



High Wycombe Town Committee Agenda

Date: Tuesday, 23rd January, 2018
Time: 7.00 pm

The meeting will be preceded by a meeting of the Charter Trustees

Venue: Council Chamber
District Council Offices, Queen Victoria Road, High Wycombe Bucks

Membership

Chairman Councillor A R Green
Vice Chairman Councillor S K Raja

Councillors: K Ahmed, Z Ahmed, M Asif, 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, N J B Teesdale and Ms J D Wassell

Membership is restricted to those Members representing the High Wycombe wards.

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.

Filming/Recording/Photographing at Meetings – please note that this may take place during the public part of the meeting in accordance with Standing Orders. Notices are displayed within meeting rooms.

Agenda

Item		Page
1	Apologies for Absence To receive any apologies for absence.	-
2	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.	-

Item		Page
3	Minutes of the Previous Meeting	1 - 3
4	Policing Update A verbal update by Inspector Robinson and Chief Inspector Hadley.	-
5	Verbal update on the Desborough Road redevelopment	-
6	Special Expenses Budget 2018/2019	4 - 17
7	High Wycombe Town Committee - Forward Work Programme To note the current draft work programme attached at Appendix A.	18 - 19
8	Supplementary Items (if any)	-
9	Urgent Items (if any)	-

**For further information, please contact Tanya Brown on 01494 421455,
committeeservices@wycombe.gov.uk**

High Wycombe Town Committee Minutes

Date: 21 November 2017

Time: 7.00 - 7.20 pm

PRESENT: Councillor A R Green (in the Chair)

Councillors K Ahmed, Z Ahmed, M Asif, Ms A Baughan, R Farmer, 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.

Apologies for absence were received from Councillors Mrs L M Clarke OBE, M Clarke and S Graham.

20 APOLOGIES FOR ABSENCE

The Chairman welcomed everyone to the meeting.

Apologies for absence were received from Councillors Lesley Clarke, Marten Clarke and Sebert Graham.

21 DECLARATIONS OF INTEREST

Councillor S Raja declared an interest in Item 5 (Annual Fees and Charges Review) as a member of the self-help Bereavement Society.

Councillor R Raja declared an interest in Item 5 (Annual Fees and Charges Review) as the Secretary of the self-help Bereavement Society which occasionally used the cemetery.

Both Members remained in the meeting during discussion.

22 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the meeting held on the 3 October 2017 be agreed as a correct record.

23 QUESTION TO THE COMMITTEE - BE A RANGER FOR A DAY

It was noted that, following the update given by Chiltern Ranges to the Committee at their meeting in June, Members of the Committee had been invited by the Rangers to attend a 'Be A Ranger For A Day' session. This had been set up initially for a morning in early October, but had to be postponed due to only two Members confirming their availability.

The Chairman asked Members whether they would be interested in attending a future 'Be a Ranger for a Day' session with the Chiltern Rangers. It was noted that the proposed activity would take place on a week day and would last for half a day. Five Members confirmed their interest in the activity.

The Chairman explained that he did not believe five people would make organising the half-day session with the Chiltern Rangers viable. It was suggested by Members that those interested could attend one of the regular volunteering sessions organised by the Rangers instead.

It was agreed that the clerk would circulate the details of the regular volunteering sessions once they had been obtained from Chiltern Rangers.

24 ANNUAL FEES AND CHARGES REVIEW

The Committee welcomed Andy Sherwood, Contract Manager, to the meeting who explained that the report outlined the 2017/18 charges and the proposed charges for 2018/19. It was noted that the Cemetery fees had remained at the same level as 2015/16. Members were informed that the Consumer Price Index (CPI) for September 2017 was 3% which had been used as the proposed inflation rate in the current proposals.

The Contract Manager referred Members to page 8 of the agenda – section 10 and explained that the cost was made up of the original purchase cost of the frames £756 pay back into reserves for the chamber installation and the Interment Fee. It was noted that 3% had been incorrectly applied to both to become £1102 and that the increase should only apply to the interment fee, the cost of the frame remained the same so should read £323 + £756 = £1079. Members were informed that the table in section 10 'Interment – Concrete' should show the figures £1070 and £1079.

It was suggested that the overall costs of a burial be shown in one box to give readers the full picture (e.g. three lines in one box). The Contract Manager agreed to look into the suggested format for future reports.

Councillor Hill, seconded by Councillor M Hussain, proposed that the Saturday one-off burial fee should remain at £263.57, but that the proposed increases be implemented for the other areas.

RECOMMENDED TO CABINET: That approval be given for the proposed charges as detailed in paragraphs 6 -11 to take effect from 1 April 2018 subject to the Saturday one-off burial fee remaining at £263.57.

25 INFORMATION SHEETS

RESOLVED: That Information Sheet 06/2017 Q2 Monitoring Report be noted.

26 HIGH WYCOMBE TOWN COMMITTEE - FORWARD WORK PROGRAMME

The Committee's draft work programme looking ahead to June 2018 was presented for review.

Members requested the following items be added to the draft work programme:

- That the 'Update from HWBIDCo' item be deferred from January 2018 to March 2018.
- That an update on the Desborough Road Redevelopment comes before the Committee (preferably in January 2018).
- That a presentation on the Easton Street / Queen Victoria Road proposed road changes comes before the Committee (March 2018).

RESOLVED: That the forward work programme be noted and updated as above.

27 SUPPLEMENTARY ITEMS (IF ANY)

None submitted.

28 URGENT ITEMS (IF ANY)

None submitted.

Chairman

The following officers were in attendance at the meeting:

Tanya Brown	- Democratic Services Officer
Ian Hunt	- Democratic Services Manager
Andy Sherwood	- Contract Manager

Agenda Item 6

SPECIAL EXPENSES BUDGET 2018/19

Officer contacts: Hasina Shah

Ext: 3972

Email: [hasina.shah @wycombe.gov.uk](mailto:hasina.shah@wycombe.gov.uk)

Julia Turner

Ext 3278

Email: julia.turner@wycombe.gov.uk

Wards affected: All High Wycombe Town

PROPOSED RECOMMENDATION TO CABINET

That the committee notes and recommends an option as detailed in paragraphs 13 to 15 to the Cabinet for Council Tax band D for the unparished area of High Wycombe.

NB: The High Wycombe Town Committee is an advisory body only. In the main, its decisions are recommendations to Cabinet or to Council.

Corporate Implications

1. The financial implications have been set out in this report. Under section 35(2) (d) of the Local Government Act 1992 any expenses incurred by the Authority in performing a part of the District functions performed elsewhere in the District by a Parish Council are Special Expenses unless a contrary resolution is in force. The Council passed a resolution on 4 January 1993 making all such expenses a general expense, with the exception of certain items detailed in the resolution, which are treated as Special Expenses.
2. An increase in the Council Tax Base means that High Wycombe Town Committee will receive an extra £12.117k in precept at the current level of £17.12 Band D. The Town Committee also has forecast working balances of £507k at 31 March 2018.
3. The Band D tax base for West Wycombe has increased to £545.86 (£541.13 in 2017/18). There is no change in Band D Council Tax resulting into the same precept for West Wycombe of £3,100.

Executive Summary

4. This report sets out the proposed budget for 2018/19 for Special Expenses and the impact on the precept. Details of the estimates for 2018/19 are attached at Appendix A.
5. The Council Tax precept is based on the tax base calculated in terms of Band D equivalent properties. The tax base for 2018/19 is 22,670 (21,971 in 2017/18). The increase in properties means that the precept for the unparished area of High Wycombe will increase by £12,117 if the Band D tax for Special Expenses is left unchanged, amounting to a total precept of £388,107 in 2018/19.

6. The Band D tax base for West Wycombe has increased to £545.86 (£541.13 in 2017/18). Due to immaterial change in the tax base, the precept for West Wycombe remains at £3,100.
7. The Council Tax Reduction Scheme (CTRS), which has resulted in a reduction in the Council Tax base for the High Wycombe Town area from 2013/14 onwards, has been base-lined into the Council's overall settlement. As part of the Government's Comprehensive Spending Review (CSR) announcement in November 2015 this has been reduced significantly for 2018/19. As a result, the amount given to the Town Council and Parishes has been reduced in line with this and for High Wycombe Town will receive £27,428 in 2018/19. This is a reduction from the 2017/18 level of £31,708.

Background and Issues

8. A separate fund is maintained for Special Expenses. Income is raised by a precept on the town's inhabitants and interest is credited on the fund balance.

2018/19 Budget Overview (Appendix A)

9. For 2018/19 the estimated Net Cost of Services is £419k (£461k in 2017/18). The precept of £388k (£376k in 2017/18) has been calculated using a Band D tax rate of £17.12.
10. A contribution of £404k from the Special Expense reserves was approved by the March 2017 Cabinet to fund the phase 1 of the new Cemetery at Queensway. The works will start in 2018/19 and the funds from the reserve will be released during the year.
11. After adjusting for the capital charge credit, CTS grant, one-off contribution to fund the expenditure at Queensway cemetery and working balance interest there is an annual spend of £780k.
12. The current recommended minimum level of working balances is £150k. High Wycombe Town Council working balances forecast to be £507k at 31 March 2018.

Options for Setting Precept

13. If the current level of Band D tax for Special Expenses of £17.12 is left unchanged the precept for the unparished area of High Wycombe will increase by £12,117. The total precept for 2018/19 would be £388,107 with a working balance forecast of £506,636 at 31 March 2018.
14. A 2% reduction to the Band D Council Tax to £16.78 would result in the precept for the unparished area of High Wycombe increasing by £4,410. The total precept for 2018/19 would be £380,400 with a working balance forecast of £498,929 at 31 March 2018.
15. A 5% reduction to the Band D Council Tax to £16.26 would result in the precept for the unparished area of High Wycombe decreasing by £7,379. The total precept for 2018/19 would be £368,611 with a working balance forecast of £487,140 at 31 March 2018.
16. The reduction in Council Tax Band D for the unparished area of High Wycombe does not have any impact on the District Council options to

implement the full £5 permissible increase. However, for any increase in the Council Tax Band D for the unparished area of High Wycombe would have an impact on the District Council ability to implement the full £5 increase permissible.

17. When recommending a tax decision the Committee will need to consider the impact on the District Council's tax setting position, the level of current balances and any anticipated future calls on the Committee's finances. The Committee is not restricted to the options outlined in paragraphs 13 to 15 above in making its recommendation to Cabinet.

Next Steps

18. These proposals, the Committee's comments and recommendations will be considered by Cabinet at its meeting on 5th February 2018. Council tax for 2018/19 will be set by full Council at its meeting on 22nd February 2018.

Background Papers

Papers held by Financial Services

HIGH WYCOMBE TOWN AREA					
Estimates for the year ending 31st March 2019					
SUMMARY					
2016/17 Net Actual £	2017/18 Net Forecast £		2018/19 Gross Expenditure £	2018/19 Income & Credits £	2018/19 Net Expenditure £
SPECIAL EXPENSES					
102,998	171,600	Recreational Grounds (Local)	174,200	(6,700)	167,500
8,618	51,300	Allotments	38,300	0	38,300
107,232	182,100	High Wycombe Cemetery	298,600	(132,600)	166,000
636	3,200	Footway Lighting and Bus Shelters	2,700	0	2,700
28,000	28,000	Financial Assistance to Vol Groups	20,500	0	20,500
3,000	3,000	Town Twinning	3,000	0	3,000
3,850	20,000	Community Grants/Financial Assistance	20,000	0	20,000
2,140	1,700	War Memorial	1,700	0	1,700
42,747	0	Feasibility Study Castlefield	0	0	0
299,220	460,900	Total Special Expenses	559,000	(139,300)	419,700
(11,722)	(13,500)	Capital charges credit			(11,700)
(5,768)	(4,600)	Interest on balances			(4,600)
(38,434)	(31,700)	Council Tax Support Contribution (CTS Grant)			(27,428)
243,296	411,100	Grant	559,000	(139,300)	375,972
0	0	Queensway Cemetery Phase 1			404,000
243,296	411,100	Net spending for year			779,972
(801,123)	(933,611)	Balance b/f			(898,501)
243,296	411,100	Net Spending for the year			779,972
(375,784)	(375,990)	Collection Fund precept (<i>Based on £17.12 Band D rate</i>)			(388,107)
(933,611)	(898,501)	Balance c/f			(506,636)

HIGH WYCOMBE TOWN AREA			
Estimates for the year ending 31st March 2019			
SUBJECTIVE SUMMARY			
2016/17 Actual £	2017/18 Budget £		2018/19 Budget £
Income			
(137,110)	(111,500)	Fees and Charges	(139,300)
Total Income			
Expenditure			
38,713	38,600	Employees	39,100
279,598	310,400	Premises Related Expenses	320,800
79,387	64,700	Supplies & Services	56,800
26,910	145,200	Management Overheads	130,600
11,722	13,500	Depreciation	11,700
299,221	460,900	Total Expenses	419,700
Corporate Items			
(11,722)	(13,500)	Capital Financing Adjustment	(11,700)
(5,768)	(4,600)	Interest on balances	(4,600)
(38,434)	(31,700)	Council Tax Support Contribution (CTS Grant)	(27,428)
243,296	411,100	Total Corporate Items	375,972
0	0	Queensway Cemetery Phase 1	404,000
243,296	411,100	Net spending for year	779,972
(801,123)	(933,611)	Balance b/f	(898,501)
243,296	411,100	Net Spending for the year	779,972
(375,784)	(375,990)	Collection Fund precept (<i>Based on £17.12 Band D rate</i>)	(388,107)
(933,611)	(898,501)	Balance c/f	(506,636)

HIGH WYCOMBE TOWN COMMITTEE

Estimates for the year ending 31st March 2019

RECREATION GROUNDS (LOCAL)

Cost Centre: CNFB31

Responsible Officer: Elaine Jewell
Operational Officer: Andy Sherwood

ACCOUNT		2016/17	2017/18	2018/19
CODE	SUBJECTIVE HEADING	ACTUAL £	BUDGET £	BUDGET £
	<i>Premises Related Expenses</i>			
B301	Maintenance to Grounds	4,368	6,900	6,900
B360	Tree Works	363	1,500	1,500
	<i>Supplies and Services</i>			
F012	Cleansing Contract Payment	1,900	1,900	1,900
	GROSS CONTROLLABLE EXPENDITURE	6,631	10,300	10,300
	Income			
L740	Football	(6,700)	(6,700)	(6,700)
	TOTAL CONTROLLABLE INCOME	(6,700)	(6,700)	(6,700)
	NET CONTROLLABLE EXPENDITURE	(69)	3,600	3,600
H001	<i>Recharges</i>			
IR009	Maintenance of Grounds	91,345	123,600	123,600
IR037	Central Support	0	3,800	3,800
IR038	Group Management	0	27,100	24,800
J010	Capital Charges	11,722	11,700	11,700
	GROSS NON-CONTROLLABLE EXPENDITURE	103,067	166,200	163,900
	NET EXPENDITURE	102,998	169,800	167,500

HIGH WYCOMBE TOWN COMMITTEE

Estimates for the year ending 31st March 2019

ALLOTMENTS

Cost Centre: CNFB32

Responsible Officer: Elaine Jewell
Operational Officer: Andy Sherwood

ACCOUNT CODE	SUBJECTIVE HEADING	2016/17 ACTUAL £	2017/18 BUDGET £	2018/19 BUDGET £
	<i>Premises Related Expenses</i>			
B301	Maintenance to Grounds	975	1,500	1,500
B360	Tree works	162	1,100	1,100
	<i>Supplies and Services</i>			
D077	Allotments Feasibility	0	0	0
D622	Software/Computer Expenses	0	1,000	1,000
GROSS CONTROLLABLE EXPENDITURE		1,841	3,600	3,600
Income				
M529	Rent	(94)	0	0
TOTAL CONTROLLABLE INCOME		(94)	0	0
NET CONTROLLABLE EXPENDITURE		1,747	3,600	3,600
H001	<i>Recharges</i>			
IR009	Maintenance of Grounds	6,871	5,800	5,800
IR038	Group Management	0	41,900	28,900
GROSS NON-CONTROLLABLE EXPENDITURE		6,871	47,700	34,700
NET EXPENDITURE		8,618	51,300	38,300

HIGH WYCOMBE TOWN COMMITTEE

Estimates for the year ending 31st March 2019

HIGH WYCOMBE CEMETERY

Cost Centre: CNEB05

Responsible Officer: Elaine Jewell
Operational Officer: Andy Sherwood

ACCOUNT CODE	SUBJECTIVE HEADING	2016/17 ACTUAL £	2017/18 BUDGET £	2018/19 BUDGET £
A001	Salaries	38,713	38,600	39,100
	<i>Premises Related Expenses</i>			
B001	Repairs & Maintenance	7,714	0	10,000
B002	Cemetery Lodge Works	98	0	0
B301	Maintenance to Grounds	8,529	21,900	21,900
B360	Tree Works	3,387	4,500	4,500
B401	Reactive Maintenance	2,886	4,500	4,500
B703	Electricity	233	500	300
B704	Gas	470	800	500
B735	Rates	8,228	8,400	9,800
B740	Water Charges	28	100	100
	<i>Supplies and Services</i>			
D001	Equipment	320	500	500
D040	Equipment - Hire/Lease	960	700	700
D072	Cemetary Feasibility	9,605	0	0
D132	Printing	75	200	200
D611	Telephones	780	1,000	600
D613	Mobile Phones	37	100	100
D622	Computer Software	3,035	3,000	3,000
F012	Cleansing	3,400	3,400	3,400
	GROSS CONTROLLABLE EXPENDITURE	88,498	88,200	99,200

HIGH WYCOMBE TOWN COMMITTEE

Estimates for the year ending 31st March 2019

HIGH WYCOMBE CEMETERY

Cost Centre: CNEB05

Responsible Officer: Elaine Jewell
Operational Officer: Andy Sherwood

ACCOUNT CODE	SUBJECTIVE HEADING	2016/17 ACTUAL £	2017/18 BUDGET £	2018/19 BUDGET £
	Income			
M342	Interment Fees-Private	(36,453)	(26,100)	(37,600)
M343	Steel Frame Income	0	0	0
M344	Concrete Chamber income	(13,302)	0	(13,000)
M345	Monument Fees	(12,659)	(12,200)	(12,600)
M346	Grave Maintenance	(408)	(400)	(400)
M529	Rents	(17,237)	(17,100)	(17,100)
M551	Burial Rights Purchase	(47,152)	(46,000)	(48,400)
M552	Grave Reservation	(764)	(500)	(1,000)
P798	Other Income	(2,342)	(2,500)	(2,500)
	TOTAL CONTROLLABLE INCOME	(130,317)	(104,800)	(132,600)
	NET CONTROLLABLE EXPENDITURE	(41,818)	(16,600)	(33,400)
H001	<i>Recharges</i>			
IR006	Queen Victoria Road	975	1,700	1,700
IR009	Maintenance of Grounds-Contract	122,140	127,000	127,000
IR018	Insurance - staff	542	600	600
IR028	IT Non Staff	8,395	9,000	9,000
IR037	Central Support	16,998	17,800	17,800
IR038	Group Management	0	42,600	43,300
	GROSS NON-CONTROLLABLE EXPENDITURE	149,050	198,700	199,400
	NET EXPENDITURE	107,232	182,100	166,000

HIGH WYCOMBE TOWN COMMITTEE

Estimates for the year ending 31st March 2019

FOOTWAY LIGHTING & BUS SHELTERS

Cost Centre: CNEB01

Responsible Officer: John McMillan
Operational Officer: Marcus Allen

ACCOUNT CODE	SUBJECTIVE HEADING	2016/17 ACTUAL £	2017/18 BUDGET £	2018/19 BUDGET £
	<i>Premises Related Expenses</i>			
B001	Repairs and Maintenance	357	1,800	1,800
B401	Reactive maintenance	279	0	0
B703	Electricity	0	500	0
	<i>Supplies and Services</i>			
D001	Purchase of Equipment	0	200	200
	GROSS CONTROLLABLE EXPENDITURE	636	2,500	2,000
	NET CONTROLLABLE EXPENDITURE	636	2,500	2,000
H001 IR037	<i>Recharges</i> Central Support	0	700	700
	GROSS NON-CONTROLLABLE EXPENDITURE	0	700	700
	NET EXPENDITURE	636	3,200	2,700

HIGH WYCOMBE TOWN COMMITTEE

Estimates for the year ending 31st March 2019

FINANCIAL ASSISTANCE TO VOLUNTARY GROUPS

Cost Centre: CNFC01/02

Responsible Officer: Elaine Jewell
Operational Officer: Andy Sherwood

ACCOUNT CODE	SUBJECTIVE HEADING	2016/17 ACTUAL £	2017/18 BUDGET £	2018/19 BUDGET £
	<i>Supplies and Services</i>			
D711	Asst. to Voluntary Sector - Hilltop Comm Ctr	13,000	13,000	13,000
D711	Asst. to Voluntary Sector - Castlefield Comm Ctr	15,000	15,000	7,500
	NET EXPENDITURE	28,000	28,000	20,500

HIGH WYCOMBE TOWN COMMITTEE

Estimates for the year ending 31st March 2019

TOWN TWINNING

SERVICE CODE:

Cost Centres: CNFB03

Responsible Officer:

Elaine Jewell

Operational Officer:

Andy Sherwood

ACCOUNT CODE	SUBJECTIVE HEADING	2016/17 ACTUAL £	2017/18 BUDGET £	2018/19 BUDGET £
D717	Grant - Town Twinning Committee	3,000	3,000	3,000
	NET EXPENDITURE	3,000	3,000	3,000

HIGH WYCOMBE TOWN COMMITTEE

Estimates for the year ending 31st March 2019

COMMUNITY GRANTS

SERVICE CODE:

Cost Centres: CNFB06

Responsible Officer:

Elaine Jewell

Operational Officer:

Andy Sherwood

ACCOUNT CODE	SUBJECTIVE HEADING	2016/17 ACTUAL £	2017/18 BUDGET £	2018/19 BUDGET £
	OTHER EXPENSES CHARGED ON HIGH WYCOMBE AREA			
D717	Financial assistance-Community/Village Halls	3,850	20,000	20,000
	NET EXPENDITURE	3,850	20,000	20,000

HIGH WYCOMBE TOWN COMMITTEE

Estimates for the year ending 31st March 2019

WAR MEMORIAL

SERVICE CODE:

Cost Centres: CNFB33

Responsible Officer:

Elaine Jewell

Operational Officer:

Andy Sherwood

ACCOUNT CODE	SUBJECTIVE HEADING	2016/17 ACTUAL £	2017/18 BUDGET £	2018/19 BUDGET £
	OTHER EXPENSES CHARGED ON HIGH WYCOMBE AREA			
D899	Commemorative Services -General	2,140	1,700	1,700
	NET EXPENDITURE	2,140	1,700	1,700

HIGH WYCOMBE TOWN COMMITTEE

Estimates for the year ending 31st March 2019

FEASIBILITY STUDY CASTLEFIELD

SERVICE CODE: Cost Centres: CNFB34

Responsible Officer: Elaine Jewell
Operational Officer: Andy Sherwood

ACCOUNT CODE	SUBJECTIVE HEADING	2016/17 ACTUAL £	2017/18 BUDGET £	2018/19 BUDGET £
	<i>Premises Related Expenses</i>			
B301	Maintenance to Grounds	550	0	0
B360	Treework	20,615	0	0
	<i>Supplies and Services</i>			
D077	Allotments Feasibility	18,907	0	0
R020	Main Contractor	2,675	0	0
	NET EXPENDITURE	42,747	0	0

Agenda Item 7
Wycombe District Council
HIGH WYCOMBE TOWN COMMITTEE
Work Programme – MARCH – NOVEMBER 2018

Title & Subject Matter	Meeting / Date to be taken	Contact Officer
<u>March 2018</u>		
Concrete Burial Chambers: Working Group Findings	6 March 2018	Elaine Jewell – Head of Community
Community Infrastructure Levy Funding Update	6 March 2018	Gerard Coll, Developer Contributions Officer
An update presentation on the Easton Street / Queen Victoria Road proposed road changes	6 March 2018	Ben Fletcher (BCC) / Steven Bown / Rebecca Hart (WDC)
Future plans for the community facilities in the town, to include the old Library building (report)	6 March 2018	Bucks County Council
Q3 Budgetary Control Report (Information Sheet)	6 March 2018	Julia Turner - Senior Accountant, Financial Management
<u>June 2018</u>		
Update from HWBIDCo	Date tbc	Tanya Brown, Democratic Services Officer
'Revive the River Wye' recommendations be presented before they go before Cabinet	Date tbc	Jemma Durkan, Democratic Services Officer
Chiltern Rangers Update	Date tbc	Tanya Brown, Democratic Services Officer
Security Measures at the High Wycombe Town Cemetery	Date tbc	Elaine Jewell, Head of Community
Budgetary Control Outturn 2017/18 (Information Sheet)	Date tbc	Julia Turner - Senior Accountant, Financial Management

Title & Subject Matter	Meeting / Date to be taken	Contact Officer
<u>September 2018</u>		
HWTC – Q1 Budgetary Control Report (Information Sheet)	Date tbc	Julia Turner - Senior Accountant, Financial Management
<u>November 2018</u>		
HWTC – Q2 Budgetary Control Report (Information Sheet)	Date tbc	Julia Turner - Senior Accountant, Financial Management

Meeting contact officer: Tanya Brown, 01494 421455,

Committeeservices@wycombe.gov.uk

Work Programme Updated: 15 January 2018