

WENDOVER PARISH COUNCIL

Minutes of the Parish Council Meeting

7th April 2026 at 7:10pm

Wendover Community Library, High St, Wendover HP22 6DU

Present: Councillors Atwell, Ballantine, Coupland, Gallagher, Mackinlay, O'Donnell, Standen, Thornton, Tipper, Washington and Worth.

Chair: Councillor Gallagher

In attendance: Buckinghamshire Councillor Strachan and Field

Clerk: Andy Smith

Members of Public: 6

1. ELECTION OF CHAIR

PC26/001 Councillor Gallagher was **ELECTED** to the role of Chair for 2026/27 by the Parish Council. Cllr Gallagher signed the acceptance of office.

2. ELECTION OF VICE CHAIRS

PC26/002 Councillor O'Donnell was **ELECTED** to the role of Vice Chair for 2026/27 by the Parish Council, and signed their acceptance of office.

PC26/003 Councillor Tipper was **ELECTED** to the role of Vice Chair for 2026/27 by the Parish Council, and signed their acceptance of office

3. APOLOGIES FOR ABSENCE

PC26/004 Cllr Thornton offered apologies, which were accepted by the Committee.

4. DECLARATIONS OF INTEREST

PC26/005 None

5. MINUTES

PC26/006 The minutes of the Parish Council of 7th April 2026 were **RESOLVED** as a true record to be signed by the Chair of the meeting.

6. PUBLIC PARTICIPATION

PC26/007 A member of the public outlined concern over the development of lodges by the Forestry Commission but no planning permission has been sought or granted. There is concern that the development will be taking up valuable land. This was discussed and the Chair would investigate.

PC26/008 A member of the public outlined that there was a rave on the same land on Friday night

PC26/009 A member of the public asked if the Parish Council had considered a public meeting on the Rectory Homes application and what the details of the meetings with Rectory Homes

PC26/010 A member of the public outlined the difficulties in getting the VALP and Neighbourhood Plan and explained a public meeting would help explain the significant changes to planning policy that are impacting on the area.

7. REPORTS FROM BUCKINGHAMSHIRE COUNCILLORS

PC26/011 Cllr Strachan – Outlined some issues that are being investigated relating to Coombe Lodge and reviewing procedures

8. CLERKS REPORT AND CORRESPONDANCE

PC26/012 The Clerk's report was noted

9. FINANCE AND PAYMENTS

a) Payments to consider

PC26/013 The payments to consider, totalling £27,231.84 were considered and questions answered. The payments were **RESOLVED** and would be signed electronically by Councillors Gallagher and Worth

b) Year end commentary and latest financial reports

PC26/014 The financial reports were noted.

c) Acquisition and disposal of assets

PC26/015 The assets and disposals were noted and questions answered, it was **RESOLVED** to approve the disposals.

d) Review of annual subscriptions

PC26/016 The subscriptions were noted and it was **RESOLVED** to approve the subscriptions for the financial year 2026/27.

e) Direct Debits

PC26/017 The direct debits and regular payments were considered and it was **RESOLVED** to accept the current bank payments.

f) Bank Signatories

PC26/018 The current bank signatories were noted and it was **RESOLVED** to continue with the current signatures.

g) Year end audit

PC26/019 The process was noted.

10. REPORTS FROM MEETINGS WITH OUTSIDE BODIES

a) HS2 Mitigation Action Group

PC26/020 The report was noted.

b) Other Groups

PC26/021 The report was noted.

11. REPORTS FROM COMMITTEES

a) PLANNING COMMITTEE

i) Minutes

PC26/022 The minutes of the Planning committee meeting on 21st April 2026 were noted.

ii) Application by Rectory Homes for outline planning permission for land off Halton Ln

PC26/023 The application as set out was noted

PC26/024 It was **RESOLVED** to object to the development

PC26/025 It was **RESOLVED** to set out our issues with the planning portal faced by the Parish Council and others wishing to make comments to Buckinghamshire Council.

PC26/026 It was **RESOLVED** to authorise the office to compile a response to the development based on the response set out in the paper.

PC26/027 It was **RESOLVED** to request Buckinghamshire Council look at this application in committee.

PC26/028 It was **RESOLVED** to authorise the office to continue liaising with the residents working group.

b) AMENITIES COMMITTEE

i) Minutes

PC26/029 The minutes of the Amenities committee meeting on 21st April 2026 were noted.

ii) Tree Works

PC26/030 It was **RESOLVED** to waive the regulations requiring three quotes due to the urgent Health and Safety need for these works

PC26/031 It was **RESOLVED** to award the works on the trees totalling £9,250 (Ex VAT) to the contractor as set out in the paper to come from 4417 Tree works and 4416 Pond Works. It was noted that the finance committee would need to undertake a budget review meeting in May because of the changes since setting the budget

iii) Floral displays

PC26/032 It was **RESOLVED** to accept the quote and awards the works for the floral display summer and winter 2026. Totalling £5778 (ex VAT) and coming from budget line 4112.

iv) Purchase of Grillo

PC26/033 It was **RESOLVED** to amend the proposal so that we purchase a new Grillo

PC26/034 The proposal as amended was voted on and it was **RESOLVED** to make the new purchase from the quote for £9995.

12. REPORTS FROM WORKING GROUPS

a) Transport Working Group

PC26/035 The report was noted.

b) Open Spaces Working Group

PC26/036 A meeting was held to discuss the role and personnel of the group.

c) Sustainability and Biodiversity Group

PC26/037 The report was noted.

d) Strategic Planning Steering Group

PC26/038 Noted this is a quarterly forum.

e) Engagement Strategy

PC26/039 The report was noted

13. COMMITTEES AND WORKING GROUPS

a) Scheme of delegation

PC26/040 The scheme of delegation was considered, and it was **RESOLVED** to accept the scheme.

b) Amenities Committee

PC26/041 The terms of reference were considered, and it was **RESOLVED** to accept those terms.

PC26/042 The following Councillors were **RESOLVED** as members of the committee: Atwell, Ballantine, Mackinlay, Standen, Thornton, Washington and Worth. It was NOTED that as Chair Cllr Gallagher and Vice Chair would be discussed later

c) Complaints Committee

PC26/043 The terms of reference were considered, and it was **RESOLVED** to accept those terms.

PC26/044 The following Councillors were **RESOLVED** as members of the committee: Ballantine and Washington. It was NOTED that as Vice Chair Cllr O'Donnell is ex-officio member of this committee

d) Finance Committee

PC26/045 The terms of reference with amendment set out in the paper were considered and it was **RESOLVED** to accept those terms.

PC26/046 The following Councillors were **RESOLVED** as members of the committee: Atwell, Coupland, Mackinlay, Tipper, Washington and Worth. It was NOTED that as Chair Cllr Gallagher and Vice Chair Cllr O'Donnell are ex-officio members of this committee

e) Planning Committee

PC26/047 The terms of reference were considered, and it was **RESOLVED** to accept those terms.

PC26/048 The following Councillors were **RESOLVED** as members of the committee: Ballantine, O'Donnell, Standen, and Worth. It was NOTED that as Chair Cllr Gallagher and Vice Chair Cllr Tipper are ex-officio members of this committee

f) Staffing Committee

PC26/049 The terms of reference were considered, and it was **RESOLVED** to accept those terms.

PC26/050 The following Councillors were **RESOLVED** as members of the committee: Ballantine, Thornton, O'Donnell and Washington. It was NOTED that as Chair Cllr Gallagher and Vice Chair Tipper are ex-officio members of this committee

g) Strategic Working Group

PC26/051 The terms of reference were considered, It was **RESOLVED** to amend the terms of reference and bring them back to the next meeting.

PC26/052 The following Councillors were **RESOLVED** as members of the working group: Atwell, Mackinlay and Worth. It was NOTED that as Chair Cllr Gallagher and Vice Chair Cllr O'Donnell are ex-officio members of this working group

h) Transport Working Group

PC26/053 The terms of reference were considered, it was **RESOLVED** to amend the terms of reference and bring them back to the next meeting.

PC26/054 The following Councillors were **RESOLVED** as members of the working group: Gallagher,, Tipper and Washington

i) Biodiversity and Sustainability Working Group

PC26/055 The terms of reference were considered, and it was **RESOLVED** to accept those terms.

PC26/056 The following Councillors were **RESOLVED** as members of the working group: Coupland, Standen, Tipper and Worth

j) Events Working Group

PC26/057 The terms of reference were considered, and it was **RESOLVED** to accept those terms.

PC26/058 The following Councillors were **RESOLVED** as members of the working group: Ballantine, Coupland, Gallagher, Washington and Worth

k) Open Space Working Group

PC26/059 The terms of reference were considered; it was **RESOLVED** to amend the terms of reference and bring changes back to the next meeting.

PC26/060 The following Councillors were **RESOLVED** as members of the working group: Gallagher, Standen, Washington, Worth

14. EXTERNAL BODIES

a) Representation to external groups

PC26/061 It was NOTED that the engagement strategy is looking to make this representation wider than set out in the paper. It was **RESOLVED** to appoint the following representatives to external groups:

- RAF Halton Stakeholders – Cllr Worth
- Buckinghamshire Council Community Board (Wendover and Villages) – Cllr Tipper/Atwell
- BMKLAC Parish Liaison Meetings – Noted that this will be formalised as being the Chair/Vice Chair
- Climate Action Wendover – Cllr Tipper
- HS2 Liaison (to include liaison with Wendover HS2 Mitigation Action Group) – Cllr Atwell
- Lionel Abel Smith Trust - see note below
- Wendover Action Group (Community Car) – Cllr Tipper
- Wendover Business Group – Cllr Gallagher, Coupland
- Wendover Canal Trust – Cllr Thornton
- Wendover Churchyard Care Committee – Cllr Washington and Ballantine
- Wendover Community Library Management Committee – Cllr Worth and Tipper
- Wendover Memorial Hall – Cllr Worth and Ballantine
- Wendover Youth Centre – Cllr Ballantine and Gallagher

PC26/062 It was NOTED that the arrangement with the Lionel Abel Smith Trust had changed and they would come back to the Parish Council with a proposed representation.

b) Legal agreements with other bodies

PC26/063 The list of legal agreements was reviewed and formally NOTED.

PC26/064 The Legal agreements with Shed...

PC26/065 The streetlight contract was discussed and It was **RESOLVED** to adopt the contract. The supplier is to review and sign and the Clerk to sign for the council as proper officer.

15. GENERAL GOVERNANCE

a) Standing orders

PC26/066 The standing orders were considered, it was noted there were no recommended updates, and it was **RESOLVED** to approve the standing orders.

b) Financial Regulations

PC26/067 The financial regulations were considered, it was noted there were no recommended updates, and it was **RESOLVED** to approve the financial regulations.

c) Investments and deposits policy

PC26/068 The policy was considered, it was noted there were no recommended updates and it was **RESOLVED** to approve the policy.

d) Insurance cover

PC26/069 The insurance cover was considered, it was noted there were no significant changes on previous years and it was **RESOLVED** to approve the insurance cover.

e) Complaints Procedure

PC26/070 The complaints procedure was considered, it was noted there were no recommended updates and it was **RESOLVED** to approve the procedure.

f) Freedom of Information and data protection policies

PC26/071 The policies were considered, it was noted that the data audit and DPIAs were included with the policies so they would automatically be reviewed annually. Other than these additional documents there were no updates to the policies and it was **RESOLVED** to approve the policies.

g) Accessibility review of the website

PC26/072 The annual review of our website was noted with regards to WGA 2.2 AA standards, it was noted that the website had been updated since the first review and this was an internal office process that is now being publicly reported. It was **RESOLVED** to approve the annual review.

h) General Power of Competence and s137 expenditure

PC26/073 The update was considered, it was noted that our S137 expenditure limit for 2026/27 was £68,881.

i) Ordinary Meetings of Council

PC26/074 The proposed ordinary meetings of Council were noted and **RESOLVED** to be approved.

16. OTHER ITEMS

a) Policy changes

PC26/075 The new policy format was discussed

PC26/076 It was **RESOLVED** to reformat the policies

PC26/077 It was **RESOLVED** to renew all existing policies until the policy manuals are brought back for review

PC26/078 It was **RESOLVED** that legal changes will supersede any existing policies in the HR policy pack

17. DATES OF FUTURE MEETINGS

PC26/079 The next Parish Council meeting will sit at 7.40 pm on Tuesday 2nd June at Wendover Community Library. All agenda items and papers to be with the clerk by Fri 22nd May due to the bank holiday.

18. CLOSURE OF MEETING

PC26/080 With all business having been transacted, the meeting was closed at 8:25pm

Signed by
Chair to the Parish Council

Date:

PAYMENTS TO CONSIDER		May	Parish Council 5th May 2026
PC5-5-26			
BACS			
Date	To	Amount	Payment for
06/05/2026	Mr Ian McGuire	£40.00	Allotment deposit return
06/05/2026	Gladson UK Limited	£1,450.92	2 * Bin Liners
06/05/2026	Adams	£691.26	Isuzu 12,000 mile Service
06/05/2026	Sharp Fencing Ltd	£485.00	Repair Play Park Gate
06/05/2026	Bucks and MK ass of Local Cour	£1,413.84	BMKALC & NALC Subs 2026
06/05/2026	Numbers Ltd	£72.00	Payroll services
06/05/2026	Halton Air Cadets	£1,000.00	Grant - New Gazebo
06/05/2026	Marley Design	£1,207.50	Web and Communications Support
06/05/2026	rCOH Ltd t/a ONH - Planning fo	£1,800.00	Local Plan - planning issues and responseq
06/05/2026	Val Mayland	£120.00	Office Clean Apr (new rate)
29/05/2026	Salaries	£10,312.53	May Salaries
29/05/2026	HMRC	£3,881.58	Payroll tax and NI - May
TOTAL BACS AMOUNT		£22,474.63	
CARD			
Date	To	Amount	Payment for
24/04/2026	Oakleaf Farm Ltd - TA Country S	£330.18	Top Soil
21/04/2026	Ash Co	£12.49	Ant Trap and Ant Powder
21/04/2026	Sweeneys Wendover	£6.00	Office supplies - coffee
15/04/2026	Gov.uk	£7.00	Land and property Search
28/04/2026	Work&Safety	£139.94	Safety Boots
28/04/2026	Sweeneys Wendover	£7.89	Office supplies - coffee/ toilet roll
01/05/2026	Hildreths	£73.49	Lawn seed
TOTAL CARD AMOUNT		£576.99	
DD/SO			
Date	To	Amount	Payment for
01/06/2026	The Chiltern Society	£30.00	Membership Renewal
20/04/2026	Radius UK Fuels	£87.85	Fuel Card
27/04/2026	Radius UK Fuels	£83.93	Fuel Card
22/04/2026	Castle Water Limited	£30.19	Water Charges - Clock tower
04/05/2026	Castle Water Limited	£3.14	Water Charges - Site Safe
23/04/2026	Drax	£1,871.88	Streetlight electricity - Mar 26
05/05/2026	Buckinghamshire council	£94.00	Market Rates - May 2026
01/05/2026	Sidleys	£135.00	Garage rental - May 26
04/05/2026	Radius UK Fuels	£188.84	Fuel Card
24/04/2026	Lebara Mobile	£5.00	Estates mobile plan
26/04/2026	Adobe	£19.97	Adobe Acrobat plan
15/05/2026	British Gas	£27.60	Manor Waste Elec - Apr
15/05/2026	British Gas	£230.74	Clock Tower elec - Apr
15/05/2026	British Gas	£38.87	Site Safe Elec - Apr
28/04/2026	Radius Connect	£156.17	Phone and Broadband - Apr
29/05/2026	Smart Pensions	£1,177.04	Pension Contributions - May
TOTAL DD & SO		£4,180.22	
TOTAL PAYMENTS		£27,231.84	SIGNED BY COUNCILLORS: