

CHEPPING WYCOMBE PARISH COUNCIL



COUNCIL AGENDA

Members of the council are summoned to attend the Council meeting to be held on **Thursday, 16 October 2025 at 7.30pm** at the Council Chamber, Cock Lane, Tylers Green, Bucks HP10 8DS

The meeting is open to the public and press

Members of the public are permitted to make representations, ask and answer questions, in respect of any item of business included in the agenda. A fifteen-minute period is permitted in total.

1. Apologies for Absence

Schedule 12 of the Local Government Act 1972 requires a record be kept of the Members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Clerk.

2. Declarations of Interest and Code of Conduct

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. Citizens Advice Buckinghamshire: an introduction for Chepping Wycombe Parish Council

Council is asked to RECEIVE a presentation as above from Karen Satterford, CAB Trustee.

4. Council Minutes

To CONSIDER the attached minutes of the Council meeting held on Tuesday 24 June 2025 (Pages 4 - 6)

5. Open Spaces Committee

To CONSIDER the attached report of the Committee meeting held on Tuesday 9 September 2025 (Pages 7-10)

6. Works & Services Committee

To CONSIDER the attached report of the Committee meeting held on Thursday 25 September 2025. (Pages 11-12)

7. Finance & General Purposes Committee

To CONSIDER the attached report of the Committee meeting held on Thursday 2 October 2025 (Pages 13-17)

8. Planning Meetings

To CONSIDER the attached reports of the Planning Meetings held on 8 July 2025 (Pages 18 -20), 29 July 2025 (Pages 21-22), 19 August 2025 (Pages 23-25), 9 September 2025 (Pages 26-28) and 23 September 2025 (Pages 29-30).

Council is asked to NOTE that future planning meetings will be held at 12 noon rather than 10am for a trial period to see if this works for more members to attend.

Council is also asked to NOTE the schedule of applications from June to October **APPENDIX A** (Pages 31-32), showing eventual outcomes of the parish council submitted objections.

9. Financial Regulations

Council is asked to CONSIDER and, if so minded, APPROVE the recommendation from the Finance & General Purposes Committee to adopt the amendments. **APPENDIX B** (Pages 33-36)

10. Risk Register

Council is asked to CONSIDER the recommendation from the Finance & General Purposes Committee to APPROVE the amendments to the Risk Register which are now aligned to our insurance company. **APPENDIX C** (Pages 37-50)

11. IT Security Policy

Council is asked to CONSIDER the recommendation from the Finance & General Purposes Committee to adopt the IT Security Policy. **APPENDIX D** (Pages 51-54)

Council is also asked to CONSIDER the recommendation from the Finance & General Purposes Committee to APPROVE the following;

11.1 Cybersecurity Training:

- All staff and councillors to complete this free course by the National Cybersecurity Centre as mandatory training. [Top tips for staff - Overview](#).
- Mock phishing test to be arranged by Redsquid for all staff and councillors.
- Depending on the results of the phishing test, more comprehensive cybersecurity training via NALC to be offered to councillors. This is not free.

11.2 All councillors to receive "cwpc.org.uk" email addresses:

- a. At present, councillors are asked to set up a personal email account when they join the council to be used for council correspondence. These email addresses are published in our newsletter to residents where we invite them to reach out to councillors individually.
- b. However, we have no control over the security of each councillor's email account. This is a problem when we publicise these email addresses to residents, who may be sharing personal data with councillors

11.3 Costs:

Microsoft Exchange Online Plan 1

Mailbox size: 50 GB per user

Features: Email, calendar, contacts, anti-spam, and anti-malware protection included and backup for one year

Price: £6.50 per user/month against an annual licence

Recommended Security Add-On (Optional but valuable)

To strengthen email protection beyond the standard filtering:

Microsoft Defender for Office 365 Plan 1

Protects against: Phishing, malware, malicious links, and attachments

Adds features like: Safe Links, Safe Attachments, and real-time threat detection

Price: £ 2.00 per user/month against an annual licence

To set this up and deploy to users, this would cost an extra one-off fee of £200.00, to ensure the councillors policies and testing is rolled out effectively.

Monthly Cost Per User: £8.50

Total Monthly Cost: £144.50.

Total Annual Cost: £1734 (+ £200 one off deployment cost)

Council is asked to NOTE that the Microsoft Portal is part of the Intune platform and acts as a secure gateway for users to access approved apps and corporate resources and can be integrated as part of the onboarding process at no extra charge

For councillor mailboxes, this means:

- Only compliant devices can access Outlook and other Microsoft 365 services.
- You can restrict access to corporate data if a device falls out of compliance.
- Councillors can install approved apps securely without needing admin rights.
- IT administrators can monitor device health and enforce policies centrally.

12. Grants

Following a grant application from the Flackwell Heath Bowls Club, Council is asked to CONSIDER and, if so minded, APPROVE the recommendation from the Finance & General Purposes Committee to contribute £10,000 towards the replacement of the drainage channels around the green. The Club have been actively pursuing other organisations for grants. The total project is estimated to be between £36k and £40k. The funds would be taken from the Grant and CIL budget lines.

A grant request was submitted to the Finance & General Purposes committee for a 50% contribution towards a new flagpole which will be used for Remembrance Day and Christmas Carols on the Common. The paperwork was incomplete, and Council is now being asked to CONSIDER and, if so minded, APPROVE the amount being requested to re-imburse a resident of £365.81. **APPENDIX E (Pages 55 – 57)**

13. Improving our footpaths project

Council is asked to RECEIVE a verbal update from Mr Herschel.

14. Informal Meeting for Members

The informal meeting is traditionally held to review policy or other important issues that will impact on the council within the following year. Council is asked to NOTE that the date of the meeting has been set for Tuesday 18 November.

The public and press are excluded from the meeting.

Members are asked to suggest items for consideration at the meeting or to subsequently notify the Clerk or Chairman of Council.

15. Questions by Members of the Council

At the time of agenda dispatch, no questions by members have been received.

16. Public Participation

Members of the public wishing to speak at the beginning of the Council meeting should approach the Clerk with this request as soon as possible.

17. Accounts for Payment

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



Wendy Thompson
Clerk of the Council
9 October 2025

Date & Time of Next Meeting: Thursday 18 December 2025 @ 7.30pm

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

CHEPPING WYCOMBE PARISH COUNCIL

OPEN SPACES COMMITTEE

Report of the meeting held on **Tuesday 9 September 2025** at **7.30pm** at the Council Office, Cock Lane, Tylers Green, High Wycombe Bucks HP10 8DS

Present: Cllr L Webb (Chairman) Cllr I Forbes
Cllr S Guy Cllr J Gurney
Cllr L Townsend Cllr H Darch
Cllr S Herron Cllr K Griffiths
Cllr K Wood (ex officio)

Also present: Cllr J Waters (BC) and Mr R Read (P&TG Residents' Society)

OS/25/014 **Apologies for absence**
Apologies were received and approved Cllr D Johncock and Cllr L Johncock (holiday) and Cllr L Willis (recovery), Cllr M West BC (Meeting).

OS/25/015 **Declarations of members' interests in Items on the agenda**
There were none.

The Chairman of committee suspended Standing Orders and asked for a re-ordering of the agenda. All present approved.

OS/25/016 **Tylers Green Common: 2 Footpath**
Members were asked to note following the last committee meeting and the subsequent site visit Cllr Darch contacted the headteacher at the First School to see if the school would support the suggestion of a footpath to run along the edge of the Common. The headteacher advised she would not support this proposal.

Mr Read advised that he felt that there was an unarguable case for a path from the pond to the new bus stop to cope with the footfall. This was not supported by the committee.

It was agreed that the Chairman of committee and Clerk would obtain usage figures for the service serving Beaconsfield, as it had been suggested to create a small hardstanding for people waiting at the stop. This item to be brought back to the next committee meeting.

OS/25/017 **Delegated Action**
Members were asked to note that since the last meeting in May the following delegated actions had been taken:

Deadwood removal on Oak – King's Wood	£200.00
Goat Willow crown lift – Rushbrooke Close	£320.00
Ordered repair to trampoline (Ashley Drive)	£2,432.00

OS/25/018 **Allotments**
Members were asked to note that the renewals had been sent out. After the inspections in early Summer some allotments have been handed back and will be offered to people on the waiting list following the renewal process.

1 Allotment Competition Winners

Members were asked to note the winners from both allotment sites. Cllrs Griffiths and Guy were thanked for their input with the judging.

2 BBQ and Picnic

Members were asked to note that the BBQ at the Flackwell Heath site was held on Saturday 30 August and was a great success.

Members were reminded of the date for the picnic at the Ashley Drive site was due to be held on Saturday 13 September, starting at around 12.30 all are welcome.

It was noted that at the BBQ there was a request to support elderly people who would like involvement on an allotment but not a full plot, effectively asking for plots to be halved or shared. The committee's view was that a single point of contact for each allotment plot to avoid issues was preferred as opposed to splitting any plots.

OS/25/019 Derehams Lane Recreation Ground

Members were asked to note that the tree work to remove the conifers on the site had been completed.

Members were also asked to note that the planning application had now been submitted to Buckinghamshire Council following a slight hold up with an Ecology Survey. The Clerk to send through the plans.

OS/25/020 Tylers Green Common

1 Tracks

Members were asked to consider one of the following quotations for the remedial work to Bank Road.

It was RESOLVED that;

Quote B be approved and the work to be ordered.

OS/25/021 Tree Work

Members were asked to consider one of the following quotations for each site.

Micklefield Road, King's Wood boundary

Reduce 2 large Ash chipping arisings back into the wood

It was RESOLVED that;

Quote B be approved and the work to be ordered.

Boundary Road Recreation Ground

Reduce and rebalance Hornbeam to clear from adjacent properties

It was RESOLVED that;

Quote A be approved and the work to be ordered.

OS/25/022 Biodiversity Project

Members were asked to receive an update from Cllr Webb relating to the Bird and Bat box initiative and the Clean and Dip session at Boundary Road Recreation Ground. The Clean and Dip session took place on 8 August and was well attended. Following a conversation with John Shaw the Bird and Bat box initiative has been passed to the local schools. The committee had already agreed to contribution towards this initiative and would do so once the headteachers of the schools confirmed their participation.

Orchard Green, Flackwell Heath – Members were asked to note that the office had been receiving complaints about the condition of the site. It was understood that Flackwild Heath along with the Chiltern Rangers would be caring for this area and in particular it had been made extremely clear that the parish council had no facility to 'cut and collect' at the end of the season. However, the end of season work had been put back into the parish council's direction or at an extra cost from the Chiltern Rangers.

Cllr Webb and Cllr Townsend will take this further with Flackwild Heath and Chiltern Rangers.

OS/25/023 Railway Land

Members were asked to note that following the last committee meeting and the subsequent site visit Jonathan and Darren had worked along the site and removed the leaning trees on the initial section. A tree surgeon will be engaged to quote for the larger trees.

Once the clearance had been completed the consultant from Core Technical would be asked to attend the site for a further inspection and to attend a meeting to discuss the site.

OS/25/024

Green Dragon Lane Recreation Ground, Flackwell Heath

Following a further request from the Flackwell Heath Minors FC to re-instate the small bollards along the Bucks highway verge; a site visit with Cllr Herron, the Deputy Clerk and the Clerk took place on Thursday 21 August. Over time the 'edgeminder' bollards had been hit or lost and the club is concerned about ongoing parking issues. Members were asked to consider the re-instatement of the bollards at a cost of £70.22 each. There is a potential requirement for 25 bollards costing approximately £1,755.00.

It was RESOLVED that;

The re-instatement of the bollards should fall within the remit of Buckinghamshire Council as there were not a new project for a replace/repair job.

Cllr Townsend as a Buckinghamshire Council councillor would take this up with the LAT for Flackwell Heath and report back.

The Club also highlighted an issue of the hedge behind the pavilion being broken down in places. Members were asked to note that the grounds team (Jonathan and Darren) would undertake a temporary repair using chestnut paling to the hedge line.

Members are also asked to note that Jonathan and Darren had removed some of the lower branches of one of the Sycamores that were touching the pavilion roof.

OS/25/025

Committee Site Visit Update

Members were asked to note the following;

Tylers Green Common – tracks

Contractors had attended the site, and we were currently awaiting quotations for a possible solution for Track 6 which could be rolled out depending on cost and contributions towards the work.

Railway Land

As above agenda item 9

Boundary Road Recreation Ground

No action to be taken at present – Buckinghamshire Council are looking to renew the lease with us. As above agenda item 8 – Clean and Dip session.

OS/25/026

Committee Finances

1 Income & Expenditure

Members were asked to note the income and expenditure for month 4 (July)

OS/25/027

Questions from committee members and the public

Cllr Waters advised that the land at the junction of Branch Road and Queensmead Road was being cleared by Red Kite and handed back to the resident as part of their garden. Also, Red Kite would also be undertaking some tree work around Snakeley Close.

Cllr Darch advised that one of the Rowan trees looked extremely unwell and probably needed to be replaced prior to Remembrance Day. He also asked about the cleaning of the war memorial on St Margaret's church wall. The Clerk advised that this had been picked up by the church office and was being dealt with.

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; cheques numbered 11462 to 11463 be signed and that direct debits to Barclaycard, Barclays, Castle Water, E-On Next, EE, HMRC, Fuelcard Services Ltd, Nest, Peninsula Business Services, Short Group Ltd and Trade UK along with Bank Transfers to Ellis Tree Surgery Ltd, Active Enviropest, Brocklehurst Architects Ltd, Broxap Ltd, CG Tree & Garden Services Ltd, CS Auto Clinic, Cutting Edge Garden Machinery, GDT Fire Extinguishers Ltd, ICU Window Cleaning, K & S Walker Ltd, Origin Amenity Solutions, Play Inspection Company, K Saunders, A Thompson, W Thompson, Tilhill Forestry Ltd and Turville Printing Services LLP be approved for payment.

Date and time of next meeting: Thursday 30 October 2025 @ 7.30pm

CHEPPING WYCOMBE PARISH COUNCIL

WORKS & SERVICES COMMITTEE

"Cherish the past, adorn the present, construct for the future"

Report of 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

Present:	Cllr C Dodds - Chairman Cllr R Wilks – Vice-chairman Cllr L Johncock Cllr L Townsend Cllr J Gurney	Cllr A Barron Cllr S Herron Cllr K Wood Cllr C O’Leary Cllr D Johncock (ex officio)
Also present:	Cllr J Waters (Buckinghamshire Council) Mr J Herschel	
WS/25/012	Apologies for absence None were received.	
WS/25/013	Declarations of members’ interests in items on the agenda There were none tendered.	
WS/25/014	Delegated Action Members were 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	
WS/25/015	Offices, depot and warden’s house 1 CCTV extension Members were asked to note that the camera had been installed and was operational in the front office. 2 Washroom area refurbishment – workshop Members were asked to note that work should commence late September/early October, once preliminary works have been completed. 3 Front Door Entry Members were asked to note that the front door had been reversed, and the locks had been changed. The electrics to facilitate keypad entry and push button exit are to go ahead on Tuesday 30 September. This further ensures the safety of staff and councillors in the building.	
WS/25/016	Cemeteries 1 Altona Road Members were asked to note that the photographing and uploading of memorials, to Find A Grave website, at Altona Road had begun. First 4 rows had been completed; the project was ongoing. 2 Cock Lane Members were asked to note the following: • The new memorial bench had been delivered to the depot on 24 September. It will be situated at the end of the top path. • The gates for both pedestrian and vehicular access had been replaced.	

- WS/25/017 **War Memorials**
1 Tylers Green
 Members were asked to note that we were still waiting for a response from St Margaret's Church and the Diocese in relation to the cleaning of the war memorial on the church wall. An update is expected during October.
- 2 Loudwater**
 Members were asked to note that the bollards had been installed and had stopped the parking on the footpath. This was noted as an excellent result.
- WS/25/018 **Improving our footpaths project**
 Members were asked to receive a presentation from Mr Herschel providing a project outline (see APPENDIX A).
 A meeting was being arranged with our area Rights of Way Officer.
 It was agreed that Mr Herschel be invited to the Council Meeting on 16 October 2025 to provide an update to all members.
- WS/25/019 **Committee Site Visit Feedback**
 Following the committee site visit in July, members were asked to NOTE the following:
- The lean-to extension to bottom garage and new main installation were highlighted as jobs well done.
 - Washroom project – as above
 - Members were asked to receive a verbal update from Cllr Dodds regarding the Energy Cost Saving Project. Cllr Dodds advised that, presently, the commercial/industrial rates available would make the breakeven point 30+ years; with batteries that may last only 20-25 years. Therefore, it was decided to put the project on hold until there were further options on available rates.
- WS/25/020 Members were asked to note the committee's income and expenditure to Period 5 (August).
- WS/25/021 **Questions from committee members and the public**
 Cllr Waters offered assistance with the footpaths project. He also advised the new Buckinghamshire Council road plan is expected w/c 29 September and invited members to highlight any particular areas of concern.
 Cllr Barron highlighted that there are issues with a number of footpaths/pavements in the parish.
- WS/25/022 **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 11464 be signed and that direct debits to Castle Water, Clear Business, Grenke Leasing, HMRC, Peninsula and Trade Point (B&Q) along with Bank Transfers to Cllr Barron (broadband), Castle Water, Ecology Partnership, Newco Electrical, Payroll, Portal Plan Quest, K Saunders (expenses), SSE Energy and Cllr Webb (expenses) also be approved for payment.

The chairman of the meeting thanked members for their attendance and closed the meeting at 8.30pm

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

CHEPPING WYCOMBE PARISH COUNCIL

Finance and General Purposes Committee

Report of the meeting to be held on **Thursday 2 October 2025 at 7.30pm**
at the Council Office, Cock Lane, Tylers Green, High Wycombe Bucks HP10 8DS

The meeting is open to members of the public and press

Present:	Cllr A Barron – Chairman	Cllr C O’Leary
	Cllr I Forbes – Vice-chairman	Cllr R Wilks
	Cllr C Dodds	Cllr H Darch
	Cllr N Thomas	Cllr K Griffiths
	Cllr L Webb	Cllr D Johncock (ex-officio)
	Cllr K Wood (ex-officio)	

Also present: Cllr L Johncock, Mr & Mrs Johnson (FH Bowls Club)

FGP/25/001 **Apologies for absence**
Apologies were received and approved from Cllr Willis (personal)

FGP/25/002 **Declarations of members’ interests in agenda items**
There were none tendered.

FGP/25/003 **Delegated Actions**
Members were asked to note that since the last committee meeting the Clerk had instigated the following delegated action:

Vehicle trackers for insurance purposes at a cost of 38.00/month this will cover the Transit, Isuzu and both Kubota vehicles. As a gesture of goodwill our first 3 months are free.

FGP/25/004 **Grants**
Members were asked to consider for recommendation to Council a request from Flackwell Heath Bowls Club for a contribution of £10,000 towards the replacement of the drainage ditches surrounding the green.

It was RESOLVED that;

The request of £10,000 be recommended for approval to Council. Contribution being split 50:50 between the Grants line and CIL EMR.

Mr & Mrs Johnson thanked the committee and left the meeting at 8.46pm

FGP/25/005 **Staff Matters**

1 Staff Absence Report

Members were asked to receive a verbal report from the clerk on the sickness absence of staff since the last committee meeting in April.

The clerk advised that two members of the grounds team had been off sick. One member for 6 days over two periods and the over 4.5 days over one period.

2 Cleaner Position

Members were asked to note that Mr Kingsland had resigned from the position of cleaner with effect from the end of August 2025, he had undertaken the job since January 2001. A new cleaner had been found.

3 Recruitment of Groundsman

Members were asked to note that an additional groundsman had been recruited, and his start date was 6 October.

FGP/25/006

Health & Safety Report of any incidents

Members were asked to note that there had been no incidents since the last committee meeting in April. The last notified incident was on 25 March 2025, therefore being incident free for 127 working days as at the date of the agenda.

FGP/25/007

Policies and Procedures

Members were asked to consider for recommendation to Council the following policy document.

1 Financial Regulations

1.1 Increases to transfer limit between accounts and delegated expenditure limits

Following the last committee meeting the Regulations were checked and members were now asked to Consider for recommendation to Council the following increases:

Transfer between accounts from £20,000 to £25,000

Delegated expenditure;

- Clerk's delegated authority to increase to £2,000
- Clerk and Chairman to increase to £3,000
- Committee to increase to £3,000 (to £10,000)
- Emergency expenditure to increase to £3,000

It was RESOLVED that;

the amendments be made to the Financial Regulations be recommended to full Council for adoption.

2 Risk Register

Following the last committee meeting work was undertaken to the Register to bring it in line with our insurance company, members were asked to consider the Register for recommendation to Council its approval.

Amendments were noted at points G13, G15 and G17, P7 and P8, and S11.

It was RESOLVED that;

the Risk Register be recommended to full Council with the noted amendments made.

3 IT Security Policy

Members were asked to consider for recommendation to full Council the IT Security Policy from the working group.

It was RESOLVED that;

The IT Security Policy be recommended to Council for adoption as amended.

Members were also asked to consider for recommendation to Council the following agreed actions by the working group:

3.1 Cybersecurity Training

3.2 All councillors to receive "cwpc.org.uk" email addresses

3.3 Cost implications:

Microsoft Exchange Online Plan 1

Mailbox size: 50 GB per user

Features: Email, calendar, contacts, anti-spam, and anti-malware protection included and backup for one year

Recommended Security Add-On (Optional but valuable)

Microsoft Defender for Office 365 Plan 1

Protects against: Phishing, malware, malicious links, and attachments

Adds features like: Safe Links, Safe Attachments, and real-time threat detection

Monthly Cost Per User: £8.50

Total Monthly Cost: £144.50.

Total Annual Cost: £1734 (+ £200 one off deployment cost)

It was RESOLVED that;

The above recommendations be taken to Council for approval.

Members were asked to note that the Microsoft Portal was part of the Intune platform and acts as a secure gateway for users to access approved apps and corporate resources.

This can be integrated as part of the onboarding process at no extra charge.

FGP/25/008 Neighbourhood Action Group (NAG)

Members were asked to note the minutes from the last NAG meeting held on 30 June 2025. Cllr Johncock advised that a pamphlet had been developed to educate – parents, grandparents, guardians about drugs and how they were easy to purchase and that they could be mistaken for sweets.

Cllr Johncock also advised that Mr J Sparks who was a great supporter of the Community Speedwatch and the deputy of the NAG was gravely ill in hospital. He would keep the council updated.

Members were asked to note that the next meeting was due to be held on 28 October at 7pm at the Tylers Green Village Hall.

Cllr Johncock was thanked for all the work he did with the NAG.

FGP/25/009 Community Board

Members were asked to receive a report from Cllr Barron on the new Community Board as attached.

FGP/25/010 Investing – CCLA

Members were asked to note that the parish council had invested £250k with CCLA and we have been receiving around 4.2% investment return; amount currently in our account - **£254,748.60**. We receive quarterly investment reports on the stock market from CCLA.

Members were asked to note that CCLA had been taken over by Jupiter Asset management for £100 million, but there was no change to the level of service of staff dealing with our account.

FGP/25/011 In-house Auditors

Members were asked to review the requirement for in-house auditors.

It was RESOLVED that;

The requirement for in-house auditors was not required and therefore should be removed from the Financial Regulations.

It was noted that the use of in-house auditors had been a unique item for the parish council and not part of the Model Financial Regulations. In-house auditor requirement could be returned to the Financial Regulations at any time if it was felt necessary.

FGP/25/012 Grants

Members were asked to consider for recommendation to Council a request from Tylers Green Community for a 50% contribution of £366.00 towards a replacement flagpole.

It was RESOLVED that;

The paperwork needed to be completed more fully and therefore no decision could be made at committee level.

It was noted that an email was to be sent asking for clarification on the ownership of the flagpole, who the payment should be made out to and whether the flagpole would be suitably covered by insurance.

FGP/25/013 Publicity

Members were asked to note that the newsletter was finally out for delivery.

FGP/25/014 Annual Return and Governance Statement

Members were asked to note that the Annual Return and Governance Statement had been returned, and the audit was complete. There were no financial exceptions, however, boxes had been missed on completion of the form Section 1 box 9 and Section 2 boxes 11a and 11b relating to Trust Funds.

FGP/25/015 Budget

1 Precept Timetables

Members were asked to note that the next cycle of committee meetings would be the start of the new financial year budget setting process. The committee budgets would be taken to the next Finance & General Purposes committee meeting in December before final approval by full Council on 18 December. Proposals for this committee need to be with the Clerk by 19 November. This allows time for any minor changes prior to 30 January when the precept request needs to be with Buckinghamshire Council.

Members were asked to note that the second and final precept payment for this financial year in the sum of £236,234.32 was received in the bank account on 19 September 2025.

Members were asked to note Analysis of Council Tax Levels of Local Precepting Authorities 2025/26. Our Band D was currently £68.97 which was well below the national average.

2 Council Finances (Period 5) August

Members were asked to note the summary of the Council's current position.

3 Committee Finances (Period 5) August

Members were asked to note the Committee's current position.

4 Community Infrastructure Levy (CIL)

Members were asked to note the budget line for CIL at £66,904.02. These funds are to be used for community benefit and need to be spent within a timeframe as below:

£14,112.44	2025/26
£31,767.33	2026/27
£7,975.22	2027/28
£13,049.03	2028/29

5 5-Year Plan

Members were asked to note the 5-year plan and make any suggestions for additional projects. The plan was always under constant revision as projects are added and removed.

FGP/25/016 Questions from council members and the public

There were no questions.

FGP/25/017 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; direct debits to Castle Water, Clear Business (Unicom), Grenke Leasing Ltd, HMRC, Peninsula Business Solutions Ltd and Trade UK along with Bank Transfers to Cllr A Barron, Castle Water, Ecology Partnership Ltd, Newco Electrical, Barclays, Buckinghamshire Council Portal Plan Quest Ltd, Karen Saunders and Cllr A Webb. be approved for payment.

Date and time of next meeting: Tuesday 2 December 2025 @ 7.30pm

Verbal report to F&GP on the West Chilterns Community Board

Date: 15/09/2025

There was a physical meeting of the new community board on the 11th September in Stokenchurch. I did not attend.

I did receive notification by e-mail of the intended meeting on the 26th August with the intention to publish the agenda by 4th September.

My apologies for not attending, but I was a little preoccupied with the planning application to develop the green belt land adjacent to Hilltop, Hammersley Lane. So things slipped my mind!

The Agenda was published on the Community Board Website (apparently), but no e-mail sent.

I did speak to Sofia Comer to find out how the meeting went – details as follows.

21 people in attendance with representatives from various “communities” that also included Loudwater and Tylers Green. (Apparently unitary member(s) – probably Jonathan Waters, and someone from St. Peters Church, Loudwater.

Funding is reduced from last year, and the new community boards are there for ‘seed’ funding. Apparently, there are more ‘resources’ behind the new community boards – probably means there have been no redundancies from the reduction in the number of community boards, – just larger teams that can “hit the phones” to find other sources of funding!

The minutes should be published within 4 weeks after the meeting!

The plan is to rotate the venue within the board area, and have up to 2 meetings a year. Next meeting 26th March 2026.

Sofia did say that the aim is also to provide the facility for “networking”. The sceptic in me says that nobody wants to be seen as the first to leave!

Alec Barron

CHEPPING WYCOMBE PARISH COUNCIL

PLANNING MEETING

8 July 2025

Report of the meeting held at **10.30am via Microsoft Teams**
The meeting was open to members of the public and press

Present: Cllr D Johncock Cllr H Darch
 Cllr L Johncock Cllr K Griffiths
 Cllr A Barron Cllr N Thomas

Also present: Mr D Price – 10.38am to 10.48am only (resident Flackwell Heath)

Cllr H Darch was chairman of the meeting.

1. Apologies for Absence

Apologies were received from Cllr L Townsend, Cllr R Wilks, Cllr C Dodds and Cllr S Guy.

2. Declarations of Interest and Code of Conduct

There were no declarations.

3. Applications for consideration

Ref	Property Address	Proposal	Comment
25/05894	5 Highlea Avenue Flackwell Heath Buckinghamshire HP10 9AD	Householder application for garage conversion to living accommodation and construction of single storey rear extension	No comment
25/06182	Marchwood Hammersley Lane High Wycombe Buckinghamshire HP13 7BY	Householder application for construction of front, side and rear extensions, replacement pitched roof with gable ends to form new first floor and associated internal alterations	No comment
25/06251	2 Willow Close Flackwell Heath Buckinghamshire HP10 9LH	Householder application for loft conversion to include hip to gables, 6 dormers and replacement of existing tiles with new plain tiles	No comment
25/06309	The Royal British Legion Common Road Flackwell Heath Buckinghamshire HP10 9NS	Demolition of existing Royal British Legion building and construction of three storey apartment block comprising 2 x 1-bed and 7 x 2-bed apartments (9 x units in total), with associated car parking, bin/cycle stores and associated works	CWPC strongly objects to this planning application for the following reasons: - There is insufficient parking for the intended number of residents. The suggestion of using nearby parking bays situated by the neighbouring shops and takeaways is not acceptable as this road has restricted parking. - The lounge window for one of the ground floor flats will have all pedestrian traffic to and from the main entrance at a distance of less than one metre. Therefore severely impacting on privacy and noise. - Another of the ground floor flats will have the lounge and bedroom windows

			facing the solid brick wall of the Swim Street building. The lounge and bedroom windows of the flat above will also look directly onto the Swim Street building. This will seriously and unacceptably impact the visual amenity of the flat occupants. CWPC do not object to the site being developed but it must be the right scheme for the location. In addition, the RBL was an asset of community value which has been lost. There should therefore be a S106 contribution applied to this development for the provision of additional community facilities elsewhere. If Buckinghamshire Council are minded to allow the application, then we ask that the application be called in for determination.
25/06220	15 Chapel Road Flackwell Heath Buckinghamshire HP10 9AA	Householder application for construction of two storey front extension, two storey rear extension, new raised roof, roof extensions/alterations, front porch, front gates and associated external alterations	CWPC strongly objects to the proposal of the use of solid gates at the entrance to the site. There are no gated properties in this part of Flackwell Heath and the proposal would be completely out of character with the surrounding homes. The gates used should be see-through (wrought iron, for example) and it is strongly urged that the gates be positioned further within the site to enable vehicles to drive clear of the road whilst opening. CWPC makes no comment regarding the plans for the house itself.

ADDENDUM:

Ref	Property Address	Proposal	Comment
25/06361	Land Rear Of 21 Chapman Lane Flackwell Heath Buckinghamshire HP10 9AZ	Erection of two detached three bedroom bungalows at the land rear of 21 Chapman Lane with associated parking and new access	CWPC strongly objects to this planning application for the following reasons: • It is an overdevelopment of the site. • It is a back garden development which is against local policy. • The driveway access is too restricted for residents and delivery vehicles, and especially for emergency service vehicles. • First floor windows will impact on neighbour privacy. If Buckinghamshire Council are minded to allow the application, then we ask that the application be called in for determination.

25/06533	Land Adjacent Hilltop Hammersley Lane High Wycombe Buckinghamshire	Application for Permission in Principle for residential development of two residential units, construction of footpath from Hammersley Lane into land allocated under Policy HW6 of the Wycombe Local Plan and provision for land transfer of green infrastructure land, allocated under Policy HW6 of the Wycombe Local Plan	CWPC strongly objects to this planning application, and is agreement with the inspector's comments regarding the previous application. This would be an inappropriate over- development of Green Belt land, which should be protected. If Buckinghamshire Council are minded to allow the application, then we ask that the application be called in for determination.
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The chairman thanked those present and closed the meeting at 11.09am

Date and time of next meeting: Tuesday 29 July 2025 @ 10am, on Teams

CHEPPING WYCOMBE PARISH COUNCIL

PLANNING MEETING

29 July 2025

Report of the meeting held at **10.00am via Microsoft Teams**
The meeting was open to members of the public and press

Present:

Cllr D Johncock	Cllr H Darch
Cllr L Johncock	Cllr S Guy
Cllr A Barron	Cllr N Thomas
Cllr C Dodds	Cllr L Townsend

Cllr D Johncock was chairman of the meeting.

- 1. Apologies for Absence**
Apologies were received from Cllr K Griffiths and Cllr R Wilks
- 2. Declarations of Interest and Code of Conduct**
There were no declarations.
- 3. Applications for consideration**

Ref	Property Address	Proposal	Comment
25/06415	58 St Johns Road Tylers Green Buckinghamshire HP10 8HU	Prune back overweighted side lateral branches by 2-3 meters to a suitable growth point to 1 x Oak tree (T1) as heading towards neighbours at rear and right hand side	We note the TPO in place. Any works to be carried out only with the full approval of the Bucks Council Wycombe Area's tree consultant.
25/06400	2 Highlea Avenue Flackwell Heath Buckinghamshire HP10 9AD	Householder application for construction of single storey side extension, front porch, demolition of existing garage and construction of new detached garage	No comment
25/06446	Penn School Church Road Penn Buckinghamshire HP10 8LZ	Variation of condition 2 (plan numbers) attached to 23/07722/LBC (Listed building consent for conversion of Rayners House, Rayners Lodge and The Gardener's Bothy into hotel with (Class C1), including internal and external alterations, repair and refurbishments works with associated extensions and alterations to provide a fine dining restaurant, bistro, cookery school and accommodation along with the erection of a single storey detached Wellness Spa, garden suites and villas, new highway access, internal road and car parking areas, limited demolition, excavation, engineering, landscaping and associated works) to allow for substitution of drawings	No comment
25/06462	Penn School Church Road Penn Buckinghamshire HP10 8LZ	Variation of conditions 2 (plan numbers), 11 (Construction Traffic Management Plan, 14 (noise mitigation), 16 (landscaping), 19 (bund details), (20 energy statement) and 27 (ecological mitigation) attached to 23/07721/FUL (Conversion of Rayners House, Rayners Lodge and The Gardener's Bothy into hotel (Class C1), including internal and external alterations, repair and refurbishments works with associated extensions and alterations to provide a fine dining restaurant, bistro, cookery school and	No comment

		accommodation along with the erection of a single storey detached Wellness Spa, garden suites and villas, new highway access, internal road and car parking areas, limited demolition, excavation, engineering, landscaping and associated works) to allow for design and operationally focused amendments	
25/06498	32 Wheeler Avenue Tylers Green Buckinghamshire HP10 8EB	Householder application for construction of single storey rear extension following removal of conservatory	No comment
25/06503	Kennel End Hammersley Lane Tylers Green Buckinghamshire HP10 8HE	Conversion of single storey outbuilding into 2-bed dwelling	No comment

The chairman thanked those present and closed the meeting at 10.13am

Date and time of next meeting: Tuesday 19 August 2025 @ 10am, on Teams

25/06503 - Kennel End.

POST SCRIPT ADDED TO PLANNING PORTAL:

"AS A POST SCRIPT TO THE 'NO COMMENT' COMMENT SUBMITTED 30/07/25, CWPFC WISH TO ADD THAT THIS APPLIES PROVIDED ALL PLANNING LAWS IN GREEN BELT ARE COMPLIED WITH."

CHEPPING WYCOMBE PARISH COUNCIL

PLANNING MEETING

19 August 2025

Report of the meeting held at **10.00am via Microsoft Teams**
The meeting was open to members of the public and press

Present:

Cllr D Johncock	Cllr H Darch
Cllr L Johncock	Cllr S Guy
Cllr A Barron	Cllr N Thomas
Cllr L Townsend	

Cllr D Johncock was chairman of the meeting.

- 1. Apologies for Absence**
 Apologies were received from Cllr K Griffiths, Cllr R Wilks and Cllr C Dodds
- 2. Declarations of Interest and Code of Conduct**
 There were no declarations.
- 3. Applications for consideration**

Ref	Property Address	Proposal	Comment
25/06547	128 Heath End Road Flackwell Heath Buckinghamshire HP10 9EW	Construction of dayroom	CWPC has no objection in principle but requests assurance of the provision of suitable drainage for waste water from any appliances and sinks/basins in the utility room and bathroom
25/06579	Land Adjacent 57 Norwood Road Loudwater Buckinghamshire HP10 9UU	Householder application for installation of 5 x rooflights in connection with loft conversion to habitable living space	No comment
25/06642	Appleford Sandpits Lane Tylers Green Buckinghamshire HP10 8HD	Householder application for garage conversion and increase in height of garage roof, existing bow windows replaced with bay windows with new pitched roof canopy roof	No comment
24/07240	Ashwells Field Cock Lane Tylers Green Buckinghamshire	Submission of details of access, appearance, landscaping, layout and scale pursuant to outline planning permission 18/05002/R9OUTE (Outline application for the erection of up to 109 dwellings. The application includes details of site access only) for erection of 14 x 2-bed, 55 x 3-bed, 30 x 4-bed and 7 x 5-bed houses (106 units in total)	CWPC objects to this application for the following reasons: There is inadequate parking provision within the development which will inevitably lead to overspill parking in Ashwells, on Cock Lane and in the CWPC car parks provided purely for the users of the cemetery and Kings Wood, not the general public. We are also concerned that this will increase congestion and cause be a danger to residents and parents and particularly pupils of Tylers Green Middle School (TGMS) and Tylers Green First School where there have already been serious

			accidents involving children from parking. • Access to/from the development via Ashwells would create congestion and be a danger to residents and parents/pupils of TGMS. We reiterate there are other similar size developments nearby which are served by a single access road. • There is no plan provided for the long term maintenance and upkeep of open spaces within the development. A lasting contract should be in place for this to ensure it's care prior to final permission being given. • The use of 2.5 storey builds should be minimal for the openness of the site and long views into the site from elsewhere. • Further clarification on the materials to be used is required. • We are also concerned with the traffic calming proposals which apparently involve alterations to our car park but we have had no discussion with the developers regarding this and have not seen proper plans. We do not intend to give permission for our car parks to be altered and have advised the developers of this. • We also believe that our residents should be consulted regarding all traffic calming proposals in line with Council policies and we are still awaiting this consultation. Planning should be subject to satisfactory consultations. For the reasons outlined and given the large amount of public interest, Chepping Wycombe Parish Council formally requests that this application be called in to the planning committee for decision.
25/06672	5 Links Approach Flackwell Heath Buckinghamshire HP10 9LU	Householder application for construction of first floor rear extension, replacing flat roof with pitched roof, existing ground floor flat roof replaced to form terrace with external steps, changes to fenestration	No comment
25/06669	28 School Road Tylers Green Buckinghamshire HP10 8EF	Householder application for construction of single storey rear/side extension and pergola along with alterations to windows	No comment

		and doors and new porch	
25/06654	759 London Road Loudwater Buckinghamshire HP11 1HH	Variation of condition 2 (plan numbers) attached to 24/07310/FUL (Householder application for construction of side and rear single storey extension, detached garage to front, and associated works) to allow for detached garage height to be altered due to land topography	No comment
25/06123	5 Windsor Crescent Loudwater Buckinghamshire HP10 9TU	Construction of two and a half-storey 5 bedroom dwelling to the side garden, including access, parking and landscaping	CWPC objects to this application for the following reasons: • It is an overdevelopment of the site • Loss of established green space and therefore biodiversity in the area • Inadequate access to driveways for the proposed property and that at number 5 If Buckinghamshire Council are minded to allow the application, then we ask that the application be called in to the Planning Committee for determination.

The chairman thanked those present and closed the meeting at 10.40am

Date and time of next meeting: Tuesday 9 September 2025 @ 10am, on Teams

CHEPPING WYCOMBE PARISH COUNCIL

PLANNING MEETING

9 September 2025

Report of the meeting held at **10.00am via Microsoft Teams**
The meeting was open to members of the public and press

Present: Cllr H Darch
Cllr A Barron
Cllr K Griffiths
Cllr N Thomas

Also Present: Ms E Taylor, DevComms South East Ltd
Mr E Leyden, DevComms South East Ltd

Cllr A Barron was chairman of the meeting.

1. Apologies for Absence

Apologies were received from Cllr R Wilks, Cllr C Dodds, Cllr D Johncock, Cllr L Johncock and Cllr L Townsend

2. Declarations of Interest and Code of Conduct

There were no declarations.

3. Applications for consideration

Ref	Property Address	Proposal	Comment
PL/25/2308/FA	25 Ashley Drive Tylers Green Buckinghamshire HP10 8BQ	Part two storey, part single storey side/rear extension and single storey front extension	No comment
PL/25/2353/FA	Gomm Valley, Ashwells Reserve Site & Pimms Grove Cock Lane High Wycombe Buckinghamshire	Hybrid application consisting of a phased delivery of: full planning application for construction of 79 dwellings (Class C3) including associated vehicular access, areas of open space, ecological enhancements, hard and soft landscaping, and associated infrastructure. Outline application for 4 custom-build units within Parcel 1 and up to 461 dwellings (Class C3), a 1FE primary school and early years provision, up to 1.4 hectares of employment land to provide flexible floorspace of Class E(g), B2 and B8 uses and up to 201m ² of community floorspace (Class F2) within Parcels 2-8 together with ecological enhancements, green open spaces, hard and soft landscaping and associated highways and drainage infrastructure (with matters reserved as shown in the Application Boundary Plan 21020 S202).	CWPC objects to this application. The Council reaffirms the objection made on previous applications for the Gomm Valley proposal and notes that the revised application does not address the Planning Inspector's reason for refusing the last submission. We oppose the use of a hybrid application for this site. The Development Brief requires a comprehensive strategy for the whole site. Approving Phase 1 alone risks embedding poor-quality design and infrastructure that would prejudice the rest of the development. The primary concern for CWPC is the volume of traffic this development will generate, along with its management. Particular worries are Hammersley Lane and the A40 London Road. The one-day traffic study conducted on traffic already using the A40 is an inadequate measure of traffic flows along this road. Therefore, it cannot be used as a basis to assess the impact of the proposed Gomm Valley development on traffic. Significant congestion already exists along the A40, especially at the junctions with Hammersley Lane and Gomm Road.

			The previous Inspector was clear that the A40 corridor is highly sensitive, with limited reserve capacity and unpredictable driver behaviour when junctions are saturated. Those concerns have not been removed simply by substituting one modelling package for another. A single weekday snapshot cannot adequately reflect the day-to-day in traffic flows, seasonal differences, or the potential for network stress. During peak periods, these locations pose considerable hazards to both motorists and pedestrians. Without a comprehensive, long-term traffic management strategy from Buckinghamshire Council, these issues are likely to worsen. Additionally, the safety of pedestrians on Hammersley Lane—particularly near the proposed access point—remains a major concern. Hammersley Lane currently lacks continuous footpaths and safe crossing points. The proposed new access would worsen this situation and put pedestrians at risk. We are also concerned about knock-on congestion affecting nearby residential roads, including Robinson Road, which are already under pressure from local traffic. Another critical issue is the increased risk of flooding along the A40. It is well known that rainwater often flows down Hammersley Lane, and with the proposed development removing areas of permeable land that currently absorb excess water, this risk is expected to rise. The Gomm Valley is an important green space for both environmental and community reasons. The Development Brief makes clear the vital importance of preserving the valley shoulders and limiting encroachment up the valley sides. We are deeply concerned that the current applications propose increased development along these sensitive areas, which must be preserved in order to maintain the natural landscape, prevent coalescence, and protect key views. If the proposal is considered for approval, CWPC requests that full management plans be established for the associated open spaces, community buildings, and other facilities. We will wish to call this application into the Planning Committee for decision.
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Retrospective comments submitted prior to meeting, considered by the applicable ward councillors

Ref	Property Address	Proposal	Comment
25/06579	Land Adjacent 57 Norwood Road Loudwater Buckinghamshire HP10 9UU	Householder application for installation of 5 x rooflights in connection with loft conversion to habitable living space with alterations to external materials	No comment
25/2590	1 Ingledell Cottages The Common Flackwell Heath Buckinghamshire HP10 9NS	Reduce height by 4 meters (below telephone wires) to 15 x Hornbeam trees	As the trees are in a conservation area we request that the work is undertaken by an approved arboriculturist to ensure both the needs of the householder and trees are respected. Any works to be carried out only with the full approval of the Bucks Council Wycombe Area's tree consultant.

The chairman thanked those present and closed the meeting at 10.20am

Date & time of next meeting: Tuesday 23 September 2025 @ 10am, on Teams

CHEPPING WYCOMBE PARISH COUNCIL

PLANNING MEETING

23 September 2025

Report of the meeting held at **10.00am via Microsoft Teams**
The meeting was open to members of the public and press

Present: Cllr A Barron Cllr D Johncock
 Cllr H Darch Cllr L Johncock
 Cllr C Dodds Cllr N Thomas
 Cllr S Guy

Cllr C Dodds was chairman of the meeting.

1. Apologies for Absence

Apologies were received from Cllr R Wilks, Cllr L Townsend and Cllr K Griffiths

2. Declarations of Interest and Code of Conduct

There were no declarations.

3. Applications for consideration

Ref	Property Address	Proposal	Comment
PL/25/2601/MDLA	Ashwells Field Cock Lane Tylers Green Buckinghamshire HP13 7HH	Application for discharge of Clause 1.1 of Schedule 2 of section 106 agreement dated 6 March 2020 for submission of DOMVU scheme details granted under planning reference: 18/05002/R9OUTE	No comment
PL/25/2496/TP	5 St Annes Cottages London Road Loudwater Buckinghamshire HP10 9TB	Weeping ash tree - complete removal (TPO 4 of 1971)	Any works to be carried out only with the full approval of the Bucks Council Wycombe Area's tree consultant. We note the TPO in place and request that a replacement tree be planted; species to be suggested by arboriculturist.
PL/25/2428/TP	17 Kings Ride Tylers Green Buckinghamshire HP10 8BJ	T1-T5 Douglas firs, remove up to 1.5m apical and lateral growth and crown lift to 5m from ground level	We note the TPO in place. Any works to be carried out only with the full approval of the Bucks Council Wycombe Area's tree consultant.
PL/25/2516/FA	Springbank Beacon Hill Penn Buckinghamshire HP10 8ND	Demolition of existing conservatory, first floor rear extension, front porch extension, roof alterations to form habitable roof space, new windows to first floor on rear elevation and roof lights to front and side elevations	No comment
PL/25/2559/TP	Knaves Beech Industrial Estate Knaves Beech Way Loudwater Buckinghamshire	Cut back 12 Willows by 2m to the river bank or previous point, vegetation running along site river, 3m of growth up to 5m	We note the TPO in place. Any works to be carried out only with the full approval of the Bucks Council Wycombe Area's tree consultant.

PL/25/2560/KA	2 Wheelers Close Tylers Green Buckinghamshire HP10 8AY	Reduce 1-2m to maintain size and shape to 2 x Birch (T1)	We note the application falls within a conservation area, therefore any works to be carried out only with the full approval of the Bucks Council Wycombe Area's tree consultant.
PL/25/2735/TP	28 Thanstead Copse Loudwater Buckinghamshire HP10 9YH	Prune 1 x Norway Maple (T1) by reducing the spread of the tree over the drive and towards the house by 2-2.5 metres and prune 1 x Norway Maple (T2) by reducing the growth growing towards the house by 2-2.5 metres - pruning will maintain the spread of the trees over the drive and to the building and will be to secondary and tertiary points in line with BS3998	Application withdrawn
25/06684/FUL	Estrith House London Road Loudwater Buckinghamshire HP10 9RB	Householder application for part single-storey and part double-storey side extension, with alteration of the front suspended bay window to a solid bay window	No comment
PL/25/2845/FA	10 Highlands Flackwell Heath Buckinghamshire HP10 9PP	Proposed single storey front, two storey side and first floor rear extension along with associated internal alterations	No comment
PL/25/2572/FA	1 Home Meadow Drive Flackwell Heath Buckinghamshire HP10 9JY	Hip to gable extensions to both sides of roof with rear dormer and two front gable dormers	No comment

The chairman thanked those present and closed the meeting at 10.30am

Date & time of next meeting: Tuesday 14 October 2025 @ 12pm, on Teams