



**WENDOVER PARISH COUNCIL**

Address: The Clock Tower, High Street, Wendover,  
Aylesbury, Buckinghamshire HP22 6DU  
Telephone: 01296 623056  
Email: [clerk@wendover-pc.gov.uk](mailto:clerk@wendover-pc.gov.uk)

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**PARISH COUNCIL MEETING AGENDA**

**7<sup>th</sup> March 2023 at 7.30pm**

**St Anne's Hall, Aylesbury Road, Wendover HP22 6JG**

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**Membership:** Councillors Ballantine, Bulpett (Chair), Durden-Moore, Gallagher, Goodall, Lloyd-Evans, Simmons, Standen, Thornton, Walker, Washington, Williams and Worth.

**To all Members:**

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

**MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND.**

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**AGENDA**

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**1) APOLOGIES FOR ABSENCE**

To consider any apologies for absence received:

**2) DECLARATIONS OF INTEREST**

In accordance with Sections 30(3) and 235(2) of the Localism Act 2011 and the Wendover Parish Council Code of Conduct Councillors with declare their interest in relation to this meeting.

**3) MINUTES**

Consideration of approval of minutes of the meeting on 7<sup>th</sup> February 2023.

**4) CHAIR'S ANNOUNCEMENTS**

**5) PUBLIC PARTICIPATION - A maximum of 3 minutes per speaker will be allowed.**

The Council is committed to community engagement and warmly invites members of the public to contribute. Members of the public should note that the Council is only allowed to take decisions on topics that are publicised on the agenda; items not on the agenda can be carried forward for a response later. Members of the public are asked to respect the fact that this is a meeting to conduct Council business and interruptions during the remainder of the meeting are not permitted.

**6) REPORTS FROM BUCKINGHAMSHIRE COUNCIL COUNCILLORS**

**7) CLERKS REPORT & CORRESPONDENCE**

**8) FINANCE AND PAYMENTS**

- a) To consider the list of payments and sign cheques (these will be sent on the day of the meeting to cover as many payments as possible)
- b) To receive the latest I&E reports, EMR reports and Balance Sheet
- c) Virements – To NOTE our intentions that current budget lines with overspends will not be vired, so that the variances can be recorded. Following guidance from the internal auditor that it is not common practice to bring each budget line within budget by making multiple virements.

## **9) REPORTS FROM MEETINGS WITH OUTSIDE BODIES**

- a) Wendover Community Board
- b) Friends of Wendover Library
- c) Wendover Canal Trust
- d) Other organisations

## **10) REPORTS FROM STANDING COMMITTEES**

- a) **PLANNING**
  - i) To note the draft minutes of the meeting on 21<sup>st</sup> February
- b) **FINANCE**
  - i) To note the draft minutes of the meeting on 21<sup>st</sup> February
- c) **STAFFING**
  - i) To note the draft minutes of the meeting on 7<sup>th</sup> February

## **11) REPORTS FROM WORKING GROUPS**

- a) **HS2 Working Group**  
To note any updates from the working group
- b) **Parish Plan Working Group**  
To note the work being undertaken on the Manor Waste consultation
- c) **Transport Working Group**  
To receive an update from the Transport working group.

## **12) OTHER ITEMS**

- a) **Parking review implementation**  
To note a review of the process and consider no longer requiring this to be a regular agenda item with updates via the clerks report.
- b) **Coronation event**  
To consider setting the date and time of Sunday 7<sup>th</sup> May 1pm-4pm and agreeing the event details, engagement activities and the resources needed for the engagement activities. Further consideration of delegating the organisation of the event and engagement activities to the office.
- c) **Wendover news**  
To consider approving the sum of £3600 to secure the back page of the Wendover News for 23/24
- d) **Minor grant**  
To consider a minor grant application deferred by Finance Committee until new information was forwarded. To consider approving £999 from the minor grants budget for a planting area.
- e) **Tree Removal**  
To consider quotes for works to the pond to remove the dead trees that have fallen in and instruct the contractor who provided the most appropriate quote.
- f) **Clock Tower Heating**  
To consider expenditure on removing the old storage heaters, purchasing and installing new heating panels.
- g) **Best Kept Village Awards**  
To note the details of this year's awards and consider entry to the competition and delegating the office to complete the entry form.

**13) DATES AND AGENDA ITEMS FOR FUTURE MEETINGS**

The next Parish Council meeting 7.30pm on Tuesday 4th April 2023

**14) CONFIDENTIAL ITEMS**

The Public Bodies (Admission to Meetings) Act 1960 makes provision for excluding the public by resolution when confidential business is being considered or there are other special reasons and publicity would be prejudicial to the public interest.

- a) **To approve the award of the Tender for the Skate Park** (commercially sensitive information)  
To consider the tender documents and award the tender.

**15) CLOSURE OF MEETING**

Signed by *Andy Smith*  
Clerk to the Council

Date: 2<sup>nd</sup> March 2023



# WENDOVER PARISH COUNCIL

## Minutes of the Parish Council Meeting

7<sup>th</sup> February 2023 at 7:30pm

Meeting held at St Annes Hall, Aylesbury Road, Wendover, HP22 6JG

**Present:** Councillors Ballantine, Bulpett (Chair), Durden-Moore, Gallagher, Standen, Thornton, Walker, Washington, Williams and Worth.

**In attendance:** Buckinghamshire Councillors Bowles and Newcombe with apologies from Councillor Strachan

**Clerk:** Phoebe Sharps

**Chair:** Councillor Bulpett

**Members of Public:** 5

### 1. APOLOGIES FOR ABSENCE

**PC22/361** Apologies were received and **ACCEPTED** from Councillors Goodall and Lloyd-Evans.

### 2. DECLARATIONS OF INTEREST

**PC22/362** None declared

### 3. MINUTES

**PC22/363** The minutes of the extraordinary meeting of 3<sup>rd</sup> January were **RESOLVED** as a true record and signed by the Chair.

### 4. CHAIR'S ANNOUNCEMENTS

**PC22/364** The chair informed the Council that the office had been struggling to find a venue for the Annual Parish Meeting on 20<sup>th</sup> April and suggested a change to a Tuesday or Friday. The Council will be advised of any changes.

### 5. PUBLIC PARTICIPATION

**PC22/365** A member of the public gave a presentation to the Council about the importance of shopping local and expressed interest in managing or supporting the Council to manage a local produce market once a month on a Sunday, this was noted. It was **RESOLVED** to include this on the March agenda.

### 6. CO-OPTION TO COUNCIL

**PC22/366** The candidate gave a brief description of their history and interest in becoming a Councillor and described themselves as community minded, this was noted. The Council asked the candidate which committees they would be interested in joining, the candidate explained that they are happy to be on any committee but explained that their background in retail and buying gave them good people skills, they noted interest in amenities, planning and staffing, this was noted.

## 7. REPORTS FROM BUCKINGHAMSHIRE COUNCILLORS

**PC22/367** Councillor Bowles informed the Council that Buckinghamshire Council will be having a Budget Setting meeting on Wednesday, 22nd February 2023, this is a Full Council meeting. The budget scrutiny committee gave recommendations to Councillors. The funding panel for the Community Board meets on the 8<sup>th</sup> February, there were bids for funding from organisations in Wendover. There are talks of a Household Support Fund of 4.8m for the calendar year, to help with the cost-of-living crisis, there could be an option to use reserves if this fund is not approved. There was a reminder about the Proud of Bucks awards. Cllr Bulpett commented that the format to nominate was suited to individuals and not organisations.

## 8. CLERKS REPORT & CORRESPONDENCE

**PC22/368** The report from the Clerk was noted. It was further noted that the company will be out to survey the Clock Tower on 24<sup>th</sup> February as the Clock had stopped working again.

## 9. FINANCE AND PAYMENTS

- a) **PC22/369** The payments to consider totalling £38,732.49 were **RESOLVED** and signed.
- b) **PC22/370** The financial reports were noted. It was noted that the income and expenditure report is in line with expectations.

## 10. REPORTS FROM MEETINGS WITH OUTSIDE BODIES

### a) Wendover Canal Trust

**PC22/371** It was noted that there has been a name change from Wendover Arm Trust to Wendover Canal Trust, and that they have started the de-vegetation work before the towpath upgrade. It was further noted that the Council are happy for a new wall on Wharf Road, providing it does not have holes in the brickwork.

### b) Wendover Business Group

**PC22/372** It was noted that the Wendover Business Group is a resurrection of the Chamber of Commerce, the aim is to work together to result in a thriving town and they aim to meet once a month. They have had 4 meetings to date, have elected Ana Brown as Chair who has huge experience in tourism which will bring strengths to the group. The group will have representation from the Wendover Society, the PC and various business-owners.

## 11. REPORTS FROM SUB COMMITTEES

### a) PLANNING

**PC22/373** The draft minutes of the meeting on 17<sup>th</sup> January were noted.

### b) AMENITIES

**PC22/374** The draft minutes of the meeting on 17<sup>th</sup> January were noted.

## 12. REPORTS FROM WORKING GROUPS

### a) HS2 Working Group

**PC22/375** It was noted that the letter has been finalised regarding the Councils response to the HS2 Small Dean Schedule 17 submission. It was further noted that it will be checked and then will

be sent to the Chair who will send the letter. It was noted that in the meeting on 6<sup>th</sup> February it covered the upcoming road works closures, information on these can be found on the Councils website. The HS2 mobile visitor van will be on the Manor Waste on 15<sup>th</sup> February.

**b) Parish Plan Working Group**

**PC22/376** It was noted that the Title Absolute for the Manor Waste has been applied for, it could be up to 8 weeks until we hear if it's been successful. It was also noted that we are in the process of finalising the questions and visuals for the final consultation on the increased use of the Manor Waste, the consultation will run for a month to be brought back to the April Full Council meeting and there will be multiple physical locations for the consultation and well as online. It was **RESOLVED** to delegate all implementations of the consultation to the office.

**PC22/377** A question was asked about the colours on the new Wendover Identity, it was noted that the Parish Plan Working Group had considered different colour schemes, the colours in the final proposal are the most accessible and representative of the vibrancy of Wendover. It was unanimously **RESOLVED** to agree to the proposed visual identity and for Marley Design to commence with applications. It was **RESOLVED** with one abstention for the office team to develop suppliers and pricing proposals with the Wendover Business Group.

**PC22/378** It was unanimously **RESOLVED** to delegate the progress of the Wendover websites to the office to report back on at the next Full Council meeting.

**PC22/379** It was noted that the Wendover Business Group wanted to investigate the idea of new signage specifically at the top of station approach to highlight the High Street, also a sign with a map of the shops on the Manor Waste. It was unanimously **RESOLVED** to delegate the investigation of signage to the office team who will report back at the next Full Council meeting.

**c) Transport Working Group**

**PC22/380** No update received.

**13. OTHER ITEMS**

**a) Parking Review Implementation**

**PC22/381** The report on the Parking Review Implementation was noted. It was further noted that due to the pressures of deadlines Buckinghamshire Council had taken the decision to proceed with the implementation ahead of any feedback from the Parish Council. The notice was issued on the 13<sup>th</sup> January and the implementation needs to take place within two years of the notice date.

**b) Coronation event**

**PC22/382** It was **RESOLVED** to create a week long poll for the residents to select their preferred date for the event and come back with the results at the next Full Council meeting. It was agreed to contact Wendover Cricket Club to ask if the Witchell Meadow is available on Monday 8<sup>th</sup> May 2023.

**c) Internal Audit**

**PC22/383 i) Internal Audit report**

The internal audit report and proposed actions were noted.

**PC22/384 ii) Minutes of 7<sup>th</sup> June 2022 and 15<sup>th</sup> June 2021**

It was **RESOLVED** to agree to the amended minutes and sign.

**PC22/385 iii) Advice on payments to Churches**

It was **RESOLVED** that Wendover Parish Council will consider any grant request from any party including religious bodies on it's merits.

**d) Policy Review**

**PC22/386 i) Market Protocol**

It was **RESOLVED** to defer this review until after the consultation for the Manor Waste proposal from the Parish Plan Working Group.

**PC22/387 ii) Child and vulnerable adults protection**

It was **RESOLVED** that no changes are needed.

**PC22/388 iii) Co-option policy**

it was **RESOLVED** to that no changes are needed.

**14. DATES OF FUTURE MEETINGS**

**PC22/389** To note the next Parish Council meeting Tuesday 7<sup>th</sup> March 2023

**15. CONFIDENTIAL ITEMS**

**PC22/390** It was **RESOLVED** to go into confidential session and members of the public were excluded from the meeting.

**PC22/391** It was **RESOLVED** to accept the candidate and co-opt them to the Council.

**16. CLOSURE OF MEETING**

**PC22/392** As all business was transacted the meeting was closed at 8.50pm

Signed by  
Chair to the Parish Council

Date: Tuesday 7<sup>th</sup> March 2023





## **ITEM 7 – CLERKS REPORT AND CORRESPONDENCE**

### **Clock in the Clock Tower**

The clock has been repaired yet again and is keeping good time. The fault was with a fuse on the electronic control and it has all been checked and repaired. A report has been requested on installing heaters and fans that are thermostatically controlled to protect the electronic equipment as both faults manifested at the extremes of our weather (heat and cold).

### **Telephone system in Clock Tower**

In order to make savings we have switched our broadband and phone contract and been transferred a cloud voice account. Both have been installed with minimal disruption to services and we should see the savings in the next bills. The office now has 3 lines in and out meaning all desks can be on a call at the same time and we can manage the services/phonebooks online and we also get a bundled unlimited calls package. In total this should save between £10 and £20 a month just on the phones, whilst adding functionality.

### **Hampden Pond - dogs**

We had a phone call from a resident concerned that dogs off the lead around Hampden Pond are an issue, particularly as nesting period is approaching. Dogs have been found in the water and chasing wildlife in the area. The estates team have been trying to monitor this and we are going to place additional signage asking people to keep dogs on a lead around the pond. Further they have asked residents who have dogs off lead in and around the pond to put them back on the lead, but we are reliant on the compliance of local dog walkers.

### **HS2 Works**

There has been a lot of correspondence in the office about the delays on the A413. The Ellesborough Rd closure seems to be having a bigger impact than HS2 expected and also the traffic control for construction plants into and out of their compounds is also being questioned.

We have issues with the lights around the Nash Lee Rd blinding drivers. Some work has been done and they have been improvements but there are still some issues to work out that we are engaging with HS2 over.

We have got an ANPR camera being situated on South St/London Road which will monitor if any HS2 vehicles are using the village as a cut through instead of using their prescribed routes.

We continue to engage on any mitigation we can make for Wendover residents.

### **HS2 Planning Pack**

The detailed plans and drawings for the Nash Lee section of the HS2 works is available for public viewing in the Clock Tower office.

### **Back Street**

A phone call came into the office about rubbish on back street. It seems that there is regular overflow from the bins at the rear of the High St businesses and that the car park behind the Secret Barbers is a particular mess at the rear with rubbish encouraging rats. This has been reported to the Bucks environmental health team who will review and act accordingly.

### **Number Plates**

The estates team have discovered abandoned number plates on several occasions around the Witchell and along London Rd/South St. We report all of these abandoned number plates to the Police and likewise if residents spot them they should report to the police. We



have also received a report of minor vandalism in the Witchell Car Park. Again your vigilance is appreciated and we encourage residents to report any issues. Their Thames Valley Police online reporting ([Home | Thames Valley Police](https://www.thamesvalley.police.uk/) <https://www.thamesvalley.police.uk/>) is the easiest way to do that and avoids long waits on the 101 non-emergency number.

#### **Fires in the open spaces**

Over the half term we had almost daily issues with materials being gathered in the parks and then set alight to create a fire. We ask parents to discuss the dangers of these actions.

#### **Local open spaces and control of Ivy in the open spaces**

An enquiry came in about the Pursell Path and it's maintenance, restrictive covenants on Walnut Tree Meadow and control of ivy in the open spaces.

It was explained that the Pursell Path is currently the stretch of path from Aylesbury Road, alongside Ashbrook Park along to the Canal (emerging at Oliver's bridge). The Parish Council does not own Walnut Tree meadow and we don't have anything on record about any restrictive covenants on the land which would dictate its usage. We can see from Land Registry that there are restrictive covenants but we can't see what they are. Enquiries have been made with Bucks Council

Finally the email asked about our policy on ivy. The concern being that ivy can strangle trees and, on the ground, can reduce biodiversity. It was explained that we very much follow the expert advice from our tree inspections on ivy clearance. We never use chemicals to control our ivy – it is all done with digging and cutting. Informally we use the guidance provided by the RHS on ivy as it can also provide valuable habitats so it is a fine balance. An ivy risk assessment will be discussed by the Amenities committee.

#### **Dog mess bins**

In October the Parish Council instructed Bucks Council to install a new dog mess collection bin. Despite this being confirmed we had a communication into the office informing us it hasn't yet been installed despite assurances in Oct. We are now chasing Bucks Council to get this rectified.

#### **Meeting with Wendover Business Forum**

The Clerk attended a meeting of the business forum on the 10<sup>th</sup> Jan. The meeting was interested in developing the Local Produce Market for the benefit of Wendover businesses and residents. Further the parish plan for the Manor Waste and welcome to Wendover identity and website was discussed and it was agreed to have some direct input from the group into these projects to ensure it meets the needs of the local businesses.

#### **Speeding on South Street and London Road**

We have had an email that outlines the dangerous speeds on South St/London Road and the resident was informed of the priorities of the Transport Working Group and their work in this area.

#### **Milestone**

We had a phone call in the office about damage to the milestone by Ashbrook park – this is a Bucks Council issue and we have passed on the issue.

#### **CLAW Community Garden – Wendover Wildbelt**

We are pleased to say that CLAW have announced the start of works on the Wendover Wildbelt. Details from them as follows:



14 February 2023

We are thrilled to announce that **Wendover Wildbelt** is well and truly on the way to becoming an essential haven for all the flora and fauna of Wendover – including us human residents!

An area of almost 2 acres between London Rd and the Chiltern Rail line, adjacent to the allotments, has been leased by CLAW from **Wendover Parish Council** for a peppercorn rent. We will develop it using “food forest” principles and the first stage completed today has involved the planting of fruit trees, soft fruit bushes, nuts and herbs. The site preparation and planting could never have been accomplished without the amazing efforts of volunteers from CLAW and The Chiltern Society – a massive thanks to **Amanda Barnicoat, Project Manager with The Chiltern Society**, who masterminded the planning and arranged volunteer work-parties to get the project off the ground.



Wendover Wildbelt has benefitted from grants made by Wendover Parish Council, Wendover & Villages Community Board (part of Bucks Council), The Chiltern Society and Local Giving, we really appreciate their support – and we are also thankful to a number of you who have made individual donations

towards our work. (If you are interested in making a donation, please contact our Treasurer.) We would also like to express particular thanks to **Cllr. Stephen Worth** who has really championed the cause with our Parish Council and done so much to enable this project to come to life! Thanks to him and the staff at WPC who have helped in so many ways.

What next? It will take a few years for the planted trees and bushes to mature, but you can look forward to an amazing selection of items to forage. We hope to install a water capture/storage shed to support the early period of growth and replace the fenced entrance with a gate to make the site easily accessible, even for those using wheelchairs or prams! Future ideas include outside classroom equipment and a rain shelter. We will continue to add to the planting, but over time the site should become self-sustaining and need very little maintenance. We hope you enjoy this community asset – look for us on Google Maps!

Unfortunately as a part of that planting CLAW used a compost pile that had been cultivated by the allotment holders for their allotments as a mulch and not the bark chips that were offered (and some placed in a pile in the garden. We have asked CLAW to get in touch with the allotment holders to discuss replacing the compost and they will keep us in the loop with those discussions.



### Helping Hands

We have been contacted by Buckinghamshire Council about the Helping Hands scheme (see below):

## Are you struggling with food, fuel, bills and finances?



If you or your family are in need of support, on low income or experiencing a financial emergency or crisis, find out what help is available.

### Let us know if:

- you are struggling to afford food or fuel
- you cannot keep on top of your bills
- you are in debt
- you are struggling to pay for essential goods in your home

### Get in touch

- 🌐 [buckinghamshire.gov.uk/helping-hand](https://www.buckinghamshire.gov.uk/helping-hand)
- ☎ 01296 531151

Our phone lines are open:

- Monday to Thursday (9am - 5:30pm)
- Friday (9am - 5pm)

In an emergency our out-of-hours team can be contacted on 0800 999 7677.



Buckinghamshire  
Council



### Update on Defibrillators

There has been a product recall which covers the defibrillators owned and managed by Wendover Parish Council. The product recall mentions a simple software update. The software update was due to the units incorrectly recording the battery levels. This update then highlighted that 3 of the batteries that did read as ok under the old software now needed replacing. Those batteries are on the payments to consider.





### **Mile marker near Ashbrook Park**

A communication to the office reported that the mile marker was damaged (reportedly by a bin lorry) and needed repair. WPC and the resident reported it via FixMyStreet. The resident has since been back in touch asking why the Parish Council cannot simply fix it. This is a common misconception that we have an estates team and they should go round making these sort of repairs that are the responsibility of Bucks Council. I replied to outline the situation in these instances as follows:

*We have assessed if this is a simple fix we could do, but it became clear that we don't have the authority, equipment or budget to make the repair, let alone re-site the stone to a more sensible location.*

*The total weight of the stone (as it goes down at least 2ft into the ground) is around a quarter of a ton and this means hiring specialist lifting equipment and traffic control for the narrowing of the road whilst we lift out to remake the hole.*

*Further, if we do make the repair (or move) and an incident occurred with the stone then we would be liable but not insured for completing that work.*

### **Press Release from Bucks Council**

## **Buckinghamshire Council secures £70k for new on-street EV charging points in Wendover**

Buckinghamshire Council has received just over £70,000 in funding from the Office for Zero Emission Vehicles (OZEV) to support the installation of new on-street electric vehicle (EV) charging points in Wendover.

The money will be used as match-funding for the council's existing £110,000 investment in their Wendover EV pilot scheme, which aims to promote the use of EVs in the area.

The EV pilot scheme will include the installation of approximately 10 on-street lamppost/bollard-style charging points, and around 10 in-pavement cable channels. Both options will offer slow charging suitable for overnight charging of EVs.

As well as providing EV drivers in Wendover with access to on-street charging, the scheme will also reduce the town's carbon emissions and help improve the air quality.

"We're thrilled to receive this new funding from OZEV, which will enable us to expand our EV pilot scheme in Wendover," said Steven Broadbent, Cabinet Member for Transport. "By piloting options for on-street EV charging, we're supporting our [EV Action Plan](#) and our [Climate Change & Air Quality Strategy](#)."

Steven added: "We're committed to promoting sustainable transportation and reducing carbon emissions across the county, and the new EV charging infrastructure in Wendover is an important part of our broader efforts."

Buckinghamshire Council is aiming to install the new charging points and cable channels this summer, following procurement and licensing. The council will monitor and evaluate their use, impact and performance for a minimum of two years after installation.

The in-pavement cable channels are being installed to ensure pedestrian safety, preventing trip hazards from trailing cables across pavements. This will enable homeowners who do not have access to a private driveway to charge their EVs on-street in an easily accessible way.



For more information about the EV pilot scheme and the council's ambitious EV Action Plan, please visit [Buckinghamshire Council's website](#).

**–Ends–**

### Notes to Editor

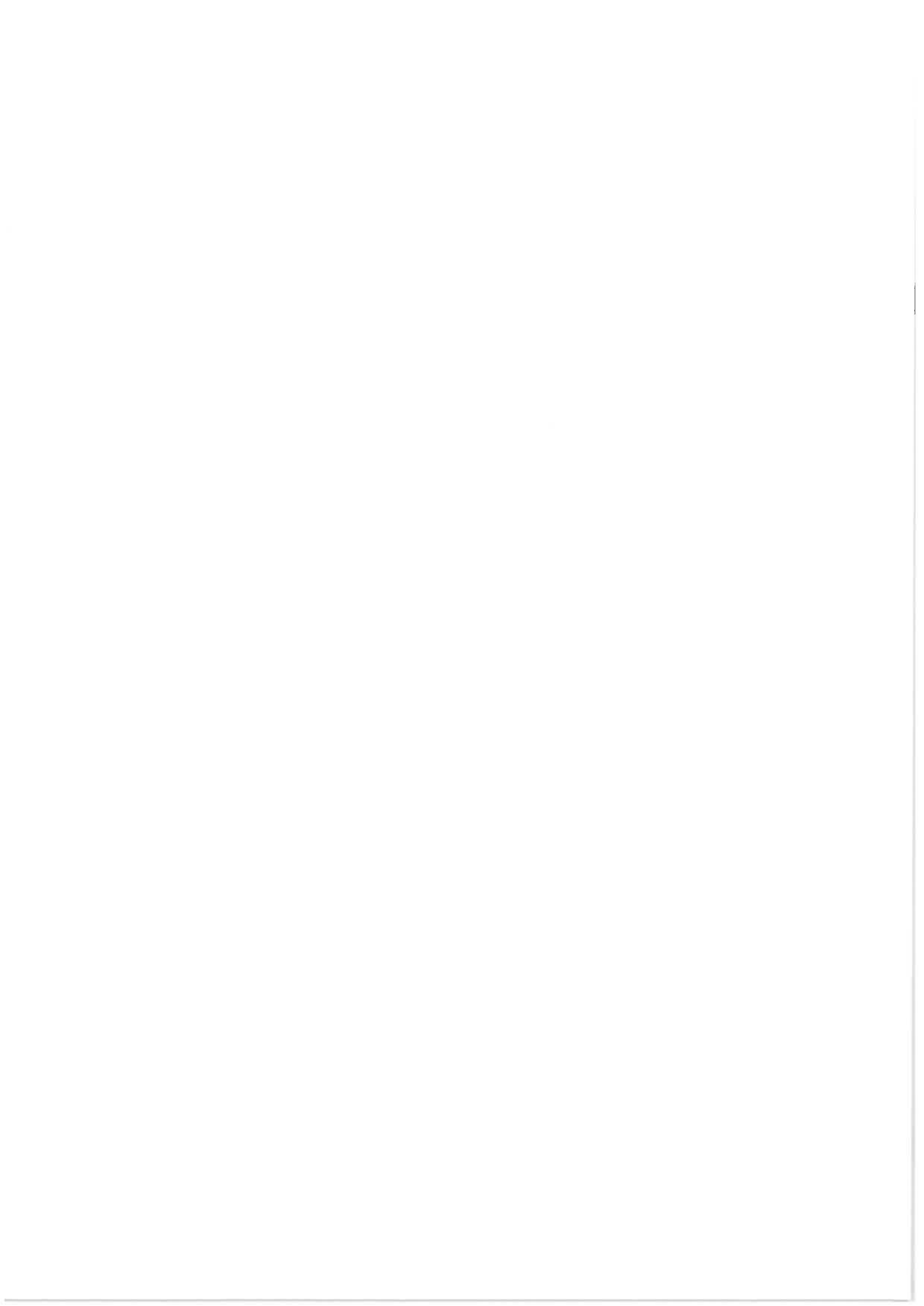
Further information on OZEV can be found at:

<https://www.gov.uk/government/organisations/office-for-zero-emission-vehicles>



## Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 Ear Marked Reserves	0.00		0.00
321 Witchell C/Park Hedge EMR	0.00		0.00
322 Foothpath Ashbrook EMR	0.00		0.00
323 Playground Improvements EMR	0.00		0.00
324 Streetlights EMR	0.00		0.00
325 Adult Fitness Equipment EMR	0.00		0.00
326 Neighbourhood Planning EMR	0.00		0.00
327 Clock Tower EMR	0.00		0.00
328 Highway Trees	0.00		0.00
329 Manor Waste EMR	0.00		0.00
330 Witchell Car Park EMR	0.00		0.00
331 Wildflower EMR	0.00		0.00
332 HS2 Research & Evidence EMR	5,000.00		5,000.00
333 Wendover App EMR	0.00		0.00
334 Christmas Event EMR	0.00		0.00
335 Heron Path Railings Instal EMR	0.00		0.00
336 White Entry Point Gates EMR	0.00		0.00
337 War Memorial EMR	0.00		0.00
338 Hampden Pond EMR	5,000.00		5,000.00
339 RAF Freedom Parade EMR	0.00		0.00
340 Clock Tower Window Screen	0.00		0.00
342 Heron Path EMR	0.00		0.00
343 Library Noticeboard EMR	0.00		0.00
344 Community Info Boards EMR	0.00		0.00
345 Clock Tower Clock Repairs EMR	0.00		0.00
346 Clock Tower Fountain and Wall	25,000.00	-16,196.00	8,804.00
347 Ste Safe Extension EMR	0.00		0.00
348 Waste Bin Replacment EMR	5,000.00	-3,475.93	1,524.07
349 CAW Trees EMR	0.00		0.00
350 Parking Review EMR	0.00		0.00
351 GNS Wardens Event EMR	0.00		0.00
352 COVID Crisis Fund EMR	0.00		0.00
353 PMG Highway Signage EMR	0.00		0.00
354 Canal Path Repairs EMR	0.00		0.00
355 Actuary Consultation EMR	0.00		0.00
356 LGPS Cessation EMR	25,000.00		25,000.00
357 Skate Park EMR	15,000.00		15,000.00
358 Library Extension EMR	8,000.00		8,000.00
359 20 MPH Consultation	10,000.00		10,000.00
360 Clock Tower Heating EMR	5,000.00		5,000.00
361 MVAS EMR	5,000.00		5,000.00
362 New Cesspit Ashbrook	10,000.00		10,000.00
363 Christmas Lights EMR	5,000.00	-2,498.33	2,501.67
364 Climate Action EMR	10,000.00	-775.43	9,224.57
	<b>133,000.00</b>	<b>-22,945.69</b>	<b>110,054.31</b>





## Detailed Income &amp; Expenditure by Budget Heading 07/03/2023

Month No: 11

## ITEM 8b - Income and Expenditure

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>100 Amenities Income</b>								
1000 Allotment Rent	0	1,630	1,432	(198)			113.8%	
1005 Charter Fair	0	220	200	(20)			110.0%	
1010 Cricket Club Lease	0	225	300	75			75.0%	
1021 Markets - Local Produce	0	1,278	2,000	723			63.9%	
1022 Markets - Weekly Market	0	6,240	10,400	4,160			60.0%	
1030 Other Rental (Ashbrook)	0	1,531	1,500	(31)			102.1%	
1035 BCC Devolved Footpaths Income	0	17,613	17,613	(0)			100.0%	
1214 Christmas Trees	0	2,053	0	(2,053)			0.0%	
1260 Xmas event income	0	589	500	(89)			117.7%	
1261 Rifle Club Lease	0	100	100	0			100.0%	
<b>Amenities Income :- Income</b>	<b>0</b>	<b>31,478</b>	<b>34,045</b>	<b>2,567</b>			<b>92.5%</b>	<b>0</b>
<b>Net Income</b>	<b>0</b>	<b>31,478</b>	<b>34,045</b>	<b>2,567</b>				
<b>125 Events Expenditure</b>								
4100 AnnualParishMeeting excl refs	0	36	500	464		464	7.3%	
4105 Christmas Decorations	0	5,165	5,000	(165)		(165)	103.3%	
4109 Promo Materials	0	8	500	492		492	1.5%	
4110 Entertainment & Events ex s137	0	2,176	2,000	(176)		(176)	108.8%	
4112 Floral Display	0	3,724	5,000	1,276		1,276	74.5%	
4122 Markets - Local Produce	0	388	500	112		112	77.6%	
4124 Markets - Business Rates	0	1,098	1,300	202		202	84.4%	
4125 Markets - Water	0	27	50	23		23	54.1%	
4126 Markets - Electric	40	380	230	(150)		(150)	165.4%	
4130 Quiz	0	311	100	(211)		(211)	310.9%	
4132 Christmas Celebration Event	50	2,259	2,200	(59)		(59)	102.7%	
<b>Events Expenditure :- Indirect Expenditure</b>	<b>90</b>	<b>15,572</b>	<b>17,380</b>	<b>1,808</b>	<b>0</b>	<b>1,808</b>	<b>89.6%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(90)</b>	<b>(15,572)</b>	<b>(17,380)</b>	<b>(1,808)</b>				
<b>130 Highways Expenditure</b>								
4200 Bus Shelters	0	0	1,000	1,000		1,000	0.0%	
4210 Refuse Bins	0	0	500	500		500	0.0%	
4211 Sever weather (salt etc)	0	0	500	500		500	0.0%	
4215 Street Furniture - Purchase	0	755	2,000	1,245		1,245	37.8%	
<b>Highways Expenditure :- Indirect Expenditure</b>	<b>0</b>	<b>755</b>	<b>4,000</b>	<b>3,245</b>	<b>0</b>	<b>3,245</b>	<b>18.9%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(755)</b>	<b>(4,000)</b>	<b>(3,245)</b>				

## Detailed Income &amp; Expenditure by Budget Heading 07/03/2023

Month No: 11

## ITEM 8b - Income and Expenditure

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>135 Street Lighting Expendiure</b>								
4300 Electricity	1,060	10,571	10,500	(71)		(71)	100.7%	
4305 Maintenance	0	9,615	6,000	(3,615)		(3,615)	160.3%	
4315 New Columns (not LEDs)	1,955	2,455	8,280	5,825		5,825	29.6%	
4320 Streetlighting inspections	1,005	1,005	1,000	(5)		(5)	100.5%	
Street Lighting Expendiure :- Indirect Expenditure	<b>4,019</b>	<b>23,645</b>	<b>25,780</b>	<b>2,135</b>	<b>0</b>	<b>2,135</b>	<b>91.7%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(4,019)</b>	<b>(23,645)</b>	<b>(25,780)</b>	<b>(2,135)</b>				
<b>140 Recreation Expenditure</b>								
4400 Dog Bin Emptying	0	0	2,000	2,000		2,000	0.0%	
4405 Maintenance - Fences, etc	0	420	1,500	1,081		1,081	28.0%	
4410 Maintenance - Groundworks	(411)	1,768	5,000	3,232		3,232	35.4%	
4416 Pond Works	0	83	1,500	1,417		1,417	5.6%	
4417 Tree Works	0	1,114	2,500	1,386		1,386	44.6%	
4418 Tree Inspections	0	0	1,800	1,800		1,800	0.0%	
4421 Orchard Maintenance	0	1,122	600	(522)		(522)	187.0%	
4425 Capital Expenditure (asset pur	733	11,290	12,000	710		710	94.1%	
4430 Mower Maintenance	106	2,184	2,000	(184)		(184)	109.2%	
4440 Play Equip - Repairs & Maint	184	1,359	5,000	3,641		3,641	27.2%	
4450 Premises - Garage Rent	135	1,430	960	(470)		(470)	149.0%	
4455 Premises - SiteSafe Electrics	0	326	150	(176)		(176)	217.5%	
4465 Premises - SiteSafe Water, etc	0	265	100	(165)		(165)	265.5%	
4475 Misc - Fuel	325	2,661	1,800	(861)		(861)	147.8%	
4480 Misc - Materials & Tools	110	1,155	2,500	1,345		1,345	46.2%	
4481 Machinery/Tool Service Repair	0	1,180	3,500	2,320		2,320	33.7%	
4485 Misc - Protective Clothing	0	168	400	232		232	42.0%	
4490 Misc - Refuse Bins	76	754	1,200	446		446	62.8%	
4495 Misc - Sundries Recreation	10	706	1,200	494		494	58.8%	
4497 Defibrillators	0	824	800	(24)		(24)	102.9%	
Recreation Expenditure :- Indirect Expenditure	<b>1,268</b>	<b>28,810</b>	<b>46,510</b>	<b>17,700</b>	<b>0</b>	<b>17,700</b>	<b>61.9%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(1,268)</b>	<b>(28,810)</b>	<b>(46,510)</b>	<b>(17,700)</b>				
<b>200 Finance &amp; General Income</b>								
1205 Wltchell Trust Grant	0	195	200	5			97.5%	
1210 Interest Received ex Deposits	0	1,320	1,000	(320)			132.0%	
1215 Miscellaneous Income	0	1,326	0	(1,326)			0.0%	
1250 Precept Received	0	326,328	326,328	0			100.0%	
1266 VAHT Streetlight Income	0	406	600	194			67.7%	
Finance & General Income :- Income	<b>0</b>	<b>329,576</b>	<b>328,128</b>	<b>(1,448)</b>			<b>100.4%</b>	<b>0</b>
<b>Net Income</b>	<b>0</b>	<b>329,576</b>	<b>328,128</b>	<b>(1,448)</b>				

## Detailed Income &amp; Expenditure by Budget Heading 07/03/2023

Month No: 11

## ITEM 8b - Income and Expenditure

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>220 Finance &amp; General Expenditure</u>								
4496 Professional Support (HS2 etc)	150	688	2,000	1,312		1,312	34.4%	
4550 Communications - Publicity	900	5,942	5,750	(192)		(192)	103.3%	
4555 Communications - Website	150	1,442	1,500	58		58	96.2%	
4560 Financial - Bank Charges	0	386	580	194		194	66.5%	
4565 Financial - Fees - Audit	395	361	2,300	1,939		1,939	15.7%	
4570 Financial - Fees - Legal	0	(750)	2,000	2,750		2,750	(37.5%)	
4575 Financial - Insurance	0	7,932	5,700	(2,232)		(2,232)	139.2%	
4580 Financial - Software	0	751	800	49		49	93.9%	
4582 End of Year Support RBS	0	0	700	700		700	0.0%	
4615 Office - Broadband/Tel/Fax	467	1,911	1,600	(311)		(311)	119.4%	
4620 Office - Copier	117	1,287	1,850	563		563	69.6%	
4621 Office - Equipment - Expend	0	2,921	5,500	2,579		2,579	53.1%	
4625 Office - Equipment Capital	0	162	1,000	838		838	16.2%	
4630 Office - Postage & Stationery	0	486	500	14		14	97.1%	
4640 Office - Testing - Electrical	0	60	75	16		16	79.3%	
4645 Office - Testing - Fire	0	248	300	52		52	82.7%	
4650 Office - Utilities - Electric	448	2,037	1,700	(337)		(337)	119.8%	
4655 Office - Utilities - Water	0	113	150	37		37	75.3%	
4660 Property Mgt - Clock Tower	80	2,745	2,000	(745)		(745)	137.2%	
4665 Property Mgt - Manor Waste	15	30	1,000	970		970	3.0%	
4670 Property Mgt - SiteSafe	0	0	1,000	1,000		1,000	0.0%	
4675 Property Mgt - War Memorial	0	0	500	500		500	0.0%	
4685 Subscriptions and Donations	0	2,079	2,000	(79)		(79)	104.0%	
4690 Misc - Chairman's Expenses	49	714	1,200	486		486	59.5%	
4691 Misc - Councillor Expenses	0	0	200	200		200	0.0%	
4695 Misc - Room Hire	0	445	1,000	555		555	44.5%	
4700 Misc Sundry Expenses Finance	0	147	800	653		653	18.4%	
4705 Misc - Travel Staff & Cllrs	0	(23)	300	323		323	(7.8%)	
4707 H&S	0	59	3,000	2,941		2,941	2.0%	
Finance & General Expenditure :- Indirect Expenditure	<u>2,771</u>	<u>32,172</u>	<u>47,005</u>	<u>14,833</u>	<u>0</u>	<u>14,833</u>	<u>68.4%</u>	<u>0</u>
<b>Net Expenditure</b>	<b><u>(2,771)</u></b>	<b><u>(32,172)</u></b>	<b><u>(47,005)</u></b>	<b><u>(14,833)</u></b>				
<u>230 Grants out - S137</u>								
4585 Grant-Churchyard Care-NOT137	0	7,000	7,000	0		0	100.0%	
4586 Grants Out - Wendover Youth Ce	0	7,000	7,000	0		0	100.0%	
4590 Grants Out - Major	0	14,150	15,000	850		850	94.3%	
4611 Grants Out - Minor	0	2,145	5,000	2,855		2,855	42.9%	
Grants out - S137 :- Indirect Expenditure	<u>0</u>	<u>30,295</u>	<u>34,000</u>	<u>3,705</u>	<u>0</u>	<u>3,705</u>	<u>89.1%</u>	<u>0</u>
<b>Net Expenditure</b>	<b><u>0</u></b>	<b><u>(30,295)</u></b>	<b><u>(34,000)</u></b>	<b><u>(3,705)</u></b>				

## Detailed Income &amp; Expenditure by Budget Heading 07/03/2023

Month No: 11

## ITEM 8b - Income and Expenditure

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>320 Staffing</b>								
4800 Staffing - Amenities - Wages	6,291	56,673	54,408	(2,265)		(2,265)	104.2%	
4801 Staffing - Amenities - NIC	977	5,783	4,353	(1,430)		(1,430)	132.9%	
4802 Staffing - Amenities-Pension	1,460	8,234	7,475	(759)		(759)	110.1%	
4810 Staffing - F&G - Wages	7,136	71,071	96,354	25,283		25,283	73.8%	
4811 Staffing - F&G - NIC	1,205	7,528	7,979	451		451	94.4%	
4812 Staffing - F&G - Pension	413	3,286	7,979	4,693		4,693	41.2%	
4816 Staffing F&G Student Loan	56	123	0	(123)		(123)	0.0%	
4818 Temporary Staff	270	2,111	1,890	(221)		(221)	111.7%	
4845 Payroll Charges	60	552	660	108		108	83.6%	
4855 HR Consultancy Fees	0	3,294	3,200	(94)		(94)	102.9%	
4860 Training Staff & Cllrs	0	2,604	2,500	(104)		(104)	104.1%	
4861 Uniform	0	67	500	433		433	13.3%	
4862 Smart Pension Admin Fee	15	150	200	50		50	75.0%	
Staffing :- Indirect Expenditure	<b>17,883</b>	<b>161,477</b>	<b>187,498</b>	<b>26,021</b>	<b>0</b>	<b>26,021</b>	<b>86.1%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(17,883)</b>	<b>(161,477)</b>	<b>(187,498)</b>	<b>(26,021)</b>				
<b>980 Amenities Reserves</b>								
9110 EMR - Clock Tower Fountain/wal	0	1,196	0	(1,196)		(1,196)	0.0%	1,196
9112 EMR - Waste Bin Replacement	0	3,476	0	(3,476)		(3,476)	0.0%	3,476
9114 EMR - Parking Review	0	(7,508)	0	7,508		7,508	0.0%	
9127 EMR - New Christmas Tree Light	0	2,498	0	(2,498)		(2,498)	0.0%	2,498
9128 EMR - Climate Action	0	775	0	(775)		(775)	0.0%	775
Amenities Reserves :- Indirect Expenditure	<b>0</b>	<b>438</b>	<b>0</b>	<b>(438)</b>	<b>0</b>	<b>(438)</b>		<b>7,946</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(438)</b>	<b>0</b>	<b>438</b>				
6000 plus Transfer From EMR	0	7,946						
<b>Movement to/(from) Gen Reserve</b>	<b>0</b>	<b>7,508</b>						
<b>Grand Totals:- Income</b>	<b>0</b>	<b>361,053</b>	<b>362,173</b>	<b>1,120</b>			<b>99.7%</b>	
<b>Expenditure</b>	<b>26,031</b>	<b>293,163</b>	<b>362,173</b>	<b>69,010</b>	<b>0</b>	<b>69,010</b>	<b>80.9%</b>	
<b>Net Income over Expenditure</b>	<b>(26,031)</b>	<b>67,890</b>	<b>0</b>	<b>(67,890)</b>				
plus Transfer From EMR	0	7,946						
<b>Movement to/(from) Gen Reserve</b>	<b>(26,031)</b>	<b>75,836</b>						

## Detailed Balance Sheet - Excluding Stock Movement

## Month 11 Date ITEM 8b - Balance Sheet

<u>A/c</u>	<u>Description</u>	<u>Actual</u>	
	<u>Current Assets</u>		
105	VAT Control A/c	9,547	
200	Current Bank Account	59,657	
202	Flagstone	219,300	
230	Petty Cash	8	
	<b>Total Current Assets</b>		<b>288,512</b>
	<u>Current Liabilities</u>		
515	Allotment Deposits	1,881	
	<b>Total Current Liabilities</b>		<b>1,881</b>
	<b>Net Current Assets</b>		<b>286,631</b>
	<b>Total Assets less Current Liabilities</b>		<b>286,631</b>
	<u>Represented by :-</u>		
300	Current Year Fund	67,890	
310	General Reserves	108,687	
332	HS2 Research & Evidence EMR	5,000	
338	Hampden Pond EMR	5,000	
346	Clock Tower Fountain and Wall	8,804	
348	Waste Bin Replacment EMR	1,524	
356	LGPS Cessation EMR	25,000	
357	Skate Park EMR	15,000	
358	Library Extension EMR	8,000	
359	20 MPH Consultation	10,000	
360	Clock Tower Heating EMR	5,000	
361	MVAS EMR	5,000	
362	New Cesspit Ashbrook	10,000	
363	Christmas Lights EMR	2,502	
364	Climate Action EMR	9,225	
	<b>Total Equity</b>		<b>286,631</b>





## Community Board Wendover and Villages

### Wendover and Villages Thursday 9 February Agenda Item

This paper provides an overview of the funding that has been awarded so far in 22/23. It also details the budget position to date and Appendix 1 shows those projects that were funded in previous years, detailing the ones that have been delivered and those that are still in progress.

#### 1. Community Board Budget Overview 22/23

- The table below details the current budget position for Wendover and Villages Community Board for 22/23.
- Please note that applications over £1k will require contributory funding however this does not have to be a 50/50 split.
- Contributory funding is not required for small grants applications as they are under £1k.

Year	Budget	Allocated	Remaining Budget	Total Number of Projects
2022/23	£148,957	£74,980	£73,977	18

Approved Funding Applications 22/23				
Organisation	Project title and description	Funding requested from CB	Contributory funding	Funding decision status
Climate Action Wendover	<b>Green Futures:</b> Offering 10 workshops in local schools and 5 with youth groups addressing bio-diversity loss and carbon emissions and how this impacts directly in Wendover.	£2,000	£900 in kind	Approved
Buckland Parish Council	<b>Queen's Jubilee Event:</b> Equipment for a community event for the Queen's Jubilee and allowing the use for future events.	£2,022	£500	Delivered

Active in the Community	<b>Youth Activities:</b> This is a programme of sport and physical activity dedicated to children and young people. The programme will engage young people in sessions that support their physical, mental and social wellbeing, and encourage young people to live an active, healthier and therefore happier life.	£23,778	£2,642	Approved
Aston Clinton Parish Council	<b>Queen's Jubilee Event:</b> Supporting the event of various fun activities, bouncy castle, magic show, dog show.	£805	£4,707.96	Delivered
UK Astronomy	<b>Inflatable Planetarium:</b> A contribution towards an inflatable planetarium to teach residents and schools about the sky	£120	£26,500 and £12,500 requested across 8 CBs	Approved
Weston Turville Parish Council	<b>Electricity for Christmas Tree:</b> Installation of a ground anchor with power for a Christmas tree to be located at the village hall.	£1,254	£2,000	Delivered
Aston Clinton Bowls Club	<b>Accessibility:</b> Corner steps to be installed to allow disabled access to the green.	£966.28	N/A Small grant	Delivered
Halton Parish Council	<b>Traffic Data Capture:</b> The purchase of the laptop to help assist in recording and analysing the MVAS data to ensure safety of the residents within the area.	£525	N/A Small grant	Delivered
Bierton Events Group	<b>Events:</b> To help support the delivery of local events within the Bierton parish and help reduce social isolation.	£805	N/A Small grant	Approved
Halton Parish Council	<b>Wild Verge:</b> The planting of wildflower seeds, plaque from British Legion, Trees, Dog Wood Shrubs and Native Wildflower Plugs	£758.50	N/A Small grant	Approved
Kingsbrook PFTA	<b>PFTA Gazebos:</b> To help support the newly formed PTA with event	£980.55	N/A Small grant	Delivered



	equipment to support the school and the local children.			
Drayton Beauchamp Parish Council	<b>Chat Bench:</b> A community chat bench to allow the residents within the area to explore the outdoors but have a place to stop and rest.	£900	N/A Small grant	Approved
12th Aylesbury Scout Group	<b>Parade Flags:</b> To allow for the newly formed Scouts and Cubs to have parade flags to swear their oath to.	£937.00	N/A Small grants	Approved
Wendover Parish Council	<b>Wendover Parking Review:</b> To implement the recommendations of the parking review on 17 roads	£12,438	£12,444	Approved
Wendover Sheds	<b>Wendover Shed: Off Grid Project:</b> To supply solar panels and batteries for the container which will be the home of Wendover Sheds, therefore allowing the container to be placed anywhere without relying on electricity supply.	£7,996	£1,000	Approved
Bierton Tennis Club	<b>Court Resurfacing:</b> To resurface two tennis courts, which are over 15 years old and in need of repair.	£8,387	£15,988	Approved
Stoke Mandeville Parish Council	<b>Defibrillators:</b> To install a defibrillator at The Bull public house and to re-house existing defibrillator located at Weston Way Industrial Estate to outside the building	£1,500	£345	Delivered
Aston Clinton Tennis Club	<b>Floodlighting:</b> To replace the 15-year-old floodlights and replace with more energy efficient lighting	£3,000	£22,000	Approved

## 2. Applications received and processing.

Organisation	Project title and description	Funding requested from CB	Contributory funding	Funding decision status
Buckland Parish Council	<b>Buckland Community Orchard, Nature Reserve:</b> Irrigation System Installation and Land Management	£4,800	£1,200	Developing Report

Lindengate	<b>Tree Nursery:</b> To allow Lindengate to grow and sell more stock, including endangered native tree and wildflower species. This would help make the charity more sustainable,	£14,000	£1,000	Developing Report
Bierton Parish Council	<b>Bierton Playground Upgrade:</b> To update the existing playground to newer equipment and accesible iterns	£15,000	£65,000	In Due Diligence process
Wendover Memorial Hall	<b>Wendover Memorial Hall Flooring:</b> Replacement of the flooring for the hall because of a risk to health and safety.	£15,000	£8,130	In Due Diligence process
Wendover Parish Council	<b>Watersheds:</b> Working with CLAW to provide watersheds for the community garden.	£1,725.90	£499	In Due Diligence process
Halton Parish Council	<b>Coronation Open Gardens:</b> Community Event for local residents, providing entertainment, bunting and promotion	£980	Small grant	In Due Diligence process
Halton Parish Council	<b>Halton Village Sign and FlagPole:</b> Improve village signage and to fix the flagpole for the coronation.	£5,500	£700	In Due Diligence process

Buckland Parish Council	<b>Coronation Celebration Event:</b> Village celebration, with refreshments, hall hire, entertainment and promotion	£930	Small Grant	In Due Diligence process
Halton Parish Council	<b>Streetlighting:</b> Replacement of streetlighting to LED lights	£999	Small Grant	In Due Diligence process
Halton Parish Council	<b>Village Hall Refurbishment:</b> Repair and treat the hall because of damp issue	£2,405.74	£500	In Due Diligence process
Halton Parish Council	<b>Halton Environment Improvement:</b> Provide insect houses, wildflower verge at Moor Park and two water butts	£959.68	Small Grant	In Due Diligence process
Buckland Parish Council	<b>Streetlighting:</b> Replacement of streetlighting with LED lights	£2,000	£161.29	In Due Diligence process
Climate Action Wendover	<b>New Gate Access for Wendover Wildbelt:</b> Provide vehicle and disabled access to north end of Wendover Wildbelt (adjacent to London Road)	£1,560	TBC	In Due Diligence process

Aylesbury Youth Action	<b>Youth Volunteer Intern Youth Views Project:</b> To employ a youth volunteer intern for 12 months to focus on encouraging 14-25 year olds to volunteer, assist in project delivery and capturing views of the youth.	£14,107	£1,567	In Due Diligence process
Wendover Parish Council	<b>Wharf Road and School Campus Initiative:</b> Traffic review for the area in regards school traffic and implement initiatives for active and greener travel.	£2,000	£500	In Due Diligence process
<b>Pipeline Total:</b>		<b>£81,967</b>		

Please note several applications have been received from Lindengate but these are being explored with other officers within the Council as to the best source of funding for these requests.

### 3. Projects on hold

Organisation	Project title and description	Funding requested from CB	Contributory funding	Funding decision status
Stoke Mandeville Parish Council	<b>White Village Gates</b> – Installation of village gates into the parish	£5,803.90	£5,800	On hold until further information received in regards the Highways contract.

### 4. Projects Funded 20/21

Scheme Funded	Organisation	Amount Awarded	Project Status
CLr Crisis Fund Projects	Various	£6,325	Delivered
20mph Speed Limitation (Green End)	Aston Clinton PC	£21,602	In progress / s106
Waiting Restrictions (London Road)	Aston Clinton PC	£10,987	In progress / s106
Weston Turville Speed Calming - Rumble Strips	Weston Turville PC	£3,927	Delivered

Perch Bridge Halton Repairs	Halton PC	£3,757	Delivered
Speed Indicator Device for Kingsbrook	Bierton PC	£2,500	Delivered
Bierton Community Care Package	Bierton PC	£440	Delivered
Lindengate Nature Based 13-18yr old Programme	Lindengate Charity	£26,540	Delivered
Halton Village Hall Refurbishment	Halton PC	£5,000	Delivered

### Projects Funded 21/22

Scheme Funded	Organisation	Amount Awarded	Project Status
<b>Youth Activities:</b> Sessions in Wendover for young people aged 10-17 years old during the half term in Wendover. Giving young people free and fun activities including street football, dodgeball, table tennis to enjoy with friends.	Wendover Youth Programme	£887.50	Delivered – Evaluation report received
<b>Action4Youth Mentoring Scheme:</b> A 12-month pilot 1:1 mentoring project aged 11-17 years from the Aylesbury Vale area.	Action4Youth	£8,389.50	Delivered – update to CB 9 Feb 23
<b>Halton Community Equipment for Events:</b> These events will be aimed at the whole community. We would like to actively engage with everyone in our community, to strengthen and build the community bond in this small village.	Halton Parish Council	£1,800	Delivered
<b>War Memorial Restoration</b>	Buckland Parish Council	£800	Delivered
<b>Lunch Equipment</b> – to provide a hot meal to the community at the Monday lunch club.	Rhubard Café	£250	Delivered
<b>Wildbelt Project</b> - aims to improve biodiversity in the Chilterns by facilitating a sustainable approach to nature recovery in a way that; engages the community at Parish Council level; is volunteer led and; drives strategic improvements at a local level, in line with Government Policy.	Chiltern Society	£30,000	In progress – updated CB 9 Feb 23
<b>MVAS Halton:</b> This is required for speeding traffic within the Conservation Area of Halton Village. To warn drivers of their excess speeds and provide accurate data on the number of cars using the route and speeds	Halton Parish Council	£4,075	Delivered
<b>Buckland Community Orchard</b> -	Buckland Parish Council	£1,750	Delivered



Buckland has no public open space to be enjoyed by residents and the Parish Council purchased just under 2 acres of agricultural land to create a Community Orchard. For this Community Orchard the Parish will receive most of the trees to be planted by donations, however the planting and delivery needs to be funded. The land is to be used as a Community Green Space to benefit residents and walkers alike.			
<b>Leaky Homes:</b> homeowners will receive photographs showing heat loss from their roofs, front, back and side walls, and an analysis of the photos and advice on how to insulate their homes from the Bucks Community Energy team.	Bucks Community Energy	£1,210	Delivered
TfB Scheme: Burcott Lane installation of double yellow lines	Bierton Parish Council	£6,152.74	Delivered
TfB Scheme: Bollards and Chevron sign	Buckland Parish Council	£12,930	In progress
TfB Scheme: Lower Ickneild Way Traffic Calming	Buckland Parish Council	£5,368	Scheme withdrawn
TfB Scheme: Stablebridge Road – 30mph Speed Zone	Aston Clinton Parish Council	£19,727	In progress
<b>Bucks Mind Mental Health First Aider:</b> A first aid course for mental health first aider – 1 space allocated to John Colet	Bucks MIND	£495	Delivered
<b>Wendover Skatepark:</b> Design a bespoke, accessible skate park in Wendover on Ashbrook Park which is owned by the Parish Council. It will be suitable for all ages, and suitable for all wheeled sports, scootering, rollerblading and BMXing.	Wendover Parish Council	£25,000	In progress
<b>Canal Path Upgrade:</b> 90 metres upgrade into Halton Parish	Wendover Canal Arm Trust	£25,000	In progress
<b>Respite Care:</b> To provide respite care for 2 families within the Community Board area.	CHAT Children’s Respite Charity	£1,600	Delivered
<b>Ecological Survey for Community Orchard:</b> Preliminary Ecological Appraisal, Habitat Management Brief and Data searches	Weston Turville Parish Council	£1,876	Delivered
<b>Electricity for Christmas Lighting:</b> To provide electricity to allow lightning to a Christmas tree for parish.	Stoke Mandeville Parish Council	£1,950	Delivered
<b>Grown @ Kingsbrook – Community Orchard:</b> To develop a Community Garden	Kingsbrook Parish Council	£5,000	In progress

within the area to allow those who are unable to obtain an allotment and for the use of the school and community groups			
<b>Litter Bins:</b> Over the last 18 months there has been an increase of visitors into the green spaces and have identified a need for 10 additional bins	Kingsbrook Parish Council	£2,855	In progress
<b>Wendover EV On Street Parking Pilot:</b>	Budget provided to Bucks Council service to run pilot	£22,931	In progress CB update provided 9 Feb 23
<b>Outdoor Activity Equipment:</b> Installing activity equipment with the green areas of the parish to encourage healthy lifestyles and utilising outdoor space.	Kingsbrook Parish Council	£10,000	In progress
<b>Energy Efficiency Drive:</b> 5 home energy efficiency reports (different house styles within the area) to then produce surveys to show how residents can improve their energy efficiency.	Climate Action Weston Turville	£3,504	In progress
<b>BEE Squared:</b> Wildflower seeds (a 1 sq mtr amount in small envelope with a window sticker) is delivered to each house in Wendover (option1) and some of the surrounding villages (option2) to be planted by residents.	Climate Action Wendover	£5,575	Delivered – Evaluation report received
<b>ENGAGE – Youth Festival and Workshops:</b> 2 festivals for the young people in and surrounding Wendover. Identifying needs and support, encouraging socialising, activities and hobbies and subsequently encouraging them to attend workshops to increase activity.	Wendover Youth Centre	£10,000	Delivered – evaluation report has been requested





# WENDOVER PARISH COUNCIL

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## Minutes of the Planning Committee Meeting 21<sup>st</sup> February 2023 at 7.00pm St Anne's Hall, Aylesbury Road, Wendover, HP22 6JG

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**Present:** Councillors Ballantine, Bulpett, Standen, Walker, Washington, Worth

**Clerk & Minutes:** Andy Smith

**Chair:** Councillor Ballantine

**Members of Public:** 0

### 1. APOLOGIES FOR ABSENCE

**P22/117** All members were present

### 2. DECLARATIONS OF INTEREST

**P22/118** It was NOTED that Councillor Standen works for a company who is tendering on a project related to one of the planning applications and that he would leave the room for this part of the agenda.

### 3. PUBLIC PARTICIPATION

**P22/119** No public participation

### 4. MINUTES

**P22/120** The minutes of the Planning Committee Meeting held on 17<sup>th</sup> January 2023 were RESOLVED as a true record and the Chair could sign the minutes

### 5. PLANNING DECISIONS

**P22/121** The planning decisions made by Buckinghamshire Council as listed on the agenda of the meeting of the 21<sup>st</sup> February 2023 were NOTED

### 6. CLERKS REPORT INCLUDING HISTORY AND CORRESPONDENCE

**P22/122** The report was NOTED. It was further NOTED that there were three reports made to planning enforcement covering A1 Turkish Barbers, the Turkish Barbers on the High Street and concern over the change of usage of the former Esposi shop that we have not had updates on and the Clerk would chase these and inform the committee of the response.

### 7. PLANNING APPLICATIONS

**P22/123** **23/00094/APP 26 Perry Street Wendover Buckinghamshire HP22 6JT**

It was NOTED that this is in keeping with other houses in the street.

**Wendover Parish Council** - no objection

**P22/124** **23/00157/APP 1C Dobbins Lane Wendover Buckinghamshire HP22 6BP**

It was NOTED that the application stated parking was not an issue, but it was not obvious that there were enough parking spaces from the potential size of the house.

**Wendover Parish Council** - no objection

**P22/125**    **23/00353/APP Coombe Lodge Nash Lee End Wendover Buckinghamshire HP22 6BH**  
This is a conversion to a hostel with 41 rooms (bedsit/apartment) style. It was NOTED that one of the stipulations is to do an ecology report and the Parish Council have not seen an ecology report as a part of the application. It was further NOTED that there is minimal change to the exterior with most work on the interior. Whilst it was not in the purview of the planning committee there was concern about transport links and access to amenities for the residents.  
**Wendover Parish Council - no objection**

**P22/126**    **23/00350/APP Bankside Wendover Buckinghamshire HP22 6JW**  
**Wendover Parish Council - no objection**

## **8. HS2**

**P22/127**    The letter sent by the HS2 Working Group to Buckinghamshire Council regarding the Schedule 17, package 3 Small Dean Submission as previously circulated on 3<sup>rd</sup> Feb was NOTED. This letter outlined concerns about the viaduct accommodating any potential development of the A413, noise barriers and the surface water drainage and impacts on the Hampden Pond. There will be a meeting organised with the Bucks Councillor Peter Martin and a local resident who is a hydrogeologist. It was further NOTED that there is a mobile CCTV with ANPR to capture HS2 lorries who are using unauthorised routes in response to the complaints from residents and the Parish Council.

## **9. CLOSURE OF RAF HALTON**

**P22/128**    Nothing to note since the last meeting

## **10. DEVELOPMENT MANAGEMENT MEETINGS AND STRATEGIC PLANNING MINUTES**

**P22/129**    The meeting dates were NOTED

## **11. CLOSURE OF MEETING**

**P22/130**    As all business was transacted the meeting closed at 7:18pm

Signed by  
Chair to the Planning Committee

Date: 7<sup>th</sup> March 2023

# WENDOVER PARISH COUNCIL

## Minutes of the Finance Committee Meeting 21<sup>st</sup> February 2023 at 7:30pm

St Anne's Hall Aylesbury Road Wendover HP22 6JG

**Present:** Councillors Gallagher (Chair), Bulpett, Durden-Moore, Williams and Worth

**Clerk and Minutes:** Andy Smith

**Members of Public:** 2

### 1. APOLOGIES FOR ABSENCE

**F22/74** Councillor Goodall was recorded as absent

### 2. DECLARATIONS OF INTEREST

**F22/75** Councillor Williams declared an interest in the grants being on the committee of Wendover Action Group

Councillor Worth declared an interest in the grants being on the committee of Wendover Memorial Hall

It was RESOLVED that these councillors would not be present and would not vote on those specific grant discussions.

Councillor Durden-Moore had notified the clerk in advance with a potential interest in the grant of Citizens of the World. It was NOTED that this is a personal interest, as outlined in our code of conduct and it had been agreed by the Proper Officer that Councillor Durden-Moore would contribute to the discussion but not be allowed a vote.

### 3. PUBLIC PARTICIPATION

**F22/76** A member of the public representing Wendover And Villages Ukrainian Support (WAVUS) Outlined that they had been funded by the Council and the work they undertake supporting 90 families across the local area. This includes starting a series of English lessons for families, pitched at a level that would support Ukrainians in employment situations. They outlined that they are aware of the Citizens of the World bids and are not at the meeting to object or support the bids but to outline the work of WAVUS.

A member of the public representing Wendover Dementia Support (WDS) outlined their work. They support local residents and only help people who have a referral from the Westongrove surgeries, living in their catchment area. The charity are currently helping over 50 people and their families at the moment. The group has 2 retired GPs and 2 former nurses on the team and is co-ordinated by a part time admin assistant. It is supported by 39 volunteers. The café as well as providing services for those with dementia also provides respite for family. It is a fun atmosphere with music and games. Many of the families deal with extreme hardships and the Monday café is a lifeline and is followed up with a family support group so they can discuss their loved ones case with advisors. The income is variable and have been well supported from the members of the public recently, but finances do vary and the Charity are finding they are having to fill a gap created by the lack of funding for NHS advice and services.

It was NOTED that there is another group called Dementia Alliance (DA) which is not a part of the WDS. It was explained that at a simple level WDS undertakes the practical help and the DA undertakes the liaison and strategic discussion. The two groups are not linked but complement each other.

The committee offered their thanks to both groups for what they do for our community.

#### 4. MINUTES

**F22/77** The minutes of the meeting of 6<sup>th</sup> December 2022 were considered. The minutes were **RESOLVED** as a true record to be signed by the Chair

#### 5. CLERKS REPORTS AND CORRESPONDENCE

**F22/78** It was NOTED that all reports and correspondence were agenda items

#### 6. GENERAL REPORTS

a) **To review the I&E report, EMRs and balance sheet for Jan 2022.**

**F22/79** The Clerk highlighted and explained some key variances but that the Council is looking to come within budget for the year. The reports and variances were NOTED

b) **To review the over £500 report and VAT claim for Oct - Dec 2022**

**F22/80** The reports were NOTED

c) **To review the bank reconciliations and statements for Oct - Dec**

**F22/81** The reports were NOTED

d) **To review reports on the changes to assets**

**F22/82** The reports were NOTED

e) **To receive an update on project costs up to Jan 2023**

**F22/83** The updates were NOTED

f) **To review the Flagstone account statements**

**F22/84** The report was NOTED. It was **RESOLVED** to send round a report outlining current interest rates after meeting

f) **To receive an update on the LGPS pension fund deficit and cessation value**

**F22/85** The email report, previously circulated, was NOTED. It was further NOTED that the liability is currently looking slightly better than previous estimates.

#### 7. OTHER MATTERS

a) **Internal audit Jan 2023**

**F22/86** i) **To note the internal audit report**

The report was NOTED – and the committee expressed congratulations to the Clerk for managing the process

**F22/87**      **ii) To consider the response to the internal audit and resolve to make changes to the financial regulations**

The paper was discussed and it was **RESOLVED** to accept all of the changes to the financial regulations set out in the paper.

**8. APPLICATIONS FOR GRANTS**

**a) Major Grant requests**

The grants were discussed individually, and it was resolved which grants to support. The committee then looked at levels of funding given the budget. It was **NOTED** that the form would be changed for future bids to clearly identify that grants would not be offered to cover ongoing operational costs.

**F22/88**      **i) Wendover Dementia Support**

It was **RESOLVED** to fund this bid as it is a worthy cause. It was then **RESOLVED** to award the full amount of £5000

**F22/89**      **ii) Citizens of the world – language courses**

Both bids from Citizens of the World were considered very carefully as they were both supporting worthy causes. It was **NOTED** that we could not support 2 bids for the maximum amount to the same organisation. There were further questions as to some of the information provided in the grant bid, which included that they had 1500 volunteers. It was also **NOTED** that this is a new company that was registered as a Community Interest Company on 6<sup>th</sup> Feb 2023, we have not received a copy of the public liability insurance. It was **NOTED** that the bid seemed to be to cover running costs rather than specific items or projects which is what the Council prefers to award grants for, although there were items in the bid that fit those criteria. It was further **NOTED** that there is a potential that the Parish Council could be funding 2 organisations that duplicated services to Ukrainians in the area. It was finally **NOTED** that whilst attending the meeting was not compulsory it would have helped this bid as they were a new organisation. Given these considerations it was **RESOLVED** that it was too soon in the organisations operations to be able to offer a grant, but it did not discourage future applications.

**F22/90**      **iii) Citizens of the world – help to work**

This was considered as a part of the previous discussions and as above it was **RESOLVED** that it was too soon in the organisations operations to be able to offer a grant, but it did not discourage future applications.

**F22/91**      **iv) St Mary's Church**

The advice on payments to Churches as discussed at Parish Council on the 7<sup>th</sup> February was reiterated by the Clerk. It was **NOTED** this bid was primarily for the community benefit and improved much needed community facilities for residents irrespective of their faith. It was **RESOLVED** to fund this bid as it is a worthy cause. It was then **RESOLVED** to award the amount of £4000.

**F22/92 v) Wendover Action Group – Community Transport**

It was NOTED that the community bus provides transport to supermarkets and health centres and hospitals for residents who find it difficult to travel, do not have a car or travel to places not served by public transport. It was NOTED that this was for running costs and that the Parish Council had already informed the organisation that grants were not for that issue. However, it was further NOTED that this bid was to cover a shortfall caused by Covid and that this was a one off situation. It was **RESOLVED** to fund this bid as it is a worthy cause, but to inform the organisation that it would not support any further bids for running costs. It was then **RESOLVED** to award the amount of £2000.

**F22/93 vi) Wendover Memorial Hall**

It was NOTED that this was a thorough proposal for a specific item. It was **RESOLVED** to fund this bid as it is a worthy cause. It was then **RESOLVED** to award the amount of £4000.

**b) Minor Grant requests**

**F22/94 i) Jack in the Box**

It was **RESOLVED** to fund this bid as it is a worthy cause. However there was concern that the bid contained no details as to what and how many replacement gardening containers the requested amount would fund. It was **RESOLVED** to go back for more details about what the £936 would cover and consider at the next Parish Council meeting.

**F22/95 ii) Wendover Canal Trust**

It was **RESOLVED** to fund this bid as it is a worthy cause. It was then **RESOLVED** to award the full amount of £350 to come from this years budgets and be paid immediately

**c) Standing Grants**

**F22/96 i) Wendover Youth Centre**

It was **RESOLVED** unanimously to continue this grant of £7000 as it is a worthy cause.

**F22/97 ii) St Mary's Church - Churchyard**

It was **RESOLVED** unanimously to continue this grant of £7000 as it is a worthy cause.

**9. ITEMS FOR NEXT AGENDA**

**F22/98** The outcome of the Jack in the Box bid will be noted at the next Council.

**10. DATE OF NEXT MEETING**

**F22/99** Tuesday 16<sup>th</sup> May 7.30pm St Annes Hall

**11. CLOSURE OF MEETING**

All business was transacted. The meeting was closed at 8:42pm

Signed by  
Chair to the Finance Committee

Date: 16<sup>th</sup> May 2023

# WENDOVER PARISH COUNCIL

## Minutes of the Staffing Committee Meeting

Tuesday 7<sup>th</sup> February 2023 6:45pm

Meeting held at St Annes Hall, Aylesbury Road, Wendover, HP22 6JG

**Present:** Councillors Durden-Moore (Chair), Ballantine, Gallagher, Thornton, Williams, Worth and Washington.

**Clerk:** Councillor Bulpett

**Members of Public:** None

### 1. APOLOGIES FOR ABSENCE

**S22/72** All Councillors were present

### 2. COMMITTEE MEMBERSHIP

**S22/73** It was unanimously **RESOLVED** to accept Councillor Gallagher as a member of the committee

### 3. DECLARATIONS OF INTEREST

**S22/74** None declared

### 4. MINUTES

**S22/75** The minutes of the extraordinary meeting of 15<sup>th</sup> November were **RESOLVED** as a true record and signed by the Chair.

### 5. PUBLIC PARTICIPATION

**S22/76** No public were present.

### 6. CHAIR'S ANNOUNCEMENTS

**S22/77** The Chair thanked the Clerk for his hard work in collating the packs for the meeting, an epic task. The Staffing Committee were also thanked for their support over the past year.

### 7. CLERKS REPORT AND CORRESPONDENCE

**S22/78** An update of the sickness record was noted. The new arrangements for the staffing structure, job descriptions for the Clerk and Estates and Events Manager were also noted.

### 8. OTHER ITEMS

#### a) HR Report

**S22/79** The HR report and recommendations were noted

It was **RESOLVED** to accept the new Clock Tower office staffing arrangement with immediate effect. The updated Job Descriptions for the Clerk and Estates Manager were also unanimously **RESOLVED** to be accepted with immediate effect.

The training report for staff and councillors was noted, it was agreed that records for previous staff and councillors should be excluded from the report.

**b) Policy Review**

**S22/80 i) Volunteering Policy**

It was **RESOLVED** to renew with no amendments

**S22/81 ii) Equality and Respect Policy**

It was felt this combined policy was too long and could potentially cause confusion with existing policies. It was further noted that there should be accurate cross references with other policies, such as the grievance policy.

It was **RESOLVED** to create two new policies:

1. Equality Policy - A new single policy which replaces:

- Equality, Diversity and Inclusion Policy
- Equal Opportunities Policy
- Parts of Bullying and Harassment Policy

2. A Dignity at work policy

dealing with grievance procedure and other parts of the Bullying and Harassment policy as relevant to this topic

It was further **RESOLVED** that the office would work on the detail of these policies for submission to the Full Council meeting on March 7<sup>th</sup>.

**c) Appointment of new Chair**

**S22/82** The Chair outlined that they were resigning their role as Chair of staffing with effect immediately post this current meeting. It was **RESOLVED** to appoint Cllr Williams as the new Chair of Staffing Committee to commence immediately after the end of this current meeting. Cllr Bulpett, Williams and Worth made specific thanks to Cllr Durden-Moore for her commitment & dedication to resolving staffing issues in close collaboration with the committee at all times.

**9. DATES OF FUTURE MEETINGS**

**S22/83** To note the next meeting of staffing is TBC as the new committee will be selected at the Full Council Meeting on 2nd May 2023, so it will not be possible to hold a staffing meeting

**10. CONFIDENTIAL ITEMS**

**S22/84** It was **RESOLVED** to go into confidential session and members of the public were excluded from the meeting.

**a) Annual Remuneration Review**

**S22/85 i) Annual Increments for office staff**

Contractual increments for the office staff were considered and it was **RESOLVED** to agree with the recommendations in the paper.



**S22/86**      **ii) Grounds Team job evaluation process, job descriptions and increments**

The Grounds Team job evaluation process, job descriptions and increments were considered, and the evaluation process NOTED

The updated job descriptions and proposed increments were unanimously **RESOLVED** and it was agreed to implement those as set out in the paper

It was noted that the Technician job title was not fitting the role and it was recommended that the title "Estates and Grounds Person" be considered by the team.

**b) Staffing Plan for Clock Tower**

**S22/87**      Recent changes were NOTED, the financial implications considered, and it was unanimously **RESOLVED** to implement the new staffing arrangements, including the arrangement with Marley Design to be formalised in a Memorandum of Understanding. The staffing arrangement is to be reviewed in July 2023.

**11. CLOSURE OF MEETING**

**S22/88**      As all business was transacted the meeting was closed at 7:45

Signed by:

Chair to the Staffing Committee

Date:





28 February 2023

Mark Harper  
Secretary of State for Transport,  
Great Minster House  
33 Horseferry Road  
London, SW1 4DR

Dear Minister

**Re: Excavation Works , Wendover Green Tunnel to Nash Lee Lane Prior to Environment Agency Permissions**

We are writing to request that HS2 Ltd give an unequivocal reassurance that (notwithstanding any Schedule 17 approval ) no excavation works will commence on the Bacombe Lane to Wendover Nash Lee Road section until such time as :

- i) (a) either the Environment Agency have approved EKFB mitigation design that would prevent derogation of the WFD status  
or  
(b) a Regulation 19 derogation (under WFD legislation) has been formally granted  
  
and
- ii) the Environment Agency have granted schedule 33 approval for the section

We are alarmed at the extent of excavation for preparation of the main works already being undertaken in adjacent work sections, despite there being no apparent acceptable technical solution for mitigating the impact on the Wendover aquifer.

EKFB have recently informed us that they rightly, will not undertake substantive excavation works, until they have received Environment Agency approvals. This does not preclude some preparation work starting and we do not believe that such action would be lawful without the approvals.

The Wendover community are further concerned that the extraordinary time delay in completing a design acceptable to the Environment Agency, continues.

Despite repeated promises, a detailed technical discussion between HS2 Ltd, EKFB, Environment Agency and Buckinghamshire Council flood Team and Wendover Parish Council has not been convened, nor have we been provided with a fully completed ground water model assessment of the design as it stands.

May we also remind the Minister of the community's deep frustration that the proposals the community have made (Hampden Pond recharge scheme) could save considerable money and provide a win-win for the community, HS2 Ltd and moreover provide a pragmatic path to allow the granting of the WFD derogation.

In other words, there is a real opportunity to save money and prevent any further delay on construction and reduce the impact currently being inflicted on the Wendover community. (which surely should be key considerations) ,



**WENDOVER PARISH COUNCIL**  
The Clock Tower, High Street, Wendover,  
Aylesbury, Buckinghamshire, HP22 6DU



We look forward to your urgent response.

Yours Sincerely

**Ron Petersen**

Chair Wendover HS2 Mitigation Action Group

**Sheila Bulpett**

Chair Wendover Parish Council



# WENDOVER PARISH COUNCIL

## Parish Plan Working Group

### Update for Full Council Meeting February 2023

2<sup>nd</sup> March 2023

### Introduction to the 5 Year Parish Plan

The last updated Community Action Plan (which is usually an annual plan) was updated prior to covid lockdowns, but much has changed in the Parish since then, so the 5 Year Parish Plan Working Group (WG) set about updating this for the future Strategy and direction for the Parish.

In order to ensure due diligence was undertaken, esp. as there was largely a new Council in place, in 2021, the WG developed a long-term vision and mission for the Parish and the role which the Parish Council will play in delivery thereof. The Community Action Plan (CAP) was then written based on this direction and an associated budget allocated. This CAP was set for a period of 18 months given the incessant pace of change - this document can be accessed on the parish council website.

### What is the remit of the WG for 2022/23?

**Primary Purpose: To examine and recommend matters relating to the 5Y Parish Plan:**

**Specifically, the working group should aim to:**

1. Review the Parish Climate Action Plan, update and execute for 2023
2. Ensure implementation of the new policy for Community Engagement
3. Develop Economic & Social Regeneration Strategy & execute for 2023
  - a. A new Policy for The Manor Waste
  - b. An engagement & publicity campaign for Wendover
  - c. A new 'Welcome to Wendover' PC-owned website

### What does the WPC hope to achieve by undertaking this remit?

1. Ensure that the 18-month Community Action Plan is delivered per the plan, on time and per budgets / manage the budgets appropriately
2. Further develop the long-term strategy for the Parish so that the next version of the CAP can be developed in advance (vs it being left for some time to be updated)
3. Deliver on the purpose of the WPC - *"To Champion everything which makes Wendover unique"*

### Who is in the Working Group?

The current WG comprises Councillors Goodall, Lloyd-Evans, Durden-Moore & Washington, with local resident Mr Paul Frost co-opted onto the working group for his specialist skills in Climate Action activities and Local Business owner Mrs Ana Brown co-opted for her contacts with other local businesses, passion for Wendover and experience in tourism. Councillor Durden-Moore is the Chair of the WG for this next financial year through to end April 2023.

## Status as of 1<sup>st</sup> February 2023

### 1. Review the Parish Climate Action Plan, update and execute for 2023

Councillor Lloyd-Evans & Mr Frost have provided 'quick wins' for Full Council which were adopted at August FC meeting. These are being incorporated into each Committee meeting going forwards

### 2. Ensure implementation of the new policy for Community Engagement

The next consultation will be for the Manor Waste (see below)

### 3. Develop Economic & Social Regeneration Strategy & execute in 2023

Cllr Durden-Moore has held a number of meetings with Mrs Ana Brown and Mrs Jane Larkham (Wendover News) to discuss the strategy to date. There have been 3 meetings with interested business owners and the above-mentioned who have formed The Wendover Business Group (TWBG), regular meetings will continue as the strategy evolves in 2023.

#### Regarding specific live workstreams:

As agreed by Council in Feb 2023 most of the actions and implementation are now being followed through by the office.

#### 3a. An updated/new policy for use of The Manor Waste

- a. Legal consultation is completed, and the Council has applied for the Title Absolute for The Manor Waste – *approx. timing 2 months (end March 2023)*
- b. Public consultation for usage of The Manor Waste based on ideas already consulted on in 2022. The online and a printed consultation questionnaire is now available, and this will be running for 4 weeks. A display, along with graphics and links to the questionnaire will be placed in the Library 7<sup>th</sup> to 24<sup>th</sup> March and the office staff will be at the Thursday market on the 9<sup>th</sup> and 16<sup>th</sup> March between 11am and 2pm. **Councillors are requested to come along and support our consultation if they have any time to spare.** There is a plan to engage with a broad range of audiences using our links with schools, clubs and societies. *Aim to finalise the results end March 2023 for the April PC and APM.*
- c. The WG shall thereafter review the current policy for The Manor Waste and update it based on legal advice and results of the public consultation – *aim to sign off at April FC meeting in order to commence implementation for April onwards*

#### 3b. A publicity/tourism campaign for Wendover in 2023

- a. Marley Design has provided a new Visual Identity to apply to a variety of mediums (online, t-shirts, shopping bags, bumper stickers, badges, postcards etc) – *this will come April Parish Council for approval of final applications and costs.*
- b. Discussion on a tourism campaign to be held with TWBG at their next meetings – *to be brought to PC when ready*

#### 3c. A new 'Welcome to Wendover' PC-owned & run website

- a. Tactics to drive further traffic to the site are in discussion amongst The Clock Tower team.
- b. Once the new Visual ID is agreed, the website is currently undergoing a change of image to the new visual identity and should be completed in mid March. We are currently looking at ensuring searches for visit Wendover etc are redirecting to Welcome to Wendover.
- c. The current PC website is being refined to statutory information with all pages up to date and any duplicate information being held on one of the two websites with a link to the other website to redirect.

- d. The long-term strategy & plan for both websites and associated social media to be further developed.
- e. Parish Council to be kept up to date on a monthly basis on these actions

### 3d. Wendover Business Group requests

The following requests are being worked on

- a. Improved signage to promote businesses and help visitors navigate around the town requested from the group eg: at the train station and entry to the town – *locations are being identified and a request has gone to Bucks Council from the Estates Manager to advise on next steps.*
- b. A map on the Manor Waste to indicate the Library as a source of tourist information including suggested local walks and other sites of interest, eg: St Mary's, Children's Playgrounds – ideally a digital sign displaying shops, restaurants, places of interest – *this can not be progressed until we get the results of the consultation which covers this information and signage.*
- c. Ensure the search terms 'visit wendover' are incorporated into the web & social strategy / consider changing the name of the w2w website? – *This is being worked on by Marley design to ensure the most efficient way to undertake this.*
- d. Local Product Market to be taken over by an independent specialising in such markets / look to move it to a Sunday - incorporate this idea into the public consultation for The Manor Waste? – *a proposal has been brought to this Council meeting.*

Ends..../







## ITEM 12a – PARKING REVIEW

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### BROUGHT BY

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Clerk

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### SUMMARY OF MOTION

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To note the decision timeline for clarity after a request by a resident.  
This paper is a clarification of specific issues and builds on information in previous papers.

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### PARISH COUNCIL BACKGROUND

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There have been multiple consultations and discussions at Parish Council as the Council ensures that residents voices are heard clearly in the review and that all impacts of the implementation are considered. The recent Parish Council decision background is detailed below.

---

### DETAILS

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The parking review is now completed and is awaiting implementation. Full details of the decisions made are shown below.

Some of the key issues are as follows:

- There were errors in the map tiles and whilst they technically did not impact on the consultation and the eventual recommendations, they did create confusion and impact on trust in the process.
- A report on recommendations was produced after an extensive meeting with Buckinghamshire Council and a number of Parish Councillors to iron out some of these issues whilst respecting the feedback from residents.
- At the November Parish Council the recommendations report was accepted but this was an acceptance of the report and not an approval of the implementation plans. Because of the errors in the map tiles and issues around Chiltern Rd and Perry St further work was required. It is noted that this could have been clearer in the way it was minuted.
- At the January Parish Council the implementation map provided by Bucks Council (of the Chiltern Rd/Perry St area) was not detailed enough for Council to resolve to proceed with implementation.
- On January 13<sup>th</sup> Bucks Council makes the legal order to implement the changes based on the already agreed recommendations report in line with their deadlines and the deadlines of other parking consultations in Bucks.

### Buckinghamshire Council

The decision process followed by Buckinghamshire Council is reported as follows:

The process for introducing new parking restrictions is outlined in The Local Authorities' Traffic Orders (Procedure)(England and Wales) Regulations 1996 available at:-

<https://www.legislation.gov.uk/uksi/1996/2489/made>



This procedure is led by Buckinghamshire Council and so the parish council are legally considered consultees in the process. Wendover Parish Council were provided with the opportunity to comment and consider the draft recommendations before the final decision was made by Buckinghamshire Council's Leader and Cabinet Member for Transport.

As requested here are the key dates:-

- Friday 19 August 2022 – Legal consultation opens and a formal advertisement is made in the Bucks Free Press and street notices are put up
- Friday 16 September 2022 – Legal consultation period closes
- Saturday 8 October 2022 – Buckinghamshire Council provided a draft recommendation report to the parish council.
- Friday 21 October 2022 – Meeting with Buckinghamshire Council to discuss recommendations in the draft report
- Wednesday 30 November 2022 – Buckinghamshire Council's Leader makes the decision.
- Friday 13 January 2023 – Buckinghamshire Council make the legal order

There have been many conversations, meetings and emails with Buckinghamshire Council over the last 4 years as we have developed the proposals as residents contacted us. These communications do not have any direct relevance on the legal process outlined above.

## Wendover Parish Council

The decision process followed by Wendover Parish Council is as follows:

### October Parish Council

#### 1. Update on parking review

**PC22/270** The paper was NOTED. There were issues with the maps being wrong in two areas. The consultation ran with the errors because they were additional measures on which the Council will simply chose not to implement. We are now awaiting the production of the report.

It was further NOTED that the Council will need to seek additional funding to add to the EMR for the delivery of the scheme, as the delivery is a lot more expensive than anticipated. It was NOTED that there may have been some inconsistency with the communications to the community and the Chair would seek clarification on the communications that were sent.

It was NOTED that Councillors Worth and Goodall would be added to the invitations to the consultation meetings

### NOV Parish Council

#### Update on the parking review

The parking review working document in the papers was considered and NOTED. It was NOTED that Council was now looking to next steps and actions based on the report. It was RESOLVED to accept the recommendations in the report, and it was NOTED that Councillor Goodall would provide further background with a report on the recommendations set out by Buckinghamshire Council.



**DEC Parish Council**

**PC22/329** The project now goes to the Bucks Parking Review group. There is a defined list of works, and the costs are going to be covered by Community Board funding. Within the project there is a historical project initiation cost of £4k that will need further clarification

It was noted that we haven't communicated with the community before implementation, so the community are aware of the results of the consultation. This would be helped if there was a final map of the planned works. A member of the public voiced concern that the plan will result in reducing parking spaces in Wendover.

It was further noted that much of the implementation was for markings that re-enforce the highway code and there was uncertainty as to why Council was paying for that.

It was **RESOLVED** to find the answers to these questions before approving the implementation and that it should come back to Council.

**JAN Parish Council**

**PC22/354** The update from Transport for Bucks was noted in that Bucks will write to those who submitted comments on the consultation along with publicity in newspapers and websites.

Comments from residents were invited at this point and it was felt by the residents in attendance that there are many inconsistencies, not clearly explained, for example the lack of double yellow lines opposite the entry to side roads.

It was considered and noted that Council felt there was not enough information to agree to progress the implementation. It was with 7 votes and 1 abstention that the Parish Council **RESOLVED** to seek detailed diagrams with exact dimensions and any explanation for why lines have or have not been included and make the decision when that information is available.

**FEB Parish Council**

**PC22/361** The report on the Parking Review Implementation was noted. It was further noted that due to the pressures of deadlines Buckinghamshire Council had taken the decision to proceed with the implementation ahead of any feedback from the Parish Council. The notice was issued on the 13th January and the implementation needs to take place within two years of the notice date.

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**FINANCIAL CONSIDERATIONS**

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n/a

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**LEGAL AND OTHER IMPLICATIONS**

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n/a



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**PROPOSAL**

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It is NOTED that this was a lengthy and complex consultation on a subject that residents felt deeply. The Council has been at pains to listen to all voices about the process and implementation, which has delayed the decision making by the Parish Council. This report outlines the decision timelines of both organisations involved in the review and now draws a line under the approval process.

It is RESOLVED that this no longer needs to be a separate agenda item and that the implementation be monitored by the Clerk and reported in the Clerks report as and when there is something to update.



## Appendix A – Legal Notice

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### **The Buckinghamshire Council (Prohibition of Waiting, Loading and Stopping) and (On-Street Parking Places) Order 2021** **(Amendment No. 007) Order 2023**

Notice is hereby given that Buckinghamshire Council proposes to make the above-named Order under the Road Traffic Regulation Act 1984. The effect of the Order is to:

#### Introduce

- Disabled Badge Holder bays, Limited Waiting, No waiting at any time, No waiting, Permit Holder only, No Verge Parking, No Loading.
- At various locations across Wendover.
- At Swains Lane and Highlands, Flackwell Heath.
- At Claremont Gardens and Lock Road, Marlow.
- At various locations across Gerrards Cross.

The effect of these Orders is to introduce or amend parking restrictions, and parking permits in various areas throughout the Buckinghamshire Council Highway Network.

A copy of the decision, together with all supporting documents may be inspected during normal office hours at Buckinghamshire Council, Council Access Plus, Walton Street Offices, Walton Street, Aylesbury, HP20 1UA.

These documents can also be viewed on the Council's website:

<https://yourvoicebucks.citizenspace.com/>

and Search for "Wendover Flackwell Heath and Marlow Parking Review" and "Gerrards Cross Waiting Restrictions Statutory Consultation"

If you wish to question the validity of these Orders, or of any provision contained therein on the grounds that they are not within the powers conferred by the Road Traffic Regulation Act 1984, or on the grounds that any requirement of this Act or of any instrument made under it has not been complied with in relation to these Orders, you may within six weeks from 13<sup>th</sup> January 2023, by applying to the High Court.

Parking Services, Buckinghamshire Council, Council Access Plus, Walton Street Offices, Walton Street, Aylesbury, HP20 1UA

E-mail: [parkingtro@buckinghamshire.gov.uk](mailto:parkingtro@buckinghamshire.gov.uk)





## ITEM 12b – CORONATION EVENT

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### BROUGHT BY

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Estates and Events Manager

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### SUMMARY

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To consider the date and details of the event and authorise the office to proceed with implementation.

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### PARISH COUNCIL BACKGROUND

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The Council put more money in the Entertainment and Events budget for 23/24, to cover summer events. As the Kings Coronation is a once in a generation event and we would like to build a community event around that.

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### BACKGROUND

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#### Proposed community engagement

Window Decoration Competition (shops) – like the Christmas competition, Councillors judging, and a prize/voucher for the winner. Winner announced at the event.

To consider – The winner of the Christmas Window Competition gets a cup, not a monetary prize, as this is a one-off event would this be acceptable.

Crown making competition for under 10s – The children enter with a form to the office, and make the crown at home, they will be judged at the event by Councillors and the winner will be announced there, with a prize/voucher for the winner.

To consider – Some children might not have access to materials to make a crown, we could create crown making kits for the estimated price of £30.00 for stationery and decorations.

#### The main event

We feel that it would be best to be part of the national “Big Lunch” celebrations for the coronation.

[The Big Lunch | Eden Project Communities](#). The pack is attached as an appendix.

#### Fete/Picnic in the Park –

- Community/charity stalls who will provide games like a tombola etc to fundraise.
- Entertainment, live music, bouncy castle, face painters (could be a charity or organisation who provide this) and balloon artists.
- Food and drink stalls, BBQ, ice cream van, coffee, street food vans and alcohol, a gin/alcohol supplier, or a beer tent like Fun in the Park event (feedback from the Jubilee event was that there were not enough food/street food options and that not everyone enjoys gin).



## Dates and timings (supporting information found below)

**Results of the poll** – 26 people answered the poll.

Saturday 6th May, 1pm - 3pm – 0

Saturday 6th May, 3pm - 6pm – 9

Sunday 7th May, 1pm - 3pm – 7

Sunday 7th May, 3pm - 6pm – 7

Monday 8th May, 1pm - 3pm – 3

Monday 8th May, 3pm - 6pm – 0

**The most popular day collectively is Sunday 7<sup>th</sup> May 2023, the office would suggest the event is 3 hours in total, meaning if it was earlier in the afternoon it could be 12pm – 3pm or 1pm – 4pm.**

## Venue

**Witchell Meadow Availability** - Both the Sunday and Monday are available; the Saturday will have full junior training up to about 1.00pm.

## Recommendation

The office recommendation is to hold the event on Sunday at Witchell Meadow.

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## FINANCIAL CONSIDERATIONS

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Entertainment & Events budget line 4110.

The office is investigating sponsorship options.

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## LEGAL AND OTHER IMPLICATIONS

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The Council has the powers to provide fetes and other events.

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## PROPOSAL OR UPDATE

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To consider:

- Setting the date and time of Sunday 7<sup>th</sup> May 1pm-4pm and the event details as described above.
- Agreeing the engagement activities
- Agreeing to competition prize amounts for engagement activities (2 x £50) and £30 for stationery items for the Crowns
- Delegating the organisation of the event and engagement activities to the office.





## APPENDIX - Supporting information regarding date of event

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### Correspondence from Eden Projects Communities (The Big Lunch Project) –

Hi Phoebe,

Thank you for getting in touch and apologies for the delay getting back to you, it has been a very busy period since launch!

I think holding a Parish Council organised Big Lunch in the park would be a great success and would offer an exciting event for those who are unable to or not keen on organising their own street based get togethers.

We'd love to help support you, but it might be easier for a quick phone call rather than over email – would you be free on Thursday or Friday this week? My colleague Kate (cc'd) is the council lead and would be able to share what other councils are planning.

Below are also a couple of case studies we have from town and parish councils getting involved in previous years which might be helpful.

<https://www.edenprojectcommunities.com/inspiring-stories/celebrating-community-connections-with-the-big-lunch>

<https://www.edenprojectcommunities.com/inspiring-stories/a-triumph-of-celebration-and-community>

### Other supporting information -

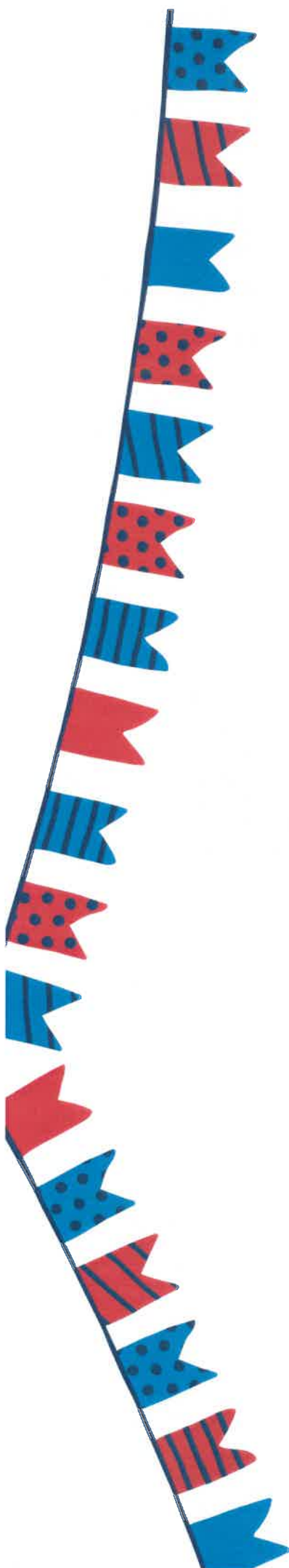
The below information comes from - [Princes Risborough Town Council](#)

Princes Risborough Town Council are holding a Coronation of King Charles III Big Lunch on the High Street 7th May 23 - 12:00 to 14:00.

### **BIG LUNCH**

Pack attached as Appendix





# JOIN THE NATION IN CELEBRATION!

---

Your little guide to a right royal knees-up





# WELCOME TO THE CORONATION BIG LUNCH!

The Big Lunch is the UK's annual celebration for neighbours and communities – a time when people come together to share friendship, food and fun.

This year we're inviting people to join the Coronation celebrations with a **Coronation Big Lunch**. Let's take to our streets, gardens and neighbourhoods and get to know one another a little better at the **community celebration** for the Coronation!

Just like our communities, Coronation Big Lunches come in all shapes and sizes. The **'big'** comes from being part of a national event – you'll be joining millions of across the UK getting together to celebrate, 6-8 May.





# MORE THAN JUST LUNCH

Every year since 2009 Big Lunches have had a positive impact on communities.

Whether you're joining in to be part of history and celebrate the Coronation, to fundraise for a local cause, or simply to have a bit of fun, bringing people together over a bite to eat isn't just a lovely thing to do - it can make a real difference to the places we live and how we feel about them too.

“ I love The Big Lunch because there's a lovely sense of celebration and welcoming new neighbours in. On our street we now help each other out, exchange skills and have meaningful conversations and relationships. ”

Andrew, Liverpool

# 17.2M

people took part in 2022

**12.8m** people felt **closer to their neighbours** after taking part in a Big Lunch



**73%** of Big Lunch participants say they're now more likely to **get involved in community activities**



**79%** of participants said The Big Lunch has had a **positive impact on their community**

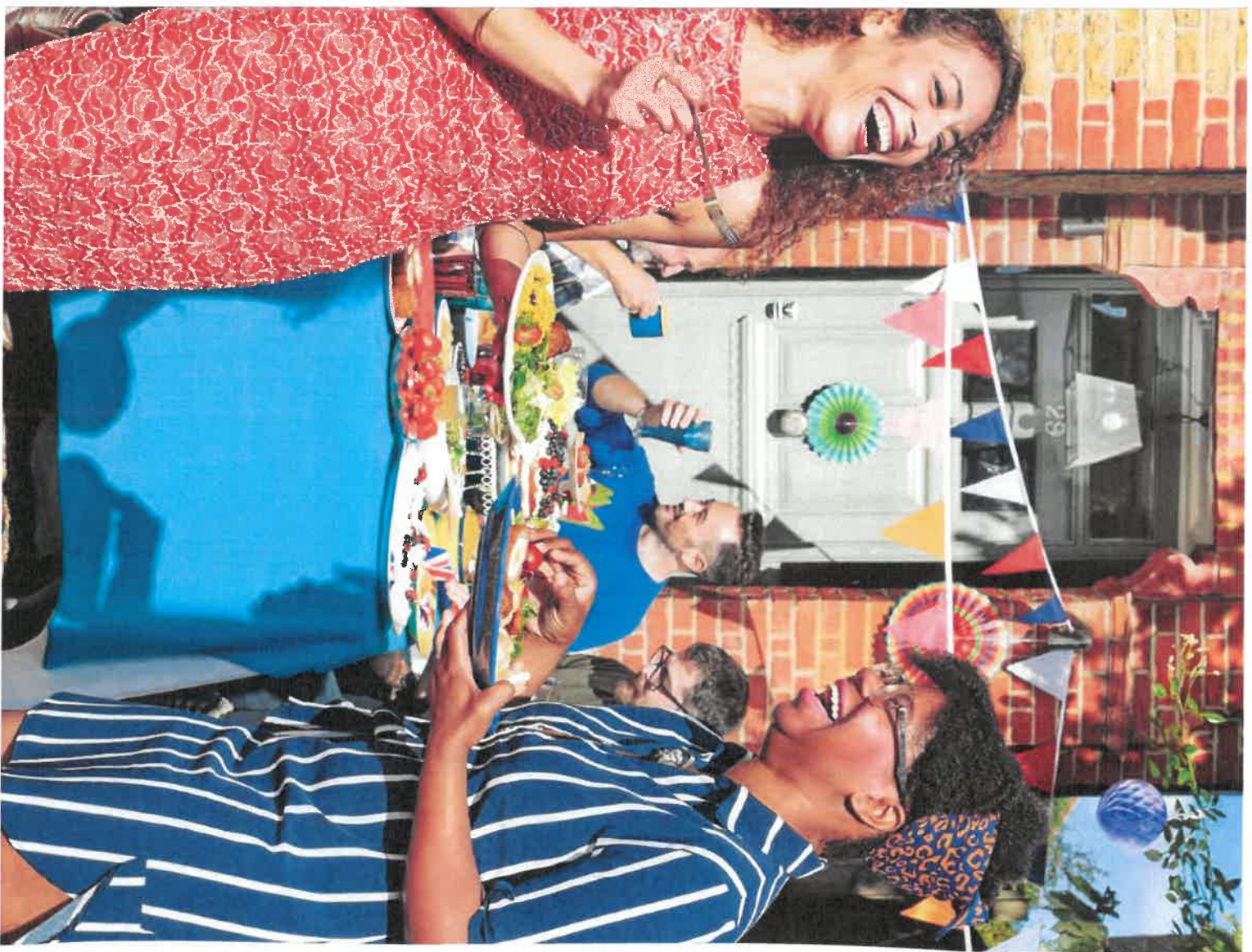


**11.7m** people say The Big Lunch helped them **feel less lonely**



A whopping **£22 million** was raised in 2022, **75%** of which went to **local charities and causes!**





## LET'S GET STARTED →

You've decided to join in – so what's next?

Tuck into our bite-sized steps and use our Coronation Big Lunch checklist to get your plans underway...

### LITTLE THINGS TO HELP PLAN YOUR CORONATION BIG LUNCH

- Invite people to join you and see who's happy to help
- Decide on a date and whether it's lunch, brunch or supper at sunset
- Pick a place to party
- Spread the word – now it's really happening!
- Get excited and add any extras
- Enjoy your Coronation Big Lunch and feel proud
- Share your stories and photos with us

@edencommunities | #CoronationBigLunch





## → INVITE PEOPLE TO JOIN YOU

Everyone has something they can bring to the table, so anything you might need is likely to be right on your doorstep. If you already know a couple of your neighbours, get them together to start planning.

Don't know many people in the area? Knock on a few doors or drop a note through letterboxes introducing yourself and the idea – you'll be surprised how keen people are. It just takes one person to take the first step and get the ball rolling.



“  
When I look back, I can't believe there were a few years I wanted to do it but had to work up the courage. All you have to do is voice your interest and get a few neighbours to help you get started.  
Joanne, Belfast  
”

## → DECIDE WHEN TO CELEBRATE!

Whether you decide to watch the Coronation ceremony with your community, have a right royal knees up and raise funds with a Big Lunch, or bring everyone together for tea and cake after a Big Help Out: you've got yourself a Coronation Big Lunch!

If lunch time isn't best, put up the fairy lights and host a Lunar Lunch in the evening – it's a great way to include shift workers and night owls.



Bring your neighbours and communities together to share friendship, food and fun over the Coronation weekend, 6-8 May.



## ➔ PICK A PLACE TO PARTY

You can hold a Coronation Big Lunch anywhere that you can bring people together – gardens, parks, streets, playgrounds, schools, church halls, workplace canteens and community centres.

Try and hold it somewhere that's accessible and welcoming to everyone, even better if it's free or cheap to use.

“ We held our Big Lunch in the park and asked people to bring along a picnic!

Eugenie, Rutherglen

”



**Worried about the weather?**  
Check out [TheBigLunch.com/weather](http://TheBigLunch.com/weather) for our top tips on weather-proofing your Big Lunch!

## ➔ SPREAD THE WORD



Once you've decided when and where you're holding your Coronation Big Lunch let people know they're invited. There's posters and invitations in your pack that you can edit; send them digitally or print and post them. Knock on doors and talk to people too – it'll reassure them about coming along on the day, and we bet you'll find people to help with the organising!

If you're part of a local WhatsApp or Facebook group you could share your event details online, and if you're not a member of Nextdoor yet, take a minute to sign up, it's a great way to connect with other locals.

Don't forget to let people know what time it starts and encourage everyone to bring what they can to share – food, drinks, cutlery, plates or even a chair or two.

“ I sent a note through everyone's door asking people to bring a dish and turn up dressed in red, white and blue!

Ian, Norwich

”







We had a bouncy castle which was a huge hit with the children and the adults enjoyed the live music...if anyone is thinking of holding a Big Lunch...do not be afraid it will enhance any street and bring people together.

Sue, Cardiff



We enjoyed The Big Lunch so much that we wanted to help other people at the same time. The causes are always close to our hearts. We donated money to our local hospice when a neighbour's relative was there.

Lynda, Colchester



## ➔ GET EXCITED AND ADD A LITTLE EXTRA!

People are the key ingredient, so a Coronation Big Lunch can be as small as inviting your next-door neighbour over for a cuppa and a chat. If you have time or some willing volunteers though, there's lots you can do to make your celebration feel really special.

Play some music and put-up decorations to add to the atmosphere, download our conversation menu to get people chatting or organise a few royally-themed games to help bring people together. An activity that people can do on the day, like making Coronation crowns (there's a template in your pack), is great for helping to start conversations and creating connections too.

From your local community group to the charity shop on your high-street, The Big Lunch is also a great opportunity to fundraise for something that matters in your community. Last year a whopping £22 million was raised, 75% of which went to local charities or causes!

It can be as simple as a donation jar, a bake-sale or tin tombola at your Coronation Big Lunch, or you could organise a right royal raffle with prizes donated by local businesses.



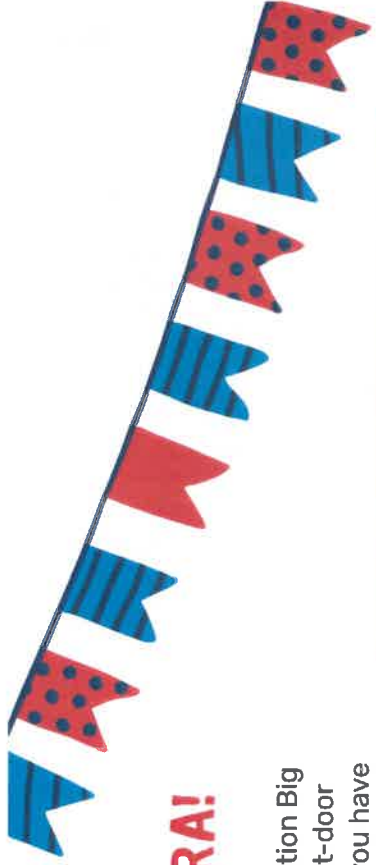
### PLAN AHEAD IF YOU'RE GOING BIG

If you're thinking about a big Coronation Big Lunch (something more like a fete), consider insurance, licences, and check with your local council about permits and other arrangements. Permission to close your road can take a few weeks so make sure you apply nice and early.

If you are having a larger event think about how you'll let everyone know they're invited too – you could contact local press to help spread the word and get everyone excited!



For more fundraising ideas, games and decorations, plus information on insurance options, closing your road and hosting a bigger event head to [CoronationBigLunch.com](http://CoronationBigLunch.com)





# GREAT THINGS HAPPEN WHEN WE GET TOGETHER!

The most important part of a Coronation Big Lunch is bringing people together to share friendship, food and fun.

Whether it's big or small, planned or last minute, the connections made have a lasting impact and help build stronger, happier communities – so whatever your Coronation Big Lunch looks like, you're doing something great.

If you haven't already, explore [CoronationBigLunch.com](https://CoronationBigLunch.com), it's packed with useful info and things you can make and do.

## JOIN US ON SOCIAL MEDIA

We are @edencommunities on Facebook, Twitter and Instagram. Use #CoronationBigLunch to share your Big Lunch plans, stories and pictures.



If you'd like a helping hand or have any questions, don't get in a pickle – get in touch:

[communities@edenproject.com](mailto:communities@edenproject.com)

0800 022 3357

[CORONATIONBIGLUNCH.COM](https://CoronationBigLunch.com)

THANKS FOR JOINING IN!



eden project



PARTNERED BY

Iceland | the food warehouse

JULIA AND HANS RAUSING THE FRUIT

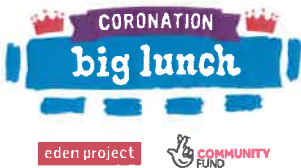


**YOU'RE INVITED!**

 TO:

 WHERE & WHEN:

 RSVP:



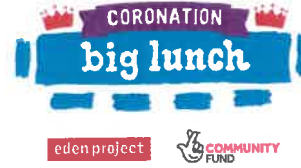
   [CoronationBigLunch.com](https://www.CoronationBigLunch.com)  
@edencommunities | #CoronationBigLunch

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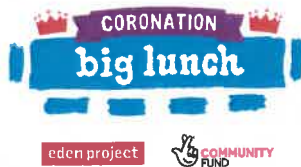
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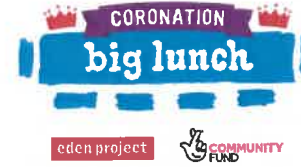
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@edencommunities | #CoronationBigLunch

**YOU'RE INVITED!**

 TO:

 WHERE & WHEN:

 RSVP:



   [CoronationBigLunch.com](https://www.CoronationBigLunch.com)  
@edencommunities | #CoronationBigLunch



THE JULIA AND HANS RAUSING TRUST

Iceland



PARTNERED BY



eden project



f @edencommunities | #CoronationBigLunch

CoronationBigLunch.com

The Coronation Big Lunch brings neighbours and communities together to share friendship, food and fun.

WHERE & WHEN:

YOU'RE INVITED TO:

# A RIGHT ROYAL KNEES UP!

YOU ARE INVITED TO





**CORONATION**



**big lunch**



**CoronationBigLunch.com**



# CONVERSATION MENU

## FOR STARTERS

Have you ever met a member of the Royal Family?

What's your favourite way to spend a Bank Holiday?

## TUCK IN

What's something nice that's happened to you this week?

What's the best advice you've ever heard?

## GREAT FOR SHARING

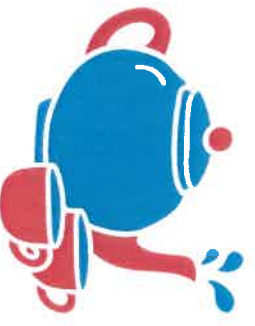
Where do kings and queens get crowned?

*A: On the head!*

## SWEET STUFF

Who's the kindest person you know and why?

What's the last thing that made you laugh out loud?



CoronationBigLunch.com

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# CONVERSATION MENU

## FOR STARTERS

What's been the best part of your day so far?

What's the last occasion you celebrated?

## TUCK IN

Do you have a hidden talent?

If you could pick up a new skill in an instant, what would it be?

## GREAT FOR SHARING

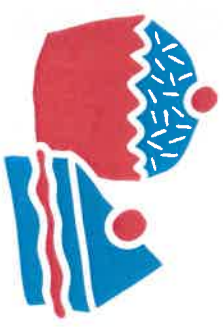
What did one plate say to the other plate?

*A: Lunch is on me!*

## SWEET STUFF

Who's someone you really admire?

What's one thing you are grateful for today?



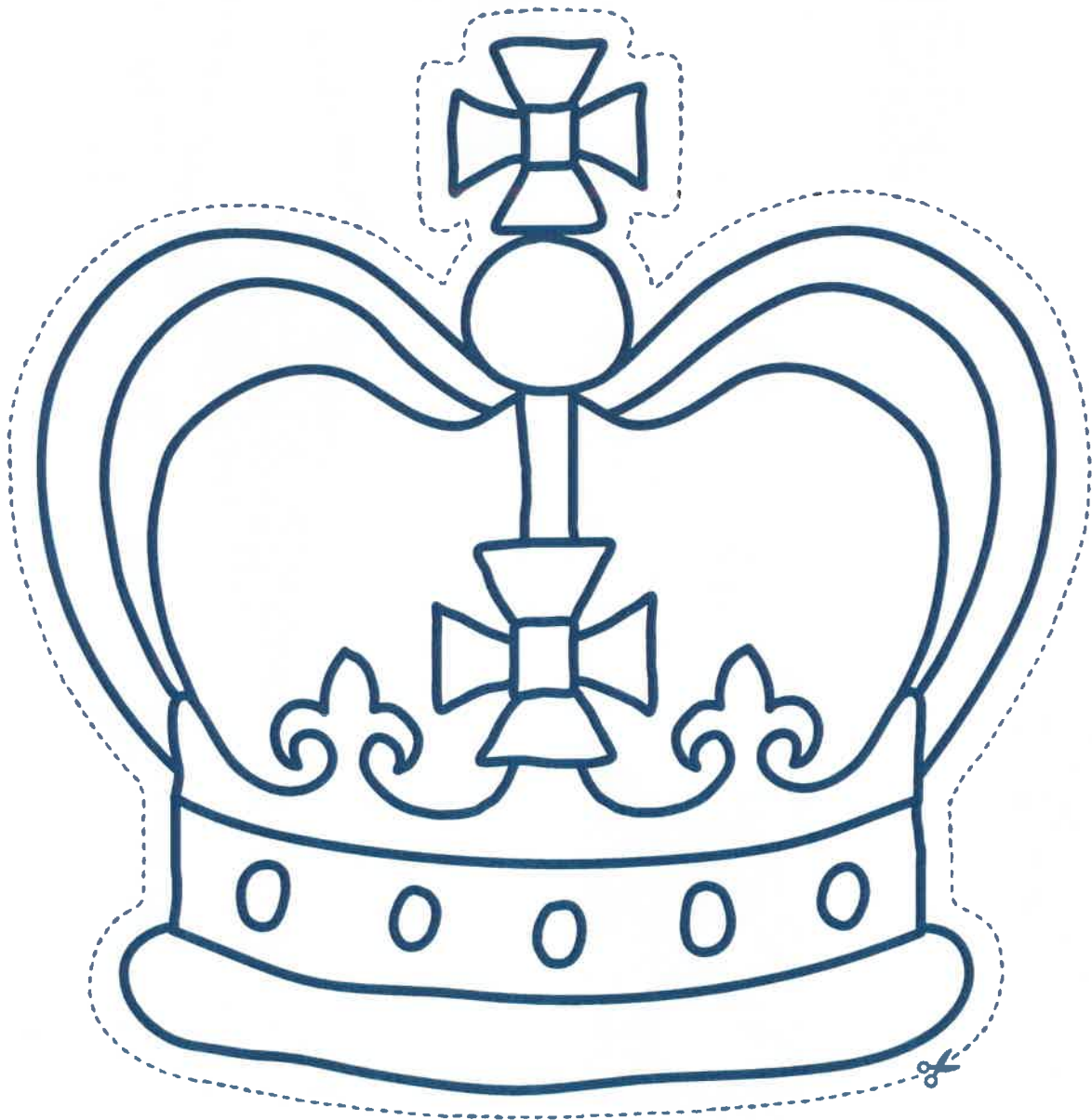
CoronationBigLunch.com

@edencommunities | #CoronationBigLunch





# CORONATION CROWN TEMPLATE



Print, decorate and cut out. Attach to a headband to make your coronation crown.

HAPPILY BROUGHT TO YOU BY



eden project

PARTNERED BY



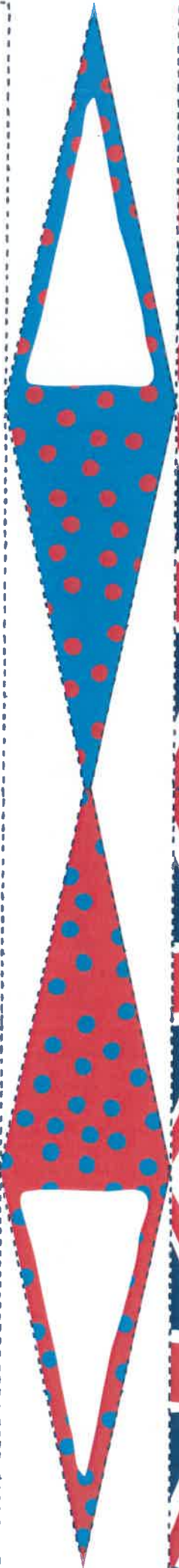
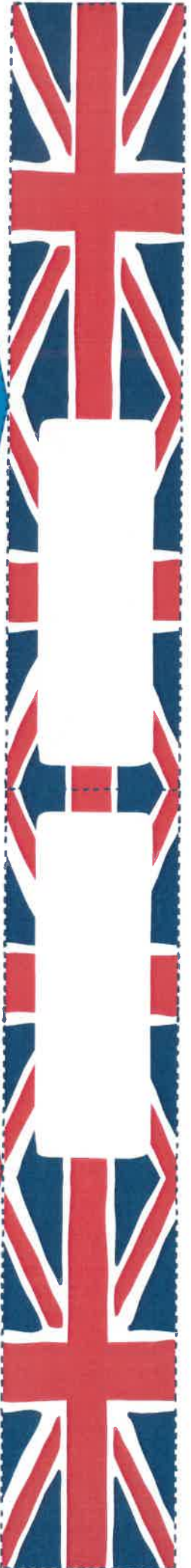
Iceland | the food warehouse

THE JULIA AND HANS RAUSING TRUST



For more things you can make and do visit [CoronationBigLunch.com](https://CoronationBigLunch.com)

 Carefully cut along the dotted lines, fold the flags in the centre and glue around cocktail sticks. Write in the blank spaces and use to decorate your spread!





# CAN YOU FIND SOMEONE WHO...?

Was born in another country

Is vegan or vegetarian

Likes the same music as you

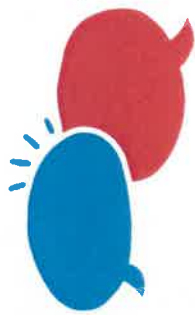
Can do a cartwheel

Can wiggle their eyebrows

Is left handed

Has a pet

Can speak another language



CoronationBigLunch.com  
@edencommunities | #CoronationBigLunch



eden project  
COMMUNITY  
FUND



# CAN YOU FIND SOMEONE WHO...?

Was born in another country

Is vegan or vegetarian

Likes the same music as you

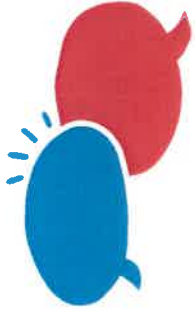
Can do a cartwheel

Can wiggle their eyebrows

Is left handed

Has a pet

Can speak another language



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eden project  
COMMUNITY  
FUND





# TORTINE ALL'ARANCIA (EASY ORANGE CUPCAKES)

BY GIUSEPPE DELL'ANNO

“

Tortine all'arancia are inspired by pan d'arancio, an orange flavoured cake originally from Sicily. They are arguably the easiest and quickest treat I've ever learnt to bake. It takes less than 10 minutes to prepare the batter as you can make it entirely in a food processor, there's nothing to peel, whip or pipe, plus you'll be left with very little washing-up too!

The recipe is extremely robust, so it's ideal for younger or less experienced bakers, but don't be fooled: despite being super simple to make, these cupcakes are extraordinarily flavoursome. The high orange juice content gives the crumb softness, and the peel gives it a moreish and sophisticated kick. Not to mention that your kitchen will smell amazing while baking these little treats.

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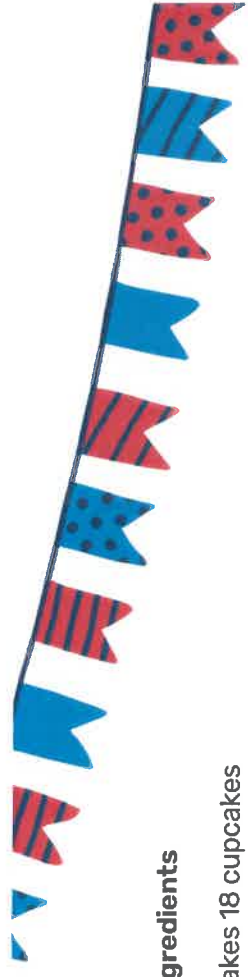
Tortine all'arancia can be prepared in advance and even frozen, making them ideal for your Coronation Big Lunch celebrations!



PARTNERED BY  
**ICELAND** | **Part of**  
**WILSONS**  
THE  
JULIA AND HANS RAISING  
TRUST







### Ingredients

Makes 18 cupcakes

- 320g unwaxed oranges (about 2 medium oranges)
- 120g egg (about 2 large eggs)
- 80g vegetable oil (preferably corn or sunflower)
- 1 tsp vanilla bean paste or vanilla extract
- 80g whole milk
- 250g plain flour
- 2 tsp baking powder
- 250g caster sugar
- 1/8 tsp salt
- 100g orange marmalade

### Method

1. Preheat the oven to 160°C fan/gas mark 4 and line two muffin trays with muffin cases.
2. Wash and dry the oranges, then slice off the top and bottom. Dice them roughly, place in a food processor and blitz to a pulp.
3. Add the eggs, oil, milk and vanilla to the same bowl and blend again at high speed for about one minute, or until the mixture is smooth.
4. Next, add the flour, baking powder, sugar and salt and give it a final short blitz to incorporate the dry ingredients. Scrape the sides of the bowl if necessary.
5. Distribute the batter evenly across the muffin cases and bake for 35-40 minutes or until an inserted skewer comes out clean.
6. Take the cupcakes out of the oven and let them cool slightly, in the meantime, warm up the marmalade (about one minute in the microwave or a little longer on the hob), brush the tops of the cupcakes using a pastry brush or drizzle with a spoon and leave to cool.
7. Enjoy!

*Tortine all'arancia* keep for 3-4 days in an airtight container; once baked, they can be frozen and stored for up to one month.



If you haven't got a food processor or blender, finely grate/chop the oranges and beat the ingredients together in a bowl. Or, use an extra orange and zest, peel and chop them instead of using whole.





## ITEM 12c – WENDOVER NEWS

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### BROUGHT BY

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Clerk

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### SUMMARY OF MOTION

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To consider approving the payment to Wendover News for the back pages over the next 12 months

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### PARISH COUNCIL BACKGROUND

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Each year the Parish Council considers whether or not to hold the back page of Wendover News for Parish Council business.

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### DETAILS

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- The back page for the next 12 months is now due for renewal.
- The fee for this year is the same as last year and is £3600.
- Wendover News has a considerable reach within the Parish and a high level of readership.

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### FINANCIAL CONSIDERATIONS

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£3600 from 4550 Communications and Publicity has already been budgeted for in the 23/24 budgets.

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### LEGAL AND OTHER IMPLICATIONS

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n/a

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### PROPOSAL

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To consider approving the sum of £3600 to secure the back page of the Wendover News for 23/24





## ITEM 12d – MINOR GRANT APPLICATION

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### BROUGHT BY

Finance Committee

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### SUMMARY OF MOTION

A minor grant application was received by Finance and discussed at the Finance Meeting on 21<sup>st</sup> Feb 2023. The grant was discussed and agreed in principle but requested more details of the quote for work and works being undertaken.

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### PARISH COUNCIL BACKGROUND

#### F22/74 i) Jack in the Box

It was RESOLVED to fund this bid as it is a worthy cause. However there was concern that the bid contained no details as to what and how many replacement gardening containers the requested amount would fund. It was RESOLVED to go back for more details about what the £936 would cover and consider at the next Parish Council meeting.

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### DETAILS

Jack in the Box have sent a quote for their work – the relevant details as requested are:

#### Quotation 16/01/23

Description	
Labour	<b>£ 350</b>
Materials	<b>£ 586</b>
16 x Sleepers	<i>£504</i>
8 x corner brackets	<i>£32</i>
Sundries	<i>£19</i>
Wood treatment	<i>£16</i>
Landscape fabric	<i>£15</i>
Outdoor poster	£43
Ton of Soil	£45
flowers	£30
Veg	£20
<b>Total</b>	<b>£ 1074</b>



The main cost is using railway sleepers (£504). This is because the group would like to increase the growing space and it is hoped the sleepers will mean the planting area will be robust and last for a long time before needing replacing. They are requesting £999 towards the project costs.

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**FINANCIAL CONSIDERATIONS**

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This is within budget for the current financial year – 4611 Minor Grants

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**LEGAL AND OTHER IMPLICATIONS**

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n/a

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**PROPOSAL**

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To consider approving the minor grant request for £999 from the Jack in the Box Preschool





## ITEM 12e – TREE REMOVAL

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### BROUGHT BY

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Amenities Committee

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### SUMMARY

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To consider quotes for works to the pond to remove the dead trees that have fallen in.

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### PARISH COUNCIL BACKGROUND

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This has been considered by Amenities committee who instructed the quotes. As we get close to nesting season the work is time sensitive and needs an immediate decision.

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### BACKGROUND

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There are three trees that have fallen into Hampden Pond, this is resulting in the pollution of the water and impacting on the safety around the banks. Quotes were requested for the removal and disposal of those trees.

The quotes for this work are as follows:

**Quote 1**

£5,184.00 including VAT

**Quote 2**

£3,360.00 including VAT

**Quote 3**

£2,600.00 including VAT

The office would recommend using contractor 3.

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### FINANCIAL CONSIDERATIONS

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- To decide which company will be awarded the work.
- To consider if there is budget, to come out of account 4417 tree works.
- We are over budget on 4417 tree works but we are under budget on the account 4418 tree inspections.

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### LEGAL AND OTHER IMPLICATIONS

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- Potential Health and Safety implications if the work is not completed.

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### PROPOSAL OR UPDATE

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To resolve to:

- To undertake the work with the contractor who provided quote 3





## ITEM 12f – CLOCK TOWER HEATING

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### BROUGHT BY

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Clerk

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### SUMMARY

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To consider the cost of the heating upgrade for the clock tower.

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### PARISH COUNCIL BACKGROUND

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An EMR was created for an upgrade to the Clock Tower heating. Since then, despite multiple attempts it has been difficult to get an electrician to quote for the work. A contractor has been found and has completed work on the lighting.

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### BACKGROUND

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The quote for this work is as follows. The work is split between new heater purchase and installation costs. This work is dependent on not finding asbestos bricks in our old heaters. If that is the case then a specialist removal company would have to be sought.

Installation costs

### Estimate No: 23010

Clerk  
Wendover Parish Council  
The Clock Tower  
High St  
Wendover  
Bucks  
HP22 6DU

01296 623056

Date completed: **28/02/2023**

<b>Description of work carried out:</b>	<b>Cost:</b>
Disconnection of 4 storage heaters and bathroom heater.	£330.00
Installation of replacement heaters (customer supplied).	£10.00
Materials: fixings for installation	
<b>Total (no VAT):</b>	<b>£340.00</b>



Equipment purchase quote:

Recommended heaters:

Cloakroom heater

MYLEK Ultra Slim Electric Panel Heater with 24/7  
Timer

£85.00 inc VAT

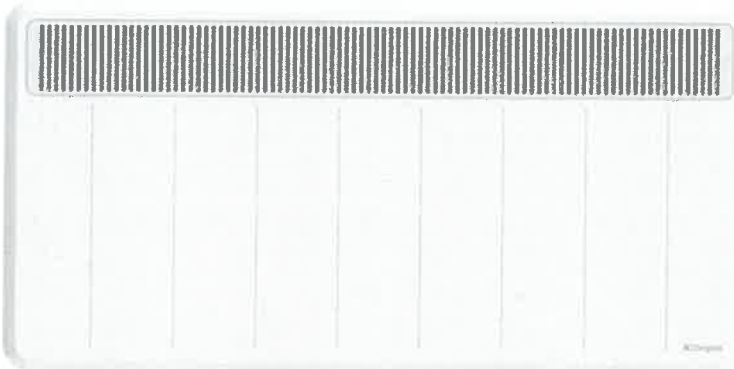
£70.83 exc VAT

Power

0.5 kW

[www.hygienesuppliesdirect.com](http://www.hygienesuppliesdirect.com)

For the heaters at the bottom and top of the stairs:



2 x [Dimplex PLXC300E - Panel Heater - 3000W](#) Quick Find: 13703, Part Code:  
PLXC300E £233.68 ea (inc VAT)

For behind the desk downstairs and upstairs far side:

2 x [Dimplex PLX200E - Panel Heater - 2000W](#) Quick Find: 13702, Part Code: PLX200E  
£212.38 ea (inc VAT)

From [www.heatershop.co.uk](http://www.heatershop.co.uk)

Total cost (not including any delivery charges) = £977.10 (inc VAT)



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**FINANCIAL CONSIDERATIONS**

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- This will come out of the Clock Tower Heating EMR

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**LEGAL AND OTHER IMPLICATIONS**

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- Potential Health and Safety implications if the work is not completed.
- Asbestos removal depending on old heaters

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**PROPOSAL OR UPDATE**

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To resolve to:

- To undertake the work as itemised and purchase the equipment as recommended for a total spend of £1317.10
- To update Council if asbestos has been found.







## ITEM 12g – BEST KEPT VILLAGE AWARD

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### BROUGHT BY

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Clerk

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### SUMMARY

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To consider this years best kept village award and if the Parish Council should enter.

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### PARISH COUNCIL BACKGROUND

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The Parish Council usually enters the award and has won and achieved a second place.

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### BACKGROUND

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The period for entries to the 2023 Best Kept Village Competition is now open. Entries must be received by 30<sup>th</sup> April at the latest. The fee for entries remains at £25. Please note that the Judging Committee have made some changes to the Marking Schedule for this year’s Competition which it hopes will bring more clarity and fairness.

### Further details

## *BUCKINGHAMSHIRE BEST KEPT VILLAGE COMPETITION*



## **RULES**

### *CUPS*

Villages/towns should enter for the cup relevant to their population.

**Gurney Cup** (population up to 500)

**Morris Cup** (population 501 – 1501)

**DeFraine Cup** (population 1501 – 3000)  
3000)

**Michaelis Cup** (towns, population over 3000)

**Pushman Cup** (rural population over 3000)

**Tindall Cup** (2022 winners’ Cup)

Cup winners in the 2022 competition may only enter for the Tindall Cup. They may re-enter the main competition in 2024.

**The Dashwood Trophy** is awarded to the runner-up with the highest mark who has not won a cup during the last 5 years. Entrants for the Dashwood Trophy will be automatic if the village or town qualifies.



**The Sword of Excellence** is awarded to the winner judged by the Chairman of the Committee as “best overall”

A ‘Vibrant **Community Award**’ will be awarded at the judges’ discretion.

## **POPULATION**

This should be based on the last census or any later information published by the relevant local Council. Where a parish comprises two or more distinct villages/communities, any one or more of those villages/communities may enter the competition separately. In this case it is the population of that village/community which is relevant.

## **FEATURES – REQUIREMENTS FOR ENTRY**

Definition of Village/Town – Features that should be present in all applications.....

- ❑ Place of Worship
- ❑ Village Green, playing field or recreational field with open access
- ❑ Community Centre, village hall, church hall or other suitable place for assembly i.e. pavilion

The features must be clearly marked on a A4 size map. The features should be identified on the map using the same number and letter as they are given on the marking schedule Do not add features which are not listed on the marking sheet. The judges will, however, assess the overall appearance of your village/town. Marks may be deducted for inadequate maps.

If you feel that the judges may need some help in identifying the boundaries of the village/town entered, please also mark these on the map. If the boundaries are deemed to have been drawn too tightly, the entry will not be accepted. Judges have agreed to try not to visit villages on market days if contestants make clear which are these days. Also please indicate which authority is responsible for your grass cutting. The village/ town will not be judged on features over which they are deemed not to have control (eg impact of housing development, East-West Rail, HS2)

## **JUDGING**

Judging will take place between 1<sup>st</sup> June and 14<sup>th</sup> July. A short report incorporating the judges’ comments will be sent to every entrant.

## **TROPHIES**

A cup and wrought iron Best Kept Village sign will be presented to each winning village/town to be retained until required for the next year’s competition.

## **ENTRY**

A **£25** fee is charged for each entry.

The entry form, fee and map should be returned to reach Clive Parker, Administrator, Buckinghamshire Best Kept Village Competition, 9 The Hedgerows, Furzton, Milton Keynes MK4 1BD (email [bkvbucks@gmail.com](mailto:bkvbucks@gmail.com)) **NOT LATER THAN 30<sup>th</sup> APRIL 2022**



## *THE DECISION OF THE JUDGES IS FINAL*

Website address is:

<https://bucksbkv.co.uk>

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### **FINANCIAL CONSIDERATIONS**

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- £25 to come out of 4495

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### **LEGAL AND OTHER IMPLICATIONS**

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- n/a

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### **PROPOSAL OR UPDATE**

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To resolve to:

- To enter the competition and delegate the entry arrangements to the office.

