CHEPPING WYCOMBE PARISH COUNCIL

OPEN SPACES COMMITTEE

Report of the committee meeting be held on **Tuesday 21 May 2024** at **7.30pm** at the Council Office, Cock Lane, Tylers Green, High Wycombe Bucks HP10 8DS

The meeting was open to public and the press

Present:	Cllr L Willis (Chairman)	Cllr I Forbes
	Cllr L Webb (Vice-chairman)	Cllr C Jordan
	Cllr J Gurney	Cllr S Digby
	Cllr L Johncock	Cllr S Herron
	Cllr K Wood (ex officio)	Cllr D Johncock

Although Cllr Willis was present, he asked that Cllr Webb take the meeting as he was still recuperating. All members approved.

OS/24/001 **Apologies for absence**

Apologies were received and approved from Cllr H Darch

OS/24/002 **Declarations of members' interests in Items on the agenda**

There were none received.

OS/24/003 **Representatives to sports organisation**

Members were asked to appoint representatives to the following sports organisations;

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

It was RESOLVED that;
The following appointments be approved;
Flackwell Heath Bowling Club – Cllr Sue Digby
Flackwell Heath Tennis Club – Cllr Sue Digby
Loudwater Bowls Club – Cllr Clive Jordan
Flackwell Heath Minors Football Club – Cllr Sharon Herron

It was noted that the future of the Loudwater Bowls Club was in the balance.

OS/24/004 **Allotments**

Members were asked to note that there was one half plot available at Ashey Drive.

There were currently 10 people on the waiting list for Ashley Drive and 4 people on the waiting list for Chapel Road.

1 Ashley Drive – extra plots

Members were asked to note that work had started to create the 5 full-size plots.

OS/24/005 **Playgrounds**

1 Straight Bit Recreation Ground, Flackwell Heath

1.1 Straight Bit Car Park

Members were asked to note that following approval at the last full Council meeting an order had been placed for the surfacing and marking of the car park at a cost of £17,250.00. At the time of the agenda going out confirmation of a start date had been awaited.

It can now be reported that a start date of week beginning 3 June has been received.

1.2 Accident Claim

Members were asked to note that the claimant as previously discussed who had completed a FixMyStreet form relating to an incident at Straight Bit recreation ground was still pursuing her claim.

Members were asked to consider the next step.

It was RESOLVED that;
The claim be deferred to the next full council meeting on 25 June for review.

2 Boundary Road Recreation Ground, Loudwater

2.1 Safety Surface

Members were asked to note that the order had been placed for the renewal of the safety surfacing at the above site in the sum of £29,124.00. The work was scheduled for after the half term holiday at the end of May.

3 Ashley Drive Recreation Ground, Tylers Green

3.1 Safety Surface

Members were asked to note that the order had been place for the safety surface repair at the above site in the sum of £8,088.93. The work was schedule in after the half term holiday at the end of May.

3.2 Replacement Springy

Members were asked to note that a small dog springy had been vandalised at the site. Members were asked to consider a replacement springy; a quote had been obtained in the sum of £2,344.00. The original piece was from Husson who are now based in France and obtaining a replacement would be more expensive.

It was noted that this piece of equipment was compatible with the original and would be easier to fix and create less safety surfacing damage. An article would be written for the newsletter on the vandalism.

It was RESOLVED that;
the quote in the sum of £2,344.00 be approved.

OS/24/006 **Derehams Lane Recreation Ground**

Members were asked to note that a site visit took place on Friday 10 May with the architect and planning department. We are now waiting for the report from planning however, a few points were raised;

- A tree survey would be required for the new entrance area.
- New biodiversity requirements would need to be met.
- Possible requirement to survey the quality of the land – possible contamination as the land is made up from M40 spoil.
- MUGA – proof of it not being used – losing sporting provision. May have to provide something elsewhere without the hardstanding.
- Keeping the car parking areas non-formalised – no tarmac and marking.

Cllr Webb provided a verbal report on the site meeting.
It was noted that on receipt of the report work would be undertaken to answer and put in place any issues raised.

OS/24/007 **Green Dragon Lane – Flackwell Heath Minors**

Members were asked to consider a request to help with the purchase of new wheelie bins for the site**.** The club had decided that wheelie bins with housing would be the best option, so that they can be emptied more easily (especially the 2 on the field) and are less likely to become overfilled.

It was RESOLVED that;
Members were happy for the Club to proceed with the purchase of the bins but that the parish council were not able to assist at the present time.

Members were also asked to consider a memorial bench, made from a recycled plastic, this will be paid for and installed at the football club's expense. The preferred location was overlooking the top pitch, to the left of the clubhouse and a few metres from the fence before the car park.

It was RESOLVED that;
The purchase and installation of a memorial bench be approved; however, the type of bench would need to be flame retardant/anti vandal due to the remote location.

OS/24/008 **Tree works**

Members were asked to consider the quotations received for tree work in King's Wood and along the Railway Land. At the time of the meeting only one quote for each job had been obtained however this gave an idea of cost. At the meeting a further quotation was presented for the works.

It was RESOLVED that;
The following quotations be approved for works at;
King's Wood in the sum of £1,270.00
Railway Land in the sum of £1,450.00

OS/24/009 **Magpie Wood, Loudwater**

Members were asked to note the report from Cllr Jordan. Following on from the report members were asked to note that a Yew tree in Compartment 4 had some branches cut off by someone unknown which had been put onto a habitat pile. Also there had been some branches dumped on a habitat pile in compartment 1. It was agreed that a notice be placed in the wood and continual monitoring to take place. An article for the next newsletter would be produced.

Cllr Wood asked about the trees that had been highlighted in the report, asking whether they had been made safe. The clerk was asked to check.

On checking the work schedule and speaking with the grounds team the work on the trees in Magpie Wood would be undertaken on 24 May 2024.

OS/24/010 **Committee Site Visit**

Members were asked to suggest areas for the site visit and confirm a date. At the time of the agenda circulation the only area for the list was the triangle opposite the Village Hall, Tylers Green – to review the unmade path.

It was RESOLVED that;
The following areas be added to the site visit which will be held on Tuesday 23 July 2024 starting at 10.30am, an agenda will be circulated with the start point.

- ***Tylers Green Common – Management Plan refresh***
- ***Railway Land – Management Plan refresh***
- ***Straight Bit Car Park – inspect the new surface.***

OS/24/011 **Committee Finances**

1 Year end outturn

Members were asked to note the committee outturn at year end.

2 Committee Finances

Members were asked to note the income and expenditure for month 1 (April).

It was noted that there was nothing remarkable at this point in the year.

OS/24/12 **Questions from committee members and the public**

- The clerk highlighted to members a couple of other play area issue that had come to light after the agenda had been circulated. Both were maintenance issue – the cargo net on the tower at Straight Bit needed replacing and the bearing has gone in the DDA roundabout at Straight Bit.

- Members agreed that these items would be ordered under delegated actions with the Chairman and Vice Chairman of committee.
- Cllr Jordan asked about footpath 74, he had received a phone call from a resident who was concerned.
- The clerk and Cllr Wood advised that footpath 74 had been diverted and a Modification Order had been signed. The diversion was for the new development at Ashwells, Tylers Green and the footpath would be kept open.

OS/24/013 **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 11302 to 11306 be signed and that transfers to HMRC, Mr AG Nash (ICU Window Cleaning) and Iris Software Ltd, direct debits to Barclays, Castle Water, E-on Next, Peninsula Business Services, Trade UK and Unicom along with a BACS payment to Barclays Payflow be approved for payment.

The chairman thanked members for their attendance and closed the meeting at 8.12pm

Date and time of next meeting: Tuesday 3 September 2024 @ 7.30pm

Signed: Katrina S.A Wood **Dated: 25 June 2024**

Chepping Wycombe Parish Council

Pending expenditure transactions

21-May-24

PO	Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
	11302	AE2571/2024	Active Enviropest	Routine rodent inspection - 29/04	40.00	0.00	40.00
	11303	HW0000155286	Adams & Page Ltd	Puncture repair - trailer	25.00	5.00	30.00
	11304	10002340637	Castle Water	Cock Lane Cemetery Apr - Sep 24	44.84	0.00	44.84
	11305	6123517	The Security Network Ltd	Derehams - Annual service	105.00	21.00	126.00
	11306		W Thompson	Dobbies garden centre (plants for LW, FH, office)	40.00	8.00	
	11306		W Thompson	Hare Hatch garden centre (plants for LW, FH, office)	31.65	6.33	
	11306		W Thompson	Flowerland (plants for LW, FH, office)	69.99	13.99	
	11306		W Thompson	AnyDesk licence	154.80	0.00	324.76
	BACS		Barclays Payflow	Salaries & LGPS - May	12,413.66	0.00	12,413.66
	DD		Barclays	Bank charges Mar-Apr	39.20	0.00	
	DD		Barclays	Loyalty reward Mar-Apr	-6.24	0.00	32.96
	DD	10002114132	Castle Water	Depot Mar 24 - Aug 24	98.06	0.00	98.06
	DD	10002175183	Castle Water	Altona Rd Cemetery Mar 24 - Aug 24	46.55	0.00	46.55
	DD	KI-031D95C6-0033	E-ON Next	Gas - council offices - Apr	199.07	9.95	209.02
	DD	U004208358	Peninsula Business Serv	Provision of business services	150.90	28.50	179.40
	DD	1486806864	Trade UK (Screwfix)	Ultra crete pothole repair	79.98	15.99	95.97
x	DD	1487796498	Trade UK (B&Q)	Threaded rods and nuts	12.48	2.49	
	DD	1481355686	Trade UK (B&Q)	Microfibre cloths and Turtle Wax	9.59	1.91	26.47
	DD	13719194	Unicom	Landline & broadband	108.93	21.79	130.72
	TRANSFER		HMRC	Tax & NI - May	3,169.22	0.00	3,169.22
	TRANSFER		Mr A G Nash	Window cleaning	90.00	0.00	90.00
	TRANSFER		IRIS Software Limited	Accounts software - annual licence	442.82	88.56	531.38
					17,365.50	**223.51**	**17,589.01**

Income received since last committee meeting over £500.00

				On Tower UK - mast	6,930.56	0.00	6,930.56
					6,930.56	**0.00**	**6,930.56**

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

Date: 21. 5. 24 Date: 21/05/24.

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