

CHEPPING WYCOMBE PARISH COUNCIL

OPEN SPACES COMMITTEE

Report of the meeting held on **Thursday 29 January 2026** at **7.30pm** at the Council Office, Cock Lane, Tylers Green,
High Wycombe Bucks HP10 8DS

The meeting was open to the public and press

Present:	Cllr L Webb (Chairman)	Cllr I Forbes
	Cllr L Willis (Vice-chairman)	Cllr S Guy
	Cllr L Townsend	Cllr L Johncock
	Cllr S Herron	Cllr K Griffiths
	Cllr D Johncock (ex officio)	Cllr K Wood (ex officio)

Also present: Mr M Green & Mr R Read (P&TG Residents Society) & Cllr M West (BC)

OS/25/045 **Apologies for absence**

Apologies for absence were received and approved from Cllr J Gurney (personal) and Cllr H Darch (family).

OS/25/046 **Declarations of members' interests in Items on the agenda**

Cllr K Wood declared a personal interest in agenda item 14 Accounts for Payment being in receipt of an expenses payment.

The chairman suspended Standing Orders with the approval of the committee and re-ordered the meeting at below.

OS/25/047 **Tylers Green Common**

1 Tracks

Members were asked to note that on receipt of the quotation for the grid systems for Track 6 a further quotation was being sought as a comparison.

Members were also asked to note that contributions would be sought from the residents along the track once a solution was approved.

2 Widmer Pond

Members were asked to note that a joint meeting with Penn Parish Council took place to discuss the future monitoring and care of the pond. Members were asked to receive a verbal update from Cllr Wood and Cllr Webb who attended the meeting.

- A measuring pole had been discussed to assist in the monitoring of the water level this would be action by Penn Parish Council.
- The skip brought in when the pond is cleared of reeds will continue to be paid for by Chepping Wycombe Parish Council.
- Extra signage was discussed.

Cllr West who had also been present at the meeting advised that it had been extremely constructive.

Mr Green, who provided some history about the pond, advised that he would be working on historical content for an information board that would straddle both parish boundaries at the pond.

3 Bus Stop

Members were asked to note that the clerk is in communication with Passenger Transport at Buckinghamshire Council in relation to improving the bus stop at the pond, they had offered, as a solution some hard standing at the stop also with a bus gate painted on the road.

Mr Read advised that he still felt there was a need for an extension to the path passed the bus stop. However, it was noted that Cllr Darch had advised that he used the bus stop regularly and he felt that it was under used.

It was noted that all interested parties would be kept up to date with any progress.

Mr Green & Mr Read thanked the meeting and left at 7.50pm

- OS/25/048 **Delegated Action**
Members were asked to note that since the last committee meeting in October the following delegated action had been taken.
- Purchase of a scarifier for the Biodiversity Project at a cost of £338.40
- OS/25/049 **Allotments**
Members were asked to note that there were no vacancies on either allotment site. There are currently six people on the waiting list for Chapel Road and there are four people on the waiting list at Ashley Drive.
- 1 Community Allotment Plot**
Members were asked to note that the community allotment plots were now on the waiting lists for both sites. They would probably be offered in the next Allotment year from October 2026.
- It was noted that Cllr D Johncock advised that a piece of land off Old Kiln Road in Flackwell Heath to the rear of Christ Church was being investigated by the vicar James Dwyer. There could be a potential to use this as part of the biodiversity project and also a community allotment which would assist with the waiting lists.
- OS/25/050 **Derehams Lane Recreation Ground**
Members were asked to note that the planning application submitted to Buckinghamshire Council was still waiting determination. The next steps for the project would depend on the planning outcome, however, a session for residents to drop in and discuss the proposals at the Loudwater Centre will be arranged.
- Members are asked to note that since the meeting Brocklehurst Architects have been in contact advising that they will be chasing the planning officer for feedback and an explanation as to the length of time the application has been waiting for determination.
- Members were asked to note that a TEAMS meeting had been arranged with the Delivery Manager from the Lawn Tennis Association on 3 February.
- OS/25/051 **Straight Bit Recreation Ground**
1 CCTV
Members were asked to note that following the last committee meeting when Cllr D Johncock queried the extension of the current CCTV on the site, the clerk obtained a quotation for the supply and install of an extra camera at the cost of £650.00. The recordings would be accessible on the office mobile phone.
- It was RESOLVED that;***
the quotation be approved and the extra CCTV camera ordered.
- 2 Flackwell Heath Bowls Club**
Members were asked to consider a request for a permit from the Bowls Club for a Gala Day in July with associated parking on the site.
- It was RESOLVED that;***
The request be approved with caveats as follows:
- ***There is to be a marshal in hi-vis on the gate at all times during the event to allow cars access to the site;***
 - ***The parking would only be permitted if the ground conditions were right (dry);***
 - ***This is a one-off event and permission for parking.***
- OS/25/052 **Biodiversity Project**
Members were asked to note that the Biodiversity Working Group met on Friday 21 November. The ward representatives for the project are Cllr D Johncock, Cllr K Wood and Cllr S Guy.

Members were also asked to note that following communication from the new chairman of Revive the Wye our representative, Cllr J Gurney, would be attending a meeting in February and will feedback.

A further Working Group meeting would be arranged shortly.

1 Orchard Green

Members were asked to note that the cut and collect was completed by an external contractor. Further work on this site would come under the Working Group who will develop a plan going forward.

OS/25/053

Railway Land

Members were asked to note that the work for the removal of the remaining larger overhanging trees along the bank, approved at the last meeting, had been completed. The consultant from Core Geotechnics Ltd attended the site on Wednesday 21 January and a further report was now awaited.

It was noted that, on receipt of the report, the consultant would be asked to attend a meeting so further discussion about the bank could take place.

OS/25/054

Winter Works Schedule

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

- **Beechwood Gardens, Loudwater** – tree and scrub work to be undertaken **in-house** to open the area **STARTED**
- **Flackwell Heath allotment site** – track to be re-surfaced, **in-house**
- **All areas** – ladder boards revarnished, **in-house**
- **Green Dragon Lane** – bollard installation

Members were also asked to note the following completed works.

- **King's Wood** – glades to be opened up by our contractor **COMPLETED**
- **Ashley Drive Allotment site** – new plot creation, **in-house COMPLETED**
- **Ashley Drive allotments** – lean-to – **COMPLETED**
- **Tylers Green Common posts** – to be re-instated –, **in-house COMPLETED**

OS/25/055

Committee Finances

1 Income & Expenditure

Members were asked to note the income and expenditure for month 9 (December)

OS/25/056

Questions from committee members and the public

Cllr West advised that the silt clearance from the pond on Beacons Hill had been cancelled due to a permit not being given for the placement of the skip.

He also advised that on Thursday 5 February he and Cllr Waters would be holding a Buckinghamshire Council surgery at St Peter's Church Café from 11am – 12.30pm. This will be one of a series of regular surgeries held in the area. It was hoped that it would help to gauge the interest for a residents' association in Loudwater.

Cllr Webb advised that the flagpole item had not been forgotten but should be an item for the Finance & General Purposes committee.

Cllr Webb also mentioned the new email addresses and that all members should, by the end of the month, be using their new addresses.

Cllr Guy mentioned the possibility of adding a signature and disclaimer to the emails. This would be an action for Redsquid.

In view of the confidential nature of the business to be considered it was RECOMMENDED that Council resolve to exclude the public and press from the remainder of the meeting as permitted under the Public Bodies (Admissions to Meetings) Act 1960.

Cllr West thanked the committee and left the meeting at 8.25pm

OS/25/057

King's Wood

Members were asked to receive an update from Cllr Webb. It was agreed that the item should be taken to full Council for further consideration. The clerk was asked to obtain further detailed information.

OS/25/058

Accounts for payment

Accounts for payment were circulated at the meeting for consideration by councillors.

It was RESOLVED that;

The following payments be approved; cheque payments to Clarity Copiers Ltd and Petty Cash; transfers to Active Enviopest, APS Window Company, Briants of Risborough Ltd, Castle Water, Graeme Christie, Cleaning with Sammi, Collison Tree Care Ltd, Gough Contractors Ltd, Payroll, P&TG Scouts, Reliance Auto Test, St Peters Church Loudwater, Tilhill Forestry, Wingrove Media and Cllr K Wood. Also, direct debits to Barclaycard, Barclays, Castle Water, Clear Business, EE, Motia Fuelcard Services Ltd, Grenke Leasing Ltd, HMRC, NEST, Peninsula, Quartix Ltd, Redsquid Communications Ltd, Shorts Group Ltd SSE and Trade Point (B&Q).

The chairman thanked members for their attendance and closed the meeting at 8.40pm

Date and time of next meeting: Thursday 21 May 2026 @ 7.30pm

Signed: 

Dated: 19/03/2026

Pending expenditure transactions

19-Jan-26

PO	Chq	Invoice No	Supplier	Detail	Net	VAT	Grant
	011473	N/A	Cash	Petty cash reimbursement	223.25	0.00	223.25
	011474	493098	Clarify Copiers	Copier/print charges, Dec '25	52.31	10.46	62.77
	TRANSFER	AJF3402/2026	Active Enviropest	Routine rodent inspection, Jan '26	40.00	0.00	40.00
x	TRANSFER	Agreement L10913	APS Window Company	Deposit for replacement windows in depot washroom & rent room	310.00	22.00	332.00
x	TRANSFER	01340/24008977	Briants of Riborough	Petrol Scarifier	338.80	67.68	406.48
x	TRANSFER	01340/24009097	Briants of Riborough	Paint & Putty for front Common	372.60	74.52	447.12
	TRANSFER	01340/24009098	Briants of Riborough	Waterproof trousers for grounds team	14.99	3.00	17.99
	TRANSFER	10008826402	Castle Water	Engwood Cemetery, Dec '25	10.91	0.00	10.91
	TRANSFER	N/A	Christie, Graham	Expenses - Padlock keys & milk	29.50	0.00	29.50
	TRANSFER	N/A	Christie, Graham	Expenses - Replacement wing mirror glass, Transit R017 NDA	66.15	0.00	66.15
	TRANSFER	056	Cleaning with Sammi	Office cleaning, Dec '25	105.00	0.00	105.00
x	TRANSFER	2550	Collison Tree Care Ltd	Tree Work - Straight Bay/The Meadows	1,100.00	220.00	1,320.00
	TRANSFER	806-14517/25	Gough Contractors Ltd	Work at Loudwater Boys Club	1,510.00	302.00	1,812.00
	TRANSFER	N/A	Payroll	Salaries & LGPS, Jan '26	36,277.61	0.00	36,277.61
	TRANSFER	N/A	Penn & Tylers Green Scouts (Boys)	Litter pick at Ashley Drive park	50.00	0.00	50.00
	TRANSFER	042061	Reliance Auto Test	Vehicle Service & Replace Brake Pads, Issue BP72 LMY	528.17	105.63	633.80
	TRANSFER	9887	St Peters Church Loudwater	Annual grant 2025, grounds maintenance	768.00	0.00	768.00
	TRANSFER	5152000596	Tilhill Forestry	Rings Wood management, Sep - Dec '25	490.00	90.00	580.00
	TRANSFER	25592	Wingrove Media	Website hosting, 2025-26	72.00	0.00	72.00
	TRANSFER	N/A	Wood, Clr K	Expenses - Christmas gift, grounds team	20.00	0.00	20.00
	00	N/A	Barclaycard	Long service vouchers, Lynco stationery	592.63	0.00	592.63
	00	N/A	Barclays	Bank charges, 13 Nov-14 Dec '25	15.30	0.00	15.30
	00	N/A	Barclays	Bank charges, 15 Dec-1 Feb '26	16.60	0.00	16.60
	00	10006727498	Castle Water	Office & Depot, Dec '25	41.99	0.00	41.99
	00	10006781746	Castle Water	Albion Road, Dec '25	13.50	0.00	13.50
	00	8422315	Clear Business	Office Phone & Broadband, Jan '26	108.21	21.64	129.85
	00	81-0310956-0253	E On Heat	Gas, office Dec '25	313.24	15.66	328.90
	00	81-00842714-0024	E On Heat	Electricity, office Dec '26	412.58	20.63	433.21
	00	400422650130	EE	Warden phone, Dec '25	24.46	4.91	29.37
	00	9010975708	Fuel Card Services Ltd	Vehicle fuel, Dec '25	263.74	52.75	316.49
	00	0000097886/2026	Gretna Leasing Ltd	Quarterly fee for copier, Jan-Mar '26	146.85	29.37	176.22
	00	N/A	HMRC	Tax & M, Jan '26	5,950.15	0.00	5,950.15
	00	N/A	Nert	Pensions Dec '25	1,346.80	0.00	1,346.80
	00	1005372906	Peninsula	HR Services, Dec '25	150.90	28.50	179.40
	00	1005389254	Peninsula	HR Services, Dec '25	192.65	36.38	229.03
	00	998988	Quarrel Ltd	Vehicle trackers - 4 vehicles, Jan-Mar '26	114.00	22.80	136.80
	00	28728	Redwood Communications	ICT & Voice charges Feb '26	575.14	114.63	689.77
	00	290616	Shorps Group	Dog bins, Fackwell Heath, Dec '25	217.76	43.55	261.31
	00	290618	Shorps Group	Dog bins, Tylers Green, Dec '25	471.84	94.37	566.21
	00	290617	Shorps Group	Dog bins, Loudwater, Dec '25	362.96	72.59	435.55
	00	291331	Shorps Group	Credit for missed bin Maggie Wood, Dec '25	-9.07	-1.81	-10.88
	00	1003029123	SSE	Footway lighting, Dec '25	980.37	196.07	1,176.44
	00	2009612280	Trade UK (Screwfix)	Lightbulbs for office	4.57	0.91	5.48
					34,445.26	1,648.26	36,093.52

Income received since last committee meeting over £500.00

	Arriva	Insurance payment re lamp column 1, Glemore Close	2,378.00	0.00	2,378.00
	Burial Fee	Cock Lane Cemetery	630.00	0.00	630.00
	HMRC	VAT	2,803.35	0.00	2,803.35
	Little Buddhas	Prestford, Derhams, December '25	607.00	0.00	607.00
	Loudwater Centre	Repayment of Gough Contractors Invoice RW-14517/25	1,812.00	0.00	1,812.00
			8,230.35	0.00	8,230.35

Signed: Woods 29/01/2026
 Date: 29/01/2026

Signed: Ben Fother
 Date: 20/01/2026

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 payroll payments as above, along with the relevant purchase order details against the cheques