

CHEPPING WYCOMBE PARISH COUNCIL

Finance and General Purposes Committee

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

The meeting was 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 K Griffiths
	Cllr H Darch	Cllr N Thomas
	Cllr D Johncock (ex-officio)	Cllr K Wood (ex-officio)

Also present: Cllr L Johncock ad Cllr J Waters (BC)

- FGP/25/018 **Apologies for absence**
Apologies were received and approved from Cllr L Willis (ill), Cllr L Webb (Work commitment) and Cllr M West
- FGP/25/019 **Declarations of members’ interests in agenda items**
Declarations of interest were tendered by Cllr Darch and Cllr D Johncock being in receipt of expenses agenda item 12 Accounts for Payment and Cllr Wood being in receipt of Chairman’s Allowance 5.2 Fees and Charges.
- FGP/25/020 **Staff Matters -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 October. The clerk advised that two members of the grounds team had been absent one for 3 days and the other for one day.
- FGP/25/021 **Health & Safety Report of any incidents**
Members were asked to note that there had been no incidents since the last committee meeting in October. The last notified incident was on 25 March 2025, therefore being incident free for 170 working days as at the date of the agenda.
- FGP/25/022 **Policies and Procedures**
1 Calendar of Meetings 2026
Members were asked to consider the Calendar of Meetings with a view to recommending for approval at the next full Council.
- It was noted that the Finance & General Purposes meeting on 24 February clashed with a training session that come councillors were booked on so it was agreed to move the meeting to Tuesday 3 March 2026.
- It was RESOLVED that;***
The Calendar of Meetings be recommended to full Council for approval with the above amendment.
- 2 Fees and Charges**
Members were asked to consider the schedule of Fees and Charges, with a view to recommending for approval at the next full Council. The schedule shows an increase of 3.8% (CPI) rounded. Allotments fees had been held as they stand.
- It was RESOLVED that;***
The Fees and Charges for 2026/27 be recommended to full Council for approval.

Cllr Wood abstained from the vote.

3 Expenses Policy Review

Members were asked to note that the policy was currently under review and will be brought back to the next committee meeting for recommendation for approval to full Council. A working party of Cllr Wood, Cllr Forbes, Cllr Dodds and Cllr Barron was created.

4 IT Security Policy – Councillor Email Addresses

Members were asked to note that the email addresses had been ordered as per the requirement laid out in the IT Security Policy. The new addresses (@cwpc.org.uk) will have the same level of protection as the office staff addresses and will therefore be in line with Assertion 10 on the AGAR for the year end.

FGP/25/023 Grants

Members were asked to note that there was currently £9,634.19 remaining in the budget, taking account the grant for the Flackwell Heath Bowls Club and the grant for the 50% contribution towards the flagpole for Tylers Green.

FGP/25/024 Community Board

Members were asked to note that the next Community Board meeting will be held on 26 March 2026. Cllr D Johncock will be the representative from the Parish Council. A meeting had been arranged with the West Chilterns Community Board Manager and Cllr Johncock would report back to the next meeting.

FGP/25/025 Neighbourhood Action Group (NAG)

Members were asked to note the minutes from the last NAG meeting held on 28 October 2025. Members were asked to note that the next meeting is due to be held on Thursday, 19 February at 7pm in the Tylers Green Village Hall.

Cllr D Johncock advised that the NAG had just finished a pamphlet on drug awareness and asked for any project ideas from members present for the next NAG meeting.

It was noted that Cllr Barron thanked the representatives of the NAG for all the work they did.

FGP/25/026 Investing – CCLA

Members were asked to note the current balance held with the CCLA - **£256,481.43** as at 4 November 2025, and that we are receiving around 4.01% investment return. Report from Cllr Barron on the quarterly investment reports on the stock market from CCLA attached.

It was noted that a further £250k should be invested this to be recommended to full Council.

FGP/25/027 Budget

1 Committee Finances (Period 7) October

Members were asked to note the summary of income and expenditure by committee. Cllr Forbes highlighted the budget line for publicity being a little tight for a second newsletter.

2 Council Finances (Period 7) October

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

3 Finance & General Purposes Committee Draft Budget 2026/27

Members were asked to consider the committee draft budget, members were encouraged to suggest adjustments prior to being recommended for approval at the next full council.

Areas highlighted for monitoring were Publicity, Website development, Training and Postage.

It was RESOLVED that;

The draft committee budget be recommended for approval at the next full Council meeting.

4 Council Draft Budget 2026/27

Members were asked to consider the Council draft budget, as above making any adjustments, prior to being recommended for approval at the next full council.

It was RESOLVED that;

The draft Council budget for 2026/27 be recommended to full Council for approval.

5 Precept 2026/27

Members were asked to receive a short presentation from the chairman of committee with a recommendation to increase the Precept therefore a request for a 9.95% change in our Precept charged to householders is proposed. However, there could be a slight change to the Precept received if the housing numbers vary from the current estimate.

It was RESOLVED that;

The Precept request for a 9.95% increase be recommended to full Council for approval.

It was noted that Cllr Thomas abstained from the vote.

6 Community Infrastructure Levy (CIL)

Members were asked to note that the budget line for CIL at £61,923.82, taking into account the £5k awarded to the Flackwell Heath Bowls Club. These funds are to be used for community benefit and need to be spent within a timeframe as below:

£9,112.44	2025/26
£31,767.33	2026/27
£7,975.22	2027/28
£13,049.03	2028/29
19.80	2029/30

Cllr Thomas asked if there was a plan for the CIL use. Cllr Johncock advised that a further debate on the use of CIL would need to take place.

FGP/25/028

Questions from council members and the public

- Cllr Thomas asked how much money had been set aside for Derehams. The clerk advised that we had about £145k set aside but this would be added to in the year end transfers to the Earmarked Reserves.
- Cllr Waters advised that there were currently no issues raised by residents with the planning application for Derehams and there would be no need to go to Committee.
- He advised that Buckinghamshire Council would be applying a 5% precept charge for 2026/27.
- He also advised that the Community Board were allowing one project per ward and the project for Loudwater was to revitalise the residents' society.

FGP/25/029

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 as follows; cheque numbers 011471 and 011472, direct debits to Barclays, Castle Water, E-On Next, Nest, Peninsula Business Solutions, SSE and Trade UK along with Bank Transfers to Active Enviropest, Briants of Risborough, Castle Water, Cleaning with Sammi, Craig Ringsell Sports Pitches, Flackwell Heath Bowls Club, Flackwell Heath Community Association, Gough Contractors, Grange Security Systems, Hawes Plant & Tool Hire Ltd, Hollam Solicitors, K&S Walker Ltd, RJP Garden Maintenance and SparkX Ltd.

The chairman thanked members for their attendance and closed the meeting at 8.14pm

Date and time of next meeting: Tuesday 3 March 2026 @ 7.30pm

Signed: 

Dated: 18 December 2025

2-Dec-25

Income received since last committee meeting over £500.00

Signed: K. M. Wiers

Date: 2/2/25

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