

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

Signed

Katrina SAC Wood

Dated 16 October 2025

25-Sep-25

25-Sep-25

Signed: M. L. M. Xiong

Date: 25/12

be accurate.

along with the relevant purchase order details against the cheques