



WENDOVER PARISH COUNCIL

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AMENITIES COMMITTEE AGENDA

Tuesday 21st July 2026 at 7:40pm

Wendover Community Library, High Street, Wendover HP22 6DU

Committee Membership: Councillors Stephen Worth, Mark Standen, Jennifer Ballantine, Diane Washington, George Atwell, Bob Mackinley, Heather Thornton, and Clive Gallagher.

To all Committee 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. MEMBERS WISHING TO ATTEND MUST CONTACT THE CLERK PRIOR TO THE MEETING.

AGENDA

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.

3) MINUTES – *page 2*

To confirm the minutes of the meeting of 16th June 2026.

4) PUBLIC PARTICIPATION

A maximum of 3 minutes per speaker will be allowed.

5) FINANCE

To consider the list of payments.

6) UPDATE REPORT FROM THE CLERK – *page 4*

To receive an update on correspondence and actions from the Clerk.

7) OPEN SPACES AND HAMPDEN POND

a) The Tree Council Funding – *page 6*

To consider authorising the office to apply to The Tree Council Branching Out Fund.

8) OTHER MATTERS

a) 3 Year Charging Plan – *page 8*

To review the updates to the policy and consider renewing the policy.

9) ITEMS FOR NEXT AGENDA

10) DATE OF NEXT MEETING

The next scheduled meeting of the Amenities Committee is 15th September 2026.

11) CLOSURE OF MEETING

Signed by *Andy Smith*

Clerk and Finance Officer

Date: 16th July 2026

WENDOVER PARISH COUNCIL

Minutes of the Amenities Committee Meeting

16th June 2026 at 7:10pm

Wendover Community Library, High Street, Wendover HP22 6DU

Present: Councillors Worth (Chair), Atwell, Gallagher, Thornton, Ballantine, Mackinley and Standen.

Clerk & Minutes: Phoebe Sharps

Members of Public: 1

1. APOLOGIES FOR ABSENCE

A26.018 Apologies were received and **ACCEPTED** from Cllr Washington.

2. DECLARATIONS OF INTEREST

A26.019 None.

3. MINUTES

A26.020 The minutes of the meeting of 19th May 2026 were **RESOLVED** as a true record to be signed by the Chair.

4. PUBLIC PARTICIPATION

A26.021 None.

5. FINANCE

A26.022 A question over the aerial runway inspection payment was noted. An explanation that following our latest inspection it was suggested to do an inspection of the zipwire in Ashbrook was noted. This has been completed with no further action necessary.

A26.023 The payments to consider totalling £4,614.22 were **RESOLVED** and signed.

6. UPDATE REPORT FROM THE CLERK

A26.024 The report was noted.

A26.025 A verbal report regarding residents' comments on the dry floral displays and the council communicating this to residents through the newsletter was noted.

7. OPEN SPACES AND HAMPDEN POND

a) Borehole Project Additions

A26.026 It was **RESOLVED** to accept the cost of £1,985.

A26.027 It was **RESOLVED** to instruct the electrical contractor to complete the works.

8. OTHER MATTERS

a) Buckinghamshire Council Sport and Leisure Contribution

A26.028 It was **RESOLVED** to approve the application to Buckinghamshire Council for the Section 106 money to support the development and implementation of a MUGA at Ashbrook Recreation Ground.

b) High Street Banners

A26.029 A question around the designs, how many, and locations was noted. This will be discussed once the office has heard back from Bucks Council, regarding the streetlights and planning application. Designs will be sent to Council for feedback and ideas/suggestions from Councillors are welcome and encouraged.

A26.030 It was **RESOLVED** to authorise the office to proceed with the research and development of a proposal for High Street banners to come back to Full Council.

9. PLANNING APPLICATIONS

A26.031 PL/26/04035/FA Springfield Dunsmore Lane Wendover Buckinghamshire HP22 6QJ

Demolition of existing conservatory/sunroom to be replaced with single storey rear extension.

It was **RESOLVED** to support this application.

A26.032 PL/26/04098/HB The Flat 21 High Street Wendover Buckinghamshire HP22 6DU

Listed building application for the installation of secondary glazing to the North elevation (street facing) of the first floor windows.

It was **RESOLVED** to support this application.

10. ITEMS FOR NEXT AGENDA

A26.033 None presented.

11. DATE OF NEXT MEETING

A26.034 The next scheduled meeting of the Amenities Committee is 21st July 2026 was noted.

12. CLOSURE OF MEETING

A26.035 As all business was transacted the meeting was closed at 7.32pm.

Signed by

Chair to the Amenities Committee

Date:



ITEM 6 – CLERKS REPORT

Wendover PROW

The office received the reports for WENDOVER PROW EAST, this was shared with the Amenities Committee in an email.

Estates Work

W/C 29th June we had a student from John Colet join us on work experience, this went well and they helped the team with a variety of jobs under the supervision of the Senior Estates & Grounds Person. We had good feedback from a meeting with the student and a teacher from the school.

During work experience week the team cleared Witchell Pond, this has already seen improvements from this work with the water being a lot clearer and birds nesting on the water.

During work experience week the team painted benches, there are a few left to do which the team are scheduling but the work has made improvements to open spaces in Wendover.

Pond health and safety

Following on from the health and safety report for Hampden Pond that stated there should be a second life ring at the South Street/London Road end of the pond. And reports from the Estates Team that the current life ring Heron Path end gets tampered with regularly as the ring was too big for the life ring container, a replacement container has been installed as well as a new ring and container at the top end of the pond.

As well as this following on from suspected theft of the pond signage on the gates to the pond off Heron Path the two signs have now been replaced.



Vandalism and graffiti

There has been an increase in vandalism and graffiti in the last month, with damage being caused to two bins in Hampden Meadow, the team have managed to fix one of these bins so it is back in working order, and they are trying to fix the other.

The graffiti has been on and around the skatepark on picnic benches and bins, this includes two occasions where racist wording has been graffitied onto the picnic bench.



We have contacted the police regarding these incidents and will do some posts on social media.





ITEM 7a – The Tree Council Funding

BROUGHT BY

Biodiversity and Sustainability Working Group

SUMMARY

To consider authorising the office to apply to The Tree Council Branching Out Fund.

PARISH COUNCIL BACKGROUND

Following the tree safety report in October 2025 the Council had to fell trees this year due to their condition, including ash dieback and related safety concerns around this. As part of the Council policy for every tree felled the Council will plant a tree to replace. The location of the replacement trees will be in the most appropriate place in Council open spaces and species will depend on the locations.

Tree Policy -
[d53ac8_df3e7a1798ba45a48b9fdde34d5a9458.pdf](#)

DETAILS

The tree safety report has been sent to the Council via email and is available to view on the Council website.

Following the latest tree safety report the Council have felled 12 trees this year, therefore we need to replace and replant 12 trees.

The Biodiversity and Sustainability Working Group have highlighted that The Tree Council have funding opportunities, the funding we are eligible for is the “Branching Out Fund.”

Funding available - Grants of between £250 and £2,500 are available per application.

Planting locations - Projects must be England, Wales, Scotland or Northern Ireland.

See more on the below link:

[Branching Out Fund - The Tree Council](#)

This funding is currently closed to applications; however, the Estates and Events Manager has joined the waiting list and registered an interest in the fund to get notified once the fund is back open.

In the case that the Council cannot apply for this funding this financial year, the tree replacement would be funded by the Council and would come out of the 4410 Maintenance Groundworks budget and would be covered by 9128 Climate Actions EMR which has a balance of £3,391.00.

Alternatively, if we were awarded funding and needed to cover any additional costs for tree replanting these additional costs would come out of the 4410 Maintenance Groundworks budget and would be covered by 9128 Climate Actions EMR which has a balance of £3,391.00.

The Biodiversity and Sustainability Working Group are asking the Amenities Committee to consider authorising the office to apply for the Branching Out Fund once open for applications.



The office will bring back a planting plan, with details on locations and species to be considered by the Amenities Committee, as well as full details of how the replanting is being funded.

FINANCIAL CONSIDERATIONS

- The Tree Council Branching Out Fund offers grants of between £250 and £2,500.
- Any costs needed to be covered by the Council would come out of the 4410 Maintenance Groundworks budget and would be covered by 9128 Climate Actions EMR which has a balance of £3,391.00.
- The details including the cost and funding of the project will come back to Amenities to consider.

LEGAL AND OTHER IMPLICATIONS

- The Council should consider whether requirements for the funding fall outside of their legal duties.
- Any application for funding should fit within the Council's strategic plan.

PROPOSAL

To resolve to:

- Authorise the office to apply for the Branching Out Funding.



ITEM 8a – 3 Year Charging Plan

BROUGHT BY

Office

SUMMARY

To review the updates to the 3-year charging policy and consider renewing the policy.

PARISH COUNCIL BACKGROUND

The previous 3-year charging plan can be found here –
[d53ac8_9b7cc4e32d3d496d91ab0af41e4a5b35.pdf](https://www.wendoverparishcouncil.gov.uk/Document/1525/d53ac8_9b7cc4e32d3d496d91ab0af41e4a5b35.pdf)

DETAILS

The updated 3-year charging plan can be seen in appendix a.

It is proposed that following on from the previous charging plan every 2 years most of the charges will be increased by £5. This is subject to review based on usage as well as any changes in fees attached to these charges.

The exceptions to this are as follows:

Allotment plot fees

- The office believes that Council should ensure that residents have fair access to these facilities, therefore aren't proposing a hire fee for plots, however the refundable allotment plot deposits will be increased by £5 every year, this acts as a deterrent to ensure plots are left in a tidy manner when tenants leave.
(This is due to the time and money it has previously taken to clear plots after tenants leave).

Community Hire - Long term lease

- Non exclusive use of space (per year) will remain at £1.

Charity Hire - Longer term lease

- Exclusive use of segregated space (e.g. Manor Waste Tables) - per month will remain at £1.
- Non Exclusive use of space - per year will remain at £1.
- Land Lease p.a. small area (e.g. rifle club sized area) will remain at £1.

FINANCIAL CONSIDERATIONS

- The Council needs to consider if these charges cover any associated or additional costs regarding open space hires, licenses, bills and fees paid for by the Council and clearance/maintenance costs associated with the charges. Including staff time for clearance and maintenance etc.
- The charges are subject to review and changes by the Council based on usage as well as any changes in fees attached to these charges.

LEGAL AND OTHER IMPLICATIONS

- The Council should consider if this is in line with the Council's vision and mission statement and strategic plan.



PROPOSAL

To resolve to:

- Approve and renew the 3-Year charging plan.

Appendix A – Updated 3-Year Charging Plan

Service	Charge		
	2027/28	2028/29	2029/30
Commercial Hire of Ashbrook/Hampden			
<i>Hire of whole of park with restricted entry to the whole of the park</i>			
Non operational - "setup" day	210.00	215.00	215.00
Operational Day	210.00	215.00	215.00
<i>Hire of park with public access to spaces not being used by the hirer</i>			
Non operational - "setup" day	60.00	65.00	65.00
Operational Day	105.00	110.00	110.00

Community/Charity Hire of Ashbrook/Hampden			
<i>Hire of whole of park with restricted entry to the whole of the park</i>			
Non operational - "setup" day	25.00	30.00	30.00
Operational Day	60.00	65.00	65.00
<i>Hire of park with public access to spaces not being used by the hirer</i>			
Non operational - "setup" day	0	0	0
Operational Day	0	0	0

Service	Charge		
	2027/28	2028/29	2029/30
Commercial Hire of Manor Waste			
Hire of space (markets or events)	210.00	215.00	215.00
Single Market Pitch (3m)	20.00	25.00	25.00

Local Charity/Community Hire of Manor Waste			
Hire of space (markets or events)	15.00	20.00	20.00
Single Market Pitch (3m)	-	-	-

Service	Charge		
	2027/28	2028/29	2029/30
Allotments			
<i>Hogtrough</i>			
Full Plot	50.00	50.00	50.00
Half Plot	30.00	30.00	30.00
Deposit	105/55	110/60	115/65
<i>London Rd</i>			
Full Plot	45.00	45.00	45.00
Half Plot	25.00	25.00	25.00
Deposit	105/55	110/60	115/65



Service	Charge		
	2027/28	2028/29	2029/30
Commercial Hire - Longer term lease			
Exclusive use of segregated space (e.g. Manor Waste Tables) - per month	55.00	60.00	60.00
Non Exclusive use of space - per month	7.50	12.50	12.50
Land Lease p.a. small area (e.g. rifle club sized area)	550.00	555.00	555.00
Land Lease p.a. partial use of land	800.00	805.00	805.00
Land Lease p.a. substantial use of land (e.g. Witchell Cricket Club)	This would need full council approval and consideration		
Community Hire - Longer term lease			
Exclusive use of segregated space (e.g. Manor Waste Tables) - per month	25.00	30.00	30.00
Non Exclusive use of space - per year	1.00	1.00	1.00
Land Lease p.a. small area (e.g. rifle club sized area)	110.00	115.00	115.00
Land Lease p.a. partial use of land	210.00	215.00	215.00
Land Lease p.a. substantial use of land (e.g. Witchell Cricket Club)	310.00	315.00	315.00
Charity Hire - Longer term lease			
Exclusive use of segregated space (e.g. Manor Waste Tables) - per month	1.00	1.00	1.00
Non Exclusive use of space - per year	1.00	1.00	1.00
Land Lease p.a. small area (e.g. rifle club sized area)	1.00	1.00	1.00
Land Lease p.a. partial use of land	60.00	65.00	65.00
Land Lease p.a. substantial use of land (e.g. Witchell Cricket Club)	110.00	115.00	115.00