

HUGHENDEN PARISH COUNCIL

Parish Council Meeting to be held in the Council Offices on Tuesday 14th April 2009 at 8pm

To: All Councillors,

YOU ARE HEREBY SUMMONED TO ATTEND THE ABOVE-MENTIONED MEETING, WHEN IT IS PROPOSED THAT THE BUSINESS TO BE TRANSACTED SHALL BE AS FOLLOWS.

MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND.

During the meeting it may become necessary for the public and press to be excluded from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business to be transacted.

AGENDA

1. **Attendance Book.**
2. **Apologies for Absence.**
3. **Declarations of Members' Interests in Items on the Agenda.**
(Under the Local Government Act 2000 and Code of Conduct, all elected and co-opted members are required to register and declare personal and prejudicial interests as well as any gifts or hospitality received.)
4. **Minutes of the previous monthly meeting held on Tuesday 10th March 2009.**
5. **Police/RAF Consultation.**
6. **Matters Arising.**
 - a) Update on 'village gates' within Parish.
7. **Correspondence.**
 - a) 8100/09 – Consideration of appointment of internal auditor for 2008/09 accounts.
 - b) 8102/09 - BCC – Consultation on changes to 30, 40 and 50mph speed limits in area 4.
 - c) 8104/09 - Great Kingshill Res Assn – further information on celebrations on 6/6/09.
 - d) 8109/09 - Thames Valley Police – Nominations form for Community Policing Awards.
 - e) 8113/09 - CPRE – notification of contact details for Bucks branch secretary.
 - f) 8115/09 - BCC – Information on changes to highway signage in Tranquil area.
 - g) 8116/09 - Sarah Ball – update on further works at Cockpit Hole, Great Kingshill.
 - h) 8124/09 - West Wycombe Parish Council – request for information on HGV problems in Parish.
 - i) 8126/09 - WDC – Invitation to attend update session on Civil Enforcement on 16/4/09 at 7pm.
 - j) 8128/09 - BCC – Information on changes to contracts to transportation service.
 - k) 8130/09 - BCC – Information on further highway signage/markings in Great Kingshill.
 - l) 8131/09 - WDC – Notification of play areas selected for DCSF funding (Year 1).
 - m) 8136/09 - Came & Co – information on renewal for Local Policy insurance.
 - n) 8137/09 - Chilterns Conservation Board – Consultation draft of Design Guide.
 - o) 8140/09 - Great Kingshill Res Assn – request to adopt dog bin emptying at Cockpit Pond.
 - p) 8141/09 - BALC – Report from BCC Overview & Scrutiny Cttee on effectiveness of NAG's.
 - q) 8144/09 - Great Kingshill Cricket Club – request for financial help with updating & security issues.
8. **Public Speaking.**

Up to approximately 15 minutes will be given to members of the public to speak or raise queries, subject to the Chairman's discretion. The meeting will be suspended for the duration of this item.
9. **REPORTS:-**
 - Chairman.**
 - County and/or District Councillors.**
 - Planning Committee -** Relevant minutes have been issued.
 - Services Committee -** Relevant minutes have been issued.
 - Finance & Administration Committee -** No meeting since last Council meeting.
 - Reports by Councillors serving as representatives on Outside Bodies.**
 - Report from NAG meeting on 19/3/09 – Cllr Smith
 - Reports from Residents Associations.**
 - Reports from Working Parties.** - Youth – update on 'climbing wall' in wards.
 - Parish Strategy/Action Plan – Updates:** - Design Statement.
 - Rural Affordable Housing.

Update Report from Clerk - Report attached.

10. **Reminder of Future Meetings.**

11. **Payments.**

The following invoices have been received since the last meeting of the Parish Council and are submitted for approval for payment:-

a) HM Revenue & Customs – Tax and NI for March salaries	£ 914.89
b) S R Farm Contract Services – burial ground and service provision work	£ 1560.00
c) Toilets+ Ltd – toilet hire at burial ground	£ 165.60
d) SDK Environmental Ltd – dog waste collection	£ 313.54
e) Playground Facilities Ltd – willow tunnel at Naphill play area	£ 954.50
f) Buildbase – parts for tap repair/concrete for posts	£ 63.77
g) British Gas – gas supply for office	£ 265.55
h) Swift Digital Services – copy usage for copier/printer	£ 49.33
i) ABA (Construction) Ltd – quarterly safety inspections for play areas	£ 149.04
j) Southern Electric Contracting – quarterly maintenance/repairs for street lighting	£ 861.82
k) K P E Heybourn – digging of ashes burial for family burial	£ 65.00
l) Hildreths Ltd – water butt & hose for tree watering	£ 35.00
m) C Gant – tree planting and guards for new trees in Parish	£ 1,408.75
n) Country Supplies – sand/cement for office path & parts for notice board	£ 20.67
o) Prestwood Property Maintenance Ltd – replacement garage at Great Kingshill	£ 26,944.50
p) Southern Electric – energy supply for street lighting	£ 712.18
q) Staples – coloured and white paper/laminating pouches/clipboard	£ 87.78
r) FWAG – Annual subscription	£ 41.10
s) Wycombe District Council – rates for burial ground	£ 235.69
t) Wycombe District Council – rates for office	£ 242.50
u) Wycombe District Council – removal of waste at burial ground	£ 102.82

The following payments have been made since the last meeting of the Parish Council and are submitted for approval for payment:-

a) Salaries for March	£ 2,461.26
b) British Telecom – telephone and broadband charges	£ 36.15
c) Molly Maid - Office cleaning 19/3/09 & 2/4/09	£ 42.00
d) Chiltern Rail – travel expenses for Cllr Davies (NALC seminar)	£ 22.25
e) Hildreths Ltd – padlock for office car park barrier	£ 26.33
f) Morrisons – refreshments for meetings	£ 44.97
g) Mrs L Turner – mileage expenses for March	£ 13.50
h) C Gant - survey of Cockshoot Wood & supply of trees for planting	£ 2,248.25
i) Public Works Loan Board – repay loan for office building	£ 1,712.50
j) Widmer End Football Club – keys cut for Four Ashes road gate	£ 7.50

12. **Monies Received.**

a) Allotment rents	£ 15.00
b) HSBC – bank interest	£ 12.95

13. **Other Matters.**

- Article for inclusion in newsletters and on website on role of Parish Councils. (Copy provided)
- Process to be followed for election of Chairman and Vice Chairman at Annual Council meeting.

14. **Urgent Matters by permission of the Chairman.**

15. **Date of the next meeting.**

The next meeting will be the Annual Council Meeting and is scheduled for Tuesday 12th May 2009 commencing at 7.30pm followed by the monthly meeting scheduled to start at 8pm.



Mrs L M Turner
Clerk of the Council
8th April 2009