

CHEPPING WYCOMBE PARISH COUNCIL

Report of the Council meeting held on **Tuesday, 24 June 2025 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 Cllr L Willis
Cllr D Johncock Cllr R Wilks
Cllr L Johncock Cllr L Townsend
Cllr L Webb Cllr I Forbes
Cllr K Griffiths Cllr H Darch
Cllr J Gurney

Also present: Cllr M West (Buckinghamshire Council and Penn Parish Council)

FC/25/012 **Apologies for Absence**

Apologies for absence were received and approved from Cllr A Barron (holiday), Cllr S Herron (holiday), Cllr C Dodds (holiday) and Cllr S Guy (holiday).

FC/25/013 **Declarations of Interest and Code of Conduct**

There were none.

FC/25/014 **Co-Option to the Council**

Following the elections in May the parish council was left with two vacancies: One in Tylers Green and the other in Loudwater. The parish council is quorate, i.e. at least three and at least one third of the total seats on the council are filled, therefore the elected councillors were able to co-opt councillors to fill the remaining seats under the provisions of **Section 21 Representation of the People Act 1985 (RPA 1985)**.

In view of the confidential nature of the business to be considered it was RECOMMENDED that Council resolve to exclude the public and press from the following item as permitted under the Public Bodies (Admissions to Meetings) Act 1960.

Cllr West temporarily left the meeting.

Tylers Green

One candidate had applied for the Tylers Green position, Mrs C O'Leary. Council was asked to receive a short presentation from the candidate and ask any questions they felt appropriate.

Mrs O'Leary was thanked for her attendance and left the meeting.

It was RESOLVED that;

Mrs O'Leary be co-opted onto the parish council to stand as a Tylers Green member.

The vote was unanimous.

Loudwater

Two candidates had applied for the Loudwater position, Mrs Y McDonald and Mr N Thomas. Council was asked to receive a short presentation from each candidate. The candidates were seen individually.

Both candidates were thanked for their attendance and left the meeting.

It was RESOLVED that;

Mr N Thomas be co-opted onto the parish council to stand as a Loudwater member.

The vote was unanimous.

It was noted that all candidates would be contact the following day and that the successful candidates would be asked to attend the office to sign the Declaration of Acceptance of Office and complete a Register of Interests form.

Cllr West returned to the meeting

FC/25/015 Council Minutes

It was RESOLVED that;

the reports of the Council meeting held on Tuesday 29 April 2025 and the Annual Council meeting held on Tuesday 13 May 2025 be approved as an accurate records.

FC/25/016 Open Spaces Committee

Council was asked to consider the report of the Committee meeting held on Thursday 29 May 2025.

OS/25/010 Committee Site Visit Cllr Webb advised that the site visit had taken place on 23 June and had been successful. It had validated the decision not to proceed with the footpath along the School Road side of the front Common, however Cllr Darch had undertaken to write to the Headteacher and Chair of Governors to garner their thoughts on the footpath. Also, the visit to the Railway Land had galvanised the requirement for tree removal, some of which the grounds team could undertake.

It was RESOLVED that;

the report of the Committee meeting be approved

FC/25/017 Works & Services Committee

Council was asked to consider the Committee meeting held on Thursday 12 June 2025.

WS/25/004 4 Washroom Refurbishment in the absence of Cllr Dodds, Cllr Wilks advised that this item was on the agenda for further consideration later in the meeting.

It was RESOLVED that;

the report of the Committee meeting be approved.

FC/25/018 Planning Meetings

Council was asked to consider reports of the Planning Meetings held on 6 May 2025, 27 May 2025 and 17 June 2025.

It was RESOLVED that;

the reports of the planning meetings be approved.

Council was also asked to note the schedule of applications from May to June, showing eventual outcomes of the parish council submitted objections.

FC/25/019 Replacement Trampoline – Ashley Drive Recreation Ground, TG

Council was asked to consider the replacement of the sunken trampoline at the above site. Council was asked to consider an expenditure of up to £5,200.00 for the replacement. The clerk had been attempting to obtain information on the existing trampoline's warranty and to investigate the option of just having a replacement part.

It was RESOLVED that;

up to the sum of £5,200.00 be approved for the replacement part or whole trampoline.

FC/25/020 Tylers Green Middle School – Parking Project

Council was asked to receive a verbal update on the above project from Cllr Wood. Cllr Wood advised that the Middle School were looking to have a competition to make posters about safe parking.

Council was asked to consider earmarking funding to contribute towards the project to pay for prizes and the production of the winning posters and the possibility of a banner promoting safe/sensible parking.

***It was RESOLVED that;
an approved sum of £1,500 be earmarked for the project.***

- FC/25/021 **Washroom Refurbishment – Office Complex**
Following the Works & Services committee, Council was asked to consider a provisional sum of £5,500 for this project with a potential start date at the beginning of September. The job to be undertaken in-house with an earmarked budget of £8,000.

***It was RESOLVED that;
the sum of £5,500 be approved for the project.***

- FC/25/022 **Land off Hammersley Lane, Tylers Green**
Council was asked to receive a verbal update from Cllr Wood. Cllr Wood advised that progress was slow but was attempting to directly engage with the residents of the Management Company who own the access strip to the woodland and would keep members updated.

- FC/25/023 **Questions by Members of the Council**
Cllr Johncock advised that he would update all at the next meeting on the TVP structure.

- FC/25/024 **Public Participation**
Cllr M West asked if he could receive planning objections that are being asked for 'call-ins'. He also advised that the 'call in' for 34 Coppice Farm Road was no longer necessary as it had been withdrawn.

- FC/25/025 **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 cheques numbered 11452 and 11453 be signed and that direct debits to B&Q (Trade UK), Castle Water, HMRC, Peninsula Business Services, Redsquid Communications Ltd (Triumph Technologies) and Shorts Group Ltd along with a transfer to Briants of Risborough, Castle Water, Collison Tree Care Ltd, Country Supplies, Cutting Edge Garden Machinery, Ecology Partnership Ltd, Barclays and SSE be approved for payment.***

The Chairman thanked members for their attendance and closed the meeting at 8.38pm

Date & Time of Next Meeting: Thursday 16 October 2025 @ 7.30pm

Signed: 

Dated: 16 October 2025

PO	Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
	011452	AE3076/2025	Active Enviropest	Routine rodent inspection of CWPC premises	40.00	0.00	40.00
x	011453	5925633	Viking	Coffee, sparkling water	78.95	7.59	86.54
x	TRANSFER	0340/34006612	Briants of Risborough	Site Pegs for Ashley Drive Allotments	96.80	19.36	116.16
	TRANSFER	10006698439	Castle Water	Derehams Park & Pavilion	46.77	9.35	56.12
x	TRANSFER	2429	Collison Tree Care Limited	Removal of Beech tree in Kings Wood	950.00	190.00	1,140.00
	TRANSFER	2430	Collison Tree Care Limited	Deadwooding Oak tree in Kings Wood (Emergency work)	200.00	40.00	240.00
x	TRANSFER	489471	Country Supplies	Scottish Cobbles	141.25	28.25	169.50
	TRANSFER	490268	Country Supplies	Ground Cover	29.25	5.85	35.10
	TRANSFER	8086	Cutting Edge Garden Machinery	Stihl Mower Repair	275.50	55.12	330.62
	TRANSFER	E7876	Ecology Partnership Ltd	Preliminary ecological appraisal, Derehams	1,735.00	347.00	2,082.00
	TRANSFER		Payroll - June	Salaries and LGPS	13,777.72	0.00	13,777.72
	TRANSFER	IV03007249	SSE	Electricity April-May, Loudwater Sports Club	467.73	23.39	491.12
	TRANSFER	IV03007254	SSE	Electricity April-May, Front Common	30.41	3.52	33.93
x	DD	2004376637	B&Q (Trade UK)	Tarmac, Yacht Varnish, Sponge, Ros Sheets	136.55	27.32	163.87
x	DD	2004408652	B&Q (Trade UK)	Tarmac	49.87	9.98	59.85
x	DD	2003954481	B&Q (Trade UK)	Postcrete, Lavendar	64.58	12.92	77.50
	DD	2004581149	B&Q (Trade UK)	Chain	3.38	0.68	4.06
	DD	2004613619	B&Q (Trade UK)	Chain, Glass Cleaner	14.09	2.82	16.91
	DD	10006656306	Castle Water	Cemetery Altona Road	10.91	0.00	10.91
	DD	10006554373	Castle Water	Allotments Chapel Road Flackwell Heath	150.74	0.00	150.74
	DD		HMRC	Tax and NI June	4,643.23	0.00	4,643.23
	DD	U005020757	Peninsula Business Services	Employment Services	150.90	28.50	179.40
	DD	22913	Redsquid Communications Ltd	ICT and Voice Service Charge	438.74	87.75	526.49
x	DD	2004408653	Screwfix (Trade UK)	Ultra Crete	36.65	7.33	43.98
	DD	2004340877	Screwfix (Trade UK)	Fernox	5.32	1.07	6.39
	DD	271543	Shorts Group Limited	TG - Dog waste collection	589.80	117.96	707.76
	DD	271542	Shorts Group Limited	L - Dog waste collection	453.70	90.74	544.44
	DD	271451	Shorts Group Limited	FH - Dog waste collection	272.20	54.44	326.64
					24,890.04	1,170.94	26,060.98

Income received since last Committee meeting over £500.00					
	CR	HMRC VAT	May Reclaim	1,164.64	0.00
	CR	Flackwell Heath Minors FC	Quarterly rental for GDL	705.27	0.00
				1,869.91	0.00

Signed: Katrina 5/4/2020

Date: 24/6/25

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