sgt	
Susanne Ludgate	(SL)	Penn & Tylers Green Resident's Association	

ITEM		ACTIONS
1. Introduction & Apologies:	DJ welcomed everyone to the meeting. Apologies had been received and accepted from PC Jed Russell, Alastair Strauss (Ill), & Jean Johnson. Belated apologies received from Bill Sadler.	
2. Appointment of Minute Taker:	DJ agreed to take the Minutes.	
3. Minutes of the Previous Meeting:	The Minutes of the previous meeting held on 26th October 2023 were accepted as a true record.	
4. Matters Arising from the Minutes:	All actions had been completed or closed apart from : <u>Item 6 – Motorbike Thefts.</u> No update available but MP agreed to check the stats. Action **on-going**. <u>Item 7.2 – Kings Wood Barrier Key.</u> No update available. Action is still **on-going**. <u>Item 7.3 – TVP Alert Article.</u> Action is still **on-going**. <u>Item 10 – Article of CSW Effectiveness</u>. Action is still **on-going**. DJ to follow-up with JSt	**MP** **JR** **IF/JR** **DJ**

5. Report from TVP Neighbourhood Team.	Sgt Palethorpe provided an update on crime within the neighbourhood area and updated the meeting on on-going reorganisations within TVP which will impact neighbourhood policing. The Chairman updated the meeting on progress in Flackwell Heath in dealing with ASB and providing youth facilities.	
6. Update on CSW Group	The CSW Report is attached at Annex A.	
7. Report on MVAS Findings:	The Chairman advised that following a meeting with the CWPC Clerk, a proposal was coming to the next full Council meeting to purchase fixed VAS with solar panels in key positions across CWPC. The outcome would be advised in due course. The Chairman agreed to forward to AC a copy of Alex Barron's report on MVAS.	**DJ** **DJ**
10. Communications Report:	In the absence of AS, the Chairman passed-on his request for any positive messages to go out on the NAG Facebook page. It wasn't clear whether he had done this for CSW effectiveness raised at the last meeting or the Tylers Green school video on speeding which had been forwarded to him from SL via DJ ?? DJ agreed to follow-up with ASt	**DJ**
11 AOB:	The only item was a request for Sgt Palethorpe's e-mail address to be shared with NAG members.	**DJ**
12. Date of Next Meeting:	The next meeting will be held at the TG Village Hall in February – Sgt Palethorpe to advise suitable date. The meeting closed at 8.35 pm.	**MP**

D A JOHNCOCK
Chairman

December 2023

ANNEX:

A. CSW Report.

ANNEX A TO NAG MINUTES DATED DECEMBER 2023

Since our last meeting on the 26th October the HCWS Group have completed Five sessions.

2 Tylers Green and 3 Hazlemere.
The locations in Hammersley Lane ,Tylers Green still report a continuing higher percentage speeding at just under 7%
The three locations covered by Hazlemere have continued to be lower than last year varying between 4% and 6%
Total number of vehicle movements for this period was 1187 with 65 vehicles reported for speeding.
We are still unable to attend the Lester Grove/ Amersham Road location which has previously been the worst site in our HCWS Group for speeding varying between 10% to 16%
during November we did an "Evaluation session Only" in the 40mph zone on Amersham Road just before Park Lane using both the Sentinel and Bushnell hand held radars.
Surprisingly a significant numerical of vehicles were travelling even Below 35mph (and In either direction)
We believe many motorists were flashing warnings which influenced drivers behaviour but it's still interesting that only 100 yards nearer to Hazlemere and within the 30mph zone , we regularly record vehicles travelling in Excess of 40mph .
Hence the previously high percentage of speeding vehicles.

APPENDIX C

Final report to Chepping Wycombe Parish Council on MVAS equipment.

From Councillor Alec Barron

Date: 19/01/2024

Introduction:

Movable Vehicle Activated Signs (MVAS) have been in use throughout the parish for many years. The decision to withdraw support for this system was made in 2023 in favour of Speed Indicator Devices (SIDs) that indicate vehicle speed and display a smiley or frown face (approbation or disapprobation), relative to the speed limit. The SIDs would be permanently sighted and solar powered to minimise maintenance.

At the Full Council meeting in December 2023, minute FC/23/056, approval in principle for four off units including extended poles for the solar panels was given subject to *"further investigation was required on the maintenance of the new signs, costings to be obtained for the next meeting. Approval was given to finalising the locations and fixing for the solar panels".*

On approaching SWARCO – the SIDs manufacturer for the additional information, it was discovered that Buckinghamshire Highways does not approve of the SIDs as they do not conform to the Department for Transport (DfT), Traffic Advisory Leaflet ***'Roadside variable message signs (TAL1/15)'***.

Buckinghamshire Highways have issued their own interpretation of the Government leaflet, and this is attached with this report. Signs cannot have a 'smiley face' or any other image or messages that say 'Thank You' or 'Your Speed'.

In conclusion of this advice, MVAS Working Group is recommending that the project of SIDs replacement for the MVAS be abandoned.

Next Steps:

A meeting of the MVAS Working Group was convened on 16/01/2024 for Councillors having an interest in the MVAS assets. (Councillors Johncock and Barron with the Clerk were in attendance).

1. MVAS units – there are currently two MVAS units available and functioning. The third unit had been sent to SWARCO for repair. Apparently, this has been repaired but the whereabouts within the SWARCO organisation cannot be determined.
2. The MVAS units could be offered to neighbouring parishes for trials prior to purchasing their own units. The loan of this equipment would require the receiving parishes to have the equipment fully insured. Hazlemere may have an interest in MVAS although they have a strong Community Speed Watch system. MVAS operates data capture rather than Number Plate recognition.
3. There is, currently, no known value for "used MVAS units". However the batteries are very expensive to replace "£300 to £400" each, depending on size (ampere.hours). Disposal of these Lithium Polymer cells needs careful consideration due to the energy stored in the fully charged state.

4. It is recommended that we leave the ground anchors in place due to the potential effort in extracting them! There are 5 of these anchors in Flackwell Heath alone. There is a requirement to cap these, and this will entail the procurement of at least one blanking plate. (Talking dirty – mild steel, 160mm diameter x 4 to 5mm length (open tolerances), complete with 3 off 12mm holes, equispaced, on 140mm pcd.).
5. Posts (3 off) – keep as they may be required if the MVAS units are loaned to other parishes. The posts can fold, for transportation to the movable sites. Storage at the parish Depot.
6. Toolboxes – all toolboxes probably have the same tools and kit. The FH toolbox is ready for return – it houses spanners for the folding posts, padlocks and keys, and Hex / Star drives including security bolts for the fixing of posts to ground anchors and removal / application of safety caps. Tylers Green parish toolbox along with any residuals of Loudwater toolbox will be returned by Bill Sadler.
7. Laptops – 2 off. The Flackwell Heath unit (Lenovo) has had extra memory installed and has been updated with both the latest versions of Windows 10 and the latest version of the Houston software relating to the MVAS units. The FH laptop will be retained at the Council Offices. It may be necessary to download the files on to an external storage device to provide a sanitised unit if the FH MVAS is out on loan. The laptop used by Loudwater and Tylers Green wards uses the unsupported Windows 7 operating system and has never been connected to the internet. As the summary data for both Loudwater and Tylers Green is already on the website, it is recommended that this unit is responsibly recycled as electrical waste.
8. If there is a requirement for loan of the MVAS training will need to be given to the receiving parish including consideration of updating the guidance notes originally authored by David Onslow, as these pertain to previous versions of the Houston Software.

Councillor Alec Barron

Buckinghamshire Highways leaflet to be attached!

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Finance & General Purpose							
401	Salaries & Other Staff Costs						
1076	Precept	386,532	386,532	(0)			100.0%
1079	Miscellaneous	75	0	(75)			0.0%
	Salaries & Other Staff Costs :- Income	**386,607**	**386,532**	**(75)**			**100.0%**
4001	Salaries, NI & Pensions	154,265	215,000	60,735		60,735	71.8%
4002	Members Expenses	290	2,300	2,010		2,010	12.6%
4008	Conferences & Cources	78	750	672		672	10.4%
4009	Travel	4	200	196		196	2.0%
4020	Establishment Costs Misc	322	500	178		178	64.3%
4021	Telephone & Fax	1,031	2,300	1,269		1,269	44.8%
4022	Postage	615	500	(115)		(115)	123.0%
4023	Stationery & Printing	668	1,500	832		832	44.5%
4024	Subscriptions	2,484	3,000	516		516	82.8%
4025	Insurance	10,122	12,000	1,878		1,878	84.4%
4026	Publications	85	150	65		65	56.7%
4027	Photocopying Charges	406	700	294		294	58.0%
4032	Publicity	886	4,350	3,464		3,464	20.4%
4041	Equipment Hire	448	500	52		52	89.6%
4051	Bank Charges	393	500	107		107	78.7%
4053	Office Equipment	64	500	436		436	12.8%
4060	Other Professional Fees	2,959	3,000	41		41	98.6%
4068	Computers & Data Storage	3,395	4,000	605		605	84.9%
4069	Web Development	0	500	500		500	0.0%
4450	Archives	181	150	(31)		(31)	120.7%
4901	Grants & Donations S137	0	5,000	5,000		5,000	0.0%
	Salaries & Other Staff Costs :- Indirect Expenditure	**178,696**	**257,400**	**78,704**	**0**	**78,704**	**69.4%**
	Net Income over Expenditure	**207,911**	**129,132**	**(78,779)**			
402	Projects						
4063	Community Board	0	500	500		500	0.0%
	Projects :- Indirect Expenditure	**0**	**500**	**500**	**0**	**500**	**0.0%**
	Net Expenditure	**0**	**(500)**	**(500)**			
403	Holding Funds						
4048	Contingency	3,856	5,000	1,144		1,144	77.1%
	Holding Funds :- Indirect Expenditure	**3,856**	**5,000**	**1,144**	**0**	**1,144**	**77.1%**
	Net Expenditure	**(3,856)**	**(5,000)**	**(1,144)**			

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Detailed Income & Expenditure by Budget Heading 31/12/2023

Month No: 9 **Committee Report**

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
405 F & GP Rents						
1001 Rents	11,938	11,300	(638)			105.6%
1090 Interest Received	6,424	500	(5,924)			1284.8%
F & GP Rents :- Income	**18,362**	**11,800**	**(6,562)**			**155.6%**
Net Income	**18,362**	**11,800**	**(6,562)**			
Finance & General Purpose :- Income	**404,969**	**398,332**	**(6,637)**			**101.7%**
Expenditure	**182,552**	**262,900**	**80,348**	**0**	**80,348**	**69.4%**
Movement to/(from) Gen Reserve	**222,417**					
Grand Totals:- Income	**404,969**	**398,332**	**(6,637)**			**101.7%**
Expenditure	**182,552**	**262,900**	**80,348**	**0**	**80,348**	**69.4%**
Net Income over Expenditure	**222,417**	**135,432**	**(86,985)**			
Movement to/(from) Gen Reserve	**222,417**					

Chepping Wycombe Parish Council

APPENDIX E

Summary Income & Expenditure by Budget Heading 31/12/2023

Month No: 9

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Open Spaces						
Income	16,900	20,200	3,300			83.7%
Expenditure	33,394	62,910	29,516	0	29,516	53.1%
Movement to/(from) Gen Reserve	(16,494)					
Works & Service						
Income	21,261	25,200	3,939			84.4%
Expenditure	37,123	59,337	22,214	0	22,214	62.6%
Movement to/(from) Gen Reserve	(15,862)					
Finance & General Purpose						
Income	404,969	398,332	(6,637)			101.7%
Expenditure	182,552	262,900	80,348	0	80,348	69.4%
Movement to/(from) Gen Reserve	222,417					
Grand Totals:- Income	443,130	443,732	602			99.9%
Expenditure	253,069	385,147	132,078	0	132,078	65.7%
Net Income over Expenditure	190,061	58,585	(131,476)			
Movement to/(from) Gen Reserve	190,061					

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Earmarked Reserves						
900 EMR Open Spaces						
9324 EMR Play Equipment	22,797	22,797	0		0	100.0%
9326 EMR TG Common Management	5,016	10,000	4,984		4,984	50.2%
9331 EMR Dereham Park	850	61,792	60,942		60,942	1.4%
9332 EMR Dereham Pavilion	0	2,020	2,020		2,020	0.0%
9333 EMR Railway Land & Magpie Wood	0	8,345	8,345		8,345	0.0%
9334 EMR Kingswood Improvement	0	30,228	30,228		30,228	0.0%
EMR Open Spaces :- Indirect Expenditure	**28,663**	**135,182**	**106,519**	**0**	**106,519**	**21.2%**
Net Expenditure	**(28,663)**	**(135,182)**	**(106,519)**			
901 EMR Works & Services						
9320 Cemeteries	623	47,188	46,565		46,565	1.3%
9321 EMR Vehicles	0	69,647	69,647		69,647	0.0%
9323 EMR Office Equipment	3,240	4,295	1,055		1,055	75.4%
9325 EMR Depot	0	4,651	4,651		4,651	0.0%
9327 EMR Footway Lights	0	48,567	48,567		48,567	0.0%
9329 EMR Street Furniture	0	27,335	27,335		27,335	0.0%
9330 EMR Warden House	0	(4,677)	(4,677)		(4,677)	0.0%
9336 EMR Office Refurbishment	22,040	22,828	788		788	96.5%
EMR Works & Services :- Indirect Expenditure	**25,903**	**219,834**	**193,931**	**0**	**193,931**	**11.8%**
Net Expenditure	**(25,903)**	**(219,834)**	**(193,931)**			
902 EMR F & GP						
9328 EMR Elections	0	3,000	3,000		3,000	0.0%
9337 EMR CIL	(15,958)	56,171	72,129		72,129	(28.4%)
9338 EMR Community Board	0	17,283	17,283		17,283	0.0%
EMR F & GP :- Indirect Expenditure	**(15,958)**	**76,454**	**92,412**	**0**	**92,412**	**(20.9%)**
Net Expenditure	**15,958**	**(76,454)**	**(92,412)**			
Earmarked Reserves :- Income	**0**	**0**	**0**			**0.0%**
Expenditure	**38,608**	**431,470**	**392,862**	**0**	**392,862**	**8.9%**
Movement to/(from) Gen Reserve	**(38,608)**					

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	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Grand Totals:- Income	0	0	0			0.0%
Expenditure	38,608	431,470	392,862	0	392,862	8.9%
Net Income over Expenditure	(38,608)	(431,470)	(392,862)			
Movement to/(from) Gen Reserve	(38,608)					

APPENDIX G

EMR Review Jan 24

Month No: 9

Open Spaces

	Committee Report Actual Year To Date	Current Annual Bud	Variance Annual Total		Funds Available	% Spent	Likely 23/4 futher Spend	23/24 Budget Year end Plans	end March '24 position inc Forecast spend	Further Changes at year end	Opening position	Comments
900 EMR Open Spaces												
9324 EMR Play Equipment	22,797	22,797	0		0	100.0%		5,000	5,000			OK tbc
9326 EMR TG Common Management	5,016	10,000	4,984		4,984	50.2%		3,000	7,984	-3,000		Can reduce
9331 EMR Dereham Park	850	61,792	60,942		60,942	1.4%		10,000	70,942	2,020		Transfers in needed
9332 EMR Dereham Pavilion	0	2,020	2,020		2,020	0.0%			2,020	-2,020		Can reduce and combine with Derehams Park
9333 EMR Railway Land & Magpie Wood	0	8,345	8,345		8,345	0.0%		2,000	10,345	-5,000		Can reduce
9334 EMR Kingswood Improvement	0	30,228	30,228		30,228	0.0%		8,000	38,228	-18,000		Can reduce
	28,663	135,182	106,519	0	106,519	21.2%						
	(28,663)	(135,182)	(106,519)									
901 EMR Works & Services												
9320 Cemeteries	623	47,188	46,565		46,565	1.3%		6,500	53,065	-25,000		Can reduce
9321 EMR Vehicles	0	69,647	69,647		69,647	0.0%	21,000	11,000	59,647	20,000		Underfunded or reduce vehicle count
9323 EMR Office Equipment	3,240	4,295	1,055		1,055	75.4%		1,000	2,055			OK tbc
9325 EMR Depot	0	4,651	4,651		4,651	0.0%		1,500	6,151	-2,212		Can reduce & retitle
9327 EMR Footway Lights	0	48,567	48,567		48,567	0.0%		6,500	55,067			Can reduce
9329 EMR Street Furniture	0	27,335	27,335		27,335	0.0%			27,335	-15,000		Can reduce
9330 EMR Warden House	0	(4,677)	(4,677)		(4,677)	0.0%		1,500	-3,177	5,000		Underfunded
9336 EMR Office Refurbishment	22,040	22,828	788		788	96.5%		1,000	1,788	-1,788		OK can close & merge with Depot into Buildings
	25,903	219,834	193,931	0	193,931	11.8%						
	(25,903)	(219,834)	(193,931)									
902 EMR F & GP												
9328 EMR Elections	0	3,000	3,000		3,000	0.0%		3,000	6,000			OK tbc
9337 EMR CIL	(15,958)	56,171	72,129		72,129	(28.4%)			72,129			Free to use time constraints
9338 EMR Community Board	0	17,283	17,283		17,283	0.0%		1,500	18,783			Can reduce
										-45,000		

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APPENDIX H

Project Proposals Chepping Wycombe Parish Council 5 year plan

2024- 2028

Version 4 January 2024

All values £k

	Status	Total Cost	App Cost	22/23	23/24	24/25	25/26	26/27	27/28	CIL	Comments
Car Park Green Dragon	App	35	10		10					Y	£10 k offered to FC
Derehams Rejuvenation Tracks	Dev App	200	10	10		190				Y	Uses crude estimates
Derehams Rejuvenation Buildings	Dev App	800	10	10		790				Y	Uses crude estimates
Community Board Projects		20				10	10				Funds in EMR
Play Areas - safety surfaces						40				Y	Uses crude estimates
Straight Bit car park improvements						25				y	Uses crude estimates
Skate Park		40		2		38				Y	Slip to 24/25
Footpaths		30					10	10		Y	slip after Jan WS
Bus shelter provision / replacement		30				10	20				slip after Jan WS
Straight Bit pe improvements		12				12				Y	slip to 24/25
Lean to (adjacent to depot)											Needs detail
Totals		1167	30	22	10	1115	40	10	0		

VALUES EXCEED OUR FINANCIAL RESOURCES SO ABOVE SUBJECT TO CHANGE

Changes Jan 24

VAS Upgrade	removed
Play Safety Areas	added
Straight Bit Car Park	added
Derehams	estimates revised