

CHEPPING WYCOMBE PARISH COUNCIL

OPEN SPACES COMMITTEE

Report of the meeting held on **Thursday 28 May 2026** at **7.30pm** at the Council Office, Cock Lane, Tylers Green,
High Wycombe Bucks HP10 8DS

Present: Cllr N Thomas (Vice-chairman) Cllr I Forbes
Cllr L Townsend Cllr L Johncock
Cllr H Darch Cllr K Griffiths
Cllr D Johncock (ex officio) Cllr K Wood (ex officio)

Also present: Cllr A Barron and three Flackwell Heath residents

In the absence of Cllr Webb, Cllr Thomas chaired the meeting.

OS/26/001 **Apologies for absence**
Apologies for absence were received and approved from Cllr S Herron (medical), Cllr J Gurney (family), Cllr S Guy (medical) and Cllr L Webb (family)

It was noted that best wishes be sent to all absent members.

OS/26/002 **Declarations of members' interests in Items on the agenda**
There were none.

OS/25/003 **Delegated Action**
Members were asked to note that since the last committee meeting in January the following delegated action had been taken.

Plants and seeds for Biodiversity Project	£199.61
---	---------

The chairman of the meeting suspended standing orders asking members to approve a re-ordering of the agenda bringing item **7.3 Extension to Car Park** to the beginning of the meeting. All in attendance approved.

OS/26/004 **Straight Bit Recreation Ground**
3 Car Park extension request
Members were asked to review the documentation provided by the Flackwell Heath Parking Working Group, following a meeting at Christ Church, Flackwell Heath arranged by Buckinghamshire Council Councillors Larisa Townsend, Penny Drayton and Stuart Wilson.

Members were reminded that the Straight Bit Recreation Ground is the main green space within the village and was originally purchased by the parish council for recreational purposes. The extension to the car park would be classified as 'new', and since 1 January 2025 it is a requirement that car parks with 20 or more spaces must provide one EV charging point. The proposed car park layout also does not allow for the 10% requirement for disabled bays which have a standard width of 2.4 metres plus 1.2 metres on either side for egress and ingress. The proposed layout also indicates 13 bays along the front of the car park where there are 8 spaces of standard width between the lime trees.

Since receiving this documentation, the Clerk had been in contact with Buckinghamshire Council Parking information was still awaited.

The three residents from Flackwell Heath attending explained the perceived issues; Bowls Club match days/school drop off and pick up times/loss of the Old Kiln Road car park and restrictions on wait times.

Following further discussion

It was RESOLVED that;

The committee had reviewed the documentation and that the Clerk be asked to write to Buckinghamshire Council in relation to the easing of the 30-minute wait time and investigate the legality of changing the use of a section of playing field to car parking.

A suggestion to formalise the Gala Day parking for Bowls Club match days was noted and following feedback this would come back for further consideration.

Summing up – car parking on the site would be the last resort however a value for money test would need to be carried out, along with further investigation into the alternative options mentioned at the Parking Working Group meeting.

The chairman thanked the three Flackwell Heath residents for their contributions and they left the meeting at 8.20pm

OS/26/005

Allotments

Members were asked to note that there were no vacancies on either allotment site. There were currently nine people on the waiting list for Chapel Road and there were eight people on the waiting list at Ashley Drive. Members were asked to note that the Clerk and Deputy Clerk had undertaken the first inspection, and letters had been sent where applicable.

1 Allotment Competition

Members were asked to set a date for the annual competition which is normally in July. Last year Cllr Griffiths and Cllr Guy did a marvellous job, members are asked to nominate the judges for this year.

It was RESOLVED that;

Cllr Griffiths would continue for a second year, and Cllr Forbes would be the second judge. A date would be advised as soon as possible.

2 Chapel Road Track

Members were asked to note that the grounds team had re-distributed the gravel on the track, breaking out the compacted stones and filling the potholes.

OS/26/006

Derehams Lane Recreation Ground

Members were asked to note that the planning application was still waiting determination. However, the architect is now appealing the non-determination and going for costs.

Members were asked to note that a TEAMS meeting took place with the Delivery Manager from the Lawn Tennis Association on 3 February. He was extremely interested in assisting with the project and helping find funding sources.

OS/26/007

Green Dragon Lane Recreation Ground

1 Flackwell Heath Minors FC – water tank

Members were asked to consider the installation of the water tank underground.

It was RESOLVED that;

installation of the water tank underground be declined in the first instance and a request for plans and floatation calculations be requested.

2 Bollards – Green Dragon Lane, Flackwell Heath

Members were asked to consider a further request from the Flackwell Heath Minors FC for more bollards along the verge. The parish council had already installed 25 bollards at a cost of £1,566.00 excluding installation.

Members were reminded that car parking is mentioned in the lease and is the responsibility of the club –

4.12 To ensure that members/visitors parking vehicles do so without causing a nuisance to local residents and do not park on the grass or other verges whether to car park is full or not.

Members were asked to approve the next course of action.

It was noted that the bollards had been installed as a goodwill gesture as the verge and bollards were Highway property.

It was RESOLVED that;

the request for further bollards be declined as this was on Highway land.

- OS/26/008 **Straight Bit Recreation Ground**
1 CCTV
Members were asked to note that the second camera had been installed, and the software was on the Clerk's mobile phone.
- 2 Flackwell Heath Bowls Club Gala Day - Reminder**
Members are asked to note that the Flackwell Heath Bowls Club are holding a Gala Day on Friday 10 July.

- OS/26/009 **Tylers Green Common**
1 Tracks
Members were asked to note that the grid system for Track 6, which we received a quotation in the sum of £44,500 – this system had not worked on a path elsewhere and was therefore being removed.
- The Clerk will ask the contractor to attend the site again with a view to investigating an alternative means of surfacing.

- OS/26/010 **Biodiversity Project**
Members were asked to consider the Plan for Orchard Green, Flackwell Heath.

It was noted that the Plan would be used a model for other sites that are part of the project. It would be reviewed and updated regularly.

***It was RESOLVED that;
the Plan for Orchard Green be approved***

Members were asked to consider the purchase of a small one door noticeboard for Orchard Green.

***It was RESOLVED that;
Quote A for a man-made timber 4 x A4 at a cost of £1,046.96 be approved.***

Cllr Griffiths voted against.

- OS/26/011 **Blind Lane, Flackwell Heath Dog Waste Bin**
Members were asked to consider a request for an extra dog waste bin at the top of the footpath on Blind Lane, Flackwell Heath. The dog bin would cost £299.00 and the collection cost for the year would be £566.28.

***It was RESOLVED that;
the request for an extra dog bin be declined as this was not our land.***

Cllr Forbes abstained from the vote

- OS/26/012 **Railway Land**
Members were asked to note that the report had been received from the consultant who was happy with the state of the bank now that the trees had been removed; asking that the remaining trees be monitored regularly. There was also a recommendation that the bank be planted with ground stabilising shrubs. This site would be part of the Committee Site Visit.

- OS/26/013 **Committee Site Visits**
Members were asked to consider a date for the site visit. In the absence of the chairman, three dates were suggested; 8 July, 16 July and 23 July at either 9.30am or 10am start. Date and time to be confirmed at a later date.

The following sites would be visited:

- Tylers Green Common – tracks – ongoing issue with surfaces
- Railway Land – to approve a grid for initial shrub planting in Autumn
- Orchard Green, Flackwell Heath – biodiversity project

There were no further suggestions.

OS/26/014

Committee Finances

1 Income & Expenditure

Members were asked to note the income and expenditure for month 1 (April)

OS/26/015

Questions from committee members and the public

- Cllr Darch highlighted a tree that was failing on the footpath leading from New Road to the back Common.
- The Clerk would ask the grounds team to inspect.
- Cllr Forbes advised that the Sequioa on the front common needed crown lifting.
- Cllr Thomas asked if there had been any progress on the woodland off Hammersley Lane.
- Cllr Wood advised that this would not be progressing.
- Cllr Griffiths advised that it had been reported that the toilets at the Straight Bit Recreation Ground were being locked.
- The clerk advised that the toilet block was a Buckinghamshire Council asset.

OS/26/016

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; direct debits to Barclays, Castle Water, Cear Business, EE, E-On Next, Fuel Card Services Ltd (Motia), HMRC, Iris Software, Peninsula Business Solutions Ltd, Redsquid Communications, Shorts Group Ltd, SSE and Trade UK along with bank transfers to Active Enviropest, BMKALC, Castle Water, Clarity Copiers, Cleaning with Sammi, Country Supplies, ICU Window Cleaning, Payroll, Spaldings Ltd, SparkX Ltd and W Thompson.

The chairman of the meeting thanked members for their attendance and closed the meeting at 9pm.

Date and time of next meeting: Thursday 10 September 2026 @ 7.30pm

Signed:

Katrina SA Wood

Date: 23 June 2026

Observations on Open Spaces meeting 28/5/26 in relation to Agenda item 7.3

Introduction:

I rarely attend the Open Spaces meeting as I am not a committee member. I was made aware of an item on the agenda that related to Flackwell Heath and had the potential to commit CWPC to an unbudgeted expenditure. There had not been any consultation with either the Clerk, or F&GP prior to the item being added to the OS Agenda.

Agenda Item 7.3: Proposal for additional parking provision at Straight Bit Recreation Ground.

There were members of the public attending the meeting with specific interest in this item. The Chairman of the meeting Cllr Thomas, suspended Standing Orders, to allow 3 supporters (from FH Bowls Club, Daisy Shop and a Chapel Road resident) to address the Council.

The written proposal was submitted by Councillor Townsend in her capacity as a Buckinghamshire Councillor and F.H. Ward Councillor to Chepping Wycombe Parish Council. Cllr Townsend's verbal introduction gave a background of the parking issues leading to a meeting attended by FH residents. The parking issues varied throughout the village core of Carrington School, Old Kiln Road, Straight Bit and extended to Juniper School. The written proposal is documented in the Agenda and amounts to 14 pages including diagrams for extending the Recreation Ground car park at the expense of playing field use.

The three supporters gave their verbal support to the proposal with specific emphasis of:

FH Bowling club emphasised difficulty in parking for their members and the increased parking issues due to club matches when away visitors are required to park on Straight Bit, with the "attending safety issues" of parking on a main road.

Daisy Shop emphasised that footfall within the shop was restricted due to lack of parking, adding that the eight space parking facility outside of the shop is being shared with other shops, including a restaurant and also has a 30-minute parking restriction.

Chapel Road resident emphasised the difficulty of traffic movement with parents parking on Chapel Road to drop off and collect their children during term time, and the use of Chapel Road as a parking lot for Heath End Road shops.

Cllr Johncock confirmed that he attended the initial meeting organised by Cllr Townsend and a range of parking solutions were proposed. The record of that meeting is accurately recorded and listed 12 potential options that were going to be evaluated including an underground carpark beneath Aires house redevelopment. There was no follow-up report to indicate what action had been taken or indeed what the outcomes had been. Moreover, there was no detailed evidence provided by the WG to indicate how serious the parking problem in the village centre really was and he suggested that there was a possible parking solution for the Bowls Club being

evaluated in July and there was always parking on Old Kiln Road for the users of the retail outlets. Dealing with parent parking outside schools would not be solved by increasing the size of the Recreation Ground car park. Added to all that, he reminded the meeting that Wycombe District Council has commissioned a parking survey of the village a few years ago which had concluded that there was no parking problem in Flackwell Heath.

Cllr Griffiths (CWPC liaison with FH Bowls Club) confirmed that her meeting with the Bowls Club also raised concerns with parking. The club had increased its membership to around 60 with 75% Flackwell residents. There had been requests to utilise the green area between the club ground and housing fronting Straight Bit in the past, but this had always been declined by CWPC.

I emphasised that I had scar tissue due to the loss of the OKR Community car-park to housing development. Comments were not personal to the Cllr Townsend, but directed to Bucks. The CWPC objection to the loss of the car park was due to lack of support from Carrington School, FH residents (apart from OKR who objected on mass), shops and FH Bowls Club. It was a failure of Bucks Councillors, (with one exception – Cllr Johncock) in approving the housing development on the carpark with the subsequent parking issues now in the village.

With regards to the proposal being discussed, there would be zero biodiversity net gain on site, and calls for a parking survey were pointless as two had already been undertaken, one by the OKR developer and another by Bucks – both surveys identified that there was not a parking issue in the village! I also emphasised that the current car park was for recreational parking, not intended for the shops etc. The Clerk had identified that there was some all-day car parking and even some all-night!

From an F&GP standpoint there is no money in the CWPC budget for this year (26/27), and it is unlikely to be considered for next year due to the very large expenditure on Derehams.

Cllr Woods explained how Chepping Wycombe Parish Council purchased the land at Flackwell Heath in 1938 to create the Straight Bit Recreation Ground. An area was designated as Highway enabling the creation of the Recreation Ground carpark specifically for users of the recreation ground.

In closing this Agenda item where committee members were asked to review the proposal, Cllr Thomas stated that parking on recreation ground is a last resort with all other options to be fully evaluated.

Alec Barron F&GP

Pending expenditure transactions

28-May-26

PO	Chq	Invoice No	Supplier	Detail	Net	VAT	Amount
	TRANSFER	AE3543/2026	Active Enviropest	Routine rodent inspection, 23/4	40.00	0.00	40.00
	TRANSFER	6832	Bucks & MK Association of Local Councils	Annual subscription, BMKALC & NALC	2,697.36	0.00	2,697.36
	TRANSFER	10009856083	Castle Water	Altona Road Cemetery, Apr '26	5.76	0.00	5.76
	TRANSFER	10009856324	Castle Water	Hammersley Lane GoR, Mar-Aug '26	40.58	0.00	40.58
	TRANSFER	10009889628	Castle Water	Derehams, Apr '26	29.53	1.72	31.25
	TRANSFER	10010070206	Castle Water	Ashley Drive Allotments, Apr '26	264.58	0.00	264.58
	TRANSFER	10010040798	Castle Water	Office/Depot, Apr '26	54.42	0.00	54.42
	TRANSFER	497963	Clarity Copiers	Copy/Print charges, 23/3-23/4	71.28	14.26	85.54
	TRANSFER	081	Cleaning with Sammi	Office Cleaning, May '26	126.00	0.00	126.00
x	TRANSFER	521374	Country Supplies	Shingle, Back Common	43.29	8.66	51.95
	TRANSFER	N/A	ICU Window Cleaning	Office window cleaning	35.00	0.00	35.00
x	TRANSFER	622025778	Lyreco UK	Stationery, First Aid supplies	307.03	19.01	326.04
x	TRANSFER	OAS10188778	Origin Amenity Solutions	Grass Seed & Fertiliser, for pitches/common etc maintenance	712.17	62.59	774.76
	TRANSFER	N/A	Payroll	Salaries & LGPS	16,884.02	0.00	16,884.02
x	TRANSFER	SI-3111014	Spaldings Ltd	Parts for Stihl trimmer, gloves for grounds team	102.26	20.45	122.71
x	TRANSFER	INV-7003	Sparkx Ltd	Repair, Coli. 3 Hedley Road FH	570.00	114.00	684.00
	TRANSFER	EXPENSES	Thompson, W	Expenses - Plants/seeds for biodiversity & LW war memorial	59.52	11.90	71.42
	TRANSFER	EXPENSES	Thompson, W	Expenses - AnyDesk Licence '26/27, Milk, Perennials (LW War Mem	320.80	4.00	324.80
	DD	N/A	Barclays	Bank Charges, 13 Apr - 12 May '26	14.20	0.00	14.20
	DD	10009860103	Castle Water	Chapel Road Allotments, Mar-Apr '26	46.82	0.00	46.82
	DD	8750766	Clear Business	Broadband & Voice, May '26	10.00	2.00	12.00
	DD	V02477508195	EE	Warden phone, May '26	18.00	3.60	21.60
	DD	KI-031D95C6-0057	E-On Next	Gas, Office, Apr '26	153.09	7.66	160.75
	DD	9011683305	Fuel Card Services Ltd	Vehicle fuel, Apr '26	349.44	69.89	419.33
	DD	N/A	HMRC	Tax & NI, May '26	6,420.98	0.00	6,420.98
	DD	INV-ISL-1386675	Iris Software Ltd	Staffology Software, Apr '26	39.00	7.80	46.80
	DD	U005664814	Peninsula	HR Services May '26	150.90	28.50	179.40
	DD	U005673104	Peninsula	H&S Services May '26	192.65	36.38	229.03
	DD	32750	Redsquad	ICT & Voice, June '26	559.24	111.85	671.09
	DD	300947	Shorts Group Ltd	Dog Bins, April '26 - LW	453.70	90.74	544.44
	DD	300946	Shorts Group Ltd	Dog Bins, April '26 - FH	272.20	54.44	326.64
	DD	300948	Shorts Group Ltd	Dog Bins, April '26 - TG	589.80	117.96	707.76
	DD	IV04454622	SSE	Footway Lighting	448.26	89.65	537.91
	DD	2011996392	Trade UK (B&Q)	Hose washers - water supply Altona Road	1.32	0.27	1.59
	DD	2012132665	Trade UK (B&Q)	Metal primer, Altona Rd Cemetery Gates	15.00	3.00	18.00
x	DD	2012273699	Trade UK (B&Q)	Brush set, trowel, self levelling compound (washroom floor)	37.50	7.50	45.00
x	DD	2012397197	Trade UK (B&Q)	Paint (washroom/depot), topsoil, plant food (hedge/biodiversity)	90.83	18.17	109.00
	DD	2012557885	Trade UK (B&Q)	Plumbing supplies (depot washroom refurb)	8.81	1.76	10.57
x	DD	2012083794	Trade UK (Screwfix)	Orbital Sander, Hose fittings, masks - for stock	122.78	24.56	147.34
					32,358.12	932.32	33,290.44

Income received since last committee meeting over £500.00

		Buckinghamshire Council	CIL Funds (Hawthorns - Hammersley Lane)	51,066.47	0.00	51,066.47
		On Tower UK	GDL Mast	1,343.41	0.00	1,343.41
		HMRC	VAT	1,615.85	0.00	1,615.85
		Little Buddies	Preschool, Derehams, April '26	607.50	0.00	607.50
		Burials	Various	869.00	0.00	869.00
		Burials	Cock Lane	969.00	0.00	969.00
				56,471.23	0.00	56,471.23

Signed:  Date: 29/05/2026

Signed:  Date: 1 Jun 26

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