

CHEPPING WYCOMBE PARISH COUNCIL

WORKS & SERVICES COMMITTEE

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

Members of the council are summoned to attend the meeting to be held on **Thursday 13 February 2025** at **7.30pm** at the Council Office, Cock Lane, Tylers Green, High Wycombe, Bucks, HP10 8DS

Committee Membership:	Cllr C Dodds - Chairman	Cllr C Jordan
	Cllr R Wilks – Vice-chairman	Cllr S Herron
	Cllr L Johncock	Cllr K Wood
	Cllr J Herschel	Cllr A Barron
	Cllr J Gurney	Cllr S Barrett
	Cllr D Johncock (ex officio)	

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

- 4.1** Lean-to
- 4.2** Circuit board replacement in depot/workshop
- 4.3** Solar Panels
- 4.4** CCTV upgrade
- 4.5** Washroom area refurbishment - workshop

5. Cemeteries

- 5.1** Altona Road Cemetery
- 5.2** Cock Lane Cemetery

6. War Memorials

- 6.1** Flackwell Heath
- 6.2** Loudwater

7. FH Street Litter Bins

8. LED Footway Lighting

9. Improve our Public Footpaths project

10. Committee Finances

11. Questions from committee members and the public

12. Accounts for payment



Wendy Thompson
Clerk to the Council
5 February 2025

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 November:

- Leak in Wardens House (behind the shower) £640.00

AGENDA ITEM 4**Offices, depot and warden's house****4.1 Lean-to**

Members are asked to NOTE that work to install a lean-to at the depot is nearly completed with only a small section of guttering left to install.

4.2 Circuit board replacement in depot/workshop

Members are asked to NOTE that to date we have received two quotes for this work:

Quote A £950.00

Quote B £2,800.00

A third quote has been requested but has not been received.

Members are asked to NOTE that Cllr Dodds is in the process of scrutinising the quotes with a view to speaking to each contractor with an extended specification of requirements prior to any recommendation being set before the committee.

4.3 Solar Panels

Members are asked to NOTE that we are currently in receipt of two quotations with a third one awaited.

Quotes received to date: Quote A £18,950

Quote B £20.864

Details of each quote attached at **APPENDIX A**

4.4 CCTV Upgrade

Members are asked to NOTE that the CCTV upgrade took place in December with now have an 8-channel recorder and 5 cameras around the office complex site.

4.5 Washroom are refurbishment – workshop

Members are asked to NOTE that to date we have received two quotations for the above work, a third is awaited.

Quote A £7,660

Quote B £17,501

Members are asked to APPROVE the next course of action.

AGENDA ITEM 5**Cemeteries****5.1 Altona Road**

Members are asked to NOTE that the photographing of the memorials has not been started at the site.

Members are asked to NOTE that the crab apple trees have been planted in the extension area along the path as previously agreed.

5.2 Cock Lane

Members are asked to NOTE that the bed at the end of the path has been built up and planted with broome, buckthorn and berberis.

AGENDA ITEM 6

War Memorials

Members are asked to NOTE that the Grounds Team will be scheduling in another clean of the memorial. They felt that they did not have enough time to do a complete job.

AGENDA ITEM 7

FH Street Litter Bins

Members are asked to NOTE that following communication with Mr Sexton (Buckinghamshire Council) offering to pay for the works required on the position change of two bins and a replacement bin for an old bin this was the reply received:

'I cannot commit to changes just yet on the proposed changed position/location of litter bins just yet. Installing bins, maintaining bins and servicing bins is a costly business for Buckinghamshire Council. So, any changes we ultimately make, will need to be justified. I would rather monitor for the time being, assess litter levels and if possible fill rates. We can also engage with our contractor, for their feedback and observations. All of which will help us make an informed decision.'

Members are asked to APPROVE the next course of action.

AGENDA ITEM 8

LED Footway Lighting

Members are asked to NOTE that the 54 high priority repairs to the LED footway lighting in Flackwell Heath started in early December. The Clerk has asked for an update on progress.

AGENDA ITEM 9

Improving our footpaths project

Members are asked to RECEIVE a presentation from Cllr Herschel on opportunities to improve our footpaths.

AGENDA ITEM 10

Committee Finances

Members are also asked to NOTE the committee's income and expenditure to Period 9 (December). **APPENDIX B**

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: Thursday 12 June 2025 @ 7.30pm