

CHEPPING WYCOMBE PARISH COUNCIL

Report of the Annual Council meeting held on Tuesday 9 May 2024 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 D Johncock (Vice-chairman)	Cllr L Johncock
Cllr S Herron	Cllr K Griffiths
Cllr L Willis	Cllr L Webb
Cllr R Wilks	Cllr C Jordan
Cllr A Barron	Cllr H Darch
Cllr J Gurney	Cllr J Herschel
Cllr I Forbes	

Also present: Mrs C Jeken (Deputy Clerk CWPC)

FC/24/001 **Election of chairman of the council**

It was proposed by Cllr David Johncock and seconded by Cllr Luca Webb that Cllr Katrina Wood be elected Chairman of the Council until the next Annual Meeting of the Council. No other nomination was forthcoming, therefore uncontested.

It was RESOLVED that;

Cllr Wood be elected Chairman of Council for the year 2024/25.

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/24/002 **Election of vice-chairman of the council**

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

It was RESOLVED that;

Cllr D Johncock be elected Vice-chairman of the Council for the year 2024/25.

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

FC/24/003 **Apologies for absence**

Apologies for absence were received and approved from Cllr Digby (medical). Cllr Barrett was absent without apologies.

Cllr Wood welcomed Cllr Griffiths

FC/24/004 **Declarations of members' interests in agenda items**

There were none.

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 Kirsty Griffiths (LW)
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 Alec Barron	Cllr Ian Forbes

(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;

That the appointment of the in-house auditors be deferred to the first Finance & General Purposes committee meeting in October.

FC/24/006

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 new model financial regulations had been received prior to the agenda circulation. These would be presented at the next full Council meeting in June following a review by the Chairman, Vice Chairman of F&GP with the clerk.

FC/24/007

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 Kirsty Griffiths
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 appointment of representative for the above clubs would be deferred to the first Open Spaces committee.

FC/23/008

Questions from the public

There were no members of the public present.

FC/23/009

Questions by members of the council

There were none.

FC/23/010

Accounts for payment

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

- Cllr Herschel queried what and where the plaques were for – bank transfer
- The clerk advised that the plaques were for memorial benches one in Altona Road cemetery and the other on Totteridge Common
- Cllr Herschel asked what Impact paint was.
- The clerk advised that it was for the line marker used for the football pitches.
- Cllr Herschel also asked where the defibrillator pad were going.
- The clerk advised that these were for the defib at Green Dragon Lane, Flackwell Heath

It was RESOLVED that;

the accounts for payment be approved and cheques numbered 11299 to 11301 be signed and that the direct debits to EE, Nest, Redsquid Communications Ltd, Shell (Fuel Card Services), Shorts Group Ltd and SSE along with bank transfer to First Rescue Training & Supplies Ltd and DanceMelody Ltd be approved for payment.

The chairman of the meeting thanked members for their attendance and closed the meeting at 7.58pm

Signed:



Dated: 25 June 2024

120

Pending expenditure transactions

9-May-24

PO	Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
x	11299	454076	Country Supplies	Rails and galvanised nails for Hedley Green	49.18	9.84	59.02
x	11300	OAS10103930	Origin Amenity Solutions	Impact White paint	60.00	12.00	72.00
	11301	3552	Newton Newton Flags Ltd	Official D-Day 80th Flag of Peace	24.00	4.80	28.80
	BACS					0.00	0.00
	DD	V02220088637	EE	Warden's mobile phone - Apr	21.48	4.30	25.78
	DD		NEST	Pension - WT & CJ - Apr	685.95	0.00	685.95
	DD	13174	Redsquad Communications Ltd	IT support/365 - May	368.57	73.71	442.28
	DD	9007336977	Shell (Fuel Card Services)	Fuel - Apr	265.22	53.04	318.26
	DD	238354	Shorts Group Limited	Dog waste collection - Apr - FH	205.44	41.09	
	DD	238355	Shorts Group Limited	Dog waste collection - Apr - LW	342.40	68.48	
	DD	238356	Shorts Group Limited	Dog waste collection - Apr - TG	445.12	89.02	1,191.55
	DD		SSE	Footway lighting - Mar	64.48	9.70	74.18
	TRANSFER	DW-148787	First Rescue Training & Supplies Ltd	Defibrillator pads	64.95	12.99	77.94
	TRANSFER	CWPC001	Dancemelody Ltd	Brass plaque - Totteridge Common	55.00	11.00	
	TRANSFER	CWPC002	Dancemelody Ltd	Stainless steel plaque - Altona Rd Cemetery	65.00	13.00	144.00
					2,716.79	402.97	3,119.76

Income received since last committee meeting over £500.00

					0.00	0.00	0.00

Signed:  Date: 09/05/2024

Signed:  Date: 9.5.24

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