

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 25 September 2025** at **7.30pm** at the Council Office, Cock Lane, Tylers Green, High Wycombe, Bucks, HP10 8DS

Committee Membership:	Cllr C Dodds - Chairman	Cllr S Guy
	Cllr R Wilks – Vice-chairman	Cllr S Herron
	Cllr L Johncock	Cllr K Wood
	Cllr A Barron	Cllr L Townsend
	Cllr J Gurney	Cllr C O’Leary
	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 CCTV extension

4.2 Washroom area refurbishment - workshop

4.3 Front Door Entry

5. Cemeteries

5.1 Altona Road

5.2 Cock Lane

6. War Memorials

6.1 Tylers Green

6.2 Loudwater

7. Improve our Public Footpaths project

8. Committee Site Visit Feedback

9. Committee Finances

10. Questions from committee members and the public

11. Accounts for payment



Karen Saunders
Deputy Clerk
19 September 2025

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 June:

- Septic tank for the office/depot/warden house has been emptied £225.00

AGENDA ITEM 4

Offices, depot and warden's house

4.1 CCTV extension

Members are asked to NOTE that the camera has been installed and is operational in the front office.

4.2 Washroom area refurbishment – workshop

Members are asked to NOTE that work should commence late September/early October.

4.3 Front Door Entry

Members are asked to NOTE that the front door has been reversed, and the locks have been changed. The electrics to facilitate keypad entry and push button exit are to go ahead on Tuesday 30 September.

AGENDA ITEM 5

Cemeteries

5.1 Altona Road

Members are asked to NOTE that the photographing and uploading of memorials, to Find A Grave website, at Altona Road has begun.

5.2 Cock Lane

Members are asked to NOTE the following:

- A new memorial bench has been ordered; delivery expected w/c 22 September. This will be situated at the end of the top path.
- The gates for both pedestrian and vehicular access have been replaced.

AGENDA ITEM 6

War Memorials

6.1 Tylers Green

Members are asked to NOTE that the communication with St Margaret's Church is ongoing, in relation to the cleaning of the war memorial on the church wall.

6.2 Loudwater

Members are asked to NOTE that the bollards to be installed on the footpath have been delivered to the depot, and the works licence from Buckinghamshire Council has been purchased at a cost of £1076.60. Installation has been completed and the bollards have stopped the parking on the footpath.

AGENDA ITEM 7

Improving our footpaths project

Members are asked to NOTE that Mr Herschel has been invited to attend this meeting and provide a project outline. A meeting is being arranged with our area Rights of Way Officer.

AGENDA ITEM 8

Committee Site Visit Feedback

Following the committee site visit in July, members are asked to NOTE the following:

- The lean-to extension to bottom garage and new main installation were highlighted as jobs well done.
- Washroom project – see agenda item 4.2 above
- Members are asked to RECEIVE a verbal update from Cllr Dodds regarding the Energy Cost Saving Project

AGENDA ITEM 9

Committee Finances

Members are asked to NOTE the committee's income and expenditure to Period 5 (August). **APPENDIX A**

AGENDA ITEM 10

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 11

Accounts for payment

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

Date and time of next meeting: Thursday 13 November 2025 @ 7.30pm