

Public Document Pack



Visit www.wycombe.gov.uk/council-services/council-and-democracy for information about councillors and email alerts for meetings

Queen Victoria Road
High Wycombe
Bucks HP11 1BB

Council

Date: 25 February 2016
Time: 6.30 pm
Venue: Council Chamber
District Council Offices, Queen Victoria Road, High Wycombe, Bucks

You are hereby summoned to attend the Meeting of the Council to be held in the Council Chamber, District Council Offices, Queen Victoria Road, High Wycombe on 25 February 2016 at 6.30 pm to consider the business set out in the Agenda below.

A handwritten signature in black ink, appearing to read 'K Satterford'.

Ms K Satterford
Chief Executive

Fire Alarm - In the event of the fire alarm sounding, please leave the building quickly and calmly by the nearest exit. Do not stop to collect personal belongings and do not use the lifts. Please congregate at the Assembly Point at the corner of Queen Victoria Road and the River Wye, and do not re-enter the building until told to do so by a member of staff.

Agenda

Item		Page
1	APOLOGIES FOR ABSENCE To receive apologies for absence.	
2	MINUTES To approve as a correct record the minutes of the meetings of Council held on 14 December 2015.	1 - 20
3	DECLARATIONS OF INTEREST To receive any disclosure of disclosable pecuniary interests by Members relating to items on the agenda. If any member is uncertain as to whether an interest should be disclosed, he or she is asked if possible to contact the District Solicitor prior to the meeting.	

Members are reminded that if they are declaring an interest they

should state the nature of that interest whether or not they are required to withdraw from the meeting.

4 CHAIRMAN'S ANNOUNCEMENTS

To receive such communication as the Chairman of the Council may wish to make.

5 QUESTIONS FROM MEMBERS OF THE PUBLIC

Written questions may be asked of the leader or any Cabinet Member if submitted to the Head of Democratic, Legal and Policy Services no later than 12 noon on Thursday 18 February 2016. Questions will be submitted in the order in which they were received.

A questioner will have a maximum of 1 minute to ask a question and the answer shall not exceed 3 minutes. Any questioner may put one supplementary question without notice within a maximum time of 1 minute and the answer may not exceed 2 minutes.

6 QUESTIONS FROM MEMBERS

Questions to the Leader or any Cabinet members must be submitted by 12 noon on Thursday 18 February 2016. Questions shall be taken first from the Group Leaders of the political parties who shall be entitled to ask one initial Leader's question each, including the right to adopt another Member's question from his/her Group, of which written notice shall have been given to the Head of Democratic, Legal and Policy Services prior to the meeting.

The order of questions shall then permit the first question from each other Councillor to be asked before any subsequent questions from the same Councillor. One question will be taken in turn from each Councillor and there shall be no consecutive questions from the same Councillor unless there are no other questions to be asked.

Every Member asking an oral question is permitted to ask one supplementary question without notice provided that it not substantially the same as a question that was put to a Council meeting during the past six months.

The appropriate member will respond to any questions remaining unanswered at the expiry of 30 minutes in writing. Any question remaining unanswered after 30 minutes will be answered within 10 working days in writing after the meeting by the appropriate Member and appended to the minutes of the meeting.

7 PETITIONS

- (i) Council to receive any petition from a member of the public who lives, works or studies within the district or from a Councillor on his/her behalf as notified by the deadline of 5pm on Thursday 18 February 2016.

- (ii) Council to consider any petition already received that meets the required number of signatures to qualify for a debate by Full Council. (The petition organiser will have 5 minutes to present the petition and then the Council will debate the matter for a maximum of 15 minutes and decide how to respond to the petition)

8 CABINET 21 - 32

To receive the minutes of and consider any recommendations from the following meeting.

Cabinet 8 February 2016

9 COUNCIL TAX SETTING 2016/17 AND PRESENTATION FROM LEADER OF THE COUNCIL

The minutes of the Cabinet meeting held on 8 February 2016 recommend revenue estimates and the district and parish elements of Council tax levels for 2016/17.

Full Council is required to consider the Revenue Estimates and the district and parish elements of Council tax levels for 2016/17 and then to set out the full Council tax.

Details relating to the precept for Bucks County Council, the Thames Valley Police Authority and Bucks and Milton Keynes Fire Authority are awaited. The full report containing these details together with the full Council tax details across the district is therefore to follow.

Members are reminded that they must have regard to the Chief Financial Officer's report when setting the Council tax.

In accordance with Standing Order 16.5 a recorded vote shall take place on decisions relating to the setting of the budget and Council tax.

10 STANDARDS COMMITTEE 33 - 36

To receive the minutes of and consider any recommendation from the following meeting:

Standards Committee 5 January 2016

11 IMPROVEMENT & REVIEW COMMISSION 37 - 42

To receive the minutes of and consider any recommendations from the following meeting:

Improvement & Review Commission 13 January 2016

Item	Page
<p>12 AUDIT COMMITTEE</p> <p>To receive the minutes of and consider any recommendations from the following meeting</p> <p>Audit Committee 14 January 2016</p>	43 - 46
<p>13 HIGH WYCOMBE TOWN COMMITTEE</p> <p>To receive the minutes of and consider any recommendations from the following meetings:</p> <p>High Wycombe Town Committee 19 January 2016</p>	47 - 52
<p>14 SPECIAL PERSONNEL & DEVELOPMENT COMMITTEE</p> <p>To receive the minutes of and consider any recommendations from the following meeting</p> <p>Special P & D Committee 17 February 2016 (To follow)</p>	
<p>15 PLANNING COMMITTEE</p> <p>To receive the minutes of and consider any recommendations from the following meetings:</p> <p>Planning Committee 18 November 2015 Planning Committee 16 December 2015</p>	53 - 62
<p>16 QUESTIONS UNDER STANDING ORDER 11.2</p> <p>To receive details of any written questions submitted before the deadline of 12 noon on Friday 19 February 2016.</p>	
<p>17 COMMITTEE APPOINTMENTS/CHANGES</p>	

Councillors A Turner and G Hall have given notice to the Chief Executive that they are no longer Independent Group representatives and that they have now joined the Conservative Group.

Councillor B Pearce has given notice to the Chief Executive that he is no longer a member of UKIP and is now an independent Councillor.

As a result of these changes, the political composition of the Council is as follows:

Conservative Group	49	81.66%
Labour Group	6	10%

East Wycombe Independent Party (EWIP)	3	5%
Independent	1	1.67%
Liberal Democrat	1	1.67%

Committee Changes

As a result of the above changes, the Conservative Group have gained a seat on the Audit Committee, Standards Committee, Personnel & Development Committee, Regulatory & Appeals Committee, and the Improvement & Review Commission.

The shared seat allocated to EWIP and the Independent Group on the Audit Committee, Standards Committee and Personnel & Development Committee has been lost.

With regard to the Improvement & Review Commission, the seat held by the Independent Group has been lost.

With regard to the Regulatory and Appeals Committee, the shared seat held by UKIP and Liberal Democrat has been lost.

Councillor G Hall is to continue on the Audit Committee as a Full Member but as a Conservative Group representative.

Councillor Ms J Wassell is to stand down as a standing deputy.

Councillor Mrs W Mallen is to replace Councillor Ms J Wassell as a Full Member on the Standards Committee.

Councillor A Turner to stand down as a standing deputy on the Standards Committee.

Councillor G Hall is to continue on the Personnel & Development Committee as a Full Member but as a Conservative Group representative.

Councillor M Knight is to stand down as a standing deputy on the Personnel & Development Committee.

Councillor A Turner to replace Councillor Ms A Baughan as a Full Member on the Improvement and Review Commission.

Councillor G Hall is to stand down as a standing deputy on the Improvement and Review Commission.

Councillor M Clarke is to replace Councillor B Pearce on the Regulatory and Appeals Committee.

Councillor R Farmer is to stand down as a standing deputy on the Regulatory and Appeals Committee.

Councillor A Turner is to replace Councillor Mrs G Jones as a Full Member on the Planning Committee.

Councillor C Whitehead is to replace Councillor Mrs G Jones as the Deputy Cabinet Member for Planning.

Councillor Ms A Baughan to replace Cllr A Turner as a full Member of EWIP on the Planning Committee.

Councillor Ms J Wassell to replace Councillor Ms A Baughan as a full Member on the Regulatory & Appeals Committee

Councillor Ms A Baughan to replace councillor Ms J Wassell as a standing deputy on the Improvement & Review Commission

Outside Bodies

Councillor Miss S Brown is to replace Councillor Mrs J Teesdale on the Red Kite Board.

18 POLLING PLACES

Local authorities are responsible for designating polling places and polling districts for Elections. The Returning Officer is able to designate polling stations within polling places.

If a change is required to a polling place at short notice (for example, a fire, lack of availability), Full Council authority is required.

The Police and Crime Commissioner Elections take place on 5 May 2016 and work has also begun on arrangements for the EU Referendum. Whilst no date has currently been set, due to the fact that this could be called at relatively short notice, work is already on going.

Due to these timescales, Council is **recommended** to grant authority to the Head of Democratic, Legal and Policy Services, in consultation with the Chairman of the Regulatory & Appeals Committee to make any change to a polling place that may be required. It is proposed that this authority be put in place for all elections to enable any issues that occur at short notice can be addressed quickly. This would negate the need for any special meetings to be called at very short notice.

The relevant Ward Members would be consulted on any such change in advance and all Members would be informed.

This would not affect the statutory requirement to undertake the 4 year review of polling places, which would come through the Council's decision-making process in the normal way and also be subject to full consultation.

19 URGENT ACTION TAKEN BY CABINET OR INDIVIDUAL CABINET MEMBER

The following individual decisions have been published since the last ordinary meeting of the Council held on 14 December 2015.

- (a) Tree Planting Sponsorship Scheme on Handy Cross Hub
- (b) Community Support Grants 2016/17 (Planning & Sustainability)
- (c) Community Support Grants 2016/17 (Community Services)
- (d) Community Support Grants 2016/17 (Homes and Homelessness)
- (e) Consultation on the draft Princes Risborough Town Plan

For further information, please contact Iram Malik on 01494 421204, committeeservices@wycombe.gov.uk

This page is intentionally left blank

Council Minutes

Date: 14 December 2015

Time: 6.30 - 8.40 pm

PRESENT: Councillor I L McEnnis (in the Chair)

Councillors Mrs J A Adey, Mrs S Adoh, K Ahmed, M Asif, D H G Barnes, Ms A Baughan, S Broadbent, Miss S Brown, H Bull, D J Carroll, M Clarke, A D Collingwood, M P Davy, C Etholen, R Gaffney, S Graham, A R Green, G C Hall, M Hanif, M Harris, A E Hill, M Hussain, M Hussain JP, D A Johncock, Mrs G A Jones, M E Knight, D Knights, Mrs J D Langley, A Lee, Mrs W J Mallen, N B Marshall, H L McCarthy, R Newman, Ms C J Oliver, B E Pearce, G Peart, S K Raja, R Raja, J A Savage, R J Scott, D A C Shakespeare OBE, A Turner, P R Turner, Ms J D Wassell, D M Watson, C Whitehead, R Wilson, L Wood and Ms K S Wood.

Also Present: Honorary Aldermen: M Blanksby, P Cartwright, B Jennings, Mrs P Priestley and R Pushman.

54 APOLOGIES FOR ABSENCE

Apologies for absence were received from Honorary Aldermen E H Collins, M Oram and Mrs K M Peatey MBE. Councillors: Z Ahmed, M C Appleyard, Mrs L M Clarke OBE, R Farmer, M A Hashmi, C Harriss, A Hussain, S Saddique, Mrs J Teesdale and N Teesdale.

55 ORDER OF BUSINESS

The Chairman announced a change to the order of the business within the agenda by bringing forward the Motion at agenda item 18, which would now be taken immediately after the public question.

56 MINUTES

RESOLVED: That the minutes of the meeting of the Council held on 5 October 2015, be approved as a true record and signed by the Chairman, subject to the addition of members of 332 (HW) Squadron Air Training Corps listed as those present, under the Chairman`s announcement item 42(iii).

57 DECLARATIONS OF INTEREST

No declarations of interest were received.

58 CHAIRMAN`S ANNOUNCEMENTS

The Chairman listed and reported upon some of the activities since the last meeting of the Council. A total number of 38 activities had been undertaken, 7 of which had been attended by the Vice- Chairman of the Council. The events included:

- i) Sir Steve Redgrave Bursary Event held on 7 October
- ii) St John`s Ambulance Annual Review and Presentation of Awards on 8 October
- iii) Armed Forces Community Covenant Conference on 4 November in London
- iv) Wreath Laying at the War Memorial on 11 November
- v) Re opening of Wycombe Museum on 2 December
- vi) Wendy Guy Funeral Service. (Wife of Ex Cllr Steve Guy). The Chairman had sent a letter of condolence on the Council`s behalf.
- vii) Festive Post Office Delivery Office Visit.

59 QUESTIONS FROM MEMBERS OF THE PUBLIC

(a) Question from Dr S Rybak to the Leader of the Council

“The Cabinet briefing paper on refugees states that discussions are on-going between Wycombe District Council and the South East Strategic Migration Partnership, Buckinghamshire County Council and other agencies. The paper also stresses repeatedly the need for consultation and collaboration with the Home Office, the NHS, the Department for Work and Pensions, Thames Valley Police and voluntary and statutory agencies covering education, social care, benefits, counselling and translation.

Please would you tell us what substantive work on preparing a refugee resettlement strategy WDC has carried out with each of these bodies and what progress has been made in the ten weeks since the last Council meeting?”

Response from Councillor Ms K Wood (Leader of the Council)

“We have been working tirelessly on this matter. The Government has recently clarified the funding that is available for the Syrian refugees beyond the first year. Officers are working with colleagues within Buckinghamshire and are currently working through the financial model which is not straightforward. The Government would prefer a countywide approach which is also being discussed with partners.”

No supplementary question was asked.

60 MOTION

The following motion was referred from the last Council meeting to Cabinet.

In accordance with Standing Order 12.7 Cabinet reported back to Council by way of a recommendation, which stated that the motion should be submitted to Council for debate and further consideration. The Chairman set out the order of the debate in accordance with Standing order 14.20.

The Motion was proposed by Councillor K Ahmed and seconded by Councillor R Raja.

“In the light of the Syrian refugee crisis and announcement by the Government to take 20,000 refugees between now and 2020, this Council resolves to take a minimum of 200 refugees in the first batch of 10,000 that will be in over the next few months”

In proposing the motion, Cllr K Ahmed stated that the matter of acceptance of at least 200 refugees in the district was not a party political matter but one of humanity. He emphasised that a quarter of a million innocent people had been killed in Syria to date in the last four or so years, the equivalent of a Paris massacre every day. Furthermore those who had fled to refugee camps were dying from hunger, from blizzards and disease. He stressed that neighbouring host countries could not cope and that it was now our turn to offer refuge and as a matter of urgency.

Councillor Ahmed went on to say that since the last meeting of Council, the Leader had received a letter from Richard Harrington, Parliamentary Under Secretary of State to urge the Council to play its part, and to set out the funding arrangements for a 5 year time period. Letters of support had also been received from religious leaders, in mosques, churches and synagogues.

The seconder of the Motion, Councillor R Raja reserved his right to speak until later in the debate.

The Leader of the Council responded by saying that she supported Government initiatives in place to help alleviate the suffering being endured by the Syrians. The Council was working with the appropriate agencies, for example the County Council, Health Authority and the Police.

The Leader went onto explain that although she fully appreciated that this was a humanitarian crisis on a massive scale, she also understood the extent of the services that would be required. She explained that it would be unfair on those homeless within Wycombe who had been on the waiting list for many years in some cases, to be informed that they had now been placed behind refugee families. She stated that the Council was working hard to reduce the numbers on the waiting lists but that this would take time. In the meantime her responsibility had to be to existing residents and on that basis she could not support the motion.

Councillor A R Green rose to speak, echoing the sentiment expressed by the Leader of the Council. He stated that this issue was an important and emotive one, which needed to be handled in a non- emotive way. He stated that the barbarities being inflicted in North Africa by ISIS were appalling and he was glad that the Government had stepped up its efforts against them in the region. He highlighted that the United Nations were working to alleviate some of the issues. He stated that here in Wycombe housing was in short supply even in comparison to other Authorities. In 2014, he stated only 2% of the housing stock was vacant, as compared to over 4% in places such as Durham and in some places in the north of England. It was important to find places to take in refugees which provided the best possible future. He felt that other places were better placed to provide the facilities required.

Several other Members also spoke in agreement with the Leader and Councillor Green. These included Councillors Savage, Shakespeare and Councillor Mrs J Langley.

Other Members rose to speak in support of the motion emphasising that there were indeed some practical problems, but that these practicalities could be overcome. The needs to be fulfilled related not just to housing and Wycombe could provide so much more support with its close proximity to London and Oxford, with the generous donations received from community organisations. Wycombe was one of the wealthiest Councils in the country, and this country one of the wealthiest nations in the world. There was the ability Members stated, to provide a creative and innovative solution.

Councillor R Raja seconder of the motion welcomed the large number of people in the public gallery and stated that this represented the general mood in the community. He stated that the Council needed to offer generous and humanitarian help and support to the Syrians. The Government was offering resettlement costs to Local Authorities, yet there had been total silence by this Council on the matter for over 10 weeks. He stated that the Council needed to accept the urgency of the situation and to apply human rights principles to those fleeing from war zones. Other less wealthy Councils had already accepted refugees. Other European countries such as Germany had taken in over 1 million refugees and Sweden over 30,000. It was critical and vital that the Council too played its part and acted with extreme urgency.

In summing up Councillor Ahmed stated that Labour Councils around the country recognised the urgency of the situation. He re- emphasised that churches, mosques and synagogues had spoken publicly making clear that they wished to welcome refugees to Wycombe.

In his closing remarks, he thanked all those who had lobbied and campaigned and provided Councils with relevant information, so constructively and so passionately.

The motion was then put to a recorded vote.

In accordance with subsection (7) of the Council's Standing Order 16 (Voting) the voting of the Members in respect of the motion was recorded as follows:

In favour of the motion

Councillors: K Ahmed, M Asif, Ms A Baughan, S Graham, M Hanif, M E Knight, R Raja, and Ms J D Wassell.

Against the motion

Councillors: Mrs J A Adey, Mrs S Adoh, D Barnes, S Broadbent, Miss S Brown, H Bull, D Carroll, M Clarke, A Collingwood, M Davy, C Etholen, R Gaffney, A Green, G Hall, M Harris, A Hill, Maz Hussain, D Johncock, Mrs G Jones, D Knights, Mrs J Langley, T Lee, Mrs W Mallen, N Marshall, H McCarthy, R Newman, Ms C Oliver, B Pearce, G Peart, J Savage, R Scott, D Shakespeare OBE, A Turner, P Turner, D Watson, C Whitehead, R Wilson, Miss K Wood and L Wood.

Abstentions

Councillors: M Hussain JP and I McEnnis.

In favour – 8

Against – 39

Abstentions – 2

(Councillor S K Raja was not present in the meeting when the above vote was taken.)

61 QUESTIONS FROM MEMBERS

(a) Question from Councillor R Raja to the Leader of the Council

“How is that in a prosperous town like High Wycombe we have above average levels of child poverty in Micklefield, Bowerdean, Disraeli and Castlefield where from a quarter to a third of the children live in poverty.

Would the leader agree that this is a serious concern for WDC and if so what action is being proposed to alleviate officially defined child poverty in High Wycombe?”

Response from Councillor Ms K Wood (Leader of the Council)

“Bucks County Council lead on this work and have developed a Child Poverty Strategy. The Council participates fully in relevant partnership work to tackle child poverty locally. We play an active role by:

- referring relevant families to Families First and Resilience for intensive support

- actively participating in wellbeing and health projects in deprived neighbourhoods such as Active Bucks, community organising, and return to work projects
- funding a Rent Deposit Guarantee Scheme and providing grants to advice organisations such as CAB
- working with partners on a wide variety of initiatives such as the Credit Union, debt awareness advice, workshops for young people on managing money
- and many others.

Supplementary Question

“Could you give an indication of when child poverty is to be eradicated and what is the timescale for this.

Supplementary Response

“It is Bucks CC that lead on this so it is not for me to say. You are welcome to contact the Authority yourself, or I can put you in touch with the officer concerned.”

(b) Question from Councillor M Knight to the Cabinet Member for Housing

“Could you give an update on the latest figures on assessed housing need in the district and outline the council's strategy for ensuring that this need is met?”

Response from Councillor Mrs J Langley (Cabinet Member for Housing)

“I am not ducking the question, though directed to myself as the Cabinet Member for Housing, it does, I feel, relate directly to the local plan and the Housing, Economic Development Needs Assessment (HEDNA) of which Planning are taking the lead.

As housing need numbers are located and provided in the HEDNA with the local plan being devised to meet this need.

I would like to refer the matter to my colleague Cllr Johncock the Cabinet Member for Planning and ask him to supply you with a written response on these figures in due course, as the HEDNA Assessment work progresses. I will at the same time ensure you have a written response to your supplementary question also this evening.”

Supplementary Question

“Over the past few months I have been inundated with requests for support with Housing and in particular I am having a lot of contact from people who are losing private tenancies. Having looked back I can't see that there has been any significant investment in social or affordable housing over the past 40 years.

Do you agree with me that Wycombe District is in a serious housing crisis and that urgent, decisive and proactive action must be taken now to resolve it? ”

Supplementary Response

It was noted that a written response would be provided to this question by the Cabinet Member for Planning in addition to providing the answer to the initial question.

(c) Question from Councillor M Clarke to the Cabinet Member for Planning

“How many new dwellings have current permission to be built and have not been completed?”

Could the answer identify the numbers by parish, including the un-parished areas?”

Response from Councillor D Johncock (Cabinet Member for Planning)

“As at 31st March 2015, there were 1,929 permissions outstanding, ie either under construction or not yet started. Of these, 1404 are in the High Wycombe unparished area with the remaining 525 split between the parishes. I don't propose to go through every one of these. **A detailed breakdown will be provided and attached to the minutes of this meeting, allowing Members to view figures for their own wards.**

At this point, I need to make clear that these numbers are for individual plots rather than whole sites and so they may look rather large. So, to put these figures into perspective, there would be more than 400 permissions for the Daws Hill site alone.

1929 outstanding permissions should be seen as a healthy sign that house building in the District is again on the rise. The stock of permissions over the last few years had fallen away as applications dropped off and scheme densities reduced post-recession. In 2012 the 'not yet started' figure was only 740 units compared to 1797 in 2009, ie the effects of the recession had not quite kicked in by that point.

Looking at why these applications have not been completed, one has to remember that permission lasts for 3 years so that 1929 is a rolling stock of permissions. Some of the permissions will be Outlines, so in need of a further detailed permission to start work. A small amount may merely be valuation exercises; this may well be the case with some of the Prior Notification Sites eg. office to residential automatically permitted by prior notification, which are counted here as permissions.

Some will have conditions to sign off, particularly on the larger sites and in some cases they are awaiting the particular builder they want to use (on the principle the good ones are usually busy), or a house builder themselves may be lining up permissions to ensure they have continuity of work. Some may not be able to access finance until they have a permission secured. And, of course, some may include units which are simply still under construction”.

Supplementary Question

“This shows that all recent permissions are in the Wycombe, Marlow, Princes Risborough and Bourne End areas. The burden of additional housing is borne by the main towns in the District. Villages have not had the development of new housing. How can the Portfolio holder ensure the burden of additional housing put upon Wycombe by the Government is shared equally amongst the residents of villages, not just on towns with reserved sites?”

Supplementary Response

“The Council has a district wide strategy to focus development in town centre locations, with an emphasis on the re use of previously developed sites. However it does not mean that villages should not be expected to help meet our housing needs, as this will help long term sustainability, and provide the much needed affordable housing in country areas.

We support the Government’s scheme to encourage the development of homes in these areas, and we are currently undertaking a review of the Green Belt to help identify relevant sites.

In response to your concern regarding so much future development taking place in High Wycombe, we are looking to double the current size of Princes Risborough by building up to 2,500 new homes there. The high demand for more housing within the town demonstrates that people would like to live here.

(d) Question from Councillor M Hanif to the Cabinet Member for Planning

On Saturday 28th October I had an opportunity to join the Nightsafe team and walk in the town centre. In Pauls Row the new pedestrianized area appears to have improved the look of the area, nevertheless I came away with a few public safety concerns. The pedestrianized area is accessed both by pedestrians and motor vehicles. During our walk unsafe pedestrian and driver behaviour was observed. Some members of the public felt that some control of vehicular traffic is required either through better signage or by installing some bollards.

Can you please reassure the members that appropriate measures to improve Health and Safety in the Town Centre are being considered before an accident takes place? What improvements can we expect?

Response from Councillor D Johncock (Cabinet Member for Planning)

The Pauls Row Improvement Scheme aimed

- To strike a better balance in favour of pedestrians and those with disabilities,
- To create a more attractive and welcoming gateway to the town centre; and

- To support business investment and the vibrancy of the Town Centre.

The shared space approach was considered – in part - to reflect and formalise the way in which the space was already being used, whilst improving safety by putting in place measures to influence careful and courteous driver behaviour, and reducing barriers to pedestrian movement, particularly for those less able. This pedestrian-centred approach sends a clear signal to drivers that they are guests in the space and should behave accordingly, drive more slowly, and typically give way to pedestrians when they are within the space. The scheme also included improvements to lighting and high contrast surfaces to further enhance safety.

Prior to construction the scheme was subjected to a Stage 1 and 2 Road Safety Audit, and Design Risk Assessment, and issues arising were addressed through further detailed design and construction.

The scheme deliberately did not include bollards. Sometimes features intended to improve safety can have the opposite effect as they can give drivers the false impression that pedestrians are 'restricted' to "their" space behind the bollards and it's okay to drive fast in the 'road' space.

Average vehicle speeds through Pauls Row are less than 10 MPH, reducing the likelihood of both conflict between users, or subsequent injury.

A post construction appraisal will be undertaken in the first half of 2016 in accordance with the DDA & Equality 2010 Access Audit Report, and any issues arising will be addressed. In this context officers would like to understand the nature and specifics of the unsafe pedestrian and driver behaviour that you observed Cllr Hanif and I am asking officers to get in touch to learn more.

There was no supplementary question.

(e) Question from Councillor S K Raja to the Cabinet Member for Youth

"Following the demise of Skidz earlier this year, could the Cabinet Member for Youth provide an update to members on the provision of motor vehicle courses in our District for the existing and prospective students, in particular those with special requirements?"

Response from Councillor R Newman (Cabinet Member for Youth)

"Despite the demise of the charity Skidz earlier this year, Amersham and Wycombe College have picked up the baton and are delivering the Skidz programme of motor vehicle courses – guaranteeing that the young people of our district continue to have access to a broad range of courses and skills training. I am grateful for the work the college has done to continue to deliver and indeed improve the provision of these courses, in particular the renovation of the former Skidz site. Their website shows that they offer both Level 1 and Level 2 diplomas in light vehicle maintenance. The council will continue to work closely with the district's further education providers to ensure our young people have the opportunities they deserve to get on in life."

There was no supplementary question

(f) Question from Councillor M Asif to the Cabinet Member for Community

“At a recent Cabinet meeting it was resolved that the new cemetery at Queensway was to have £20,000 allocated from the Special Expenses reserves, to fund the necessary feasibility work.

Would the cabinet member say what the feasibility study involves and why does it cost so much?”

Response from Councillor Mrs J Adey (Cabinet Member for Community)

“The High Wycombe Town Committee (which Cllr Asif is a member of) recommended to Cabinet in June 2015 that £20k be allocated to the feasibility work necessary for a new cemetery at Queensway. The report detailed the associated works as a full geological survey, estimated to cost £12k and costed design and access studies at £8k. The survey has been completed and design work is now being commissioned. At present we expect to underspend the £20k budget by c£8k, which is very good news. The Town Committee will be able to allocate this extra funding to other projects it may have for the benefit of High Wycombe’s residents.”

There was no supplementary question

(g) Question from Councillor Ms J Wassell to the Cabinet Member for Planning

“I am often asked by members of the public why there is a housing shortage when so many buildings are so obviously unused. Could you let me know if there is a strategy for the use of empty buildings and whether all possible sites have been identified for current and future housing needs?”

Response from Councillor D Johncock (Cabinet Member for Planning)

“The Council has a district wide strategy to focus development in town centre locations, with an emphasis on the re-use of previously developed sites. These planning principles are set out in Policy CS 2 of the Core Strategy. Between 2014-15 75% (319) of the total net dwellings completed (423) were in High Wycombe, of these 99% were on previously developed land. On a district wide basis 97% (412) of new homes were completed on previously developed land. The policy direction for the reuse of previously developed sites has shown to have a very positive impact with only 3% of last year’s development on Green Field sites. While the increase in housing numbers means that greenfield sites will in the future be part of the mix, the focus on brownfield will remain, and will still be a substantial part of our housing supply.

Specifically for underutilised employment sites, the Council has recently reviewed employment sites which are no longer considered feasible for employment and have a potential for alternative uses. This has resulted in a number of employment

sites being released for housing. These sites are identified in the 21 October 2015 Cabinet report. Employment sites not considered to be suitable for alternative uses have been safeguarded for employment use to ensure there is a sufficient supply of employment land as well as housing in the future.

It should also be noted that the redevelopment of offices to housing is likely to increase in the next few years due to the new General Permitted Development Order which came into force on the 15th April 2015. This allows for prior notification applications which permit office buildings to be used for the provision of housing without the need to apply for planning permission.

Supplementary Question

“There is some excellent work being done to provide housing on brownfield sites when they arise. A couple with disability have rung me to say they have the prospect of a move and are happy about it.

Please inform me if more housing is to be developed on the Hughenden quarter in view of the change of location of the new day centre? Also what is the proposed use for the Ski slope and are there any new windfall sites?”

Supplementary Response

“With regard to whether all possible sites have been identified for future housing needs, a draft Housing and Economic Land Availability Assessment (HELAA) has recently been published in October this year, showing a total capacity for approximately 9,000 dwellings. This assesses all the potential sites for housing and employment in the district. I am sure that Cllr Wassell will find that the sites she has identified as sitting empty will be identified in this study. If not, she is welcome to provide information on them, and we will consider if they should be included. For a site to be identified for future housing supply it must be considered suitable and available, as such the landowner or developer must identify the site to be available for it to be counted in the future supply.

The Council is thus taking an active role in ensuring that brownfield sites are recycled into housing wherever this can be achieved without damaging our ability to ensure an on-going supply of jobs. I might add that the Council cannot demand that a land owner brings forward a site, should they choose not to develop it.”

(h) Question from Councillor R Raja to the Cabinet Member for Community

“Would the Cabinet Member for Communities agree that increasing levels of obesity are a serious threat to the overall health of the District and puts extra strain on the already tight budget of the NHS.

Therefore, now that the new Leisure Centre is about to come on stream, what actions does she recommend to encourage middle aged people to become physically active?

And would she agree that serious discounts and special recruitment drives may be appropriate in getting the District on the road to long term fitness?"

Response from Councillor Mrs J Adey (Cabinet Member for Community)

"Whilst there is never room for complacency I am pleased to report that Public Health England data only classes 19.4% of Wycombe residents as inactive compared to 25.4% inactive residents in the South East and 27.7% nationally. To further reduce this figure there are several initiatives in place or imminent, including:

- The Wycombe Leisure Card which is free to residents and offers a 30% discount on all activities at all three leisure centres
- Our operator, Places for People Leisure, have an active outreach programme, working with local sports clubs, Wycombe Wanderers football club, schools and BNU to stimulate grass roots physical activity for a wide range of sports including badminton, squash, 5-a-side football, hockey and gymnastics.
- The Sports Development Service has started Go-Tri, Veterans Football and Disc Golf projects this year.
- Bucks CC's Public Health team leads work on Physical Activity, Healthy Eating as part of the Health and Wellbeing Strategy and runs a number of local initiatives such as Active Bucks.
- And, of course, we are investing significantly in new facilities. Having revived Wycombe Rye Lido in partnership with Fusion we have the new Wycombe Leisure Centre about to open, which demonstrates our commitment to improving our services for people of all ages. The Centre includes a larger sports hall, swimming pool and health and fitness suite as well as completely new facilities such as the climbing wall and Splashpad. I am confident that the Centre will generate increased participation in sports and physical activity

However we are not resting on our laurels and also have early work underway to improve our services at Court Garden and Risborough Springs so all residents can have ready access to high quality sports and physical activity opportunities."

There was no supplementary question.

(i) Question from Councillor Ms J Wassell to the Cabinet Member for Environment

"Recently there has been a thread on social media about the state of the stairwells and lift in the Wycombe Swan car park. I have noticed myself that these are often unpleasant and smelly. Could you give any reason why this important car park has such difficulties with cleansing issues?"

Response from Mrs W Mallen (Deputy Cabinet Member for Environment) in the absence of Cllr Mrs J Teesdale (Cabinet Member for Environment)

“We are aware of concerns about the cleanliness of the Swan car park and officers and our contractors are working hard to maintain a good level of cleaning. Some additional deep cleaning has been carried out on the stairwells and landings to improve the condition. This is in addition to the normal daily clean.

We know that on some nights there are people sleeping rough in the car park. The cleansing teams are working to reduce the impact this has on car park users. The housing team is continually working to reach out to people who are sleeping rough to try to offer them help and alternatives.

The Council is working hard with our partners in the voluntary sector in trying to assist anyone unfortunate enough to have to sleep rough. We also jointly fund a Bucks wide outreach service for rough sleepers, with access to emergency beds and services to assist people into accommodation. The Outreach service regularly visits the car parks and tries to assist those sleeping there.

Members of the public can report concerns they may have about anyone sleeping rough to the Streetlink service who will pass this on to our outreach service-streetlink can be contacted via 0300 500 0914.”

Supplementary Question

“I find it preposterous that you proclaim that the smell is due to rough sleepers. The unpleasantness is not caused by the homeless, the cleaning process is not being carried out effectively, or at all.

I challenge you to take on a team of young people, to provide them with a mop and bucket and to carry out the work that the Council contractors cannot do.”

Supplementary Response

“This is a much more serious problem which requires more than a mop and bucket. This work requires specialist chemicals and machinery.

I will ask the relevant officers to upgrade the cleaning activity and hopefully you will see improvements shortly.”

62 PETITIONS

No petitions were received by the deadline of Monday 7 December.

63 CABINET

RESOLVED: That the minutes of the meeting of the Cabinet held on 16 November 2015 be received, and the recommendations as set out at minute numbers 43 and 48 be approved and adopted.

(Minute number 41 Cabinet recommendation on the Motion submitted to Council on 5 October was taken under (Motions) agenda item 18.

64 CABINET

RESOLVED: That the minutes of the Special Cabinet meeting held on 14 December 2015, be received and the recommendations as set out in minute number 56 be approved and adopted.

65 IMPROVEMENT & REVIEW COMMISSION

RESOLVED: That the minutes of the meeting of the Improvement & Review Commission held on 11 November 2015 be received

66 AUDIT COMMITTEE

In the absence of the Chairman Councillor Peart rose to present the minutes. He took the opportunity to elaborate on some of the main issues that were discussed at the meeting, many of which were on going and would be reported upon further at the next Audit Committee meeting.

RESOLVED: That the minutes of the meeting of the meeting of the Audit Committee held on 19 November 2015 be received.

67 HIGH WYCOMBE TOWN COMMITTEE

Minute 23 – Review of Cemetery Fees and Charges 2016/17

The Chairman of the Committee clarified that the proposed increase relating to Saturday burials amounted to an additional £143.57 to take account of standby costs. It was noted that this item was a recommendation to Cabinet.

Another Member queried this stating that there would have to be an assumption that last year's figures would be the same as the current year. It was confirmed by the Chairman that this was a reasonable assumption to make and that costs could be reviewed should the numbers be vastly different in the ensuing year.

RESOLVED: That the minutes of the meeting of the High Wycombe Town Committee held on 24 November 2015 be received.

68 LICENSING COMMITTEE

RESOLVED: That the minutes of the meeting of the Licensing Committee held on 12 November 2015 be received and the recommendation as set out at minute number 10 be approved and adopted.

69 PLANNING COMMITTEE

RESOLVED: That the minutes of the Planning Committee held on 23 September and 21 October 2015 be received.

70 PERSONNEL & DEVELOPMENT COMMITTEE

RESOLVED: That the minutes of the meeting of the Personnel & Development Committee held on 30 November 2015 be received and the recommendations as set out at minute numbers 50 and 51 be approved and adopted.

71 REGULATORY & APPEALS COMMITTEE

RESOLVED: That the minutes of the meeting of the Regulatory & Appeals Committee held on 2 November 2015 be received and the recommendations as set out at minute number 10 be approved and adopted.

72 SPECIAL REGULATORY & APPEALS COMMITTEE

Minute 15 – Questions at Council and Petitions Scheme

A Member raised an objection to the recommendation relating to the deadline for questions to be submitted to Council. She believed that an increase from 3 to 5 days made it more difficult for opposition Members to hold the ruling party to account. In addition she stated that the proposed amendment to Standing Orders relating to asking of a question within a 6 month period also obstructed the democratic process as it prevented the request for constant updated information on a particular subject matter.

The Member concerned also believed that the change in the Petition Scheme would mean that a very important petition, affecting a small number of people could not now be lodged.

RESOLVED: That the minutes of the Special meeting of the Regulatory & Appeals Committee held on 7 December be received and the recommendations as set out at minute number 15 be approved and adopted.

73 STANDARDS COMMITTEE

RESOLVED: That the minutes of the meeting of the Standards Committee held on 13 October 2015 be received, and the recommendations as set out at minute number 12 be approved and adopted.

74 OUTSIDE BODIES/COMMITTEE CHANGES

The following changes made to Outside Bodies as set out in the summons were noted.

Wrights Meadow Board of Trustees – Cllr M Clarke was appointed to serve as WDC representative.

Shopmobility Management Committee – Cllr A Hill replaced Cllr Mrs J Teesdale

Wycombe Almshouse Trust – Cllr Baughan replaced Cllr A Hill.

75 QUESTIONS UNDER STANDING ORDER 11.2

In accordance with Standing Order 11.2, the following question and answer was circulated in writing to all Members of the Council at the meeting, and would be included in the Minutes of the meeting. No discussion took place.

Question from Councillor Ms J Wassell to the Cabinet Member for Economic Development & Regeneration

“I would be grateful for a further update about the future use of the Old Library, Queen Victoria Road and the Reggie Goves Centre. I am aware that I asked about this a few months ago, however I am asking in the hope there is some further progress?”

Written response from Councillor R Wilson (Cabinet Member for Economic Development & Regeneration)

The Old Library is BCC property. We would suggest contacting Buckinghamshire County Council direct for an indication of their plans regarding the building.

In respect of the Reggie Goves Building I can inform you that it is in solicitors' hands with an Agreement for Lease close to completion, for letting to a large

restaurant, aimed at strengthening the evening/night time offer of the cluster of pubs and restaurants in Paul's Row.

RESOLVED: That the above question and answer be noted.

76 URGENT ACTIONS

The individual decisions published since the last meeting of the council were noted.

77 REFRESHMENTS

The Chairman took the opportunity to wish the whole Council a very Happy Christmas and New Year. In the spirit of the occasion the Chairman and Vice Chairman invited everyone present to join them for festive refreshments including red and white wine, orange juice and mince pies at the close of the meeting.

Chairman

The following officers were in attendance at the meeting:

Ian Hunt	- Democratic Services Manager
Karen Satterford	- Chief Executive
Paul Shackley	- Corporate Director
Iram Malik	- Democratic Services Officer

This page is intentionally left blank

Appendix A

Dwelling Permissions Under Construction and Not Yet Started at 31st March 2015

Parish	Dwellings Under Construction			Dwellings Not Yet Started			Total not yet completed (net)
	Gross	Loss	Net	Gross	Loss	Net	
Bledlow-cum-Sauderton	16	2	14	49	1	48	62
Bradenham	0	0	0	2		2	2
Chepping Wycombe	12	3	9	33	9	24	33
Downley	2	0	2	2	1	1	3
Ellesborough	3	0	3	2	1	1	4
Fawley	0	0	0	4	1	3	3
Gt & Little Hampden	2	0	2	1	0	1	3
Gt & Little Kimble Cum Marsh	8	3	5	10	5	5	10
Great Marlow	2	1	1	14	3	11	12
Hambleden	3	1	2	5	6	-1	1
Hazlemere	18	5	13	16	4	12	25
Hedsor	1	3	-2	0		0	-2
High Wycombe Town (Unparished)	402	138	264	1301	161	1140	1404
Hughenden	4	2	2	10	2	8	10
Ibstone	1	1	0	0			0
Lacey Green	7	3	4	6	3	3	7
Lane End	20	3	17	33	36	-3	14
Little Marlow	0		0	7	5	2	2
Longwick Cum Ilmer	1	0	1	2	0	2	3
Marlow Bottom	2	0	2	5	2	3	5
Marlow Town	34	13	21	113	17	96	117
Medmenham	1	1	0	8	2	6	6
Piddington and Wheeler End	1	0	1	2	2	0	1
Princes Risborough Town	16	11	5	16	2	14	19
Radnage	1	0	1	6	4	2	3
Stokenchurch	27	3	24	38	8	30	54
Turville	1	0	1	3	3	0	1
West Wycombe	0		0	2	1	1	1
Wooburn And Bourne End	35	4	31	102	7	95	126
Total			423			1506	1929

Cabinet Minutes

Date: 8 February 2016

Time: 7.00 - 8.05 pm

PRESENT: Councillor Ms K S Wood (Executive Leader of the Council - in the Chair)

Councillor Mrs J A Adey	- Cabinet Member for Community
Councillor D H G Barnes	- Deputy Leader and Cabinet Member for Engagement and Strategy
Councillor D A Johncock	- Cabinet Member for Planning
Councillor Mrs J D Langley	- Cabinet Member for Housing
Councillor R Newman	- Cabinet Member for Youth
Councillor D A C Shakespeare OBE	- Cabinet Member for HR, ICT and Customer Services
Councillor D M Watson	- Cabinet Member for Finance and Resources
Councillor R Wilson	- Cabinet Member for Economic Development and Regeneration

By Invitation

Councillor Z Ahmed	- Deputy Cabinet Member for Community
Councillor S Broadbent	- Deputy Cabinet Member for Economic Development and Regeneration
Councillor D J Carroll	- Deputy Cabinet Member for Housing
Councillor R Gaffney	- Chairman of the Improvement & Review Commission
Councillor Mrs G A Jones	- Deputy Cabinet Member for Planning
Councillor Mrs W J Mallen	- Deputy Cabinet Member for Environment
Councillor G Peart	- Deputy Cabinet Member for Finance and Resources
Councillor I L McEnnis	- Chairman of the Council
Councillor R Raja	- Leader of the Labour Group

Also present: Councillors M C Appleyard, H Bull, A D Collingwood, M P Davy and A R Green

57 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors A Hussain (Deputy Cabinet Member for Engagement & Strategy), M Knight (Leader of the East Wycombe Independent Group), S Saddique (Deputy Cabinet Member for HR, ICT & Customer Services and Mrs J Teesdale (Cabinet Member for Environment).

58 MINUTES

RESOLVED: That the minutes of the meeting of the Special Cabinet held on 14 December 2015 be approved as a true record and signed by the Chairman.

59 DECLARATIONS OF INTEREST

There were no declarations of interest.

60 REFERRAL FROM THE AUDIT COMMITTEE ON THE TREASURY MANAGEMENT STRATEGY

The report before the Cabinet set out the recommendations from the Audit Committee which had considered and endorsed the Treasury Management Strategy for 2016/17, and Treasury Management Statement at its meeting on 14 January 2016.

The following recommendations were made as in February 2012, the Council adopted the CIPFA Treasury Management in the Public Services: Code of Practice (fully revised 2011 edition), which required the Council to approve a treasury management strategy before the start of each financial year, a mid year report, and an annual report after the end of each financial year.

Recommended: That (i) the Treasury Management strategy for 2016/17 and the Treasury Management indicators contained therein be approved; and

(ii) the Treasury Management policy statement, attached at Appendix A of the report, be noted.

61 REFERRAL FROM THE HIGH WYCOMBE TOWN COMMITTEE ON CEMETERY FEES AND CHARGES FOR 2016/17

Councillor A Green, Chairman of the High Wycombe Town Committee, presented the Committee's recommendations in relation to the proposed Cemetery Fees and Charges for 2016/17. The High Wycombe Town Committee had considered and endorsed the recommendations at its meeting in November 2015.

It was noted that a proposed increase to additional Saturday interments of £143.57 was being proposed for 2016/17. The current charge for interments which occurred on a Saturday was £120.00; the proposed increase would result in the charges increasing to £263.57 for 2016/17.

The following decision was made as the fees and charges for High Wycombe cemetery were reviewed annually and new charges agreed, as appropriate for implementation in April.

RESOLVED: That approval be given for the proposed charges as detailed in paragraphs 8 -12 of the report to take effect from 1 April 2016.

62 CASTLEFIELD COMMUNITY CENTRE TRANSFER

Cabinet recalled that at its meeting on 16 July 2013, it had approved proposals to lease the Castlefield Community Centre to the Karima Foundation for a 25 year term. However, since that time, the proposal to grant a long lease had not come to fruition. Upon further reflection, Cabinet approval was now sought to enter into a freehold transfer with the Karima Foundation, subject to a number of restrictions on the title which had been set out in the report.

The following decision was made as Cabinet agreed in 2013 that Castlefield Community Centre be leased to the Karima Foundation. Lease negotiations commenced based on agreed heads of terms for a 25 year lease. The Council sought a Full Repairing and Insuring (FRI) lease to transfer its repairing responsibilities. The lease had not been completed for the reasons set out in the report. The Karima Foundation would accept full responsibility for the building if WDC transferred the freehold with restrictions on use and reuse.

RESOLVED: That as the Council considered that the proposed disposal would help to secure the promotion or improvement of the economic, social or environmental well-being of the area, the freehold transfer of Castlefield Community Centre, for the sum of £1, and subject to the restrictions set out in the report, to the Karima Foundation be agreed.

63 REVENUE BUDGET AND COUNCIL TAX SETTING 2016/17

The Chairman of the Improvement & Review Commission Budget Task & Finish Group, Councillor A Collingwood, presented to Cabinet the recommendations of the Budget Task & Finish Group which had specifically examined the budget, to make recommendations to inform the Cabinet decision on the budget and to provide future proposals for inclusion in the budget.

Members resolved to discuss the recommendations during exempt session and therefore it was:

RESOLVED: That the Press and Public be excluded from the meeting during consideration of the following item as it contained exempt information as defined in Regulation 4(2)(b) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, more particularly as follows:

Minute 63 - Revenue Budget and Council Tax Setting – Appendix F

Information relating to the financial or business affairs of any particular person (including the authority holding that information) (Paragraph 3, Part 1 of Schedule 12A, Local Government Act 1972)

(The need to maintain the exemption outweighs the public interest in disclosure, because disclosure could prejudice the Council's position in any future tender process or negotiations)

Councillor A Collingwood, the Chairman of the Budget Task & Finish Group presented the findings and the recommendations of the Group to Cabinet for endorsement.

The meeting then went back in to open session for the remainder of the item.

Cabinet were asked to consider and formally recommend the General Fund and Special Expenses revenue estimates for 2016/17 to enable the Council to set the Council Tax for the forthcoming year.

A complete set of papers for the item was circulated at the meeting, appendices A and C had been amended, and appendices G & H had been incorporated following completion.

The report highlighted that following publication of the provisional finance settlement the Council would receive significantly less funding than had been originally projected, approximately £2.6m less. It was noted that a key reason for the reduction was the presumption in the spending power calculation that Councils with lower quartile council tax would increase their share of tax by a maximum of £5.00 on Band D properties. It was thus considered appropriate that Council Tax be increased by £5.00 on Band D properties for 2016/17, which would be the first increase since 2010/11. It was noted however that the Council would continue to have one of the lowest levels of Council Tax in the Country and Buckinghamshire.

Cabinet were informed that the Council had a balanced budget for 2016/17, however, the level of financial risk the Council faced continued to increase, particularly given the changes to local government finance.

Cabinet expressed their thanks to Officers and the Budget Task and Finish Group for all their hard work.

The following recommendations were made to enable budgets to be set for 2016/17, at Council on 25 February 2016.

Recommended: That in accordance with the Council's Budget Strategy the following items in respect of the 2016/17 revenue budget be approved:

Strategic

- (a) The report of the Chief Financial Officer and adoption of its proposals.

Revenue Budget

- (a) The overall General Fund revenue estimates for 2016/17 totalling £14,684k (Appendix A of the report);
- (b) The repairs and renewals fund programme totalling £544k for 2016/17 (Appendix B of the report);
- (c) The Higginson Park Trust budget for 2016/17, which requires a Council revenue subsidy of £232,400 (£292,400 2015/16), as set out in Appendix C of the report;

- (d) The Special Expenses estimates for High Wycombe Town Committee (including Fees and Charges) for 2016/17 totalling £366,200. A precept of £372,684 is proposed (£371,300 2015/16) which takes account of the impact of the government's Council Tax Support Regulations on the calculation of the Council Tax Base. The impact of this has been negated for 2016/17 by the transfer of £37,500 from the Council's General Fund by way of a grant. This is to be funded from Council Tax Support Grant funding provided as part of the local government finance settlement. This is set out at Appendix D of the report; and
- (e) The Special Expenses estimate for West Wycombe close churchyard for 2016/17 totalling £3,100, set out at Appendix E of the report.
- (f) To consider the recommendations from the Budget Task and Finishing group and proposed responses, as set out at Appendix F of the report.

Council Tax

- (a) It is proposed that the District Council share of the Council Tax for a Band D property will increase from £126.99 to £131.99 from April 2016.
- (b) The report on the Collection Fund and parish precept requests, together with the formal report on the level of Wycombe District Council and Parish and Town Council elements of the Council Tax (Appendices G & H) and approval of the recommendations contained therein; and
- (c) That the Council pays to each Parish Council and Special Expenses a share of the Council Tax Support grant necessary to mitigate the projected impact of the reduction to their respective Council Tax Base following the introduction of Council Tax Support in 2016/17 at a total cost of £128k.
 - (i) That it be noted that the following amounts have been calculated for the year 2016/2017 in accordance with regulations made inter alia under Sections 31 to 36 of the Local Government Finance Act 1992:-
 - (A) 66,372.88; being the amount calculated by the Council, in accordance with the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012 ("the Regulations") as its Council Tax Base for the year.

(B) Parish / Town Area	Council Tax Base
Bledlow-cum-Saunderton	1200.31
Bradenham	226.09
Chepping Wycombe	6319.36
Downley	1969.52
Ellesborough	440.07
Fawley (Parish Meeting)	135.46
Great & Little Hampden	165.47
Great & Little Kimble cum Marsh	474.18
Great Marlow	717.92
Hambleden	835.11
Hazlemere	3975.22
Hedsor (Parish Meeting)	80.18
High Wycombe Town	21505.14
Hughenden	3934.44
Ibstone	144.52
Lacey Green	1235.65
Lane End	1385.10
Little Marlow	791.25
Longwick-cum-Ilmer	680.72
Marlow Bottom	1511.84
Marlow Town	6645.20
Medmenham	514.27
Piddington & Wheeler End	263.27
Princes Risborough	3483.90
Radnage	380.60
Stokenchurch	1916.00
Turville	218.33
WestW'- Parish Council	540.66
Wooburn and Bourne End	4683.10
Grand Total	66,372.88

being the amounts calculated by the Council, in accordance with the Regulations, as the amounts of its Council Tax Base for the year for dwellings in those parts of its area to which one or more of the special items relate;

(ii) That the following amounts be now calculated by the Council for the year 2016/2017 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992 ("the Act").

(A) being the aggregate of the amounts which the Council estimates for the items set out in Section 31(A)(2) of the Act; taking into account all precepts issued to it by parish councils as at the date of the meeting.
*To Follow

- (B) being the aggregate of the amounts which the Council estimates for
*To Follow the items set out in Section 31(A)(3) of the Act;
- (C) being the amount by which the aggregate at (ii)(A) above exceeds
*To Follow the aggregate at (ii)(B) above, calculated by the Council in
accordance with Section 31(A)(4) of the Act, as its Council Tax
requirement for the year.
- (D) being the amount at (ii)(C) above divided by the amount at (i)(A)
*To Follow calculated by the Council, in accordance with Section 31(B)(1) of the
Act, as the basic amount of its council tax for the year;.
- (E) being the aggregate amount of all special items referred to in
£ 2,743,003 Section 34(1) of the Act;
- (F) £131.99 being the amount at (ii)(D) above less the result given by dividing the
amount at (ii)(E) above by the amount at (i)(A) above, calculated by
the Council, in accordance with Section 34(2) of the Act, as the
basic amount of its Council Tax for the year for dwellings in those
parts of its area to which no special item relates:

(G)

Part of Council's Area	2016-17
Bledlow-cum-Saunderton	147.11
Bradenham	162.95
Chepping Wycombe	186.01
Downley	177.69
Ellesborough	176.57
Great & Little Hampden	147.61
Great & Little Kimble cum Marsh	195.26
Great Marlow	149.03
Hambleden	170.31
Hazlemere	190.25
High Wycombe Town	152.02
Hughenden	182.21
Ibstone	180.43
Lacey Green	152.22
Lane End	214.55
Little Marlow	191.53
Longwick-cum-Ilmer	165.62
Marlow Bottom	152.96
Marlow Town	180.57
Medmenham	169.15
Piddington & Wheeler End	207.96
Princes Risborough	227.20
Radnage	198.20
Stokenchurch	165.97
Turville	161.76
West Wycombe	212.63
Wooburn and Bourne End	184.96

being the amounts given by adding to the amount at (ii)(F) above the amounts of each of the special items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the appropriate amount at (i)(B) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more of the special items relate.

(H)

Part of the Council's Area	Band A Charge	Band B Charge	Band C Charge	Band D Charge	Band E Charge	Band F Charge	Band G Charge	Band H Charge
Bledlow-cum-Saunderton	98.13	114.45	130.78	147.11	179.77	212.42	245.24	294.22
Bradenham	108.69	126.78	144.86	162.95	199.12	235.3	271.64	325.9
Chepping Wycombe	124.07	144.72	165.36	186.01	227.3	268.59	310.08	372.02
Downley	118.52	138.24	157.97	177.69	217.14	256.58	296.21	355.38
Ellesborough	117.77	137.37	156.97	176.57	215.77	254.96	294.34	353.14
Fawley	88.04	102.69	117.34	131.99	161.29	190.59	220.03	263.98
Great & Little Hampden	98.46	114.84	131.23	147.61	180.38	213.15	246.07	295.22
Great & Little Kimble cum Marsh	130.24	151.91	173.59	195.26	238.61	281.95	325.5	390.52
Great Marlow	99.41	115.95	132.49	149.03	182.11	215.2	248.44	298.06
Hambleden	113.6	132.5	151.41	170.31	208.12	245.92	283.91	340.62
Hazlemere	126.9	148.02	169.13	190.25	232.48	274.72	317.15	380.5
Hedsor	88.04	102.69	117.34	131.99	161.29	190.59	220.03	263.98
High Wycombe Town	101.4	118.27	135.15	152.02	185.77	219.51	253.42	304.04
Hughenden	121.54	141.76	161.99	182.21	222.66	263.11	303.75	364.42
Ibstone	120.35	140.38	160.4	180.43	220.48	260.54	300.78	360.86
Lacey Green	101.53	118.43	135.32	152.22	186.01	219.8	253.75	304.44
Lane End	143.11	166.92	190.74	214.55	262.18	309.81	357.66	429.1
Little Marlow	127.75	149.01	170.27	191.53	234.05	276.57	319.28	383.06
Longwick-cum-Ilmer	110.47	128.85	147.24	165.62	202.39	239.15	276.09	331.24
Marlow Bottom	102.03	119	135.98	152.96	186.92	220.87	254.99	305.92
Marlow Town	120.44	140.49	160.53	180.57	220.65	260.74	301.01	361.14
Medmenham	112.83	131.6	150.38	169.15	206.7	244.25	281.98	338.3
Piddington & Wheeler End	138.71	161.79	184.88	207.96	254.13	300.29	346.67	415.92
Princes Risborough	151.55	176.76	201.98	227.2	277.64	328.07	378.75	454.4
Radnage	132.2	154.2	176.2	198.2	242.2	286.2	330.4	396.4
Stokenchurch	110.7	129.13	147.55	165.97	202.81	239.66	276.67	331.94
Turville	107.9	125.85	143.81	161.76	197.67	233.58	269.66	323.52
WestW'-Parish Council	141.83	165.43	189.03	212.63	259.83	307.03	354.46	425.26
Wooburn and Bourne End	123.37	143.9	164.43	184.96	226.02	267.08	308.33	369.92

being the amounts given by multiplying the amounts at (ii)(F) and (ii)(G) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

64 BUDGET MONITORING REPORT Q3 2015/16

The report before Cabinet set out the position for all revenue accounts and capital spending for the first nine months of 2015/16. Cabinet considered the actions set out in the report and whether any further action was necessary.

The following decision was made as the Cabinet approved a budget each year within the context of a Medium Term Financial Strategy to achieve the Council's priorities. Regular monitoring reports were submitted to Cabinet for review during the financial year, with management actions highlighted to ensure that Cabinet could assess whether any further action was required.

RESOLVED: That the current budgetary position at the end of December 2015, and actions already taken be noted, and the further management actions proposed to ensure that the budget was achieved be supported

65 INFORMATION SHEETS

Cabinet received the following Information Sheet issued since the last meeting:

1/2016 Short Term Review of Employment Sites

66 FILE ON ACTION TAKEN UNDER DELEGATED AUTHORITY

Cabinet received the following files on actions taken under delegated powers:

Community C/1/16 – C/11/16
Deputy Leader DL/01/16
Environment E/1/16
Finance F/1/16 – F/3/16
Housing H/01/16 – H/02/16
Leader L/01/16 – L/02/16
Planning & Sustainability PS/01/16 – PS/02/16

EXCLUSION OF PRESS & PUBLIC

RESOLVED: That the Press and Public be excluded from the meeting during consideration of the following items as they contain exempt information as defined in Regulation 4(2)(b) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, more particularly as follows:

Minute 63 - Revenue Budget and Council Tax Setting – Appendix F

Minute 67 - Public Convenience Cleansing Contract

Minute 68 - Parking

Information relating to the financial or business affairs of any particular person (including the authority holding that information) (Paragraph 3, Part 1 of Schedule 12A, Local Government Act 1972)

(The need to maintain the exemption outweighs the public interest in disclosure, because disclosure could prejudice the Council's position in any future tender process or negotiations)

Minute 69 - File on Action taken under Exempt Delegated Powers

Economic Development and Regeneration sheet nos: EDR/01/16 – EDR/11/16

Environment sheet nos: E/01/16 – E/02/16

Finance sheet nos: F/01/16

Information relating to the financial or business affairs of any particular person (including the authority holding that information) (Paragraph 3, Part 1 of Schedule 12A, Local Government Act 1972)

(The need to maintain the exemption outweighs the public interest in disclosure, because disclosure could prejudice the Council's position in any future tender process or negotiations)

67 PUBLIC CONVENIENCE CLEANSING CONTRACT

Cabinet were advised that the Council's current Public Convenience Cleansing contract was due to terminate in March 2016. A competitive tender exercise had been conducted, and Cabinet's approval was sought to award the contract to tenderer 2.

The following decision was made as the current Public Convenience Cleansing contract expires on 31st March 2016. The tender submitted by tenderer 2 provided the best value for the Council.

RESOLVED: That the Public Convenience Cleansing contract be entered into with the preferred tenderer for the provision of cleansing to Wycombe District Council owned public conveniences to commence on 1st April 2016, terminating on the 2nd March 2020, as set out in the report.

68 PARKING

Cabinet had before it a report setting out proposals for the future delivery of the Council's off-street car parks. Cabinet approval was sought to grant delegated authority to enable the efficient management of the Council's off-street car parks.

The Leader provided a verbal update at the meeting.

The following decision was made to enable the Council to respond to any changing circumstances.

RESOLVED: That in order to enable the efficient management of the Council's off-street car parks, delegated authority be given to the Head of Environment in consultation with the Chief Executive, Corporate Director, Leader and Cabinet Member for Environment to implement change as may be necessary in accordance with the detailed report.

69 FILE ON ACTION TAKEN UNDER EXEMPT DELEGATED POWERS

Cabinet received the following files on exempt actions taken under delegated powers:

Economic Development and Regeneration: EDR/01/16 – EDR/11/16

Environment: E/01/16 – E/02/16

Finance: F/01/16

Chairman

The following officers were in attendance at the meeting:

Karen Satterford	- Chief Executive
Paul Shackley	- Corporate Director
Steve Richardson	- Head of Finance and Commercial
Catherine MacKenzie	- Principal Democratic Services Officer

Standards Committee Minutes

Date: 5 January 2016

Time: 6.15 - 7.00 pm

PRESENT: Councillor C Etholen (in the Chair)

Councillors Mrs J A Adey, S Broadbent, M Clarke, Parish Councillor Mr A Cobden, A R Green, G Houalla, M Pearce and Parish Cllr Mr B Swain, K Ahmed and A D Collingwood

14 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Ms Wassell, and Councillor R Raja.

15 MINUTES OF PREVIOUS MEETING

It was noted that there were three parish council observer positions on the Standards Committee. Since the last meeting Parish Cllr Mrs V Smith had resigned and Parish Cllr Mr A Cobden had joined the Committee. It was noted that there was now one parish council observer vacancy and Wycombe District Association of Local Councils (WDALC) would be contacted to provide a replacement.

RESOLVED: That the minutes of the meeting of the Standards Committee held on 13 October 2015 be confirmed as a correct record and signed by the Chairman.

16 DECLARATIONS OF INTEREST

No declarations of interest were received.

17 DISPENSATIONS

A report was considered which requested that authority be delegated to the Monitoring Officer to grant dispensations to Members in relation to a decision concerning Members' Allowances. It was noted that at an earlier meeting the Committee had given delegated power to the Monitoring Officer regarding dispensations where circumstances arise that so many Members would have DPs which would then impede the transaction of business, or where without a dispensation every Member of Cabinet would have a DP prohibition from participating. Also in June 2015, the Monitoring Officer was delegated authority to grant dispensations in relation to setting the Council Tax.

The revisions to the Code of Conduct were considered at full Council on 14 December 2015 which clarified the obligation to members to refrain from taking part in meetings where they have non-DPs as well as DPs. As Members' Allowances

are non-DPIs to allow members to consider and decide upon them explicit dispensations are now necessary.

In considering the report it was suggested that other charges may require dispensations such as car parking charges and dispensations for Charter Trustees may also need to be considered. It was noted that these could come under the general dispensations delegated power and as Charter Trustees must be Councillors to become a Charter Trustee then the dispensations would apply in this instance. However it was agreed that the recommendation be amended to specifically include other charges.

RESOLVED: That the Monitoring Office under Section 33 of the Localism Act 2011, be delegated authority to grant dispensations until 2 May 2019 to Members in relation to decisions concerning Members' Allowances and the setting of any other charges affecting Members.

18 QUARTERLY UPDATE ON STANDARDS COMPLAINTS

A report was submitted which provided an overview of recent complaint cases regarding Member conduct since October 2015. Members were informed that since the last meeting two new complaints had been submitted relating to members of Parish Councils. One complaint was at Stage 1 and the other proceeding to Stage 2, an update as to progress would be supplied to the next meeting.

It was noted that the figures presented indicated that the complaints system was being utilised in a positive way with the public being aware and making use of the Council's complaints process.

RESOLVED: That the report be noted.

19 STANDARDS COMMITTEE TERMS OF REFERENCE - CONSTITUTION REVIEW

The Committee noted that as part of the wider review of the Council's Constitution, each Committee was being invited to review its terms of reference.

This Committee's review would feed back into the wider review which was to be reported in its entirety for consideration to the Regulatory and Appeals Committee in early 2016.

RESOLVED: That no changes be made to the current Terms of Reference.

20 SUPPLEMENTARY ITEMS

There were no supplementary items.

21 URGENT ITEMS

There were no urgent items.

Chairman

The following officers were in attendance at the meeting:

Jemma Durkan - Senior Democratic Services Officer
Julie Openshaw - District Solicitor

This page is intentionally left blank

Improvement and Review Commission Minutes

Date: 13 January 2016

Time: 7.00 - 8.00 pm

PRESENT: Councillor R Gaffney (in the Chair)

Councillors Mrs S Adoh, K Ahmed, Ms A Baughan, Miss S Brown, H Bull, Mrs L M Clarke OBE, A D Collingwood, M P Davy, C Etholen, M Harris, D Knights, A Lee, Ms C J Oliver, S K Raja, R Raja and J A Savage.

Apologies for absence were received from Councillor M E Knight

22. CHAIRMAN'S INTRODUCTION

The Chairman wished all Members a Happy New Year and looked forward to another busy and productive year for the Commission.

The Chairman was delighted that with the exception of one Member who submitted his apologies, it was a full attendance, with no deputies required.

23. DECLARATIONS OF INTEREST

There were no declarations of interest.

24. MINUTES OF PREVIOUS MEETING

RESOLVED: That the minutes of the meeting of the Improvement & Review Commission held on 11 November 2015, be approved as a true record and signed by the Chairman.

25. REGENERATION DELIVERY TASK AND FINISH GROUP

At the last meeting of the Commission (11 November 2015) it had been agreed to establish a task and finish group to investigate the capacity, decision making process and project delivery arrangements required to achieve the Council's income targets in respect of both commercial and residential regeneration.

The Meeting noted the Council's plans to use its assets and capital in such a way that not only delivered regeneration and growth in a sustainable way, but also generated annual revenue to support Council services, helping towards offsetting the Council's projected funding shortfall in future years.

The Meeting had before it a report outlining the arrangements for the proposed task and finish group including the following terms of reference:

1. To investigate and help shape the emerging arrangements for the delivery of the Council's Regeneration and Infrastructure priority in order that the Council can make the smooth transition to financial self-sufficiency, specifically focusing on:
 - (a) The prioritised regeneration programme to deliver the scale of recurring annual income required by 2018;
 - (b) The organisational resources, decision-making and project delivery arrangements in place to ensure delivery of the regeneration projects on time and on budget; and
 - (c) The partnership arrangements in place to ensure delivery of the regeneration projects on time and on budget, in particular with Buckinghamshire County Council and the Bucks (Thames Valley) Local Enterprise Partnership.
2. To make recommendations to the Improvement and Review Commission on 14 September 2016 for submission to Cabinet on 19 September 2016.

The proposal was to hold the first meeting of the Task and Finish Group in March, when an update on progress could be provided on the programme of work and resources in place to deliver them, which could act as the starting point for the Task and Finish Group's work.

It was noted that the work of the proposed Group continued the recent work of the Budget Task and Finish Group and to this end, Councillor A Collingwood was proposed as the Chairman of the new Group to ensure continuity.

The Commission indicated that it wished the Group to also explore the advantages and dis-advantages of an arms-length organisation to deliver commercial and housing projects, along with ensuring timely decision making arrangements in the fast moving commercial market place. The indication of no central government revenue support funding for the Council after 3 years, implicit in the Government's Autumn Statement, made the Group's research work imperative.

RESOLVED: That

- (i) The Terms of Reference and scope of the Regeneration Task and Finish Group as set out in the report be agreed, with a final report back to the Commission on 14 September 2016 ; and

- (ii) The Task and Finish Group be Chaired by Councillor Collingwood with Councillor Mrs Clarke OBE as Vice-Chairman, together with Councillors Bull, Miss Brown, Mrs Clarke OBE, Davy, Etholen, Knights & S K Raja, plus any other members that wish to serve to give cross-party representation.

26. RURAL ISSUES - DISCUSSION ITEM

Members considered the discussion paper before them in respect of Rural Issues. At the last meeting of the Commission (11 November 2015) when discussing the Council's Corporate Plan the need to focus on rural issues had been highlighted.

As a result a report had been put before the Commission with 4 featured options. It was envisaged that the bulk of the work of the proposed task and finish group would be externally focussed, meeting with key stakeholders. The recommendations arising from the review were therefore likely to be directed at partner agencies, as well as the District Council.

The Commission decided to link the issues of employment and tourism with the connectivity (transport and broadband) issues. Given the involvement of the voluntary and community sector in delivering solutions to these issues, a combination of all of the first three options into the work of the Group was agreed.

Councillor Etholen, member for the rural ward of Bledlow and Bradenham was appointed to Chair the Group, supported by Councillor Harris (Greater Marlow) as Vice Chairman. Councillor Ms Adoh of Stokenchurch & Radnage ward also agreed to serve. An e-mail to secure further volunteers to be issued.

RESOLVED: That

- (i) A Rural Task and Finish Group be established with a specific focus on connectivity, employment and tourism, and rural quality of life, with a final report back to the Commission on 9 November 2016; and
- (ii) The Chairmanship, Vice Chairmanship and membership to date, as featured above, be agreed and further members be sought to serve on this Task and Finish Group.

27. COMMISSION'S WORK PROGRAMME & CABINET FORWARD PLAN

Before considering the item the Chairman reported that the Cabinet Member for Housing had been keeping him regularly informed of the work being undertaken on the Houses in Multiple Occupation recommendations, which had been submitted to

Cabinet in February 2015, although a formal Cabinet response had not yet been made. Recently her Service had responded to a Government consultation in respect of the proposals to extend the mandatory licensing of HMO's.

A suggestion was made that there was a considerable need for the Commission to carry out work on the provision of Housing as a whole within the District, including affordable housing. The Commission indicated that Housing should be the subject of a Task and Finish Group in the future when there was sufficient space in the Commission's work programme.

Members also mentioned the Saunderton Lodge facility. It was therefore suggested that the Cabinet Member be invited to the next meeting on 9 March to give an update on the Council's housing strategy in general, as well as Saunderton Lodge and HiMos, as this could help inform the timing and scope of the Task and Finish Group in the future.

The status of the four current task and finish groups was considered and discussed, the imminent work of the Local Plan Task and Finish Group the next week in respect of the Princes Risborough Town Plan was noted. Councillor S K Raja volunteered to join the Group and Councillor Collingwood had replaced Councillor Savage as Chairman, who was thanked for his contribution.

The imminent finalisation of the Phase 2 Budget Task and Finish Group recommendations was referred to, along with their referral directly to the 8 February 2016 Cabinet meeting. Members paid tribute to the work of the Chairman of the Budget Task and Finish Group.

In considering the Cabinet Forward Plan appended to the report, the Commission asked a number of questions regarding the proposed Castlefield Community Centre Transfer. As this was going to the February meeting of Cabinet (and therefore not to delay consideration) the Commission asked if they could have a briefing note, which would hopefully answer their queries. If there were still concerns the Chairman of the High Wycombe Town Committee could be asked to defer Cabinet's consideration of this item and/or be invited to speak at the Commission's next meeting.

The Commission also requested that the CCTV and the Bucks Infrastructure Items featured on the Cabinet Forward Plan be brought to the Commission meeting for review ahead of submission to Cabinet.

RESOLVED: That

- (i) The update on the Work Programme and current task and finish groups be noted;
- (ii) The Cabinet Member for Housing be invited to the next Commission meeting to update Members on the Council's Housing Strategy and issues, including the Commission's Houses in Multiple

Occupation recommendations and the plans for Saunderton Hostel;

(iii) An information sheet in respect of the Castlefield Community Centre Transfer be issued; and

(iv) The Commission previews the Cabinet items in respect of CCTV monitoring services (to consider options for future of the service) and the Bucks Infrastructure Plan by and items be submitted to the appropriate Commission meeting before Cabinet consideration.

28. COUNCILLOR CALL FOR ACTION

There were no 'Councillor Calls for Action'.

Chairman

The following officers were in attendance at the meeting:

Peter Druce - Democratic Services
Charles Meakings - Head of Democratic, Legal and Policy Services

This page is intentionally left blank

Audit Committee Minutes

Date: 14 January 2016

Time: 7.00 - 7.45 pm

PRESENT: Councillor M C Appleyard (in the Chair)

Councillors S Saddique, A Lee, Ms C J Oliver, G Peart, C Whitehead and M Hanif,

Also present: Councillor D M Watson and S Gill (External Auditor, Ernst & Young)

39 MINUTES

RESOLVED: That the minutes of the meeting held on 19 November 2015 be confirmed as a correct record and signed by the Chairman.

40 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor G Hall and Debbie Henson, Ernst and Young.

41 DECLARATIONS OF INTEREST

There were no declarations of interest.

42 RED KITE UPDATE

The Committee received a report which provided an update on Red Kite performance following the transfer of housing stock in December 2011.

The Housing Services Manager reported that as at November 2015, which was the most up to date information available, of the 109 promises and commitments included; 76 were recorded as being completed, 29 were recorded as on target, 2 were marked as in progress, 2 were marked as not started whilst none were recorded as being at risk. It was noted that December 2016 was the overarching deadline by which all promises must be completed as per the Transfer Offer to tenants and residents.

It was agreed that Red Kite was making good progress towards the Promises made in the Transfer Offer with significant progress made since the previous report to the Audit Committee. It was noted that the Castlefield Regeneration was in progress and a majority of residents had been moved or had left the properties. A formal planning application would be submitted in autumn 2016.

RESOLVED: That the Red Kite Performance Update be noted.

43 AUDIT COMMITTEE ANNUAL REPORT - DRAFT

The Committee received a report which presented a draft 2015 Annual Report that reflected the work of the Committee during 2015 and provides information regarding the Committee's work programme for 2016.

The Audit, Risk & Fraud Manager advised that the report was based on best practice as recommended in CIPFA's Audit Committee Practical Guidance for Local Authorities and Police 2013, and if agreed by the Committee would be published on the Council's website.

RESOLVED: That the draft 2015 Annual Report of the Audit Committee be agreed, and published on the Council's website.

44 ANNUAL REVIEW OF THE RISK MANAGEMENT POLICY

The Committee received a report which presented the 2016 Risk Management Policy. The Audit, Risk & Fraud Manager reported that the 2016 policy had been revised to reflect the following:

- The new corporate priorities as defined in the Corporate Plan.
- The framework used to develop operational service plans.
- A fuller description of the categories of risk.
- A more detailed explanation as to the methodology for scoring risks.

In response to a query it was noted that operational risk registers would if required identify risks in relation to a key members of staff. If the risks were significant these would be escalated to Strategic Risk level for consideration of controls and procedures to mitigate these risks.

RESOLVED: That the Risk Management Policy 2016 be approved.

45 TREASURY MANAGEMENT STRATEGY 16/17 AND PRUDENTIAL INDICATORS

The Financial Services Manager presented the Treasury Management Strategy for 2016/17. In 2012 the Council adopted the CIPFA Treasury Management in the Public Services Code of Practice, which requires the Council to approve a treasury management strategy before the start of each financial year; a mid-year report; and an annual report after the end of each financial year. The Committee was invited to approve the Strategy for 2016/17, including the Treasury Management Indicators, and to note the Treasury Management Policy Statement.

It was noted the main changes in the Treasury Management Strategy which were:

- Reduction of investment limits with Natwest Bank Plc, to £4m from £10m.
- The option of investing up to £7.5m into an indirect property fund should the Head of Finance and Commercial and the Cabinet Member for Finance determine such an investment to be an advantageous option.
- Limits for investments with other Local Authorities reduced to £7.5m from £10m.

Members made a number of points and received clarification of various queries as follows:

- Updates regarding credit ratings were also provided by the Council's external treasury advisers, Captia (Sector) Asset Management.
- Investing in Government via the Debt Management Office (DMO) provided a 0.25% return irrespective of the period placed; however banks provided a return of up to 1% for deposits of up to 1 year. The Council could if it chose place cash into UK Government Gilts for longer period (greater than 1 year) and whilst this gives a slightly better return than the DMO, it does mean that if you want to access the cash you would run the risk of a capital loss. The Council has £5m in Government Gilts earning 1% and maturing 22 July 2018. Given the projection on future interest rates placing funding long term in gilts could lead to poorer returns in the medium term. Ultimately the policy needs to reflect the level of risk that the Authority is prepared to accept. There are no entirely risk free options.
- There were a narrow range options for the investment of cash balances. The majority of banks and building Societies were UK based with one foreign bank included.
- Immediate redemption of cash from investments was dependent on the type of investment; Money Market Fund investments could be redeemed immediately.
- Currently circa £500k was being held in Escrow at Islandsbanki in Icelandic Krona. The Council cannot access these funds currently due to government currency controls.
- A significant number of local government authorities use Capita for treasury advice. It was noted that there were only two treasury management companies that were in the market to provide these services, the other being Arlingclose Ltd.

Therefore it was **recommended** to Council that:

- (i) the Treasury Management Strategy for 2016/17, and the Treasury Management Indicators contained therein be approved;
- (ii) the Treasury Management Policy Statement, attached at Appendix A of the report, be noted.

46 CERTIFICATION OF GRANTS & CLAIMS

The Committee received the Ernst and Young Certification of Grants and Claims Annual Report 2014-15. It was noted that no recommendations for action had been identified in the report.

RESOLVED: That the EY Certification of Grants and Claims Annual Report 2014-15 be noted.

47 ISSUES LOG

The Committee considered the issue log and issues completed. It was noted that relationship with the DWP was improving with regards to the level of fraud cases being pursued. However, it was highlighted that there was now the requirement for separate investigations and prosecutions, where applicable, to be undertaken separately by the DWP and the Council. The ability to undertake joint investigations and prosecutions was removed following the creation of the Single Fraud Investigation Service.

Further work is to be undertaken with the DWP (local office) as regards the progress of referred cases that arose from the recent National Fraud Initiative (NFI) data matching exercise.

Further updates would be brought to a future meeting.

RESOLVED: That the report be noted.

48 AUDIT COMMITTEE WORK PROGRAMME

The Audit Committee Work programme as appended to the agenda was reviewed by the Committee.

RESOLVED: That the Audit Committee work programme be approved with the inclusion of a report on the Ethical Standards Self-Assessment.

Chairman

The following officers were in attendance at the meeting:

Steve Richardson	- Head of Finance and Commercial
Mike Howard	- Audit, Risk and Fraud Manager
Brian Daly	- Housing Services Manager
Nisar Visram	- Financial Services Manager
Andy Green	- Revenues and Benefits Service Manager
Jemma Durkan	- Senior Democratic Services Manager

High Wycombe Town Committee Minutes

Date: 19 January 2016

Time: 7.00 - 10.00 pm

PRESENT: Councillor A R Green
(in the Chair)

Councillors K Ahmed, Z Ahmed, Ms A Baughan, H Bull, Mrs L M Clarke OBE, M Clarke, M P Davy, R Farmer, S Graham, M Hanif, M A Hashmi, A E Hill, M Hussain JP, A Hussain, M Hussain, M E Knight, B E Pearce, R Raja, S K Raja, N J B Teesdale and Ms J D Wassell,

ALSO PRESENT:

John Shaw	Chiltern Rangers
Paul New	Chiltern Rangers
Lindsay Horler	Chiltern Rangers
Inspector Tim McGirr	Thames Valley Police

28 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor M Asif.

29 MINUTES OF THE PREVIOUS MEETING

It was noted that regarding item 22 the pedestrian safety measures were in relation to the roundabout on Hatters Lane.

RESOLVED: That the minutes of the meeting held on 24 November 2015 be agreed

30 DECLARATIONS OF INTEREST

Councillor M Hashmi declared an interest in minute 33 (Provision of 7 day a week burial service) as the Honorary Secretary of the Self Help Bereavement Society. Councillor Hashmi remained in the Chamber throughout the discussions.

Councillor R Raja declared an interest in minute 33 (Provision of 7 day a week burial service) as the Chairman of the Self Help Bereavement Society. Councillor Raja remained in the Chamber throughout the discussions.

Councillor S Graham declared an interest in minute 34 (Castlefield Allotment site) as a member of the Castlefield Community Centre. Councillor Graham remained in the Chamber throughout the discussions.

The Chairman declared an interest in minute 37 (Urgent Item - Special Expenses Budget 2016/17) in view of his chairmanship of the High Wycombe Town Twinning Association, which received funding from the Special Expenses budget. The Chairman remained in the Chamber throughout discussions.

31 CHILTERN RANGERS UPDATE - PRESENTATION

John Shaw, Managing Director of the Chiltern Rangers Community Interest Company, gave a presentation to the Committee detailing the achievements of the Chiltern Rangers over the last year. Members were informed of a number of projects being undertaken in the area engaging with a wide range of community groups. It was noted that 1,200 volunteers from numerous organisations were involved giving 4500 hours to the range of projects.

John was joined by Paul New and Lindsay Horler who provided an update on the Heritage Lottery Fund Young Roots project. Members heard that Chiltern Rangers and Wycombe Youth Council had designed an 18 month project to create a heritage trail along the River Wye from The Wycombe Swan area to Kingsmead. It was noted that 400 young people had been introduced to the project through Inspire sessions with schools and youth organisations and a core team 20 young people would be on the Wycombe Council Board or Young People Project Management Team. There would also be 150 adult volunteers working on the project. Members were invited to identify any groups within their wards that might be interested in being involved in the project.

Members noted that the age range aim for the project was 11 to 19 year olds however all ages were welcomed to be involved. It was noted that the Environment Agency had been involved in project meetings on the wider impact of the project as part of multiagency working. The project would include encouraging the use of the accessible routes along the river and enhancing the environment.

Members were asked to note that Conservation Community Group met on a regular basis and the information was available on the Chiltern Rangers website.

The Committee expressed support for the work being carried out by the Chiltern Rangers and the Chairman thanked John, Paul and Lindsay for their presentation and wished them well in the future.

32 UPDATE FROM THAMES VALLEY POLICE

The Chairman welcomed Inspector Tim McGirr of Thames Valley Police to the meeting and was invited to provide an update on policing matters within the town.

Inspector McGirr presented the performance data and reported that crime was down by 1.1%. However there had been a slight increase in burglaries and theft from motor vehicles. Also the reporting of crimes in relation to domestic violence had increased however this was considered positive due to awareness being raised on the issue of domestic violence.

Inspector McGirr informed the Committee of several initiatives which were currently being undertaken or were planned within the town. These included discussions taking place with Bucks County Council on enhancing the role of Neighbourhood Watch and expanding responsibility to wider communities; raising awareness of cybercrime; and a Street Triage service in partnership with the Oxford Health and Berkshire NHS Trusts in the town centre to provide the appropriate care for people experiencing mental ill health. The Committee were also informed of a grant provided by the home office to offer extra support in tackling gang crimes. It was noted that the Gangs Multi-Agency Partnership (G-MAP) would be working to identify and asset young people who were at risk of being involved with or affected by youth violence. However Inspector McGirr emphasised that there was no indication of gang problems in the area and that the grant in line with partnership working provided greater support for young people in Wycombe.

The Chairman thanked Inspector McGirr for providing the update.

33 PROVISION OF A 7 DAY A WEEK BURIAL SERVICE

The Committee considered a report on the provision of a 7 day burial service at High Wycombe Cemetery.

It was noted that, at present, the Council offered both short notice and pre-booked burials on a Saturday to all who requested it, and Members noted the cut off timings associated with a Saturday burial for it to take place on the same day. The Committee was also provided with a summary of the number of Saturday burials over the last six years.

The Head of Community explained that research had been undertaken on the provision of a 7 day a week burial service, and a short survey was sent to 28 burial services in council areas known to have populations of Muslim residents. As a result of the survey 19 responses were received of which 11 provided a weekend burial service covering Sundays and Bank Holidays. In all cases a paid staff member of the council or contractor attends. It was noted that Chesham Town Council had not been included in the survey.

The provision of a full 7 day service would incur additional standby charges from the existing contractor, as the contract did not include any provision for burials on Sundays and Bank Holidays. Members also noted the additional interment costs and costs for the attendance of Council staff. It was noted that the existing contract with the contractor currently included Saturdays, and hence this did not attract additional charges. The Head of Community commented that the contract would be up for renewal in 2019 and suggested that this may present an opportunity at that time to reduce costs for introducing a full 7 day a week burial service.

Members made a number of points and received clarification of various queries which included:

- Officers had visited Chesham Town Council's cemetery and the Gardens of Peace Muslim cemetery in Ilford. Members were asked to contact the Head of Community if they would like to have a visit arranged.

- Survey respondents included one district council and at least one metropolitan council.
- Costs were based on seven funerals on a Sunday across the year. If requested, the Head of Community would provide written confirmation from the Insurance and Finance Technical Advisor regarding the Chesham burial service, it was noted that detailed legal advice on that model would be needed if it was to be considered.
- The Council's Constitution sets out the responsibilities for Members and Officers. Legal verification processes were for officers and not Members to undertake because these were operational issues delegated to Heads of Service and their relevant officers.

Members expressed concern at the additional cost of the burials for a full 7 day a week service. It was proposed that no changes be made to the current provision, and the status quo remain in place.

Upon being put to a vote, following the Chairman's second vote, this was agreed.

As a result, it was noted that no recommendation to Cabinet was required as no changes to the service provision were being proposed. At the appropriate time a report could be brought to the Committee to incorporate a 7 day service into the next Green Space Contract.

RESOLVED: That, having fully considered the options and costs for extending the existing provision to a 7 day a week service, the status quo be maintained and no changes be proposed at this time.

34 CASTLEFIELD ALLOTMENT SITE

The Committee received a report which considered the results of feasibility work for new allotment sites in Castlefield.

In September 2014 the Committee requested a feasibility study to be undertaken on two new potential allotment sites in Castlefield. Soil surveys had been completed on Site A which was a former allotment site within Castlefield Wood, and Site B which was adjacent to Desborough Castle and the current allotment site. It was reported that Site B was likely to be unsuitable for an allotment site and that Site A had passed the tests. To create the new allotment site in Castlefield the project would require up to £61,000 from Special reserves, providing 25 new plots and helping to reduce the allotment site waiting list.

During the discussion the Committee received clarification on various queries which included:

- Section 106 and CIL funding could not be committed to the project at present as the 2016/17 allocations had already been assigned.
- It was difficult to find suitable land for allotment plots as flat land was required.
- If approved by Cabinet then work would begin in Summer 2016 for use at the start of the allotment season in January 2017.

- The plots were the smaller half size.
- The Council is responsible for providing allotments.

RESOLVED: That, subject to a successful felling licence and necessary amendment to the lease to Chiltern Ranges CIC of Castlefield Wood, the Committee recommend to Cabinet the allocation of £61,000 from Special Expenses reserves to create a new allotment site in Castlefield.

35 HIGH WYCOMBE TOWN COMMITTEE - FORWARD WORK PROGRAMME

The Committee's draft work programme, looking ahead to November 2016 was presented for review.

It was noted that there was now only one presentation due to the March meeting and it was suggested that the High Wycombe Town Centre Master Plan presentation also be brought to the meeting in March.

36 URGENT ITEMS (IF ANY)

The Chairman requested that the Special Expenses Budget 2016/17 report be added to the agenda. The report included recommendations for setting of the Council Tax for the High Wycombe Town area and the next meeting of the Committee would be too late as it occurs after the Council tax has been set at Council in February.

The Committee considered the details of the 2016/17 Special Expenses Budget which explained the Council Tax precept. Nisar Visram, Financial Services Manager explained that the increase in properties means that the precept would increase by £5,039 if the Band D Charge was left unchanged. Also as part of the Government's Comprehensive Spending Review announcement in November 2015 the Council Tax Reduction Scheme had been reduced significantly for 2016/17. As a result, the amount given to the Town and Parishes has been reduced in line with this and for High Wycombe Town it will be £37,500 in 2016/17 a reduction from 2015/16 level of £45,200.

Various options had been costed for Members' consideration which presented the impact to the annual surplus/deficit and to working balances and how this impacted the maximum level the District Council could increase Council tax.

In discussion Members sought clarification on salary costs and it was reported that salary costs had been moved to overheads and were now reported as Group Management costs. On another query the Chairman confirmed that if applications for grants matched the criteria then they would be approved, however not many applications were submitted.

A proposal to reduce Council Tax precepts by 1.09% was put to the vote but fell, and on a further vote it was

RESOLVED: That Option 5 in the report in respect of the Special Expenses council tax setting for 2016/17 be recommended to Cabinet which would see the precept reduced by 1% and the charge for a Band D property reduce to £17.33.

Chairman

The following officers were in attendance at the meeting:

Mr I Hunt
Ms E Jewell
Nisar Visram

Democratic Services Manager
Head of Community
Financial Services Manager

Planning Committee Minutes

Date: 18 November 2015

Time: 7.00 - 9.59 pm

PRESENT: Councillor P R Turner (in the Chair)

Councillors Mrs J A Adey, M Asif, S Graham, D A Johncock, Mrs G A Jones, A Lee, N B Marshall, H L McCarthy, N J B Teesdale and C Whitehead.

Standing Deputies present: Councillors Ms C J Oliver.

Apologies for absence were received from Councillors: C B Harriss, A E Hill, Mrs W J Mallen, A Turner and L Wood.

LOCAL MEMBERS IN ATTENDANCE

Cllr Mrs L Clarke OBE

Cllr A Collingwood

Cllr T Green

Cllr A Hussain

Cllr S Raja

Cllr R Scott

APPLICATION

15/05059/FUL

15/07417/FUL

15/07400/FUL

15/07400/FUL

15/07400/FUL

15/07417/FUL

OBSERVING

Mrs P Tollitt, WDC Head of Planning & Sustainability

65 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Planning Committee meeting held on 21 October 2015 be approved as a true record and signed by the Chairman.

66 DECLARATIONS OF INTEREST

There were no declarations of interest.

67 PLANNING APPLICATIONS

RESOLVED: That the reports be received and the recommendations contained in the reports be adopted, subject to any deletions, updates or alterations set out in the update sheet and minutes below.

68 14/08287/FUL - UPPER PADDOCK, LAND OFF HARVEST HILL, HEDSOR, BUCKINGHAMSHIRE

The Committee voted in favour of the motion to defer the application

RESOLVED: that the application be deferred to seek a review of the linear form of the development and the design of the proposed houses.

The Committee was addressed by Councillor T Lee, the local Ward Member.

The Committee was addressed by Ms Kubba, spokesperson for Hawks Hill Widmoor Residents Group, in objection and Mr Douglas Bond, the agent on behalf of the applicant.

69 15/05059/FUL - WENDOVER ARMS HOTEL, DESBOROUGH AVENUE, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP11 2SU

The Committee voted in favour of the motion to approve the application.

RESOLVED: that the application be approved subject to an amendment to condition four to require identification of the car parking spaces.

The Committee was addressed by Councillor Mrs L M Clarke OBE, the local Ward Member.

The Committee was addressed by Mr Barber in objection and Mr Dad, the applicant.

70 15/07400/FUL - 34 BRANDS HILL AVENUE, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP13 5QA

The Committee voted unanimously in favour of a motion to refuse the application for the following reasons:

In the opinion of the Local Planning Authority the existing level of use of this site was proving unneighbourly and so the proposed material change of use to a 9 bedroom HMO was considered likely to result in an over-intensive use of the site by reason of the following:

1. The increased comings and goings of occupiers, which resulted in noise and disturbance often at irregular times of the day/night depending on the occupiers social patterns.
2. Increased levels of noise and disturbance that would occur as a consequence of the use of external spaces by residents and their guests and bedrooms in the summer months when windows were left open.
3. The transient nature of occupiers, which was at odds with the more settled character of this single household dominated area.

The intensity of use was considered to result in a form of development which was at odds with the existing area to the detriment of its established character and the residential amenities of the neighbouring properties.

As such, the proposal was contrary to policy G3 (General Design Policy), G8 (Detailed Design Guidance and Local Amenity), H15 (Houses in Multiple Occupation) and G15 (Noise) of the Adopted Wycombe District Local Plan to 2011 (as saved, extended and partially replaced).

RESOLVED: that the application be refused for the reasons stated above.

The Committee was addressed by Councillors T Green, A Hussain and S Raja the local Ward Members.

The Committee was addressed by Dr Atkinson in objection.

71 15/07417/FUL - PORTLAND GARDENS, MARLOW, BUCKINGHAMSHIRE.

The Committee voted in favour of the motion that they were minded to grant permission subject to completion of a Planning Obligation or other agreement.

RESOLVED: that the Head of Planning & Sustainability be given delegated authority to grant Conditional Permission provided that a Planning Obligation or other agreement was made to secure the following matters:

- Affordable housing
- On site public open space, including future management and maintenance
- Off-site highway works comprising a review, consultation and implementation of waiting restrictions on Malthouse Way / Barley Way.
- Travel plan, including monitoring payment.
- Management and maintenance of SUDs

or to refuse planning permission if an Obligation or other agreement cannot be secured.

The Committee was addressed by Councillors A Collingwood and N Marshall, the local Ward Members.

The Committee was addressed by Mr Blunkell, Mr Schwartz and Mr Savidge in objection and Mr G Dyer, the applicant.

72 PRE-PLANNING COMMITTEE TRAINING / INFORMATION SESSION

Members noted that on Wednesday 16 December a pre-committee information session was scheduled for 6.00pm in Committee Room 1. Costco intended to present their proposals for a new retail warehouse at Cressex Island, between Next and the YMCA.

73 APPOINTMENT OF MEMBERS FOR SITE VISITS

RESOLVED: That in the event that it was necessary to arrange site visits on Tuesday 15 December in respect of the agenda for the meeting on Wednesday 16 December, the following Members be invited to attend with the relevant local Members:

Councillors: S Graham, D A Johncock, T Lee, N B Marshall, H L McCarthy, P R Turner and C Whitehead.

74 PLANNING COMMITTEE TERMS OF REFERENCE - CONSTITUTION REVIEW

Members noted that as part of the wider review of the Council's Constitution, each Committee was being invited to review its terms of reference.

This Committee's review would feed back into the wider review which was to be reported in its entirety for consideration to the Regulatory and Appeals Committee in early 2016.

The Committee agreed the officer's suggested Terms of Reference.

RESOLVED: that the Regulatory & Appeals Committee be requested to replace the existing terms of reference with the following–

- To determine planning and related applications reserved to Planning Committee in accordance with current legislation, national and local planning policies in force at the time and other material considerations.
- In refusing a planning application, the Committee must ensure that all reasons for refusal are soundly based and capable of being defended by appropriate robust evidence at an appeal such that the Council could not be considered to have acted unreasonably by a Planning Inspector.
- To foster continual improvement by identifying policy issues that could be considered by the Planning Policy Advisory Group (PAG) in its role of advising the Cabinet Member for Planning and Sustainability.

75 FILE ON ACTIONS TAKEN UNDER DELEGATED AUTHORITY

The file on actions taken under delegated authority since the previous meeting was circulated for the Committee's attention.

76 ANY OTHER BUSINESS

The Chairman and Committee wished their heartfelt thanks be noted to Ms Sabah Siddiq, WDC Principal Planning Solicitor who was leaving the Council in January 2016.

Chairman

The following officers were in attendance at the meeting:

Mrs L Bellinger	Principal Development Management Officer
Mr R Harrison	Principal Development Management Officer
Ms G Hastings	Technical Planning Assistant
Mrs L Hornby	Senior Democratic Services Officer
Mrs J Ion	Principal Development Management Officer
Mr A Nicholson	Development Manager
Mrs S Siddiq	Principal Solicitor (Planning)

This page is intentionally left blank

Planning Committee Minutes

Date: 16 December 2015

Time: 7.00 - 9.00 pm

PRESENT: Councillor P R Turner (in the Chair)

Councillors M Asif, S Graham, A E Hill, D A Johncock, Mrs G A Jones, A Lee, N B Marshall, H L McCarthy and C Whitehead.

Standing Deputy present: Councillors Ms C J Oliver.

Apologies for absence were received from Councillors: Mrs J A Adey, C B Harriss, Mrs W J Mallen, N J B Teesdale, A Turner and L Wood.

77 PLANNING COMMITTEE MISSION STATEMENT

78 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Planning Committee meeting held on 18 November be approved as a true record and signed by the Chairman.

79 DECLARATIONS OF INTEREST

Planning Application 14/08140/FUL – Councillor N Marshall declared an interest in the item

80 PLANNING APPLICATIONS

RESOLVED: That the reports be received and the recommendations contained in the reports be adopted, subject to any deletions, updates or alterations set out in the minutes below.

81 14/08140/FUL - THE OLD MALT HOUSE, 16 ST PETER STREET, MARLOW, BUCKINGHAMSHIRE, SL7 1NQ

The Committee voted in favour of the motion to refuse the application for the following reasons –

- 1 In the opinion of the Local Planning Authority, the proposed development by virtue of the single storey rear elements height, depth and juxtaposition to the neighbouring property (1 Dial Cottages) would represent an un-neighbourly form of development; in that it would be unduly dominant and overbearing in appearance as seen from the rear aspect and garden of 1 Dial Cottages and would result in a loss of light, outlook and overshadowing.
This would be detrimental to the amenities of the occupiers of this neighbouring property and thus conflicted with Policies G8 (Detailed Design Guidance and Local Amenity) of the Adopted Local Plan to 2011 (as saved, extended and partially replaced).

2 The contemporary design of the proposed dwelling would appear as an incongruous feature which would be visually intrusive and fail to preserve or enhance the character and appearance of the street scene.

As such the development failed to comply with Policy G3 (General Design Guidance), Policy HE6 (New Development in Conservation Areas and Conservation Area Character Surveys) and Policy CS19 (Raising the quality of Place Shaping and Design) of the Adopted Core Strategy DPD (July 2008).

The Committee was addressed by Mr Martin Blunkell in objection and Mr Selwyn Palmer on behalf of the applicant.

Councillor N Marshall declared a pecuniary interest in the application and vacated the Chamber for the debate and voting on the application.

82 15/07247/FUL - 79 TOTTERIDGE LANE, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP13 7QA

This application was deferred prior to the meeting.

83 15/07739/FUL - HSBC BANK, COMMON ROAD, FLACKWELL HEATH, BUCKINGHAMSHIRE, HP10 9NS

The Committee voted unanimously in favour of the motion to approve the application subject to the imposition of a planning condition preventing the parking of vehicles adjacent to the outdoor seating area. Prior to the use of the premises for purposes within Class A3 (restaurant and cafes) of The Town and Country Planning (Use Classes) Order 1987 (as amended) hereby approved:

- a) a detailed plan shall be submitted to and approved in writing by the Local Planning Authority indicating a wall or other form of barrier to be erected at the front of the proposed outdoor seating area (between the flank wall of the property and the adjoining property) to prevent the parking of vehicles in the alley adjoining the property, and,
- b) the barrier as approved shall be erected.

Thereafter the barrier shall be maintained as approved unless otherwise first agreed in writing by the Local Planning Authority.

Reason: In the interests of the safety and amenity of customers using the outdoor seating area.

RESOLVED: that the application be approved, subject to the additional condition above.

The Committee was addressed by Mrs Janet Smith (Flackwell Heath Residents Association) and Parish Councillor J Hershall, in objection and Mr Seref Hizirogullari, the applicant.

The Committee was addressed by Councillor D Johncock, the local Ward Member.

84 15/05250/OUTEA - FORMER MOLINS SITE, HAW LANE, SAUNDERTON, BUCKINGHAMSHIRE.

The Committee voted unanimously in favour of the motion that had the planning application not been appealed for non-determination, the Committee would have been Minded to Refuse the application for the reasons set out in the main report.

Members noted that the applicant had appealed against non-determination and therefore the Committee no longer had jurisdiction to determine this application. A “minded to” decision from the Committee was however needed to enable the Council to present its position at an appeal.

RESOLVED: Had the Committee been in a position to determine the application, the Committee agreed unanimously with the officer’s recommendation that they were Minded to Refuse it.

85 15/07557/FUL - THE SNUG, 7 CROWN LANE, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP11 2HF

Members voted in favour of a motion to grant the external seating area a temporary planning permission for a period of two years. This would allow the use to be assessed and any operational issues regarding the flow of pedestrians or vehicles in the area could be identified.

RESOLVED: that a temporary two year permission be granted.

The Committee was addressed by Cllr Hill the local Ward Member.

86 15/07558/ADV - THE SNUG, 7 CROWN LANE, HIGH WYCOMBE, BUCKINGHAMSHIRE, HP11 2HF

Members noted that as the advertisements were only considered to be appropriate when displayed in conjunction with the approved seating area and as that use had only been permitted for two years it was felt to be entirely appropriate to similarly limit the advertisements.

Members voted against a motion to grant two year temporary advertisement consent.

The Committee subsequently voted in favour of a motion to issue a split decision granting temporary two year consent for the display of the company logo on three freestanding windbreaks, but refusing consent for the proposed to A-Frame advertisements for the following reason:

- The proposed A-Board advertisements, by virtue of their size and prominent location, represent an unacceptable proliferation of signs at the site to the detriment of the visual amenities of the area, in this sensitive High Wycombe Town Centre Conservation Area location. It was therefore considered that the proposal was contrary to policies G25 (Advertisements and Signs) and HE6 (New Development in Conservation Areas and Conservation Area

Character Surveys) of the adopted Wycombe District Local Plan to 2011 (as saved, extended and partly replaced).

RESOLVED: that a split decision be issued granting a temporary two year consent for the three freestanding windbreaks, but refusing consent for the A-Frames for the reason stated above.

The Committee was addressed by Cllr A Hill, the local Ward Member

87 PRE-PLANNING COMMITTEE TRAINING / INFORMATION SESSION

Members noted that on Wednesday 20 January 2016 at 6.00pm in Committee Room 1, Hambledon Land Ltd intended to present their proposals for a residential development and woodland management on part of their site of the former Ski Slope and Dean Garden Wood.

88 APPOINTMENT OF MEMBERS FOR SITE VISITS

RESOLVED: That in the event that it was necessary to arrange site visits on Tuesday 19 January 2016 in respect of the agenda for the meeting on Wednesday 20 January 2016, the following Members be invited to attend with the relevant local Members:

Councillors: S Graham, A E Hill, D A Johncock, T Lee, N B Marshall, H L McCarthy, Mrs C Oliver, P R Turner and C Whitehead.

89 FILE ON ACTIONS TAKEN UNDER DELEGATED AUTHORITY

The file on actions taken under delegated authority since the previous meeting was circulated for the Committee's attention.

Chairman

The following officers were in attendance at the meeting:

Ms G Hastings	Technical Planning Assistant
Mrs L Hornby	Senior Democratic Services Officer
Mr A Nicholson	Development Manager
Mrs S Nicholson	Principal Development Management Officer
Ms S Penney	Principal Development Management Officer
Ms R Steele	Assistant Solicitor
Mr C Steuart	Development Management Team Leader (Major Development and Design)