

CHEPPING WYCOMBE PARISH COUNCIL

Report of the Annual Council held on Thursday 13 May 2025 at 7.30 pm at the Council Chamber,
Cock Lane, Tylers Green, High Wycombe, Bucks HP10 8DS

The meeting was open to the public and press

Present:

Cllr K Wood	Cllr A Barron
Cllr D Johncock	Cllr R Wilks
Cllr L Johncock	Cllr S Herron
Cllr L Webb	Cllr I Forbes
Cllr K Griffiths	Cllr H Darch
Cllr L Townsend	Cllr S Guy
Cllr L Willis	Cllr C Dodds

Also present: Mr G Christie (Warden CWPC)

FC/25/001 **Election of chairman of the council**

It was proposed by Cllr David Johncock and seconded by Cllr Alec Barron that Cllr Katrina Wood be elected Chairman of the Council until the next Annual Meeting of the Council. No other nomination was forthcoming, therefore uncontested.

It was RESOLVED that;

Cllr Wood be elected Chairman of Council for the year 2025/26.

Cllr Wood signed the declaration of acceptance of office following the meeting.
Cllr Wood thanked members for their continued support.

FC/25/002 **Election of vice-chairman of the council**

It was proposed by Cllr Roger Wilks and seconded by Cllr Ian Forbes that Cllr David Johncock be elected Vice-chairman of the Council until the next Annual Meeting of the Council. No other nomination was forthcoming, therefore uncontested.

It was RESOLVED that;

Cllr D Johncock be elected Vice-chairman of the Council for the year 2025/26.

Cllr Johncock signed the declaration of acceptance of office following the meeting.

FC/25/003 **Apologies for absence**

Apologies for absence were received and approved from Cllr J Gurney (ill)

FC/25/004 **Declarations of members' interests in agenda items**

There were none.

FC/25/005 **General Power of Competence**

The general power of competence is a statutory power which allows Local Councils to do anything that individuals generally may do¹, within the law. The power is one of 'first resort' and allows the Council to work in partnership with other stakeholders, provide a service, support a school or invest in local businesses.

Council was asked to confirm that they meet the following eligibility criteria;

- at least two thirds of the council were elected.
- A qualified Clerk.

¹Localism Act 2011 s. 1-8

It was RESOLVED that;

the Council met the eligibility criteria for the General Power of Competence.

Election of standing committees of the council

The following members were elected to serve on the committees as set out below:

Open Spaces	Works & Services	Finance & General Purposes
Cllr Les Willis (LW)	Cllr Chris Dodds (LW)	Cllr Chris Dodds (LW)
Cllr John Gurney (LW)	Cllr John Gurney (LW)	Cllr Les Willis (LW)
Cllr Steve Guy (LW)	Cllr Steve Guy (LW)	(LW)
Cllr Luca Webb (FH)	Cllr Larisa Townsend (FH)	Cllr Kirsty Griffiths (FH)
Cllr Liz Johncock (FH)	Cllr Liz Johncock (FH)	Cllr Luca Webb (FH)
Cllr Larisa Townsend (FH)	Cllr Alec Barron (FH)	Cllr Roger Wilks (FH)
Cllr Kirsty Griffiths (FH)	Cllr Roger Wilks (FH)	Cllr Alec Barron (FH)
Cllr Ian Forbes (TG)	Cllr Sharon Herron (TG)	Cllr Ian Forbes (TG)
Cllr Haydn Darch (TG)	(TG)	Cllr Haydn Darch (TG)
Cllr Sharon Herron (TG)	Cllr Katrina Wood (TG)	(TG)
Cllr Katrina Wood (TG) ex officio	Cllr D Johncock (FH) ex officio	Cllr D Johncock (FH) ex officio
Cllr D Johncock (FH) ex officio		Cllr K Wood (TG) ex officio

(a) Election of chairmen and vice-chairmen of committees

So that delegated action could, if necessary, be taken before the next meeting of committees each committee met in turn to appoint a chairman and vice-chairman.

The following appointments were reported:

	Chairman	Vice-chairman
Open Spaces Committee	Cllr Luca Webb	Cllr Les Willis
Works & Services Committee	Cllr Chris Dodds	Cllr Roger Wilks
Finance & General Purposes Committee	Cllr Alec Barron	Cllr Ian Forbes

(b) Planning Representatives

Council was asked to consider;

- the planning representatives for each ward rotate the chairmanship of the Planning meeting by agreement amongst themselves;
- all members were welcome to attend;
- quorum of these meetings would be 3;

Council was asked to elect one planning representative from each ward.

It was RESOLVED that;

The above criteria remain in place and that the following representatives were appointed to the Planning Applications Committee:

<i>Cllr D Johncock</i>	<i>Flackwell Heath</i>
<i>Cllr S Guy</i>	<i>Loudwater</i>
<i>Cllr H Darch</i>	<i>Tylers Green</i>

It was noted that the planning meetings, not being a standing committee, would continue to be held on TEAMS.

(c) Appointment of sub-committees

The appointment of sub-committees and working parties would be at the discretion of the appropriate standing committee and normally takes place at their first meeting.

However, Council was asked to consider the membership of the IT Security Sub-Group which will report back to the Finance & General Purposes committee, members were encouraged to put themselves forward. The lead on this is Cllr Webb and meetings would be held on TEAMS.

*It was RESOLVED that;
The IT Security Sub-Group membership would be; Cllr L Webb, Cllr S Guy, Cllr L Townsend, Cllr D Johncock and Cllr H Darch.*

(d) CWPC In-House Auditors

Council was asked to appoint two members as In-House Auditors or to refer the appointments to the Finance and General Purposes Committee.

*It was RESOLVED that;
This item be deferred to the Finance & General Purposes Committee in October for review.*

FC/25/007 Review of assets, risks and policies

A review had been undertaken at the previous Council meeting.

*It was RESOLVED that;
that the financial regulations, standing orders, complaints procedure, press and media policy be adopted*

FC/25/008 Appointment of representatives on other outside bodies

Council was asked to consider appointing representatives to the following organisations:

*It was RESOLVED that;
The following appointments be approved.*

<u>Organisation</u>	<u>No. of Representatives</u>
Tylers Green & Penn Parish Council Joint Meeting	Tylers Green members and chairman of council
West Chilterns Community Board (BC)	Cllr D Johncock (working groups reps to be appointed as required)
Neighbourhood Action Group (NAG)	Cllr L Johncock/Cllr I Forbes/Cllr S Guy
Flackwell Heath Residents' Association Executive Committee	Cllr K Griffiths
Flackwell Heath Community Centre	Cllr L Webb
Bucks & Milton Keynes Association of Local Councils (BMKALC)	Chairman or Vice Chairman of council
Flackwell Heath Scouts & Guides Joint Executive Committee	Cllr L Townsend
Revive the Wye Project Joint Steering Group	Cllr J Gurney
And any other organisation the council believes to be relevant or not included in the above list	

Council was asked to agree the appointments of representatives to the following sports organisations or to refer the issue to the Open Spaces Committee for consideration at their first meeting:

- Flackwell Heath Bowling Club
- Flackwell Heath Tennis Club
- Flackwell Heath Minors Football Club

It was RESOLVED that;

The following appointments be approved;

Flackwell Heath Bowling Club and Flackwell Heath Tennis Club – Cllr K Griffiths

Flackwell Heath Minors Football Club Cllr S Herron

FC/25/009

Questions from the public

There were no questions.

FC/25/010

Questions by members of the council

- Cllr Webb asked whether members would provide a few lines about themselves for the website.
These to be sent to the clerk so they can be uploaded.
- Cllr Griffiths asked about leaving gifts for the councillors.
Cllr Wood asked for suggestions.
- Cllr Barron asked for the outstanding articles for the newsletter.
- Cllr Darch asked about the progress on recruitment
Cllr Wood advised that the advertisement for the deputy clerk had only just closed.

FC/25/011

Accounts for payment

The accounts for payment were circulated at the meeting for the approval of members.

It was RESOLVED that;

the accounts for payment be approved and cheque number 11443 to 11445 be signed and that direct debits to Barclays, Barclaycard, EE, E-On Next, Nest Pension, Redsquid Communications Ltd, Shell (Fuel card Services), SSE and Trade UK along with transfers to Adams & Page Ltd, Brocklehurst Architects Ltd, Country Supplies, NALC, Origin Amenity Solutions, SSE A Thompson, W Thompson and K&S Walker be approved for payment.

The chairman thanked members present for their attendance and closed the meeting at 8.18pm

Signed



Dated 24 June 2025

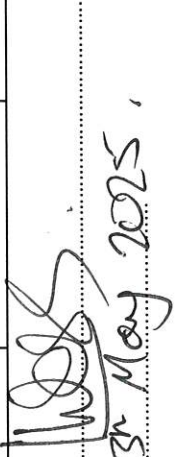
13-May-25

Pending expenditure transactions

PO	Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
	11443	482968	Clarity Copiers (HW) Ltd	Copy charges April	46.71	9.34	56.05
	11444	0000/6031	Clive's Drives Ltd	Replacement height barrier arm - original contractor	450.00	90.00	540.00
*	11445	3030015	Spaldings Ltd	Eyelets for strimmer - back order	9.60	1.92	11.52
	TRANSFER	168028	Adams & Page Ltd	Mower tyre repair	25.00	5.00	30.00
	TRANSFER	10	Brocklehurst Architects Ltd	Derehams Fees	300.00	60.00	360.00
*	TRANSFER	486740	Country Supplies	MOT Type 1 - Track 5 TG/Top Soil & Gate post Hammersley La	126.33	25.27	151.60
	TRANSFER	701284	NALC	Advert - Deputy Clerk	300.00	60.00	360.00
*	TRANSFER	147861	Origin Amenity Solutions	Grass seed/Feed & Weed - Derehams pitches	1,132.47	63.16	1,195.63
	TRANSFER	2746251	SSE	Front Common supply	136.76	6.84	143.60
	TRANSFER		Adrianne Thompson	4 days Easter work Risk Assessment updates/Cemetery bks	280.00	0.00	280.00
	TRANSFER		Wendy Thompson	Expenses - cleaning items/plants for memorials/milk	103.21	13.17	116.38
*	TRANSFER	12834	K&S Walker	12 yrd Skip replacement - depot	365.00	73.00	438.00
	TRANSFER		Wendy Thompson	Re-imbursment for AnyDesk subscription	238.80	0.00	238.80
	DD		Barclays	Bank charges March-April	22.30	0.00	22.30
	DD		Barclaycard	Speedy Fuels	750.90	150.18	901.08
				RBLI - VE Day Bunting + donation	30.18	4.99	35.17
				Defi b store - St Peters Defib battery	280.00	56.00	336.00
				FitVille - PPE Footwear - GC	69.90	9.89	79.79
				Cashback on purchases	-14.00	0.00	-14.00
				Warden's mobile April	24.66	4.93	29.59
DD	2341293565		EE	Gas - Office April	158.15	7.91	166.06
DD	45		E-On Next	WT - April	609.92	0.00	609.92
DD			Nest Pension	IT Support	438.74	87.75	526.49
DD	22226		Redsquid Communications Ltd	Fuel April	378.32	75.66	453.98
DD	9009525969		Shell (Fuel card Services)	Footway Lighting	64.48	9.70	74.18
DD	2774970		SSE	6 x 50l bags Manure - LW War Memorial	32.50	6.50	39.00
DD	2003886572		Trade UK (B&Q)				
					6,359.93	821.21	7,181.14

Income received since last committee meeting over £500.00

CR		Buckinghamshire Council	CIL Oct-March	13,049.03	0.00	13,049.03
CR		Cellnex	Rental GDL Mast 2025	6,930.56	0.00	6,930.56
				19,979.59	0.00	19,979.59

Signed: 

Signed: Kevin S. Wood

Date: 13th May 2025

Date: 13/5/2025

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