

CHEPPING WYCOMBE PARISH COUNCIL

OPEN SPACES COMMITTEE

Report of the meeting held on **Thursday 30 October 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 L Johncock
	Cllr H Darch	Cllr K Wood (ex officio)
	Cllr D Johncock (ex officio)	

Also present: Mr Russell Read (P&TG Res Society), Mr Miles Green (TG Resident) and Cllr M West (BC)

OS/25/029 **Apologies for absence**
Apologies for absence were received and approved from Cllr Willis (medical), Cllr Herron (medical) and Cllr Griffiths (meeting)

OS/25/030 **Declarations of members' interests in Items on the agenda**
There were none given.

OS/25/031 **2 Widmer Pond**
Members were asked to note that during the hot weather there had been an issue with the fish in the pond, many died due to the high temperatures leading to a lack of dissolved oxygen in the water as in other places around the country. The Clerk, Deputy Clerk, Chairman of Council, and a member of the grounds team met with a specialist pond contractor to attempt to find a solution for improving the water quality, however the best solution would be to have the water aerated which would require power being fed to the side of the pond. Over time the reeds have taken over a large area and need to be systematically cut back and some removed. There had also been an issue with the water inlet which has now been rectified.

Members received a history of the pond from Mr Green who advised of the historic link with Chiltern Society and volunteers who would annually clear the pond of some of the reed, however, this has not happened on a regular basis. He also advised that about 90% of the reeds were actually within the Penn Parish boundary.

It was agreed that the pond was a significant part of the village and a management plan between the two parishes would need to be put in place. A joint meeting was suggested to find a way forward.

Mr Green and Mr Read thanked members and left the meeting at 8.00pm

OS/25/032 **Delegated Action**
Members were asked to note that there have been no delegated actions since the last committee meeting.

OS/25/033 **Allotments**
Members were asked to note that there were no vacancies on either allotment site. There were currently five people on the waiting list for Chapel Road and there was one person on the waiting list at Ashley Drive.

1 Community Allotment Plot

Members were asked to note that Wooburn & Bourne End offer a community allotment scheme. Members were asked to consider whether the parish council would be interested in investigating this as a possibility.

It was RESOLVED that;

In principle a Community Allotment plot at each site be approved, subject to finding a volunteer for each site to be the named point of contact for the plot.

The 'Community Plot' would be placed on each waiting list – number 6 at Chapel Road and number 2 at Ashley Drive. Once a plot is available at each site it will be set aside

2 Lean-to Ashley Drive Site

Members were asked to note that a request had been made at the Allotment Picnic for a lean-to to be added to the shed. This would be erected to the door side of the shed still allowing for parking.

Members were asked to consider an estimate for the project of £500.00. The job would be done in-house by the grounds team.

It was RESOLVED that;

the lean-to be approved and scheduled in as part of the work programme.

OS/25/034

Derehams Lane Recreation Ground

Members were asked to note that the planning application submitted to Buckinghamshire Council was still waiting validation. The Planning Department were currently running about 6 weeks behind. It was noted that members expressed disappointment at the delay.

OS/25/035

Tylers Green Common

1 Tracks

Members were asked to note that the works approved at the last committee meeting for the remedial work to Bank Road had been completed.

Members were asked to consider the quotation for the re-surfacing the top section of Trac 6 using a grid system. Members were asked to note that contributions would be sought from the residents along the track.

It was RESOLVED that;

The re-surfacing would be a viable option however contributions from the residents would be required for the work to proceed.

OS/25/036

Tree Work

Members were asked to note that the works approved at the last committee meeting had been booked in as follows;

Micklefield Road, King's Wood boundary in the sum of £1,650.00 is due on 3 November.

Boundary Road Recreation Ground in the sum of £950.00 is due on 9 December.

OS/25/037

Biodiversity Project

Members were asked to consider re-forming the Biodiversity Working Group, volunteers were asked to put their names forward. The Working Group will look at the 7 key focus areas with the grounds team and formulate a plan to be brought to the next meeting in January.

It was RESOLVED that;

The Biodiversity working group membership be Cllr Wood, Cllr Townsend, Cllr D Johncock, Cllr L Johncock, Cllr Herron, Cllr Guy and Cllr Webb.

1 Orchard Green

Members were asked to receive a verbal update from Cllr Townsend and Cllr Webb on the ongoing issue with the Orchard Green clean up.

Members were asked to receive a verbal update from the Clerk on a quote for the cut and collect, at the site, for this year and the ongoing plan for collection for the whole project. The Clerk advised that the quote had not been received but she would continue to chase and re-iterated that the parish council were not in a position to cut and collect. The grass cutting machinery we own is flail based and the quality of the cut at this stage would be poor. The rental/purchase of equipment going forward is being investigated. In the meantime, a cut and collect would be arranged as soon as possible.

OS/25/038

Railway Land

Members were asked to note that a quotation has been received for the removal of the remaining larger overhanging trees along the bank. The quotation as for £1,800.00. As other quotations are being obtained, members were asked to approve an amount up to £1,800.00 so that the work can be progressed before the next meeting.

It was RESOLVED that;

Approval be given for an amount up to £1,800 for the work.

OS/25/039

Green Dragon Lane Bollards

Members were asked to receive an update from Cllr Townsend following her meeting with the Local Area Technician regarding the re-instatement of the bollards. Any further action from the parish council will be dependent on the outcome of the report. Cllr Townsend advised that Buckinghamshire Council would not be re-instating the bollards even under the Health & Safety banner.

Members were asked to consider the re-instatement of the bollards at a cost of £70.22 each. The total to be purchased 25 costing approximately £1,755.00, however, the football club had reverted and feel that the number required was nearer to 60.

It was RESOLVED that;

The purchase and installation of 25 bollards be approved.

Cllr Forbes abstained from the vote

OS/25/040

Winter Works Schedule

Members were asked to note the following itemised works that have been scheduled.

King's Wood – glades to be opened up by our contractor

Beechwood Gardens, Loudwater – tree and scrub work to be undertaken **in-house** to open the area

Tylers Green Common posts – to be re-instated – ongoing replacement programme, **in-house**

Flackwell Heath allotment site – track to be re-surfaced, **in-house**

Ashley Drive Allotment site – new plot creation, **in-house**

All areas – ladder boards revarnished, **in-house**

Members are asked to NOTE the following completed works.

Sheepridge Lane footpath – completed in-house

Straight Bit Recreation Ground – outside fence repaired

OS/25/041

Draft Committee Budget 2026/27

Members were asked to consider for recommendation the draft budget to the Finance and General Purposes committee. Members were asked to note that the draft excluded EMR transfers. Amendments could be made to the budget at this stage prior to formal approval a full Council in December.

OS/25/042

Committee Finances

1 Income & Expenditure

Members were asked to note the income and expenditure for month 6 (September).

Cllr Darch highlighted the £1,000 allocated for water to Widmer Pond.

OS/25/043

Questions from committee members and the public

Cllr Darch asked about the replacement memorial tree for the Back Common, TG. The Clerk advised that it had been ordered and would be planted before the memorial service.

Cllr D Johncock asked if the Clerk was aware of the ASB at the Straight Bit Recreation Ground and asked that a review of CCTV system be brought to the next meeting. The Clerk advised that she had been made aware of the ASB by one of our Flackwell Heath councillors who had received a telephone call. Cllr Townsend will advise the Local Area Technician of the ASB and the damage to the toilet block at the site.

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 11467 to 11468 be signed and that direct debits to Barclays, HMRC, Peninsula Business Services, Redsquid Communications Ltd, Shorts Group Ltd, Trade UK, Trade Point along with Bank Transfers to John Lee Construction Ltd, K&S Walker Ltd, NALC, Barclays, P&TG WI Evening and W Thompson be approved for payment.

The chairman of the meeting thanked members for their attendance and closed the meeting at 8.58pm

Date and time of next meeting: Thursday 29 January 2026 @ 7.30pm

Signed: 

Date: 18 December 2025

PO	Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
x	011467	0000150012	Sovereign Design Play Systems Ltd	Trampoline repair, Ashley Drive	809.85	161.97	971.82
x	011467	0000096017	Sovereign Design Play Systems Ltd	Credit for heras fencing, not required	-209.85	-41.97	-251.82
x	011468	6467695	Viking Office UK Ltd	C4 Envelopes (correct type, from previous P/O)	82.48	16.50	98.98
x	011468	6174870	Viking Office UK Ltd	Wall planners (correct type, from previous P/O)	5.58	1.12	6.70
x	TRANSFER	8995	John Lee Construction Ltd	Pot hole repairs to Bank Road, Tylers Green Common	3,350.00	670.00	4,020.00
	TRANSFER	14145	K&S Walker Ltd	12yd Skip Remove & Re-supply, depot	375.00	75.00	450.00
	TRANSFER	INV-00964	NALC	Event booking - Mastering Asset Management, New Responsibilities	35.00	7.00	42.00
	TRANSFER	N/A	Payroll	Salaries & LGPS October '25	16,131.22	0.00	16,131.22
	TRANSFER	N/A	Penn & Tylers Green Evening WI	Delivery of Summer Newsletters	264.00	0.00	264.00
	TRANSFER	N/A	Thompson, Wendy - Expenses	Plants for LW & FH War Memorials, Hi-Vis Jackets for Grounds team	164.15	0.00	164.15
	DD	N/A	Barclays	Bank Charges 15 Sep - 12 Oct '25	29.20	0.00	29.20
	DD	N/A	HMRC	Tax & NI, October '25	5,849.80	0.00	5,849.80
	DD	U005250962	Peninsula	HR Services	150.90	28.50	179.40
	DD	U005267979	Peninsula	H&S Services	192.65	36.38	229.03
	DD	25993	Redsquid Communications Ltd	ICT and Voice Service Charge, Nov '25	465.73	93.15	558.88
	DD	283275	Shorts Group Ltd	TG Dog Bins, Sept '25	471.84	94.37	566.21
	DD	283274	Shorts Group Ltd	LW Dog Bins, Sept '25	362.96	72.59	435.55
	DD	283273	Shorts Group Ltd	FH Dog Bins, Sept '25	217.76	43.55	261.31
x	DD	2007252736	Trade Point (B&Q)	Supplies for Grounds Team - bucket, gloves, battery etc	157.42	31.49	188.91
x	DD	2007511527	Trade Point (Screwfix)	Workwear - Fleece & Trousers	45.81	9.17	54.98
x	DD	2007511525	Trade Point (Screwfix)	Workwear - Trousers	20.82	4.17	24.99
x	DD	2007477093	Trade Point (Screwfix)	Workwear - Fleece, Trousers, Boots	198.61	13.33	211.94
x	DD	2007555386	Trade Point (Screwfix)	Returned workwear - Trousers	-20.82	-4.17	-24.99
x	DD	2007555387	Trade Point (Screwfix)	Returned workwear - Trousers	-20.82	-4.17	-24.99
x	DD	2007486119	Trade Point (Screwfix)	Returned workwear - Fleece & Trousers	-66.64	-13.33	-79.97
					28,462.65	1,174.65	29,637.30

[illegible]

Signed: _____

Date: 30/01/20

We have compared the invoice against the direct debit and payflow payments as above, along with the relevant purchase order details against the cheques