

CHEPPING WYCOMBE PARISH COUNCIL

WORKS & SERVICES COMMITTEE

"Cherish the past, adorn the present, construct for the future"

Thursday 14 November 2024

Members of the council are summoned to attend the meeting to be held on **Thursday 14 November** at **7.30pm** at the Council Office, Cock Lane, Tylers Green, High Wycombe, Bucks, HP10 8DS

Committee Membership:

Cllr C Dodds - Chairman
Cllr R Wilks – Vice-chairman
Cllr L Johncock
Cllr J Herschel
Cllr J Gurney
Cllr D Johncock (ex officio)

Cllr C Jordan
Cllr S Herron
Cllr K Wood
Cllr A Barron
Cllr S Barrett

AGENDA

1. Apologies for absence

Schedule 12 of the Local Government Act 1972 requires members who cannot attend a meeting to tender apologies to the Clerk.

2. Declarations of members' interests in items on the agenda

To receive any pecuniary or non-pecuniary declarations of interest and confirmation of any relevant dispensations.

- i) Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, Members are required to declare any interests which are not currently entered in the Member's Register of Interests or if he/she has not notified the Monitoring Officer (Clerk) of it.
- ii) Should any Member have a Disclosable Pecuniary Interest in an item on the agenda, the Member may not participate in consideration of that item unless a Dispensation has first been requested (in writing) and granted by the Council.

3. Delegated Action

4. Offices, depot and warden's house

5. Cemeteries

6. War Memorials

7. FH Street Litter Bins

8. LED Footway Lighting

9. Cats eye reflectors

10. Heath End Rd footpath

11. Draft Committee Budget 2025/26

12. Committee Finances

13. Questions from committee members and the public

14. Accounts for payment



Cheryl Jeken
Deputy Clerk to the Council
8 November 2024

AGENDA ITEM 3

Delegated Action

Members are asked to NOTE the following delegated actions by the Chairman of committee and the clerk since the last committee meeting in September:

- Electrical installation check carried out in the depot at a cost of £370.
- Digital timer on security light replaced at a cost of £140.
- Boiler in council office replaced at a cost of £4,455.

AGENDA ITEM 4

Offices, depot and warden's house

Members are asked to NOTE that work to install a lean-to at the depot is nearly completed with only the guttering and a bulk head light left to install.

Members are asked to NOTE that, following the fixed wire check in the depot, we have received a report from the contractor and we are awaiting a quote for the replacement of the circuit board.

Members are asked to NOTE that we have received an energy proposal from a Solar Installation company. The proposed system would have 24 panels with bird blockers on the office roof, a storage battery and hybrid converter. There would be an estimated annual electricity bill savings of £1,621 and payback would take 9 years, 7 months. The estimated savings for the next 24 years would be £60,771. Members are asked to NOTE that a second quote will be sought.

Members are asked to CONSIDER and, if so minded, APPROVE the quote of £1,600 from our current security company to upgrade our CCTV system, rewire the hall camera and add a camera to the front of the building to give a general view of the car park, thereby improving the security of the premises.

AGENDA ITEM 5

Cemeteries

Members are asked to CONSIDER whether or not headstones in our three cemeteries must include the deceased's full name as printed on the death certificate. [APPENDICES A, B and C](#)

AGENDA ITEM 6

War Memorials

Members are asked to NOTE that the Flackwell Heath War Memorial has been cleaned by our Grounds Team.

AGENDA ITEM 7

FH Street Litter Bins

Members are asked to NOTE that we have not received a response to our letter to Bucks Council.

Members are asked to CONSIDER whether we should ask BC to supply us with two black bins at cost to replace the two green cast iron bins in Chapel Rd.

AGENDA ITEM 8

LED Footway Lighting

Members are asked to NOTE that the 9 high priority repairs to the LED footway lighting in Loudwater has been completed.

Members are asked to NOTE that a purchase order for £10,217.08 for the 54 high priority repairs to the LED footway lighting in Flackwell Heath has been raised.

AGENDA ITEM 9

Cats eye reflectors

Members are asked to NOTE we have received a response from Highways to our letter requesting that cats eye reflectors are installed in Sheepridge Lane and that the speed limit is reduced. Based on the frequency and also the contributory factors identified by Thames Valley Police, they are not planning any changes to the highway at this time.

AGENDA ITEM 10

Heath End Rd footpath

Members are asked to NOTE that a TEAMS meeting took place between a couple of BC employees and the FH members of the W&S Committee to have an initial chat regarding the proposed footpath/cycle path connecting the Abbey Barn development with FH. Notes and presentation slides from the meeting have been circulated to all members. A video created by Cllr D Johncock following a 'drive by' along Heath End Rd by a few councillors has also been circulated.

AGENDA ITEM 11

Draft Committee Budget 2025/26

Members are asked CONSIDER and, if so minded, RECOMMEND the draft budget to the Finance and General Purposes committee. Amendments can be made to the budget at this stage prior to formal approval at Full Council in December. [APPENDIX D](#)

AGENDA ITEM 12

Committee Finances

Members are also asked to NOTE the committee's income and expenditure to Period 7 (October). [APPENDIX E](#)

AGENDA ITEM 13

Questions from committee members and the public

A maximum of fifteen minutes will be given to members of the public, who may make representations, ask and answer questions and/or give evidence in respect of any item of business included in the agenda. If the chairman of the meeting agrees, representations and questions may be taken at the beginning of the meeting. Members of the public wishing to speak at the beginning of the meeting should inform the clerk of this request as soon as possible.

AGENDA ITEM 14

Accounts for payment

Accounts for payment will be circulated at the meeting for consideration by councillors.

[Date and time of next meeting: TBC](#)