

PIDDINGTON & WHEELER END PARISH COUNCIL

Clerk: Mrs H Glasgow, PO BOX 1617, High Wycombe, Bucks, HP12 9FT. Tel: 01494 437111

To all Members of the Council

**You are invited to attend the Parish Council Meeting in Piddington Village Hall
Tuesday 10th January 2023 at 7.30pm**

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

AGENDA

- 1) Public and Buckinghamshire Councillors Question time.
- 2) Attendance and acceptance of apologies for absence.
- 3) Declaration of disclosable pecuniary interests relating to items on the Agenda.
- 4) Minutes - To confirm the Minutes of the December 2022 Meeting.
- 5) Clerks Report and Correspondence.
- 6) Finance
 - 6.1 Approval of invoices – December 2022.
 - 6.2 Season 2023. Regular maintenance of War Memorial garden
 - 6.3 Expenditure against budget.
 - 6.4 To discuss the 23/24 budget.
 - 6.5 To discuss the 23/24 Precept.
- 7) To discuss adopting an Environmental Sustainability Policy.
- 8) Emergency Plan.
- 9) Chipps Hill – Management Plan.
- 10) Local Plan for Buckinghamshire Evidence Base - Settlement Review.
- 11) To consider any new Planning Applications – None.
- 12) Members Questions and Statements.
- 13) Date of next meeting – **Tuesday 14th February 2023 Piddington Village Hall.**

Hayley Glasgow, Clerk

05.01.2023

Minutes of the Parish Council Meeting of Piddington & Wheeler End Parish Council held in Piddington Village Hall on Tuesday 13th December 2022 at 7.30pm

Attendance - Acting Chairman - Mr P Brown, Cllrs Mr J Smith, Mr T Willett.

Buckinghamshire Councillor – Cllr D Hayday.

Clerk – Mrs H Glasgow.

Members of the public: 2.

278.1 Public Questions

A Parishioner asked if the PC were putting the Christmas Tree lights up on the tree this year. Cllr Brown will liaise with Cllr May.

A Parishioner asked in the grit bin could be refilled on Wellfield Road/Princes Street. Cllr Hayday will action this.

A Parishioner asked if a mirror could be installed on Chipps Hill. As people cross the road by the Dashwood Public House it can be difficult to see and is quite dangerous because of the position of the road. Cllr Hayday advised that Buckinghamshire Council will not install road mirrors and have advised that they will take them down.

A Parishioner raised concerns re Speed though the village. This is particularly a problem on Wellfield Road, going up King Street and Princes Street. The Clerk will put a post on the Facebook Page and contact the community speed watch officer re attending a PC meeting to talk about how the community speed watch scheme works.

278.2 Attendance and acceptance of apologies for absence.

Apologies accepted from Cllr Digby, May, Day & Pitcher. Cllr Orshi Hayday.

278.3 Declaration of disclosable pecuniary interests relating to items on the agenda.

None.

278.4 To confirm the Minutes of the November 2022 Meeting.

Council confirmed the minutes to be a true and accurate record. The Chairman signed the minutes.

278.5 Clerk's report and Correspondence.

1. Contacted the utility companies re land searches for gas and electric before the play equipment was installed. Agreements were provided.
2. The new swing set has been installed by the contractor.
3. A Parishioner contacted me to say that the inclusive swing is very high and difficult to lift a child into it. I contacted Playdale and they advise that the swing has been installed to safety standards and that is the recommended height. Council asked the Clerk not to pay the invoice for the moment until confirmation that the swing has been placed at the correct height has been received. The Clerk will contact Playdale again and Cllr Hayday will ask BC to inspect the swing.
4. The green rope net that we managed to save from the climbing frame was unfortunately unable to be fitted as the fitting has seized and the contractor from Playdale couldn't get them undone. The a new climbing rope net has been ordered and is due to be installed shortly.
5. I have questioned the cost for the removal of the very small amount of waste. The rep from Playdale advised that we would be charged £429.00 for a skip, however no skip was provided. Playdale have advised this is the minimum amount they charge to remove waste from the site whether a skip was required or not.
6. There was a problem with the office server and therefore some emails may have been missed. If I haven't replied please re-send the emails.
7. Ordered and received the basketball net, this can be fitted.
8. Arranged for a bouquet of flowers to be delivered to a Parishioner that help provide refreshments at the Plaque unveiling. The Parishioner always helps at community events, and we wanted to portray our thanks.
9. Updated website with various topics.
10. Updated the Facebook page.

11. Checked the AED unit and updated this on circuit.
12. Have advised Buckland Landscapes that Jason is the new contact re grass cutting.
13. Paid in cheques to the bank - allotment income.
14. The Parish Council will discuss the precept at the January meeting.

Correspondence Received - If Councillors would like a copy of any of the documents listed below please advise the clerk

1. Community Boards Cost of Living Update
2. Improvements to play areas across Buckinghamshire
3. Can you offer a spare room in your home for a Ukraine guest?
4. Bucks residents encouraged to Shop Local this Christmas
5. Free festive fun for families with Buckinghamshire's Holiday Activity & Food programme
6. New gully cleansing programme in Bucks over two-thirds complete
7. Bank Holiday bin collections across Buckinghamshire
8. Chilterns Conservation Board news
9. United in support to end violence against women and girls
10. #Beconsiderate – motorists encouraged to think about pedestrian safety when parking by schools
11. Bucks, Berks and Oxford Wildlife Trust
12. Community Matters update
13. Hot Meal Toolkit – Bucks Council
14. Proud of Bucks Awards
15. News for Town and Parish Councils from Buckinghamshire Council
16. An update from Martin Tett, Leader of Buckinghamshire Council
17. Buckinghamshire Council reacts to Autumn Statement
18. Bucks Council - Help us develop a future vision for our libraries!
19. Thames Valley communities asked for views on policing and crime

278.6 Finances

Approval of the income and expenditure November 2022

Playdale Playgrounds	£3259.20	Deposit for play equipment (paid)
Clerks Salary	£871.03	
BC Pension	£358.55	
HMRC	£236.25	
Expenses	£562.95	Fuel, office rent, flowers, basket ball net
RBL Lane End Branch	£17.00	Donation
Playdale Playgrounds	£3259.20	Final payment for play equipment
Playdale Playgrounds	£598.39	Repairs
Playdale Playgrounds	£203.52	Vertical rope
Buckland Landscapes	£465.50	Grass cutting

Income	£90.00	Allotment rents
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Opening Balance – 03/11/22	£34,590.85
Less approved Expenditure	£1,916.07
Less expenditure paid as above	£3,259.20
Less Banking Charge	£5.00
Income	£90.00
Total as at 07/12/22	£29,500.58

278.7 Parish Council Strategy – Promote and support community assets and events.

A Parish Council Strategy had been circulated prior to the meeting. Cllr Brown will add an events section.

On this basis the Parish Council Strategy was adopted and once finalised the Clerk will add this to the website.

278.8 Emergency Plan

Cllr Willet will contact all the people current people in the emergency Plan to check they still want to be in it. Cllr Willet has also added some new contacts.

The finalised plan will be put forward at the January meeting to be approved.

278.9 Chipps Hill – Management Plan

Cllr agreed to defer this and the Clerk will ask Cllr Digby to draft a management plan that can be discussed at the January meeting.

278.10 To consider new planning applications

None.

278.11 Members Questions and Statements

Cllr Willet reported that there was a piece re the memorial service at the war memorial in the Bucks Free Press.

278.12 Date of next meeting – Tuesday 10th January 2023, Piddington Village Hall.

The Chairman closed the meeting at – 19.59.

Signed..... Dated.....

APPENDIX 1

Clerks Report

1. Info from Elizabeth Sillman -

As requested I did take a look at the shrubs at Piddington and Wheeler End Common. I was not satisfied that the plants had grown large enough to remove the protective fencing last year. I would propose some fertiliser, new mulch and weed killing of grass and weeds at the base of shrubs. This would reduce competition from surrounding vegetation and encourage growth, with a view to removing SOME of the fences around the larger shrubs this summer. If you would like me to quote a small maintenance plan for this please let me know?

1. Playdale Playgrounds confirmed the inclusive swing had been set at the incorrect height and will make a site visit to re-adjust the height.
2. The remaining invoice for Playdale is currently on hold as agreed at the previous meeting.
3. The Parish Council Strategy document has been put on the website.
4. I have arranged for the Community Speed Watch Office to attend the PC meeting on 14th February 2023.
5. Updated the website on various topics.
6. Checked the AED unit and updated on circuit.
7. Piddington Village Hall has been booked for all meeting dates in 2023.
8. Reminder of the 2023 meeting dates :

14th February

14th March

11th April

9th May

(Annual Parish Meeting, Annual Parish Council Meeting and Normal Meeting).

13th June

11th July

No meeting in August

12th September

10th October

14th November

12th December

Correspondence Received - If Councillors would like a copy of any of the documents listed below please advise the clerk

1. Enews - Berkshire, Buckinghamshire and Oxfordshire Wildlife Trust.
2. Buckinghamshire residents receive awards in the New Year's Honours list.
3. News for Town and Parish Councils from Buckinghamshire Council.
4. December update from the Police & Crime Commissioner.
5. Local Plan for Buckinghamshire Evidence Base - Settlement Review.
6. Update from the Chiltern Conservation Board.
7. Buckinghamshire Council shortlisted for Keep Britain Tidy's Network Awards 2023.
8. Clerks and Councils Direct.

Income and Expenditure January 2023

Payment	Expenditure	Subtotal	VAT	Total	Budget	Description
bacs	Mrs H Glasgow - Clerks Salary	£ 602.68	£ -	£ 602.68	1	Clerks salary
bacs	BC pension for Mrs Glasgow	£ 243.97	£ -	£ 243.97	1	BC Pension
bacs	HMRC	£ 156.23	£ -	£ 156.23	1	HMRC
bacs	Mrs H Glasgow - Clerks expenses	£ 4.50	£ -	£ 4.50	2	Fuel
bacs	TBS Hygiene	£ 67.50	£ 13.50	£ 81.00	16	Environmental Waste
bacs	Parish Council Website	£ 35.00	£ -	£ 35.00	2	Website update
bacs	Parish Council Website	£ 15.00	£ -	£ 15.00	2	Website update
bacs	Stillman Garden Services	£ 310.00	£ -	£ 310.00	10	Landscape - war memorial
	Total Expenditure (bacs)	£ 1,434.88	£ 13.50	£ 1,448.38		

Income

Total Income £ - £ - £ -

HSBC Account Statement of Account

Opening balance - 07/12/22 £ 29,500.58

Less approved expenditure £ 6,572.38 Expenditure agreed at previous meeting

dd Business banking charge £ 5.80 Business Banking Charge's

Income £ -

Total as at 04/01/2023 £ 22,922.40

Unpresented cheques £ -



**Stillman Garden
Services Ltd**

Professional garden maintenance. Tree and hedge care. Design and consultancy.

Elizabeth Stillman 07808 500990

Glen Stillman 07976 113756

QUOTATION

Date: 04/01/23

Customer: Piddington and Wheeler End Parish Council

Ref: Season 2023. Regular maintenance of War Memorial garden.

Specification:

To weed flower borders. To cut grass border edges. To supply and plant seasonal bedding twice a year.

Proposal:

6 X visits to maintain borders throughout spring, summer and autumn.

Supply and planting of seasonal bedding plants twice per annum.

Total Cost per annum

= £300.00

*Email : elizabethstillman@hotmail.com
Address : 56 Squirrel Lane, High Wycombe, Bucks. HP12 4RS*

PIDDINGTON & WHEELER END PARISH

Budget for 2023/24

Clerks Salary, tax, NI & pension	£ 13,000
Admin –telephone, post, insurance, website, audit, broadband, working from home allowance & banking.	£ 3,350
Village Hall-hire	£ 500
Recreation Ground – maintenance of equipment	£ 1,000
Chipp's Hill verge	£ 3,000
Grass cutting and hedge cutting	£ 5,000
Allotments	£ 500
Wheeler End - War Memorial & fence/wreaths	£ 600
Environmental services	£ 600
Subscriptions	£ 350
Donations	£ 500
Projects	£ 500
Elections	£ 0
Reserve	£ 4,500
Total	£ 33,400

The bank account balance as of 04/01/2023 is £22,922.40.

The Parish Council should end the 22/23 year with approximately £20,000 in the bank.

In setting the budget I have looked at the figures budgeted in 22/23. I have decreased Environmental Services budget by £300. I have also decreased the war memorial budget by £200. I have increased clerk salary, tax, NI, Pension budget by £1000 to allow for salary uplift in line with the NJC contract. There are no election costs, therefore this figure will remain at zero.

I have reduced the reserve budget from £5000 to £4500.

With the above figures the 23/24 budget remains the same as the previous year 22/23 - £33,400.

Precept 23/24 (The current Precept for 2022/23 is £24,987.54)

Critical dates

31st of January 2023 - Deadline for BC receipt of precept requests from Parish Councils

22nd February 2023 - Council Tax set

March 2023 - Bills sent to residents

Council Tax is made up of charges from Buckinghamshire Council, Police, Fire Authority and Parish Councils.

Below is a list of scenarios for 23/24 :

Option 1 – if the Parish Council kept the Precept exactly the same (£24,987.54) the estimated Band D tax would remain the same £94.55 per year, per household.

Option 2 – if the Parish Council made a 1% increase to the precept (£25,237.42) the estimated Band D tax would increase to £95.50 per year, per household.

Option 3 – if the Parish Council made a 2% increase to the precept (£25,487.29) the estimated Band D tax would increase to £96.44 per year, per household.

Option 4 – if the Parish Council made a 2.51% increase to the precept (£25,612.22) the estimated Band D tax would increase to £96.92 per year, per household.

Option 5 – if the Parish Council made a 3% increase to the precept (£25,737.16) the estimated Band D tax would increase to £97.39.

There is currently no cap on Parish Councils increasing the precept, although this might change in the future.

Piddington and Wheeler End Parish Council Environmental Sustainability Policy - DRAFT
Proposed at the Full Parish Council Meeting on Tuesday 8th November 2022

Context

Piddington and Wheeler End Parish Council is a small sized parish with 244 houses and a population of approximately 500 residents. It consists of Piddington Village, Piddington Lane and houses around and adjacent to Wheeler End Common. Any environmental policy must affect every aspect of daily life.

Policy Statement

Piddington and Wheeler End Parish Council is committed to preserving and protecting the local environment by adopting an Environmental Sustainability Policy that recognises the importance and value the environment contributes to the quality of life for current parishioners and future generations.

To achieve this goal Piddington and Wheeler End Parish Council will consider environmentally sustainable principals in its day-to-day operations, and within its statutory powers meet all relevant environmental legislation.

Piddington and Wheeler End Parish Council will form an Environmental Sustainability Working Group comprising of The Clerk, one Councillor and a non-voting lay member who will. annually review the policy, considering new standards and updated knowledge. Reporting back to Council bi- annually.

Principles

Where practical and within its financial capabilities the Parish Council will support both locally agreed and Unitary Authority environmental sustainability initiatives.

1. The Parish Council will:
 - Seek wherever financially feasible to use contractors and suppliers who are local and comply with the parish's environmental sustainability goals.
 - Aim to use products where possible that are manufactured from recycled materials, which can be disposed of in an environmentally sustainable manner.
 - Explore opportunities for community involvement in green energy and home insulation programs
 - Encourage recycling where possible to reduce waste to land fill.

2. In all its involvements the Parish Council will seek to lead by example in the field of environmental sustainability by and not limited to:
 - Ensuring the natural conservation value of the Parish managed by encouraging maintenance and enhancement activities.
 - Consider the use of managed Parish land for carbon capture schemes such as tree planting and community orchard, community, and group allotment schemes.

3. Encourage biodiversity initiatives to support birds and insect populations via:
 - The use of suitable UK grown flora such as native wildflower bee friendly species for Parish planting schemes.
 - Eliminate or minimise where feasible the use of harmful pesticides and chemicals on Parish land.

4. Minimise the adverse impacts on air quality:
 - Continue to lobby for better public transport options and maintain and advertise local foot paths to reduce car usage.

Review date: September 2022

Owner: Piddington and Wheeler End Parish Council



Dear Piddington and Wheeler End Parish Council

Buckinghamshire Council is conducting a Settlement Review of all Towns and Parishes within the Council area. This review will form part of the evidence base for the [Local Plan for Buckinghamshire](#) and has been split into two parts - Part one: review of the services and facilities, and Part two: general feedback.

Part One:

We carried out an initial desk-based audit of the facilities and services for each Town and Parish Council/Meeting area. We have identified the following for your area:

Piddington and Wheeler End

Population: 529 No. of households:

Key Services	Number of Services/ Facilities	Address and Details (e.g., opening times)	Amendments/ Comments
Food Shop (supermarket/ local store/ garage)	0		
Pub	1	The Dashwood Roadhouse Old Oxford Road, Piddington HP14 3BH Wednesday 12:00 – 23:00 Thursday 12:00 - 23:00 Friday 12:00 - 23:00 Saturday 12:00 - 23:00 Sunday 12:00 - 19:00 Monday 12:00 - 23:00 Tuesday 12:00 - 23:00	
Post Office	0		
GP	0		
Community/ Village Hall	1	Piddington Village Hall Queen Street Piddington Bucks	Bookings can be made via the bookings clerk.

		HP14 3BW Access as and when required.	
Recreation grounds/ Playing fields/ sports facilities	1	Piddington Recreational Ground Old Oxford Road, Piddington HP14 3BH Access 24/7.	Small children's play area, MUGA.
Primary School	0		

Non-key Services	Number of Services/ Facilities	Address and Details (e.g., opening times)	Amendments/ Comments
Secondary School	0		
Places of Worship	0		
Pharmacy	0		
Library	0		
Dentist	1		
Leisure Centre	0		

Public Transport	Number of Services/ Facilities	Address and Details (e.g., opening times)	Amendments/ Comments
Train station	0		
Bus Transport Services (frequencies are approximate as vary depending on the route and time)	Red Rose 40 (High Wycombe - Thame) x1 an hour Red Rose 275 (High Wycombe-Oxford) x 4 per day		
School Bus Transport Services (x1 am and return pm service)	Redline 643 (Stokenchurch-High Wycombe) Chiltern bus 683 (Stokenchurch-High Wycombe, Royal Gramma School/Marlow Hill Schools)		

Sources: ONS Census population estimates 2020, Household populations 2011, Town and Parish Council websites, Google search, Google maps, local knowledge, Buckinghamshire Council bus timetables, Aylesbury Vale Settlement Hierarchy 2017, Wycombe District Council Settlement Hierarchy 2016.

We'd be very grateful for your help in reviewing the data from our desk-based audit and confirming whether this information is correct, or if we need to adjust anything.

Part Two:

It would also be useful if you could answer the following questions:

1. Does your Town/ Parish have any issues that the Local Plan might help to solve? E.g., road junction capacity, bus services, school places or localised flooding.
2. What would you most like to preserve or improve about your Town/ Parish? E.g., local green space, historic character, local shops and services. We are also still interested to hear about any sites that we might have missed in the [Call for Sites](#) engagement exercises.
3. What are your aspirations for your Town/Parish over the next 20 years?
4. If you have not already done so, do you aspire to produce a Neighbourhood Development Plan? If so, what are your reasons for doing so, or not doing so?

The deadline for response is 28 February 2023.

Kind regards,

Planning Policy Team

planningpolicyteam.bc@buckinghamshire.gov.uk

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