

CHEPPING WYCOMBE PARISH COUNCIL

WORKS & SERVICES COMMITTEE

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

Members of the council are summoned to attend the meeting to be held on **Thursday 12 February 2026** at **7.30pm** at the Council Office, Cock Lane, Tylers Green, High Wycombe, Bucks, HP10 8DS

Committee Membership:	Cllr C Dodds - Chairman	Cllr S Guy
	Cllr R Wilks – Vice-chairman	Cllr S Herron
	Cllr L Johncock	Cllr K Wood
	Cllr A Barron	Cllr L Townsend
	Cllr J Gurney	Cllr C O’Leary
	Cllr D Johncock (ex officio)	

AGENDA

1. Apologies for absence

Schedule 12 of the Local Government Act 1972 requires members who cannot attend a meeting to tender apologies to the Clerk.

2. Declarations of members’ interests in items on the agenda

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. Delegated Action

4. Offices, depot and warden’s house

4.1 Washroom area refurbishment - workshop

4.2 Equipment Maintenance

5. Cemeteries

5.1 Altona Road

5.2 Cock Lane

5.3 Hammersley Lane Garden of Rest

6. Footway Lighting

7. Street Furniture

8. Improving our Public Footpaths project

9. New Projects

10. Committee Finances

11. Questions from committee members and the public

12. Accounts for payment



Karen Saunders
Deputy Clerk
6 February 2026

AGENDA ITEM 3

Delegated Action

Members are asked to NOTE the following delegated actions by the Chairman of committee and the clerk since the last committee meeting in November:

- External PIR floodlights in yard replaced, depot heater switch issues investigated £244.00

AGENDA ITEM 4

Offices, depot and warden's house

4.1 Washroom area refurbishment – workshop

Members are asked to NOTE that the first-fix plumbing work is underway. Quotes for new flooring are being sought.

4.2 Equipment Maintenance

Members are asked to NOTE the annual service of grounds equipment has been carried out, and that the required replacement shaft assembly, for the damaged flail, was at a cost of £3023.89.

AGENDA ITEM 5

Cemeteries

Members are asked to NOTE that the topple test has been carried out at all cemeteries, and the Assistant Clerk is contacting grave owners to resolve the issues identified.

The paths at each cemetery are due to be weeded again.

5.1 Altona Road

Members are asked to NOTE the following:

- The crown has been lifted on the Plane tree in the centre of the cemetery.
- The gates are due to be rubbed down and repainted.
- The photographing and uploading of memorials, to Find A Grave website, is continuing and remains an ongoing project.

5.2 Cock Lane

Members are asked to NOTE the following:

- The posts for the fence in the centre of the cemetery are due to be reset.

5.3 Hammersley Lane Garden of Rest

Members are asked to NOTE the following:

- The wall is due to be repaired with missing flints replaced.
- An initial inspection indicates that the York stone path at St Margarets needs some repointing. A further, more detailed, inspection will take place to confirm exactly the work required.

AGENDA ITEM 6

Footway Lighting

Members are asked to NOTE the following:

- The insurance company have paid the claim for the damage caused to the lighting column in Glenmore Close. A replacement column has now been installed.
- A report of an obscured light in Buckingham Way had been received. The owners of the trees concerned have been contacted and completed work to cut back the offending branches.
- Sparkx, our lighting contractor, has advised that Zeta Specialist Lighting is in administration. Therefore no further repairs to Zeta lanterns can be carried out, instead replacements will need to be sought. We are awaiting further information on options from Sparkx.

AGENDA ITEM 7

Street Furniture

Members are asked to NOTE the annual bench survey has been completed and necessary repairs/improvement works will be carried out.

AGENDA ITEM 8

Improving our footpaths project

Members are asked to NOTE that an update on this project has been deferred to the next meeting.

New Projects

Members are encouraged to bring suggestions for new projects for the committee in 2026/27.

AGENDA ITEM 10

Committee Finances

Members are asked to NOTE the committee's income and expenditure to Period 10 (January). **(APPENDIX A)**

AGENDA ITEM 11

Questions from committee 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.

AGENDA ITEM 12

Accounts for payment

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

Date and time of next meeting: Thursday 11 June 2026 @ 7.30pm