

CHEPPING WYCOMBE PARISH COUNCIL

Finance and General Purposes Committee

Members of the council are summoned to attend the meeting to be held on **Tuesday 3 March 2026 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

Committee membership:

Cllr A Barron – Chairman	Cllr C O’Leary
Cllr I Forbes – Vice-chairman	Cllr R Wilks
Cllr L Willis	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)

AGENDA

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 members’ interests in agenda items

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. Staff Matters – Absence Report

4. Health & Safety Report of any incidents

5. Policies and Procedures

5.1 Expenses Policy Review

5.2 Committee Terms of Reference

5.2.1 Finance & General Purposes Committee

5.2.2 Open Spaces Committee

5.2.3 Works & Services Committee

5.2.4 Planning Meeting

5.2.5 Staff Committee

6. Grants

6.1 St Peter’s Church, Loudwater

6.2 Flagpole – Flackwell Heath

7. Community Board

8. Neighbourhood Action Group (NAG)

9. Publicity

10. Investing – CCLA

11. Derehams Lane Recreation Ground – Ecology Surveys for Planning

12. Appointment of Internal Auditor

13. Budget

13.1 Committee Finances (Period 10) January

13.2 Council Finances (Period 10) January

13.3 Community Infrastructure Levy

14. Questions from council members and the public

15. Accounts for payment



Wendy Thompson
Clerk to the Council
24 February 2026

Staff Matters -Absence Report

Members are asked to RECEIVE a verbal report from the clerk on the sickness absence of staff since the last committee meeting in December.

AGENDA ITEM 4

Health & Safety Report of any incidents

Members are asked to NOTE that there have been no incidents since the last committee meeting in December. The last notified incident was on 25 March 2025, therefore being incident free for 232 working days as at the date of the agenda.

AGENDA ITEM 5

Policies and Procedures**5.1 Expenses Policy Review**

Members are asked to NOTE that initial discussions have taken place, and a meeting will be arranged. The policy will be brought back to the next meeting for consideration and recommendation to full Council.

5.2 Committee Terms of Reference

Members are asked to CONSIDER the attached Committee Terms of Reference with a view recommending re-adoption to full Council or amendment via each committee.

5.2.1 Finance & General Purposes Committee **APPENDIX A**

5.2.2 Open Spaces Committee **APPENDIX B**

5.2.3 Works & Services Committee **APPENDIX C**

5.2.4 Planning Meeting **APPENDIX D**

5.2.5 Staff Committee **APPENDIX E**

AGENDA ITEM 6

Grants

Members are asked to NOTE that there is currently £9,634.19 remaining in the budget.

6.1 St Peter's Church, Loudwater

Members are asked to CONSIDER and, if so minded, APPROVE for recommendation to full Council a request from St Peter's Church, Loudwater for a sum £8,000 to support ongoing outreach projects. **APPENDIX F**

6.2 Flagpole, Flackwell Heath

Members are asked to CONSIDER a proposal from Cllr Griffiths to purchase a flagpole for Flackwell Heath.

AGENDA ITEM 7

Community Board

Members are 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. Members are asked to NOTE that a meeting was held with our Community Board Manager, Sofia Comer, Cllr D Johncock, Cllr M West and Cllr J Waters to talk about local initiatives.

AGENDA ITEM 8

Neighbourhood Action Group (NAG)

Members are asked to NOTE that the next meeting was held on Thursday, 19 February at 7pm in the Tylers Green Village Hall.

AGENDA ITEM 9

Publicity

Members are asked to CONSIDER the proposals from the Publicity working group, **APPENDIX G**, with a view to recommending the changes to full Council.

AGENDA ITEM 10

Investing – CCLA

Members are asked to NOTE the current balance held with the CCLA - **£509,194.77** as at 5 February 2026 following the approval of the extra £250k investment, and we are receiving around 3.80% investment return.

Derehams Recreation Ground – Ecology Surveys for Planning

Members are asked to CONSIDER and, if so minded, APPROVE the attached quotation as requested to support the planning application for the site. **APPENDIX H**

Appointment of Internal Auditor

Council is asked to CONSIDER and, if so minded, recommend to full Council the re-appointment of Mr E Newhouse as Internal Auditor for the financial year 2025/26.

Budget**13.1 Committee Finances (Period 10) January**

Members are asked to NOTE the summary of income and expenditure by committee. **APPENDIX I**

13.2 Council Finances (Period 10) January

Members are asked to NOTE the summary of the Council's financial position. **APPENDIX J**

13.3 Community Infrastructure Levy (CIL)

Members are asked to NOTE that the budget line for CIL at £61,923.82. 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

Questions from council members and the public

A maximum of fifteen minutes will be given to members of the public, who may make representations, ask and answer questions and/or give evidence in respect of any item of business included in the agenda. If the chairman of the meeting agrees, representations and questions may be taken at the beginning of the meeting. Members of the public wishing to speak at the beginning of the meeting should inform the Clerk of this request as soon as possible.

Accounts for Payment

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

Date and time of next meeting: Thursday 16 April 2026 @ 7.30pm