CHEPPING WYCOMBE PARISH COUNCIL

OPEN SPACES COMMITTEE

Report of the meeting held on **Tuesday 28 January 2025** at **7.30pm** at the Council Office, Cock Lane, Tylers Green, High Wycombe Bucks HP10 8DS

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

The meeting was open to the public and press

OS/24/043 **Apologies for absence**

Apologies for absence were received and approved from Cllr S Digby (holiday), Cllr H Darch (medical), Cllr J Gurney (medical), Cllr D & Cllr L Johncock (funeral).

OS/24/044 **Declarations of members' interests in Items on the agenda**

Cllr K Wood declared an interest in agenda item 13 Accounts for Payment being in receipt of an expenses payment.

OS/24/045 **Delegated Action**

Members were asked to note that since the last meeting in October the following delegated actions had been taken:

Removal of dangerous dead wood - Ashley Drive Allotments, TG	£350.00
Ordered – Dismantling of dying Ash King's Wood, TG	£720.00

OS/24/046 **Allotments**

Members were asked to note that there were currently 14 people on the waiting list for Ashley Drive and 3 on the waiting list for Chapel Road.

Chapel Road have 1 full plot and one-half plot both plots were currently being offered to two people on the waiting list mentioned above. There were no vacant plots at Ashley Drive.

The work to tracks at both allotment sites to be scheduled over the next two months.

OS/24/047 **Derehams Lane Recreation Ground**

Members were asked to note that the architect had provided quotations for surveys, as required by the Planning Authority, members were asked to consider and approve the following;

Aboricultural Impact Assessment:	£1,035.00
Ecology Survey	£2,485.00

It was RESOLVED that;
Both the quotations be approved and the works ordered.

1 Loudwater Bowls Club

Members were asked to note that a site visit took place on 1 November 2024. Members were asked to receive a verbal update.

OS/24/048 **Playgrounds**

1 Straight Bit Recreation Ground, Flackwell Heath

1.1 Cargo netting on Grand Tower

Members were asked to note that the replacement cargo netting arrived from France, however it was the wrong size. Work was prioritised by the contractor and the new cargo netting was installed this week.

OS/24/049 **Tree Work**

Straight Bit to Cherrywood Gardens: Members were asked to note that the work ordered has now been completed. As previously discussed, a site visit was suggested following the work, members are now asked to confirm a date for the visit.

It was RESOLVED that;
A site visit take place on Monday 10 February at 11am to assess the hedge along the path.

King's Wood: Members were asked to note that there is some serious ash dieback near to the Skills & Thrills area in the wood. The Clerk was given the delegated power to instigate the work up to a cost of £4,000. Member were asked to note that quotations were obtained, and the work will be undertaken at a cost of £1,800.00 in the first week of February.

OS/24/050 **Biodiversity Strategy- Key Areas of Focus**

Members were asked to consider the report from Cllr Webb which highlighted the seven key focus areas that the council would be investigating. It was suggested that this document could be used as a tool to measure progress and would be reviewed annually. The Biodiversity Working Group had met before Christmas and agreed the principles of the document before the committee.

It was RESOLVED that;
The document be approved with the inclusion of three appendices as follows:
1 Maps showing areas along with photographs
2 The Chiltern Rangers initial booklet
3 Cllr D Johncock's amended version of the second Strategy document sent by Chiltern Rangers.

Cllr Webb was thanked for the excellent document.

OS/24/051 **Gate Permits**

Members were asked to consider the revival of the Gate Permits. The permits would be for gates onto council owned property. Members were reminded that this had been discussed at length in 2016 and it had not progressed.

It was RESOLVED that;
No further progress would be made with the Gate Permits and the fee would be removed from the Fees & Charges listing.

OS/24/052 **Railway Land**

Members were asked to note that several attempts have been made to speak with the Geotechnical company to survey the site and suggest options to make the bank on Fennels Wood side more stable. Members were asked to consider the cost of approximately £1,700.00 to the work to be undertaken.

It was noted that the company had been recommended by a contact for our architect.

It was RESOLVED that;
The quotation be approved and the work ordered.

OS/24/053 **Committee Finances**

1 Income & Expenditure

Members were asked to note the income and expenditure for month 9 (December)

Cllr Forbes highlighted the over allocation for electricity for Derehams and Cllr Webb highlighted the EMR for play equipment.

OS/24/054 **Questions from committee members and the public**

- Cllr Forbes enquired about the path opposite the Village Hall.
  The Clerk advised that this was scheduled with the other paths on the back common.
- Cllr Herron asked about the Bucks Council bollards on Green Dragon Lane.
  The Clerk advised that she had been communicating with the LAT and the Chairman of the football club.

- Cllr Jordan advised that the next meeting of the Bowls club would be in March and was to be held in the clubhouse.
- Cllr Willis asked about the tables and chairs currently in the Bowls club clubhouse
  Cllr Wood advised that the Loudwater Centre would be taking them. She advised that she would contact Mr King.
- Cllr Webb highlighted some of the old boards relating to the history of the club and that it would be nice to keep them.

OS/24/055 **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 11410 to 11416 be signed and that a BACS payment to Barclays Payflow and direct debits to Barclays, Castle Water, Clear Business (Unicom),EE, E-On Next, Grenke Leasing Ltd, HMRC, NEST, Peninsula Business Solutions Ltd, Redsquid Communications Ltd (Triumph Technologies), Shell (Fuel Card Services), Shorts Group Ltd, SSE and Trade UK along with a transfers to Castle Water, Collison Tree Care Ltd, Crowden Coachworks Ltd, Farnham Common Nurseries, Grange Security Services, PF&DF Gray, Origin Amenity Solutions, Rhino Play (SW) Ltd, Unipar Services LLP, K & S Walker and Cllr K Wood be approved for payment.

The chairman thanked members for their attendance and closed the meeting at 8.15pm

Date and time of next meeting: Thursday 29 May 2025 @ 7.30pm

Signed: Katrina SA Wood **Dated 13 March 2025**

Chepping Wycombe Parish Council

Pending expenditure transactions

8-Jan-25

PO	Chq	Invoice No	Supplier	Detail		VAT	Amount
	11410	2901/2025	Actine Enviropest	Rodent inspection	40.00	0.00	40.00
	11411		Mr G Christie	Travel & expenses	21.34	0.00	21.34
	11412	477755	Clarity Copiers Ltd	Copy Charges 25 Nov - 19 Dec	56.26	11.25	67.51
x	11413	474469	Country Supplies	Top soil/Sawn posts/Stock fencing/screws/glavanised staples	211.29	42.26	253.55
	11414		Cllr H Darch	Broadband expenses April - September	90.00	0.00	90.00
x	11415	2745	A Ellis Tree Surgery Ltd	Flackwell Heath - Straight Bit/Cherrywood Gardns path treework	600.00	120.00	720.00
	11416		Petty Cash	July 2024 - Jan 2025	245.87	0.00	245.87
	BACS		Barclays Payflow	Salaries & LGPS - Jan	12,517.51	0.00	12,517.51
	DD	NovDec2024	Barclays	Bank Charges	24.38	0.00	24.38
	DD	7320482	Clear Business	Landline and broadband - Dec	97.89	19.58	117.47
	DD	Vo2300574385	EE	Warden's mobile Dec	22.76	4.55	27.31
	DD	KI-DDBA27FA-0020	E-On Next	Electricity Oct - Dec - Office	454.66	22.73	477.39
	DD	KI-031D95C6-0041	E-On Next	Gas - December - Office	344.95	17.25	362.20
	DD	0000093738/2025	Grenkeleasing Ltd	Quarterly fee - Photocopier	149.28	29.86	179.14
	DD		HMRC	Tax & NI - January	3,454.53	0.00	3,454.53
	DD		Nest Pensions	WT & CJ - Dec	729.17	0.00	729.17
	DD	U004678976	Peninsula Business Services	Health & Safety Services	192.65	36.38	229.03
	DD	U004676058	Peninsula Business Services	HR Services	150.90	28.50	179.40
	DD	19415	Redsquid Communications Ltd	ICT Support	368.57	73.71	442.28
	DD	9008798939	Shell (Fuelcard Services Ltd)	December Fuel	162.77	32.55	195.32
	DD	258458	Shorts Group Ltd	Dog Bins Loudwater	256.80	51.36	
	DD	258457	Shorts Group Ltd	Dog Bins Tylers Green	333.64	66.77	
	DD	258456	Shorts Group Ltd	Dog Bins Flackwell Heath	154.08	30.82	893.47
	DD	IV02172803	SSE	Footway Lighting November	62.43	9.39	71.82
	DD	2000601079	Trade UK (B&Q)	Postcrete/Henry dust bags/Nitrile gloves	72.68	14.54	87.22
	TRANSFER	10004705125	Castle Water	Water - Cock Lane Cemetery - Oct-Nov	10.94	0.00	10.94
	TRANSFER	10005206006	Castle Water	Water - Cock Lane Cemetery - December	5.56	0.00	5.56
x	TRANSFER	2344	Collison Tree Care Ltd	Loudwater - emergency removal of tree in river	550.00	110.00	660.00
	TRANSFER	25/350	Crowden Coachworks Ltd	Transit door repair	1,400.00	280.00	1,680.00
	TRANSFER	90727	Farnham Common Nurseries Ltd	Trees/shrubs - Cock Lane Cemetery/Derehams/Picnic area	895.00	121.80	1,016.80
x	TRANSFER	6127779	Grange Security Systems	CCTV Upgrade plus extra camera	1,600.00	320.00	1,920.00
	TRANSFER	6126812	Grange Security Systems	Annual Service Charge	618.00	123.60	741.60
	TRANSFER	14452	PF&DF Gray	Tractor and hedgecutting	1,800.00	360.00	2,160.00
x	TRANSFER	OAC01330	Origin Amenity Solutions	5 x White Impact paint - line marking Derehams	137.50	27.50	165.00
x	TRANSFER	202043	Rhino Play (SW) Ltd	Nylon bushes + Install- swings Boundry Road, Loudwater	538.96	107.79	646.75
x	TRANSFER	5294	Unipar Services LLP	Sentinel radar repair	122.50	24.50	147.00
x	TRANSFER	12018	K & S Walker	Skip replacement	365.00	73.00	438.00
	TRANSFER		Cllr Wood	Christmas expenses	234.42	0.00	234.42
					29,092.29	**2,159.70**	**31,251.98**

Income received since last committee meeting over £500.00

	CR		Little Buddies	Derehams Pavilion	567.00	0.00	567.00
	CR		Barclays	Interest Sept-Dec	2,966.30	0.00	2,966.30
	CR		HMRC	VAT Reclaim December	1,455.57	0.00	1,455.57
	CR		Arnold Fumerals Services/Dignity	Burial Fees x 2	1,302.00	0.00	1,302.00
					6,290.87	**0.00**	**6,290.87**

Signed: ....

Date: .... 28/01/25.

Signed: ......Ian Forbes......

Date: ....29/01/25..........

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