

CHEPPING WYCOMBE PARISH COUNCIL

Report of the Council meeting held on **Thursday, 19 December 2024 at 7.30pm** at the Council Chamber,
Cock Lane, Tylers Green, Bucks HP10 8DS

The meeting was open to the public and press

Present: Cllr K Wood (Chairman) Cllr L Webb
Cllr K Griffiths Cllr J Gurney
Cllr J Herschel Cllr I Forbes
Cllr R Wilks Cllr C Jordan
Cllr A Barron Cllr S Digby
Cllr H Darch

Also present: Cllr J Waters (Buckinghamshire Council), Cllr M West (Chairman Penn PC), Mr G Christie (Warden CWPC) and Mrs S Thompson (Asst Clerk CWPC)

FC/24/043 **Apologies for Absence**
Apologies for absence were received and approved from Cllr S Herron (family), Cllr D Johncock and Cllr E Johncock (holiday), Cllr Willis (unwell), Cllr Dodds (family) and Cllr S Barrett (Work)

FC/24/044 **Declarations of Interest and Code of Conduct**
Cllr Wood declared an interest in agenda item 9 **Fees & Charges** being in receipt of the Chairman's allowance. Cllr R Wilks declared an interest in agenda item 18 **Accounts for Payment** being in receipt on an expense's cheque.

FC/24/045 **Council Minutes**
Council was asked to consider the minutes of the Council meeting held on Tuesday 15 October 2024.

***It was RESOLVED that;
the minutes be an accurate record of the meeting and be approved.***

Council was asked to consider the report of the Special Council Meeting held on Thursday 31 October 2024.

***It was RESOLVED that;
the report be approved as an accurate record of the meeting.***

It was noted that Cllr Herschel abstained from the vote

FC/24/046 **Open Spaces Committee**
Council was asked to consider the report of the Committee meeting held on Thursday 31 October 2024.

***It was RESOLVED that;
the report of the Committee meeting be approved.***

FC/24/047 **Works & Services Committee**
Council was asked to consider the report of the Committee meeting held on Thursday 19 September 2024.

Cllr Wilks highlighted;

WS/24/035 Office, depot and warden's house – the lean-to extension to the depot had now been completed.

Quotes for a refurbishment of the washroom in the depot were being obtained.

***It was RESOLVED that;
the report of the Committee meeting be approved***

- FC/24/048 **Finance & General Purposes**
Council was asked to consider the report of the Committee meeting held on Tuesday, 3 December 2024.
- Cllr Barron highlighted;
FGP/24/028 1 Update on Peninsula following a point raised by Cllr Herschel relating to the fire exit being locked at the last meeting. There had been an issue with people moving along the boundary fence prior to the meeting and therefore a decision had been taken to secure the building. This was a rare occurrence. However, in the event of a fire the Clerk, being the Fire Warden, would leave the premises first with a key thus unlocking the door to guide members to the Muster Point.
- It was RESOLVED that;
the report of the Committee meeting be approved.***
- It was noted that Cllr Herschel abstained from the vote in relation to FGP/24/035
- FC/24/049 **Planning Meetings**
***It was RESOLVED that;
the reports of the Planning Meetings held on 15 October 2024, 29 October 2024, 12 November 2024 and 26 November 2024 be approved.***
- Council was also asked to note the schedule of applications from October to December showing eventual outcomes of the parish council submitted objections.
- FC/24/050 **Calendar of Meetings**
Council was asked to consider the recommendation from the Finance & General Purposes committee to approve the meeting dates for 2025.
- Cllr Forbes asked if the Christmas Council meeting date could be changed not to coincide with the Carols on the Common
- It was RESOLVED that;
the Calendar of Meetings for 2025 be approved subject to a possible revision to the December Council meeting.***
- FC/24/051 **Fees & Charges 2025/26**
Council was asked to consider the recommendation from the Finance & General Purposes committee to APPROVE the Fees and Charges for 2025/26). There had been an increase of 2% rounded, excepting allotment and pavilion rentals.
- It was RESOLVED that;
the Fees and Charges for 2025/26 be approved.***
- It was noted that Cllr Wood abstained from the vote following her declaration of interest.
- FC/24/052 **Grant Applications**
Council was asked to note that there was currently £1,691.82 uncommitted budget.
- 1 Flackwell Heath Minors FC – Toilet Refurbishment**
Council was asked to consider an application from the Flackwell Heath Minors FC for grant of £5,000 as a contribution to the refurbishment of the toilets in the pavilion at Green Dragon Lane, Flackwell Heath. The total cost of the project has been estimated at £13,060 with funds of £8,150 being already available.
- It was RESOLVED that;
a grant of £5,000 be awarded to the football club as a contribution towards the project being paid at point of invoice once the work had been completed.***

FC/24/053 **Biodiversity Project**
Council was asked to receive an update on the project from Cllr Luca Webb. A report will be taken for consideration to the next Working Party meeting prior to the Open Spaces committee meeting at the end of January for further consideration and approval.

FC/24/054 **Investing - CCLA**
Council was asked to note that our application for an account had been successful.

FC/24/055 **Five Year Plan**
Council was asked to consider the recommendation from the Finance & General Purposes committee to adopt the new rolling 5-year Plan. Cllr Barron gave a report which is attached to this report.

***It was RESOLVED that;
the rolling Five Year Plan be approved.***

It was noted that Cllr Herschel abstained from the vote as needed to read the attached report.

FC/24/056 **Council Budget 2025/26**
Council was asked to consider the recommendation from the Finance & General Purposes committee to APPROVE the budget for 2025/26. Individual committee budgets had been agreed at committee level prior to being taken to the Finance & General Purposes committee.

A recorded vote was requested:

For the motion	Against/abstained
Cllr Webb	Cllr Herschel
Cllr Digby	Cllr Darch
Cllr Wilks	
Cllr Barron	
Cllr Forbes	
Cllr Griffiths	
Cllr Jordan	
Cllr Gurney	
Cllr Wood	

***It was RESOLVED that;
the Council Budget for 2025/26 be approved.***

FC/24/057 **Precept 2025/26**
Council was asked to consider the recommendation from the Finance & General Purposes committee to approve the Precept being increased from £62.73 for a Band D property to £68.97 per year. This would be an increase of £6.24 for a Band D property over the year. Table of impacts attached.

A recorded vote was requested:

For the motion	Against/abstained
Cllr Webb	Cllr Herschel
Cllr Digby	Cllr Forbes
Cllr Wilks	Cllr Darch
Cllr Barron	Cllr Jordan
Cllr Griffiths	
Cllr Gurney	
Cllr Wood	

*It was RESOLVED that;
the Precept for 2025/26 be approved.*

FC/24/058 **Questions by Members of the Council**
There were no questions.

FC/24/059 **Public Participation**
There were not questions

FC/24/060 **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 cheque number 11409 be signed and that a BACS payment to Barclays Payflow and direct debits to Barclays, Castle Water, Clear Business (Unicom), Grenke Leasing Ltd, HMRC, NEST, Redsquid Communications Ltd (Triumph Technologies), Shell (Fuel Card Services), Shorts Group Ltd and Trade UK along with a transfers to Active Enviropest, Brocklehurst Architects Ltd, Chiltern Rangers CIC, Country Supplies, Gough Contractors Ltd, Seton, Tilhill Forestry Ltd and Flackwell Heath Residents Association be approved for payment.*

Cllr Herschel thanked Cllr Waters and Cllr West for their attendance.

The Chairman of Council thanked members for their attendance and closed the meeting at 8.16pm

Date & Time of Next Meeting: Thursday 13 March 2024 @ 7.30pm

Signed: 

Dated: 13 March 2025

The Five year plan had been requested to be updated at previous Council meetings. At the last F&GP meeting, an amended and restructured rolling 5 year plan was discussed and approved with recommendation for full Council approval.

In the past, the five year plan has been described as the Chairmans Plan, maybe even a Vision plan - it is not. It is OUR plan, we all own it and contribute to it.

The restructure has been formulated as an opening up of our EMR spend so that we have clarity of what and when we intend to do with the reserves. New Projects such as Biodiversity and Footpaths have been added so that money can be allocated for the appropriate years. As new Projects are identified they can be added to the plan, and perhaps the old ones removed.

You may note that Vehicles (EMR 9321) has questions from 27/28 to 29/30. This is because there are several other pieces of equipment that fall under this EMR that need further validation.

You will also note that the planned EMR spend each year is around £100k. This means that we need to have around £100k a year over and above the normal running costs of the council. We can thank Wendy, our Clerk, and Ian for their efforts in achieving our past aims.

Turning to the elephant in the room – Derehams! You will see below the rolling five plan a green area that calculates the available assets.

We have £780k in total assets.

We need to retain £250k as core assets each year in case of unforeseen emergencies (for whatever reason). This figure has been agreed with the Clerk. I am also retaining a further £100k to support the year after only (26/27).

In year 1 (next year 25/26) we have EMR spend commitments of £127k

Thus we have available assets of **£303k** in **year 1**

It is proposed that we take out a **£200k** loan over 5 years at 5% interest.

The yellow block shows how much of depreciation of capital borrowed, interest due and annual repayment the loan will cost us.

The Blue block then shows how much money we may have for the redevelopment plans. **£303k** in available assets + **£200k** loans + an assumption of **£126k** (25%) in available grants etc. that Wendy will pursue giving a **total of £629k**

The Pink block – year 1 shows the proposed precept at £472k, the 25/26 proposed budget, the potential EMR sweep (Precept minus Budget), then the EMR net (Potential EMR net, minus loan repayment). This value is £26k.

Year 2 starts at initial total assets of £126k (£100k from retained assets [was £350] now £250k plus the £26k from the previous year.

Year 3 and 4 follow the same pattern for year 2.

The precept will need to increase by 10% and the assumption that running costs will increase by 5% year on year. Only in year 5 can the precept match the year on year 5%.

Derehams is costing us dear!

Project Proposals Chepping Wycombe Parish Council 5 year plan

2025 - 2030

Version 4.2 December 2024
All values £k
NO allowance for inflation

	EMR	Budget 24 / 25	25 / 26	26 / 27	27 / 28	28 / 29	29 / 30	CIL	Comments
Play Areas - Safety surfaces	9324	5	5	5	80	50	5	Y	Straight Bit (£80k) in 27 / 28, Tylers Green (£50k) in 28 / 29
Tylers Green Common	9326	6	3	3	3	3	3	N	Small expenditure over the next 5 years
Derehams Stage 1 Community Hub	9331	790	150					Y	Bowls Clubhouse unsuitable - Rebuild required
Derehams Stage 2 Pavillion	9331		500					Y	Initial Plan rejected by Planning
Railway Land/Magpie Wood	9333	6	3	3	3	3	3	N	Small expenditure over the next 5 years
King's Wood	9334	24	8	8	8	8	8	N	Small expenditure over the next 5 years
Biodiversity			2	2	2	2	2	N	Continuous support for Biodiversity
Cemetaries	9320	15	5	5	5	5	5	N	Small expenditure over the next 5 years
Vehicles	9321	80	26	34	?	?	?	N	Kubota @ £26 to support increase workload Replacement of Transit @ £34k deferred to 26/27 Need to review other equipment for end-of-life replacement
Office Equipment	9323	3	3	3	3	3	3	N	Continuous support for Office equipment replacement
Depot/Office Complex	9325	20	40	10	10	10	10	N	£20k 25 / 26 for improvement plus Continuous support for Depot / Office Complex £20k in 25 / 26 solar panels plus storage
Footway Lighting	9327	53	20				50	N	Continuous support for repair / replacement of Street furniture
Street Furniture	9329	6	6	3	3	3	3	?	Continuous support for repairs / improvements to fabric of building.
Wardens House	9330	3	3	3	3	3	3	N	Continuous upgrade of footpaths
Footpaths			3	3	3	3	3	Y	?
Straight Bit pe improvements	?			12				Y	
Totals excluding Derehams		221	127	94	123	93	98		

Totals including Derehams

1011 777 94 123 93 98

Numbers & calculations in thousand £	Year 1	Year 2	Year 3	Year 4	Year 5
Initial Total assets	780	126	56	89	126
Minimum retained assets	350	250	250	250	250
(250 +100 for use in year 2)					
Less annual commitments	127	94	123	93	98
Available assets	303	282	183	246	278

Annual Precept increase	10%	10%	10%	10%	5%
Precept bonus for year 25/26	472	519	571	628	659
25/26 Budget plus increase @ 5%	395	415	436	458	480
Potential EMR sweep	76	104	135	170	179
EMR net (minus Loan repayment)	26	56	89	126	137

Loan	200	160	120	80	40
Interest @ 5%	10	8	6	4	2
Loan repayment over 5 years	40	40	40	40	40
Annual repayment	50	48	46	44	42

Derehams re-development	
Total assets available	503
Assume 25% grants	126
Total assets including grants	629
Total available for Derehams	629

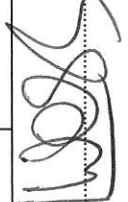
19-Dec-24

Pending expenditure transactions

PO	Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
	11409		R M Wilks	Broadband Jan - Dec 2024	180.00	0.00	180.00
	BACS		Barclays Payflow	Salaries & LGPS - Dec	12,985.51	0.00	12,985.51
	DD		Barclays	Charges Sep-Oct	49.03	0.00	49.03
	DD		Barclays	Charges Oct-Nov	59.06	0.00	59.06
	DD	10004555099	Castle Water	Water - Altona Rd Cemetery - Nov	9.39	0.00	9.39
	DD	10004541899	Castle Water	Water - Chapel Rd Allotments - Nov	88.46	0.00	88.46
	DD	10004554685	Castle Water	Water - Depot Sep-Nov	30.34	0.00	30.34
	DD	10004485858	Castle Water	Water - Ashley Drive Allotments Oct 24 - Mar 25	485.00	0.00	485.00
	DD	7221489	Clear Business	Landline and broadband - Dec	90.61	18.12	108.73
	DD	1201/2025	Grenkeleasing Ltd	Equipment protection for 2025	89.00	0.00	89.00
	DD		HMRC	Tax & NI - Dec	3,598.41	0.00	3,598.41
	DD		NEST	Pension - Nov - WT & CJ	729.17	0.00	729.17
	DD	18727	Redsquad Communications Ltd	IT support/365 - Jan 25	368.57	73.71	442.28
	DD	9008634994	Shell (Fuel Card Services) Ltd	Fuel - Nov	120.59	24.12	144.71
	DD	256532	Shorts Group Limited	Dog waste collection - Nov - TG	445.12	89.02	
	DD	256533	Shorts Group Limited	Dog waste collection - Nov - FH	205.44	41.09	
	DD	256534	Shorts Group Limited	Dog waste collection - Nov - LW	342.40	68.48	1,191.55
	DD	1550248626	Trade UK (B&Q)	Acrylic sealant & Unibond	26.67	5.33	32.00
	DD	1585048739	Trade UK (B&Q)	Knee pads & spade	35.00	7.00	
	* DD	2000320465	Trade UK (Screwfix)	Convexor heater; 2 pairs of boots	134.14	3.83	179.97
	TRANSFER	AE2865/2024	Active Enviropest	Routine rodent inspection - Nov	40.00	0.00	40.00
	TRANSFER	BA 6244	Brocklehurst Architects Limited	Derehams	403.60	80.72	484.32
	TRANSFER	1544	Chiltern Rangers CIC	Biodiversity Strategy Report	3,280.00	656.00	3,936.00
x	TRANSFER	473326	Country Supplies	Pine sleepers x 2 Cock Lane Cemetery	39.92	7.98	47.90
x	TRANSFER	473872	Country Supplies	Pine sleepers x 2 Cock Lane Cemetery	39.92	7.98	47.90
	TRANSFER	14146/24	Gough Contractors Ltd	Service boiler & gas hob. Landlords certification	175.00	35.00	210.00
x	TRANSFER	9303828015	Seton	A3 Caution Pedestrians sign x 2	43.19	8.64	51.83
	TRANSFER	251023190	Tilhill Forestry Ltd	Forest Management for quarter ending 31.12.24	437.50	87.50	525.00
	TRANSFER		Flackwell Heath Residents Association	Grant towards Christmas lights	2,748.15	0.00	2,748.15
					27,279.19	1,214.53	28,493.72

Income received since last committee meeting over £500.00

	CR			Little Buddies - Nov	756.00	0.00	756.00
	CR		HMRC	VAT Reclaim	1,601.05	0.00	1,601.05
					2,357.05	0.00	2,357.05

Signed:  19/12/24
Date: 19/12/24

Signed: 
Date: 19/12/24

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 payroll payments as above, along with the relevant purchase order details against the cheques