

WENDOVER PARISH COUNCIL

Address: The Clock Tower, High Street, Wendover, Aylesbury, Buckinghamshire HP22 6DU Tel: 01296 623056 Email: clerk@wendover-pc.gov.uk

COUNCIL VISION AND MISSION

Wendover is a thriving market town in which people want to live trade and visit

Develop	Enhance	Promote	Functioning
Community	Environment	Prosperity	Council

PARISH COUNCIL MEETING AGENDA Tuesday 2nd September 2025 at 7:40pm Wendover Community Library, High Street, Wendover, HP22 6DU

Committee Membership: Councillors Atwell, Ballantine, Coupland, Gallagher, Mackinlay, O'Donnell, Porter, Standen, Thornton, Tipper, Walsh, Washington, and Worth

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.

AGENDA

- **APOLOGIES FOR ABSENCE** 1)

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 – page 4

Consideration of approval of minutes of the meeting on 5th August 2025.

- CHAIR'S ANNOUNCEMENTS 4)
- 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.

REPORTS FROM BUCKINGHAMSHIRE COUNCIL COUNCILLORS 6) 7) CLERKS REPORT & CORRESPONDENCE - page 9 FINANCE AND PAYMENTS – page 15 8) 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, Balance Sheet and EMR reports - pages 16, 21 and 22 To receive the latest <u>Flagstone</u> statement– page 23 9) REPORTS FROM MEETINGS WITH OUTSIDE BODIES **HS2 Mitigation Action Group - page 24** a) **CLAW Meeting - page 26** b) c) **Other Groups** 10) **REPORTS FROM COMMITTEES** FINANCE COMMITTEE i) To note the draft minutes of the meeting on 5th August 2025 – page 27 11) REPORTS FROM WORKING GROUPS a) Transport Working Group i) To receive an update from the working group ii) To consider a grant request to install safety bollards and signage around the school campus – page iii) To authorise the Transport Working Group to liaise with HS2 over the lighting provision for the current and reinstated Bacombe Lane. - page 36 iv) Hale Lane Road Marking informal consultation - To ask for approval to begin a consultation with Wendover Residents on the requested double yellow lines for Hale Lane. - page 43 b) Open Spaces Working Group To receive an update from the working group. c) Sustainability and Biodiversity Group To receive an update from the working group To consider authorising the group to seek funding for a borehole for Hampden Pond - page 46 d) Strategic Planning Steering Group i) To receive an update from the working group

e) Community Emergency Response Group

To receive an update from the working group

ii) To approve the disasters and emergencies policy - page 49

12) **OTHER ITEMS**

a) Local Sunday Market – page 52



To review the recent decision to run an additional Sunday market and consider other opportunities which may have been missed

b) HS2 Public Update meeting – page 68



To approve the support for the event and a budget for hall hire and refreshments

c) Public consultation on Bucks Local Plan-page 69



To consider a public consultation event in conjunction with the Wendover Society to gain an understanding of local opinion on planning.

d) Completion of external audit – page 71



To note the conclusion of the audit on the Annual Governance and Accountability Return for the year ended 31 March 2025

NEXT MEETING AND AGENDA ITEMS FOR FUTURE MEETINGS 13)

The next Parish Council meeting 7.40pm on Tuesday 7th October 2025 at Wendover Community Library.

14) **CLOSURE OF MEETING**

Signed by Andy Smith

Clerk and Responsible Finance Officer

Date: 28/08/2025

WENDOVER PARISH COUNCIL

Minutes of the Parish Council Meeting 5th August 2025 at 7:40pm Wendover Community Library, High St, Wendover HP22 6DU

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

In attendance: Cllr Strachan

Clerk: Andy Smith Members of Public: 8

APOLOGIES FOR ABSENCE

Cllr Standen sent his apologies which were **ACCEPTED** by the Committee. Buckinghamshire Councillor Field sent his apologies

DECLARATIONS OF INTEREST

Cllrs Thornton and Porter declared an interest in Hale Lane being residents along the relevant stretch. They will not vote on the proposal

MINUTES

The minutes of the Parish Council of 1st July 2025 were **RESOLVED** as a true record to be signed by the Chair of the meeting.

CHAIR'S ANNOUNCEMENTS

A request has been made to have a hedge along the front of Ashbrook Park by the roadside. This has previously been rejected by Council, but will be looked into and taken to Amenities.

PUBLIC PARTICIPATION

- A member of the public raised the issue of public money being used to support YardFest and wanted to understand why the Council had agreed to support a for profit organisation.
- A member of the public supported the question on YardFest and the issue of supporting commercial enterprises. They stated that there needed to be clear procedures to undertake this sort of expenditure.
- A member of the public brought up the issue of the burst water main on Manor Waste, Councillors should consider informing Wendover of what they do in the case of emergencies.
- A member of the public asked if the Council could have an armed forces day in the armed forces week.
- A member of the public asked how the new engagement strategy announced in Aug 24 was progressing.
- A member of the public explained it may be prudent to include a maintenance provision in the next budget for the new skate park.
- A member of public brought up the issue of the CCTV camera that was planned in the high street and that this could be the thin end of the wedge for civil liberties issues.
- The chair responded to the questions on YardFest. He outlined the nature of the discussions that led to support of the event referenced by the member of the public. There will be a meeting with the Craftyard to review the event and the community impact of the money spent. It was clear that this was about trying to establish an annual event valued by the community and not support commercial profit. When the meeting has been held there will be a full paper to Parish Council.

REPORTS FROM BUCKINGHAMSHIRE COUNCILLORS

The local plan for Buckinghamshire is making progress and is on schedule. There has had to be additional calls for sites, a review of the greenbelt and planning for a significant increase in housing supply. The public consultation will be this autumn. In Wendover the Chilterns National Landscape and green belt will prevent a lot of development, but areas local to Wendover will have lots of building, putting pressure on the local Wendover infrastructure.

Cllr Strachan was thanked for support of Parish Council initiatives

CLERKS REPORT AND CORRESPONDANCE

The Clerks report was noted.

FINANCE AND PAYMENTS

a) Payments to consider.

The payments to consider, totalling £27,991.76 were considered and questions answered. The payments were **RESOLVED** and signed.

b) Latest financial reports

The financial reports were noted.

c) Flagstone statement

The statement was noted.

REPORTS FROM MEETINGS WITH OUTSIDE BODIES

a) HS2 Mitigation Action Group

The report was noted. A verbal update on a more recent meeting discussing Bacombe Lane was noted. There were issues about street lighting on the local roads that the Parish Council will need to help resolve.

b) Other organisations

Lionel Abel Smith Trust – the report was noted

Community Library Trustees Meeting – they are considering works to improve the seating area at the front of the library – looking at autumn for the works

REPORTS FROM STANDING COMMITTEES

a) AMENITIES COMMITTEE

The draft minutes of the meeting on 15th July 2025 were NOTED.

b) PLANNING

The draft minutes of the meeting on 15th July 2025 were NOTED.

REPORTS FROM WORKING GROUPS

- a) Transport Working Group
 - i) The group met on the 30th July and the group has expanded to include community speedwatch and liaison with Halton over speeding on the B4009. The RAF also attended. It was noted that this multi stakeholder approach was positive for the community. The group are looking into moving our

speed awareness LED signs and rotating around the village. The issues with batteries were noted. Parking was discussed and a log will be kept of any incidents as a result of changes at the GP surgery and parking on Aylesbury Rd

ii) zebra crossing and bollards – It was noted that this proposal had the support of Buckinghamshire

Councillor Strachan. It was further noted that Buckinghamshire Council are going to repaint existing road markings

It was **RESOLVED** to lobby Buckinghamshire Council for a zebra crossing

- It was **RESOLVED** to authorise the Transport Working Group to Lobby Bucks Council to install bollards and a keep clear zone as set out in the paper.
- iii) works on Hale Ln It was **RESOLVED** to authorise the Transport Working Group to lobby

 Buckinghamshire Council to halt current works on Hale Lane and to undertake further consultations with residents.

Cllr Tipper and the Transport Working Group were thanked for leading this work

b) Open Spaces Working Group

It was noted that the Skatepark seems to be very well used.

c) Sustainability and Biodiversity Group

- There was a call to discuss the EV charging scheme. There are going to be additional opportunities for the charge cable channels in the pavements and residents have until September to sign up. There are going to be 5 lamppost charge points installed in Aug/Sep and an additional 5 charge points installed in Oct.
- The Community Climate Action day was discussed in a zoom call building up to the event. It was noted that there will be a lot of support for grants to fund large scale projects. The councillors will consider who in the community we could invite to support these projects.
- ii) Consultation on street lights It was noted that the questions offer similar options. There is a lot of care in how the questions are put to the community. Cllr Thornton volunteered to help on the wording of the questions. It was noted that the consultation will have links to evidence.

It was **RESOLVED** to progress the consultation within the budget set out and report back to Council

d) Strategic Planning Steering Group

- The ideas discussed at the July meeting were distilled with some of the proposals considered as business as usual and 10 proposals for larger projects requiring more scrutiny. It was also noted that as the Parish Council does not depreciate assets that the framework should also include moving money to EMR's to replace key items of equipment as part of our business as usual.
- ii) Strategic Themes -it was noted that there was nothing in the plan about making Wendover look its best, and that possibly we should bring together the work we do already as one larger project. It was noted that the framework was designed to be regularly updated. It was **RESOLVED** to accept the proposal and place the consultation on the website

e) Community Emergency Response Group

No progress to report.

OTHER ITEMS

a) Policy Renewals

- i. Co-option policy
- ii. Health and safety policy
- iii. Communication and Engagement Policy

iv. Role of working groups

It was **RESOLVED** to renew all of the policies listed above with no amendments required.

b) Devolved Services for Halton

There was concern that we should be looking after Wendover as a priority and any contract should not detract from that. It was also noted that a more detailed review of costs was needed as the Parish Council would need to be certain that we are covering costs.

It was RESOLVED to undertake further investigations into our inputs and capacity before proceeding. A proposal will need to be brought back to Council

c) Local Markets

It was noted that this was a proposal from a market trader, made to Council. It was noted that it was felt by Council that this would be a positive for Wendover.

It was **RESOLVED** to accept the proposal and authorise the office to proceed with a trial of the Sunday market at the agreed charges

d) Office phone and broadband contract

It was **RESOLVED** to authorise the office to enter a new contract if it presents a cost saving to the Council.

e) Skatepark event

It was **RESOLVED** to note the event and authorise the office to continue publicising.

DATES OF FUTURE MEETINGS

It was noted next Parish Council meeting 7.40pm on Tuesday 2nd September 2025 at Wendover Community Library. All agenda items and papers to be with the clerk by Tue 26th Aug.

CLOS

SURE OF MEETING		
As all business was transac	cted the meeting was closed at 8:52pm	1
Signed by Chair to the Parish Council	Date	::

PAYMENT	S TO CONSIDER	Aug	Parish Council 5-8-2025
PC5-8-2025			
BACS			
Date	То	Amount	Payment for
06/08/2025	WindowFlowers Limited	£3,189.60	Hanging Baskets & Planters
06/08/2025	Sparkx Ltd	£672.00	S/L 74,154
06/08/2025	Sharp fencing	£873.44	Fence repair Hampden Pond
06/08/2025	Wendover Computers Limited	£180.00	4 Samsung Tablets
06/08/2025	Numbers Ltd	£72.00	Payroll services
06/08/2025	Numbers Ltd	£72.00	Payroll services
06/08/2025	Farol	£325.00	Chainsaw
29/08/2025	Salaries	£9,967.75	August Salaries
29/08/2025	HMRC	£3,667.87	August Tax and NI
06/08/2025	Val Mayland	£75.00	Clock Tower cleaning (Jul)
06/08/2025	Wendover Community News	£900.00	View from the clock tower
06/08/2025	Marley Design	£455.00	Web and Comminications
TOTAL BACS A	AMOUNT	£20,449.66	
CARD			
Date	То	Amount	Payment for
31/07/2005	Sweeneys Wendover		Office Supplies - Coffee
06/08/2025	Buckinghamshire Council		Meeting Room
15/07/2025	The Print Lab		Staff Uniform
21/07/2025	Drax		Streetlight electricity Jun 2025
14/07/2025	Wendover post office		Office Supplies
21/07/2025	Amazon	£14.50	Numbered Index dividers
21/07/2025	Amazon		Stihl Mowing Line
21/07/2025	Amazon		Stihl Lubricant
21/07/2025	Amazon		Black Refuse Sacks
21/07/2025	Amazon		Plastic Wallets
21/07/2025	Amazon		Flower Garlands
26/08/2025	Adobe		Acrobat pro plan
11/08/2025	Lebara Mobile		Office mobile plan
03/07/2025	Wendover Computers Limited	$\overline{}$	Keyboard and mouse replacement
03/07/2025	Wendover Computers Limited		Samsung tablet case
05/08/2025	Land Registry		Search of HS2 lands by Bacombe In
22/07/2025	Sam Turner & Sons	$\overline{}$	Strimmer mowing line
29/07/2025	Revolutionrace		PPE for grounds staff
TOTAL CARD A	AMOUNT	£3,260.31	
DD/SO			
00/30			
Date	То	Amount	Payment for
06/08/2025	Buckinghamshire Council		May 2025 Electoral Recharge
20/07/2025	Microsoft		Office Subscriptions
07/07/2025	Radius UK Fuels		Fleet Control & Insights
14/07/2025	Radius UK Fuels		Fuel Card
04/08/2025	Radius UK Fuels		Fuel Card
05/08/2025	Buckinghamshire Council		Market Rates
01/08/2025	Sidleys		Garage rental
14/07/2025	Radius Telematics		Vehicle trackers
14/08/2025	Radius Telematics		Vehicle trackers
14/08/2025	Wendover Canal Trust	£37.50	Wendover Canal Trust membership
15/08/2025	British Gas Lite		Manor Waste Elec
15/08/2025	British Gas Lite	£42.66	Clock Tower Elec
15/08/2025	British Gas Lite		Site Safe Elec
29/08/2025	Smart Pensions		Pension Contributions - Aug
01/08/2025	Buckinghamshire Council		Commercial Waste collection
07/08/2025	Smart Pensions		Smart Pension Fee
17/08/2025	ВТ		Phone and broadband
10/07/2025	Lloyds Bank plc	£9.35	Bank Charges
	TOTAL DD & SO	£4,281.79	
	TOTAL PAYMENTS	£27,991.76	SIGNED BY COUNCILLORS:
	COUNCIL MINUTE NUMBER		
			



ITEM 7 – CLERKS REPORT AND CORRESPONDENCE

Been on leave this month so a limited report. However, I include the action plans from the Council meetings to update in this section.

Fol requests

We have had 2 FoI requests come into the office since the last meeting:

A request for information on the decision to hold an additional market. This has been responded to in part with a request for clarification if we are to provide further information. The current information request would require significant staff time to provide in full, and we could deny that part of the request on that basis. Rather than do this I have asked if we can narrow down the parameters. There has been no response to the clarification therefore we will be issuing a notice that this request is now considered closed.

A request for information on a planning decision for a local property and any record we have got of complaints about the activities of the property.

This request was anonymous, which is not a basis to reject the request under the Fol act. If there is a neighbour dispute, then an anonymous request is a reasonable option. Again, I have responded in part and clarified the responsibilities of the Parish Council in planning. Again, one of the requests would require significant staff time to provide in full and I have ask to narrow parameters but received no response. In particular we do not have a log of complaints that are not our authority to resolve. So any planning or environmental concerns about a property would have been passed to Bucks Council – this would require reading all emails going back a number of years. There needs to be consideration if we would like to keep such a log, in particular the benefits of organisational memory would need to be weighed about the additional time required to keep the log. There has been no response to the clarification therefore we will be issuing a notice that this request is now considered closed.

Review of finance system and support

Currently we have a finance system based on the Clerk's laptop (with backups going to a cloud drive every time there are changes) this is incredibly restrictive and effectively only one person can view/edit our data at a time if they have the Clerk's laptop. I am looking into different packages (including an upgrade to a web version of the current system) that will resolve these issues and restrictions.

Councillor ID

We now have photos of all new councillors so we will be producing another run of Councillor ID cards. These will help identify you to the parish at public events. If there are any councillors who have lost their card/put it through the wash etc can you let me know and I will get another one produced.

HS2 Guard dogs

We have had a complaint to the office about the noise and welfare of dogs heard late into the night at Thornton Crescent. It appears they are dogs employed as part of the site security for the HS2 works. The HS2 MAG have taken the issue to the contractor EKFB to resolve



Speedwatch Gun

Thanks to the Transport Working Group we are now active in training and use of the speed gun. This has created issues as we share this resource with other local Councils of double booking or short turnarounds. We will look into a booking system that local parish councils can access to try and reduce these issues.

Broken links on welcome to Wendover website

We had an email highlighting some broken links on the Welcome to Wendover website. It has been difficult to track down the source of the issue but these should now be resolved. If Councillors do experience issues with the websites then please let us know so we can keep on top of issues.

Change of bank mandate

Changes to the bank mandate that were initiated months ago are taking a long time to resolve. The bank are saying some users haven't provided all information but in one case there is a technical issue and we are having to revert to signed paper forms! I had hoped that their new online authorisation process had resolved the previous issues we had.

Action List

The action list below shows all actions since the first Council meeting of the new Council in May. I have included closed items as this is first viewing but future lists will only include open actions.



ı					ı	
DATE CODE 06/05/2025 PC25/009	HEADING B. CLERKS REPORTAND CORRESPONDANCE	PC35/009 The Clerks reportwas noted and the Clerk answered questions from the councillors. The Chair highlighted the valuation report from the Pension Scheme and Council will need to decide on this issue in the coming year. It was noted that we have appointed the adminrole.	Mation Research into costs and benefits of options relating to Chair LEPS to be brought to Finance Committee		S S	Uprate hotes Information has been presented to Finance Committee and needs to be considered further for a final decision
06/05/2025 PC25/016	() review of bank signatories	PC25/016 Itwas RESOLVED to amend the proposal to add 3 signatories to the account rather than 2.	Add 3 new signatories to bank account	Clerk Con	Concern Bank has been set up	Bank has been instructed but signatories still not set up
06/05/2025 PC25/026	a) Scheme of Delegation	PC25/D26 The scheme was considered It was highlighted that this policy contained authorisation for urgent expenditure which should be incorporated into the Financial Regs. The policy was RESOLVED to be renewed.	Ensure scheme of delegation and financial regulations match up	Clerk Closed		leted
06/05/2025 PC25/044	j) Events Working Group	PC25/044 The Terms of Reference were considered and RESQLVED to be approved. It was noted that events are such a high-profile part of the work of the Council that it may be worth reporting to the Parish Council directly. This would be reviewed by the next meeting.	Review reporting line of the Events working group and Clerk report back to Council		In progress	
08/05/2025 P.C25/060	a) Access to Ashbrook for Skatepark build	PCZS/D60 Itwas noted that when the skatepark designers did an on site visit and proposed a route to site that was down the Pursell path as this would save construction costs if they needed to provide matting for the gass. There would be two Ash trees to remove but we will be planting replacement trees. There is a follow up meeting to ensure pedestrian access would be maintained. It was noted that vehicles will not be allowed to park on the track and materials not left on the track.	Clerk and Clir Standen to liaise with construction company over access to the construction site in case Clerk/Clir Standen of poor weather		Closed undertaken and completed	nd completed
03/06/2025 PC25/075	b) Thames Valley Police	PC25/075 The report was noted. The police were thanked for the report and encouraged to attend in person at a future meeting.	Invite to be made to police to attend the meetings and $_{\mbox{\scriptsize Clerk}}$ update Council	Clerk Closed		Police invited and will be emailed agendas
03/06/2025 PC25/076	c) Other organisations	PCZS/076 Wendover canal trust.—The bank and path repairs were discussed as to who would be taking that forward and making good repairs trusts also noted that notooby knows who owns. Other's Council to be kept updated with canal footpath repair Cult Thornton Bridge." These are also regioning maintenance issues due to the shallowness of the canal and tack to fear at traffic and they are looking at a maintenance programme for the twork.	Council to be kept updated with canal footpath repair issues		ongoing	
03/06/2025 PC25/079	c) Other organisations	PC25/079 The AGM for Memorial Hall Committee and St Mary's Churchyard Care committee are scheduled for tomorrow.	Report back to Council on the meeting outcomes	Cllr Worth/Cllr Ballantine/Cllr Wasl Closed	sed Reported back to Council	k to Council
03/06/2025 PC25/081	a) FINANCE COMMITTEE	PCS5/0B.1 ii). The additional skatepark project costs were considered for approval. It was RESQLVED to pay the additional cost of ES550 83 to come from budget line \$108 and leave this budget line over budget to come from the general reserve.	Inform Canvas of financial situation	Olir Standen Closed		Carvas informed and build proceeding
03/06/2025 PC25/082	b) PLANNING	PC2S/082 The draft minutes of the meeting on 20th May 2025 were NOTED. Clif Tipper was noted as being present and the minutes would be amended	Amend minutes before approval	Clerk Closed	sed done	
03/06/2025 PC25/083	a) Transport Working Group	PC25/083 No report	Hold TWG meeting	Cllr Gallagher/Cllr Walsh/Cllr Tippe Closed		TWG now meeting regularly
03/06/2025 PC25/085	c) Sustainability and Biodiversity Group	PC25/055 Net with the CLAW group to gain their support and review the 5 year sustainability strategy meeting with the Chair of other local Parish Councils and their works. Review 5 year sustainability strategy on sustainability.	Review 5 year sustainability strategy	ClirTipper	ongoing Meetings with	Meetings with clerk to go through actions



									psite		liaising	ure costs
	done	done	done	done	Still need to identify mentors			gone	plans to be worked up and placed on website	deadline for comments now passed	2 contractors have been contacted and liaising with Wendover Society	Looking at working out a proposal for future costs
Inprogress	Closed	Closed	Closed	Closed	Inprogress	In progress	In progress	Closed	guiogoing	Closed	ongoing	ongoing
Clir O'D onnel I/Clir Atwell	Clerk	Clerk	Clerk	Clerk	Clerk	CllrTipper	CllrTipper	Clir Standen/Clerk	ClirO'Donnell	All Clirs	Office	Clerk
headline projects and 10 year plan worked into a paper for consideration	Updated risk register uploaded to web site	Clerk to send documents to external auditor	Upload new pollcy to website and ensure all documents are available for download	Make payment when project requires	Inform candidates of vote and schedule induction and Clerk a council mentor	To be discussed by the Transport Working Group	To be discussed by the Transport Working Group	The skatepark opening event will come to full council for comment and note	note CII riesdback and work leedback into the 1D year CIIr O'Donnell plan before bringing back to Council	All councillors will read through plans and feedback	Get quotes for install and work with Wendover Society to install	Set out future costs of keeping board up to date and bring a proposal around moving other notice board
PC25/086 There is a draft of the future direction of Council and headline projects for the next 10 years that will be worked up and brought to Council.	PC25/087 If was noted that there had been no significant changes in the world in which the Parish Council topeates since isstume and it was RESOLYED to approve the risk register as presented in the papers.	PC25/D88 Parish Council were updated as to the importance of the AGAR and what each of the statements mean and what Council should be considering.	PCZS/083 It was noted that a new model publication scheme had been produced for Parish Councils by the Information commissioners Office (ICO). It was further noted that we do currently publish as set out in the new scheme. It was RESQLVED to adopt the model publication scheme.	PC25/095 The grart was discussed, and it was RESOLVED to award ESOU to fund the Aylesbury Opera event at St Mary's Church from budget 4511 under the power of the 1972 Local Government Act 8137.	PC2S/097 Each of the candidates was considered in turn and each candidate was RESOLVED unanimously to be co-opted onto Council	PCZ6/106 A member of the public highlighted a concernation cycleway crosses the entrance of the roads. The Chair updated the member of the public on the Transport Working Group meeting and how we can work on this issue.	PCSS/107 A member of the public highlighted increasing parking issues on the Ayleabury Road by the Health Centre. The Chair upsted the thrember of the public that we had brought the issue to the attention of Buckinghamshire Council and are trying to work through solutions.	PC25/121 The skatepark construction is near completion and as head of schedule. There is an official opening event on the 17th August. There is an article in Wendover news about the project to update the residents.	PCZ6/124 The strategic themes were discussed and it was noted that the start point for our 10 year plan. There was debtate as to the validity of having a 10 year programme. It was agreed that it would be best to have ongoing meetings outside of Council before bringing to the next meeting.	PC25/126 It was RESOLVED that Councillors would read the plans and feed back to the Strategy Steering Group	PCSA127 The paper was discussed and it was it was RESOLVED. Get quotes for install and work with Wendower Society to approve the location of the board.	PCZ5/129 It was RESOLVED to discuss future costs with the Wendover/Society
d) Strategic Planning Steering Group	a) Review of strategic and finance risk register	b) Annual Governance and Accountability Return (AGAR)	c) ICO Model publication Scheme	d) Minor Grant Request.	 b) To consider the co-option of new Councillors 	S. PUBLIC PARTICIPATION	S. PUBLIC PARTICIPATION	b) Open Spaces Working Group	d) Strategic Planning Working Group	d) Strategic Planning Working Group	a) Installing a visitor information sign on the Marnor Waste	a) Installing a visitor information sign
03/06/2025 PC25/086	03/06/2025 PC25/087	03/06/2025 PC25/088	03/06/2025 PC25/093	03/06/2025 PC25/095	03/06/2025 PC25/097	01/07/2025 PC25/106	01/07/2025 PC25/107	01/07/2025 PC25/121	01/07/2025 PC25/124	01/07/2025 PC25/126	01/07/2025 PC25/127	01/07/2025 PC25/129



	Sponsorship package agreed with Craftyard			Community emergency plan proposal brought to Council	to be considered by events working group	to be considered as an enabler as a part of new strategy and to incorporate networks created as a part of the community emergency plan	awating tools to be able to move the units on a regular basis		grant request being considered at Sep council	In negotiations with Bucks Council	survey designed and out for distribution, web site to be donw
ongoing	Closed	ongoing	ongoing	Closed	ongoing	BuioBuo	ฮิบเดธิบด	guiogou	ongoing	guioguo	Ongoing
Chair/Clerk	Chair	'í Chair/Clerk	Chair	ClirWalsh	Office	Chair/Clerk	Clerk	CllrTipper	CllrTipper	CllrTipper	CllrTipper/Clerk
Report back to Council on community benefit of the sponsorship	Negotiate and agree a sponsorship package	Progress discussions to secure land for the benefit of Chair/Clerk the community and bring proposals back to Council	Review practicalities of a hedge and bring any recommendations to Amenities	It was noted that this should be considered as a part of the Community Emergency Plan	review events programme to include Armed Forces Week	Review engagen ent strategy	Rota for Speed awareness signs to be drawn up with estates team	Lobby Buckinghamshire council for zebra crossing	Ensure bollards are installed on school campus	Lobby Buckinghamshire council to drop current yellow line plans	progress the streetlight consultation
PC25/134 It was noted that it was preferred that the sponsorship Report back to Council on community benefit of the should cover family activities and the Parish Council should have sponsorship sponsorship.	PC25/135 It was RESOLVED to amend the motion further to authorise the Chair to make a decision of sponsorship up to £5000 that is an investment	PC25/141 The Parish Council considered the paper outlining land important to Wendover to preserve and enhance the local amenity. It was RESOLVED to authorise the Chair and Office to progress the discussions to formulate proposals for council to consider.	PC28/147 A request has been made to have a hedge along the front of Ashbrook Park by the no adside. This has previously been rejected by Council, but will be looked into and taken to Amenities.	PC28/150 A member of the public brought up the issue of the burst watermain on Manor Waste, Councillors should consider informing Wendover of what they do in the case of emergencies.	PC25/151 A member of the public asked if the Council could have an armed forces day in the armed forces week.	PCZS/1S2 A member of the public asked how the new engagement strategy announced in Aug 24 was progressing.	PCZE/157 i) The group met on the 30th July and the group has expanded to include community speedwatch and lision with Halton very speeding with the BADDs. The ARF also attendent I, was noted that this multi stakeholder approach was positive for the community. The group are booking into moving our speed awareness. EED agens and rotating around the village. The issues with batteries were noted. Parking was discussed and a log will be kept of any incidents as a result of changes at the GP surgery and parking on Aylesbury Rd	PC25/169 It was RESOLVED to lobby Buckinghamshire Council for a zebra crossing	PC25/17D It was RESOLVED to authorise the Transport Working Group to Lobby Bucks Council to install bollards and a keep clear zone as set out in the paper.	PC2S/171 iii) works on Hale Ln-It was RESOLYED to authorise the Transport Working Group to lobby Buckinghamshire Council to halt current works on Hale Lane and to undertake further consultations with residents.	PC2S/17/6 ii) Consultation on street lights – It was noted that the questions of let similar options. There is a lot of care in how the questions are put to the community. Clir Thornton volunteered to help on the wording of the questions. It was noted that the consultation will have links to evidence.
b) Major grant request	b) Majorgrant request	b) To consider land issues	4. CHAIR'S ANNOUNCEMENTS	S. PUBLIC PARTICIPATION	5. PUBLIC PARTICIPATION	S. PUBLIC PARTICIPATION	OS/08/2025 PC25/167 a) Transport Working Group	a) Transport Working Group	a) Transport Working Group	a) Transport Working Group	05/06/2025 PG25/176 c) Sustainability and Biodiversity Group
01/07/2025 PC25/134	01/07/2025 PC25/135	01/07/2025 PC25/141	05/08/2025 PC25/147	05/08/2025 PC25/150	05/08/2025 PC25/151	05/08/2025 PC25/152	05/08/2025 PC25/167	05/08/2025 PC25/169	05/08/2025 PC25/170	05/08/2025 PC25/171	05/08/2025 PC25/176



5/08/2025 PC25/178	05/06/2025 PC25/178 d) Strategic Planning Steering Group	PCZS/178 The ibess discussed at the July meeting were distilled with some of the proposals considered as business as usual and 10 proposals to requiring more strudiny. It was also noted that as the Parish Council does not depreciate assets that the framework should also include moving morey to EMR's to replace key items of equipment as part of our business as usual.		CliroDonnetl	ongoing	
05/08/2025 PC25/179	09/08/2025 PC25/179 d) Strategic Planning Steering Group	PC25/179 ii) Strategic Themes -it was noted that there was nothing in the plan about making Wendover look its best, and that possibly we should bring together the work we do already as one larger project. It was noted that the framework was designed to be regularly updated it was TESOLVED to accept the proposal and place the consultation on the website.	Set out strategic plans on website for residents to be able to read and respond to	Clerk	ongoing	just need to llesh out each of the strategic projects to put on website for consultation
05/08/2025 PC25/183	05/08/2025 PC25/183 12 b) Devolved Sevices for Halton	PC25/183 It was RESOLYED to undertake further investigations into our inputs and capacity before proceeding. A proposal will reed to be brought back to Council	Undertake further discussion with Halton and set out costs in more detail	Clerk	Closed	Halton chose not to progress the request
05/08/2025 PC25/185	12 c) Local Markets	PQ28/185 It was RESOLVED to accept the proposal and authorise the office to proceed with a trial of the Sunday market at the agreed charges.	undertake the implementation of the new market	office	ongoing	This decision is up for review at the Sep full council
05/08/2025 PC25/186	12 d) Office phone and broadband contract	PC25/186 It was RESOLVED to authorise the office to enter a new contract if it presents a cost savingto the Council.	Investigate new contracts and progress	Clerk	ongoing	Still collating options.



ITEM 8 – FINANCE REPORTS

The accounts presented show the state as at end of July2025.



Wendover Parish Council Current Year

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Detailed Income & Expenditure by Budget Heading 21/08/2025

Month No: 4 Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100	Amenities Income								
1000	Allotment Rent	0	1,157	1,630	473			71.0%	
1005	Charter Fair	0	0	220	220			0.0%	
1010	Cricket Club Lease	0	350	300	(50)			116.7%	
1021	Markets - Local Produce	35	473	1,260	788			37.5%	
1022	Markets - Weekly Market	888	3,553	10,660	7,107			33.3%	
1030	Other Rental (Ashbrook)	50	975	2,045	1,070			47.7%	
1035	BCC Devolved Footpaths Income	0	0	19,000	19,000			0.0%	
1214	Christmas Trees	0	(66)	2,000	2,066			(3.3%)	
1260	Xmas event income	0	0	500	500			0.0%	
1261	Rifle Club Lease	0	0	100	100			0.0%	
1262	Fundraising income	16,250	26,822	500	(26,322)			5364.3%	26,250
1263	Event income (stalls etc)	210	298	400	103			74.4%	
	Amenities Income :- Income	17,433	33,561	38,615	5,054			86.9%	26,250
	Net Income	17,433	33,561	38,615	5,054				
6001	less Transfer to EMR	16,250	26,250	0	(26,250)				
	Movement to/(from) Gen Reserve	1,183	7,311	38,615	31,304				
125	Events Expenditure								
4100	AnnualParishMeeting excl refs	0	266	500	234		234	53.3%	
4105	Christmas Decorations	0	0	8,500	8,500		8,500	0.0%	
4109	Promo Materials	0	472	1,000	528		528	47.2%	
4110	Entertainment & Events	489	2,315	5,000	2,685		2,685	46.3%	
4111	RAF/Remembrance Parade	0	0	500	500		500	0.0%	
4112	Floral Display	0	0	6,500	6,500		6,500	0.0%	
4113	HS2 Public Meeting	0	0	500	500		500	0.0%	
4122	Markets - Local Produce	0	38	500	463		463	7.5%	
4124	Markets - Business Rates	90	358	1,050	692		692	34.1%	
4126	Markets - Electric	32	134	380	246		246	35.2%	
4130	Quiz	0	0	800	800		800	0.0%	
4132	Christmas Celebration Event	0	0	2,750	2,750		2,750	0.0%	
	Events Expenditure :- Indirect Expenditure	612	3,583	27,980	24,397	0	24,397	12.8%	0
	Net Expenditure	(612)	(3,583)	(27,980)	(24,397)				
130	Highways Expenditure				_				
4200	Bus Shelters	0	0	4,000	4,000		4,000	0.0%	
	Refuse Bins	0	0	500	500		500	0.0%	
4210	Mainza Diliz								



Wendover Parish Council Current Year

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Detailed Income & Expenditure by Budget Heading 21/08/2025

Month No: 4 Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMF
4215 Street Furniture - Purchase	0	0	1,000	1,000		1,000	0.0%	
Highways Expenditure :- Indirect Expenditure		0	6,000	6,000	0	6,000	0.0%	
Net Expenditure			(6,000)	(6,000)				
-	<u> </u>	<u> </u>	(0,000)	(0,000)				
135 Street Lighting Expendiure 4300 Electricity	1,408	3,013	13,000	9,987		9,987	23.2%	
· ·	· ·	•	•	·		· ·		
4305 Maintenance	885 0	3,894 0	15,000 7,000	11,107		11,107	26.0% 0.0%	
4315 New Columns (not LEDs) 4320 Streetlighting Inspections	0	0	1,500	7,000 1,500		7,000 1,500	0.0%	
4320 Streetinghting inspections			1,500	1,500		1,500	0.0%	
Street Lighting Expendiure :- Indirect Expenditure	2,293	6,907	36,500	29,593	0	29,593	18.9%	
Net Expenditure	(2,293)	(6,907)	(36,500)	(29,593)				
140 Recreation Expenditure								
4400 Dog Bin Emptying	0	0	2,600	2,600		2,600	0.0%	
4405 Maintenance - Open spaces F&F	60	2,490	7,000	4,510		4,510	35.6%	
4406 Maintenance - footpaths	0	0	2,000	2,000		2,000	0.0%	
4410 Maintenance - Groundworks	50	1,300	19,500	18,200		18,200	6.7%	
4415 Maintenance - Inspections, etc	0	497	2,800	2,303		2,303	17.8%	
4416 Pond Works	0	0	1,500	1,500		1,500	0.0%	
4417 Tree Works	100	500	6,000	5,500		5,500	8.3%	
4421 Orchard Maintenance	0	859	750	(109)		(109)	114.5%	
4425 Capital Expenditure (asset pur	0	36,361	11,000	(25,361)		(25,361)	330.6%	
4426 Estates vehicle lease	51	384	4,440	4,056		4,056	8.7%	
4430 Mower Maintenance	0	959	2,500	1,541		1,541	38.3%	
4435 Play Equipment - Purchase	0	42,600	30,000	(12,600)		(12,600)	142.0%	
4440 Play Equip - Repairs & Maint	0	0	3,000	3,000		3,000	0.0%	
4450 Premises - Garage Rent	135	540	1,620	1,080		1,080	33.3%	
4455 Premises - SiteSafe Electrics	0	125	300	175		175	41.8%	
4465 Premises - SiteSafe Water, etc	21	45	300	255		255	15.0%	
4475 Misc-Fuel	87	874	3,200	2,326		2,326	27.3%	
4480 Misc - Materials & Tools	352	1,017	2,500	1,483		1,483	40.7%	
4481 Machinery/Tool Service Repair	0	155	2,500	2,345		2,345	6.2%	
4485 Misc - Protective Clothing	132	90	750	660		660	12.0%	
4490 Misc-Refuse Bins	106	355	1,300	945		945	27.3%	
4495 Misc - Sundries Recreation	0	31	500	469		469	6.3%	
4497 Defibrillators	0	0	500	500		500	0.0%	
Recreation Expenditure :- Indirect Expenditure	1,093	89,182	106,560	17,378	0	17,378	83.7%	



Wendover Parish Council Current Year

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Detailed Income & Expenditure by Budget Heading 21/08/2025

Month No: 4 Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EM F
200	Finance & General Income								
1205	Witchell Trust Grant	0	67	400	333			16.8%	
1210	Interest Received ex Deposits	1,311	3,698	11,000	7,302			33.6%	
	Miscellaneous Income	. 0	. 0	600	600			0.0%	
1250	Precept Received	0	206,941	413,882	206,941			50.0%	
1266	VAHT Streetlight Income	0	0	1,000	1,000			0.0%	
	Finance & General Income :- Income	1,311	210,707	426,882	216,175			49.4%	
	Net Income	1,311	210,707	426,882	216,175				
220	Finance & General Expenditure								
4496	Professional Support (HS2 etc)	0	2,243	2,000	(243)		(243)	112.1%	
4550	Communications - Publicity	201	1,403	6,500	5,098		5,098	21.6%	
4555	Communications - Website	61	265	3,000	2,735		2,735	8.8%	
4560	Financial - Bank Charges	9	42	600	558		558	7.0%	
4565	Financial - Fees - Audit	0	(1,014)	2,300	3,314		3,314	(44.1%)	
4570	Financial - Fees - Legal	0	0	2,000	2,000		2,000	0.0%	
4575	Financial - Insurance	0	390	7,950	7,560		7,560	4.9%	
4580	Financial - Software	0	763	800	37		37	95.4%	
4615	Office - Broadband/Tel/Fax	146	651	1,750	1,099		1,099	37.2%	
4620	Office - Copier	117	351	1,500	1,149		1,149	23.4%	
4621	Office - Equipment - Expend	189	1,576	3,000	1,424		1,424	52.5%	
	Office - Equipment Capital	70	915	1,000	85		85	91.5%	
4630	Office - Postage & Stationery	38	119	400	281		281	29.7%	
4640	Office - Testing - Electrical	0	0	100	100		100	0.0%	
4645	Office - Testing - Fire	0	0	300	300		300	0.0%	
4650	Office - Utilities - Electric	0	846	2,800	1,954		1,954	30.2%	
4655	Office - Utilities - Water	30	109	150	41		41	72.9%	
4660	Property Mgt - Clock Tower	185	627	2,500	1,873		1,873	25.1%	
4665	Property Mgt - Manor Waste	0	0	1,000	1,000		1,000	0.0%	
4670	Property Mgt - SiteSafe	0	185	1,000	815		815	18.5%	
4675	Property Mgt - War Memorial	0	0	500	500		500	0.0%	
	Subscriptions and Donations	0	1,330	2,250	920		920	59.1%	
4690	Misc - Chairman's Expenses	0	0	1,200	1,200		1,200	0.0%	
4691	Misc - Councillor Expenses	0	0	100	100		100	0.0%	
4695	Misc - Room Hire	0	175	1,200	1,025		1,025	14.6%	
4700	Misc Sundry Expenses Finance	91	271	500	229		229	54.2%	
	Misc - Travel Staff & Cllrs	0	0	200	200		200	0.0%	
	Elections	0	0	3,000	3,000		3,000	0.0%	
	H&S	0	12	2,000	1,988		1,988	0.6%	
	Finance & General Expenditure :- Indirect Expenditure	1,139	11,257	51,600	40,343	0	40,343	21.8%	
	Net Expenditure	(1,139)	(11,257)	(51,600)	(40,343)				



Wendover Parish Council Current Year

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Detailed Income & Expenditure by Budget Heading 21/08/2025

Month No: 4 Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
230	Grants out								
4585	Grant - Churchyard - not S137	0	7,500	7,500	0		0	100.0%	
4586	Grant - Youth Centre -not S137	0	7,000	7,500	500		500	93.3%	
4591	Grants Out - Major - not S137	0	0	10,000	10,000		10,000	0.0%	
4613	Grants Out - Minor - not S137	0	949	2,000	1,051		1,051	47.5%	
	Grants out :- Indirect Expenditure	0	15,449	27,000	11,551	0	11,551	57.2%	
	Net Expenditure	0	(15,449)	(27,000)	(11,551)				
235	S137 Expenditure								
4606	Grants Out - Major S137	3,600	7,080	5,000	(2,080)		(2,080)	141.6%	
	Grants Out - Minor S137	500	500	3,000	2,500		2,500	16.7%	
	S137 Expenditure :- Indirect Expenditure	4,100	7,580	8,000	420	0	420	94.8%	
	Net Expenditure	(4,100)	(7,580)	(8,000)	(420)				
320									
4800	Staffing - Amenities - Wages	4,947	19,879	61,457	41,578		41,578	32.3%	
4801	Staffing - Amenities - NIC	272	2,137	7,165	5,028		5,028	29.8%	
	Staffing - Amenities-Pension	195	786	3,466	2,680		2,680	22.7%	
4810	Staffing - F&G - Wages	7,529	29,072	95,824	66,752		66,752	30.3%	
4811	Staffing - F&G - NIC	951	3,774	11,169	7,395		7,395	33.8%	
4812	Staffing - F&G - Pension	344	1,377	13,476	12,099		12,099	10.2%	
4816	Staffing F&G Student Loan	64	256	1,200	944		944	21.3%	
4845	Payroll Charges	0	120	800	680		680	15.0%	
4855	HR Consultancy Fees	0	2,284	2,500	216		216	91.4%	
4860	Training Staff & Cllrs	450	1,060	3,500	2,440		2,440	30.3%	
4861	Uniform	776	776	1,000	224		224	77.6%	
4862	Smart Pension Admin Fee	22	88	300	212		212	29.3%	
	Staffing :- Indirect Expenditure	15,551	61,609	201,857	140,248	0	140,248	30.5%	0
	Net Expenditure	(15,551)	(61,609)	(201,857)	(140,248)				
980	Amenities EMR projects								
9108	EMR - Skate Park	70,833	70,833	0	(70,833)		(70,833)	0.0%	70,833
Ame	enities EMR projects :- Indirect Expenditure	70,833	70,833	0	(70,833)	0	(70,833)		70,833
	Net Expenditure	(70,833)	(70,833)		70,833				
6000	plus Transfer From EMR	70,833	70,833	0	(70,833)				
	Movement to/(from) Gen Reserve		0	0	0				
	_								



16:09

21/08/2025 Wendover Parish Council Current Year

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Detailed Income & Expenditure by Budget Heading 21/08/2025

Month No: 4 Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available		nsfer m EMR
Grand Totals:- Income	18,745	244,268	465,497	221,229			52.5%	
Expenditure	95,621	266,400	465,497	199,097	0	199,097	57.2%	
Net Income over Expenditure	(76,877)	(22,133)	0	22,133				
plus Transfer From EMR	70,833	70,833	0	(70,833)				
less Transfer to EMR	16,250	26,250	0	(26,250)				
Movement to/(from) Gen Reserve	(22,293)	22,451		(22,451)				



21/08/2025 Wendover Parish Council Current Year
16:08 Detailed Balance Sheet - Excluding Stock Movement

Month 4 Date 21/08/2025

	Month 4 Date 21/08/2025			
<u>A/c</u>	Description	Actual		
	Current Assets			
105	VAT Control A/c	15,052		
200	Current Bank Account	50,912		
202	Flagstone	243,775		
	Total Current Assets		309,739	
	Current Liabilities			
515	Allotment Deposits	1,960		
	Total Current Liabilities	_	1,960	
	Net Current Assets			307,780
Total	Assets less Current Liabilities		_	307,780
	Represented by :-			
300	Current Year Fund	(9,898)		
310	General Reserves	236,513		
336	Estates equipment replace EMR	2,000		
356	LGPS Cessation EMR	75,000		
357	Skate Park EMR	(5,833)		
359	TWG Priorities	6,250		
364	Climate Action EMR	3,748		
	Total Equity	<u></u>	_	307,780



21/08/2025	Wendover Parish Council Current Year	Page 1
16:08	Earmarked Reserves	

	Account	Opening Balance	Net Transfers	Closing Balance
323	Playground Improvements EMR	12,235.00	-12,235.00	0.00
336	Estates equipment replace EMR	2,000.00		2,000.00
356	LGPS Cessation EMR	75,000.00		75,000.00
357	Skate Park EMR	40,000.00	-45,833.33	-5,833.33
359	TWG Priorities	5,000.00	1,250.00	6,250.00
364	Climate Action EMR	3,748.12		3,748.12
		137,983.12	-56,818.33	81,164.79





Flagstone 1st Floor, Clareville House 26-27 Oxendon Street London, SW1Y 4EL

Wendover Parish Council Clock Tower High Street Wendover Wendover HP226DU United Kingdom

Client ref: WEND001C

SAVINGS ACCOUNTS STATEMENT

Summary from 01 July 2025 to 31 July 2025

£0.00 Holding account balance (as at 31 July 2025)		£243,775.25 Savings accounts balance (as at 31 July 2025)	£1,311.23 Total interest pai		£488.65 Total interest unpaid (from 01 July 2025 to 31 July 2025)
Bank name	Account type	Account status (as at 31 July 2025)	Unpaid interest (1)	Paid interest (2)	Savings accounts balance (as at 31 July 2025)
Sainsburys Bank	Fixed 6 months	Closed	£0.00	£608.28	£0.00
Santan der International	Notice 95 days	Active	£0.00	£142.03	£47,448.79
HSBC	Instant access	Active	£0.00	£289.31	£84,679.62
Arbuthnot Direct - Part of Arbuthnot Latham & Co Ltd	Instant access	Active	£29.42	£105.34	£0.00
UBL UK	Instant access	Active	£93.60	£166.27	£11,646.84
National Bank of Egypt	Fixed 6 months	Active	£179.63	£0.00	£50,000.00
Charter Savings Bank	Fixed 6 months	Active	£186.00	£0.00	£50,000.00

⁽¹⁾ Unpaid interest is indicative and may vary when it is credited to your account. We refer to unpaid interest as 'profit' for Sharia bank accounts.

(2) We refer to paid interest as 'profit' for Sharia bank accounts



ITEM 9a – WENDOVER HS2 MAG



HS2 Monthly Report, August '25

Works update

- Rocky Lane reopened with the road now diverted under the new HS2 bridge. This has allowed the closure of Leather Lane for 14 months to allow construction of the Green Bridge there.
- Nash Lee Road reopened following the completion of the "low permeability" tanking wall around the site for the Wendover North Cutting; which will extend from the north of the green tunnel to Nash Lee Lane. Excavation of the cutting within the wall is expected in the Autumn.
- The initial section of the Wendover Green Tunnel has been extended with concrete slab foundations to north and south; and more pre-cast concrete arch segments installed.
 Concrete slab work has also started on the "Phase 2" southern section near Bacombe Lane.
 Building the "Phase 3" northern section requires the provision of a new access road off the A413 Wendover Bypass which will be constructed in the Autumn; and this will be retained permanently for maintenance of the tunnel.
- The land east of the Chiltern Line that was excavated to allow construction of the Small Dean Viaduct is due to be restored with the delivery of 3700 tonnes of rock over the weekend of 19th -21st September. This will involve night time closures of the A413 while the Chiltern Line is also suspended with Rail Replacement buses in use. We are seeking early installation of the cycleway link over this land due to the ongoing closure of the Small Dean Bridleway causing the lack of a safe route between Wendover and Dunsmore.
- HS2 have not yet disclosed their next steps for the Spring Chamber but we anticipate a revised planning application in the autumn. We have strongly suggested that the proposal is reviewed by local interested parties before resubmission.

Parish Council activity

- EKFB held a meeting with WPC to seek approval of Street Lighting provisions as part of the restoration of Ellesborough Road and Bacombe Lane. Examination of the plans identified a number of landscaping issues, and it is proposed that WPC escalate these with Bucks Council prior to any formal submission. Our concern is that there is not sufficient focus within BC about the detail of the draft proposals discussed at pre-application reviews, with examples being an omission of any provisions for the BC's "Buckinghamshire Greenway" and lack of road safety features for walkers trying to access the Ridgeway from the final Ellesborough Road alignment.
- This raised a wider concern that due to the HS2 Ltd "programme reset" timescales that all
 the proposed HS2 landscaping across the rest of the Parish should be determined by
 November. We have suggested that it is everyone's interests that WPC gains early access to
 the draft plans to avoid future planning application delays.
- HS2 made a grant of £200 to the WPC Skatepark project opening event for raffle prizes
- HS2 are planning to bring their Mobile Visitor Centre van to the Wendover Farmers Market on September 20th.
- It is proposed that another Public Meeting should be held in early November to inform local residents about the HS2 works.



Public queries

 Only Two public queries in the month, including questions about next steps with the Spring Chamber planning application and the ongoing closure of the ELL25 PRoW near Wellwick following the Nash Lee Road closure.

22nd August '25



CLAW Meeting Summary 18th August 2025

WPC Attendees: Cllr Worth, Cllr Tipper

- 1. CLAW will present their tree planting proposal to WPC in Oct/Nov and will only be planting mature saplings. Cllr Worth to confirm any additional requirements other than those discussed.
- 2. CLAW will be arranging an "Open House" day in Wendover in Sept/Oct to discuss and demonstrate the effectiveness of the installation of solar and heat pumps. CLAW will be arranging the publicity for the event.
- 3. Discussion of potential CCA sites to consider included the contaminated Thames Water site in Wendover where solar panels could be installed without impacting the AONB. Cllr Tipper to attempt to find a contact for Thames Water to discuss feasibility.
- 4. Cllr Tipper to discuss CCA at the next Wharf Road campus meeting.
- 5. Biodiversity updates are now legally required to be published by all Parish and Town Councils. The first date was January 2024. Cllr Worth noted this had been done by WPC.

Cllrs Worth and Tipper



WENDOVER PARISH COUNCIL

Minutes of the Finance Committee Meeting 5th August 2025 at 7:10pm

Wendover Community Library, Wendover HP22 6DU

Present: Councillors Gallagher, O'Donnell, Tipper, Walsh and Worth

Clerk and Minutes: Andy Smith

Members of Public: 2

1. APOLOGIES

1. None

2. DECLARATIONS OF INTEREST

2. None

3. PUBLIC PARTICIPATION

- **3.** A member of the public asked about a separate budget line for the new skatepark maintenance and inspection.
- 4. It was noted that this had already been accounted for in our inspections budget and playpark maintenance budget

4. MINUTES

- **5.** The minutes of the Finance Committee 3rd June 2025 were **RESOLVED** as a true record and signed by the Chair.
- 6. It was noted that the Extraordinary meeting that was resolved in the minutes was not possible yet until we had more information on the pension situation.

5. CLERKS REPORT AND CORRESPONDANCE

7. None

6. STATE OF THE FINANCE AND REPORTS

- **8.** The bus shelter expenditure was noted as we had made a commitment to installing a bus shelter despite initial rejection by Buckinghamshire Council so this expenditure will still be made
- **9.** Streetlighting expenditure may change if we go ahead with part night lighting as there will be upfront costs to change the light configuration.
- **10.** Earmarking reserves for future expenditure will be discussed as a part of the budget setting for next year.



- a. Review of the I&E report, EMRs and balance sheet for Jul 2025
- **11.** The report was reviewed and noted
- b. To review the over £1000 report and VAT reclaim for Apr-Jun 2025
- **12.** The report was reviewed and noted.
- c. To review the bank reconciliations for May-Jun 2025
- **13.** The reconciliations reports were reviewed and noted.
- d. To receive an update on project costs up to Jul 2025
- **14.** The report was reviewed and noted.
- e. To review the Flagstone account statements
- **15.** The report was reviewed and noted.
- f. To review the internal control checklist
- **16.** The report was reviewed and noted. Raised to full council for a volunteer to undertake the internal audit. Note report as presented and sample checks to next meeting
- g. To receive an update on the LGPS pension fund deficit and cessation value
- 17. An update on the current position was discussed with the committee and it was noted that the committee had until Oct 2027 to make the final decision. There will be a full paper in the Nov meeting
- 7. OTHER MATTERS
 - **18.** None
- 8. ITEMS FOR NEXT AGENDA
 - **19.** None noted
- DATE OF THE NEXT MEETING AND ITEMS FOR THE AGENDA
 - 20. It was noted that we would need to change the date of this meeting to have it after the November Parish Council. It was further noted that agenda items would need to be with the office by 12 noon on the 28th October.



10. CLOSURE OF MEETING

21.	As all business was transacted the me	eeting was closed at: 19:31	
Signed by			
Chair to the Fin	ance Committee	Date:	



ITEM 11a ii) – Grant Request

BROUGHT BY

Transport Working Group/Schools Campus Group

SUMMARY

To approve a grant request to install safety bollards and traffic safety signage around the school campus

PARISH COUNCIL BACKGROUND

The Parish Council initiated the transport/parking survey completed in 2024 and part funded with Bucks Community.

PARISH COUNCIL DEC 2024

a) Transport Working Group

PC24/270 There was no councillor present to update on the general works by the group.

PC24/271 It was RESOLVED to approve the award of this contract to Intelligent Data Collection for £2500 on the basis it was the best value. The working group were requested to provide details of the other quotes to the next Council.

A proposal was approved to support traffic safety measures

PARISH COUNCIL AUG 2025

f) Transport Working Group

PC25/144i) The group met on the 30th July and the group has expanded to include community speedwatch and liaison with Halton over speeding on the B4009. The RAF also attended. It was noted that this multi stakeholder approach was positive for the community. The group are looking into moving our speed awareness LED signs and rotating around the village. The issues with batteries were noted. Parking was discussed and a log will be kept of any incidents as a result of changes at the GP surgery and parking on Aylesbury Rd

PC25/145 ii) zebra crossing and bollards – It was noted that this proposal had the support of
Buckinghamshire Councillor Strachan. It was further noted that Buckinghamshire Council are
going to repaint existing road markings

PC25/146 It was RESOLVED to lobby Buckinghamshire Council for a zebra crossing

PC25/147 It was RESOLVED to authorise the Transport Working Group to Lobby Bucks Council to install bollards and a keep clear zone as set out in the paper.

PC25/148 iii) works on Hale Ln – It was **RESOLVED** to authorise the Transport Working Group to lobby Buckinghamshire Council to halt current works on Hale Lane and to undertake further consultations with residents.

PC25/149 Cllr Tipper and the Transport Working Group were thanked for leading this work



BACKGROUND

Introduction

This grant (see form below) is to start to implement some of the recommendations made in the previous paper to Council.

FINANCIAL CONSIDERATIONS

This grant will be made under the powers of the Road Traffic Regulation Act 1984 s72 and come from budget line 4613. There is enough money in this budget to cover this cost.

LEGAL IMPLICATIONS AND RISKS

- If the bollards are improperly placed, they could cause accidents or move pedestrians into danger
- If the bollards are installed incorrectly, they may be easily damaged or vandalised and no longer prevent the parking
- Consents would be needed if any of this activity is undertaken within the highway boundary and not on the school campus land
- This may move parking issues elsewhere in Wendover

PROPOSAL

To resolve to:

• Approve the grant of £986.75 under the powers of the Road Traffic Regulations Act 1984 s 72



APPENDIX – Grant Request Form



Wendover Parish Council

The Clock Tower, High Street, Wendover, Aylesbury, Buckinghamshire, HP22 6DU 01296 623056 | clerk@wendover-pc.gov.uk

GRANT APPLICATION FORM

Name of Organisation	John Colet School on behalf of the Wharf Road	Campus
Official/Registered Address of the Organisation	Wharf Road, Wendover, Aylesbury HP22 6HF	
Address to which correspondence should be sent if different from above	As above	
Organisation/Club	On behalf of all users of the Wharf Road Campu	s
Contact Details of the Po	erson Completing This Application	
Contact Name		
Position Held		
Daytime Telephone No.		
Email Address		
When was your organisation established?	1950s	
What is the legal status o	of your organisation?	(Please Tick One)
a) Unregistered Volunto	ary or Community Organisation	
b) Registered Charity in	n England or Wales	
c) Waiting to Be Regist	ered as a Charity	
d) Charity Recognised	by HMRC in Scotland or Northern Ireland	
e) Exempt/Excepted Cl	narity Registered in England and Wales	V

www.wendover-pc.gov.uk





Wendover Parish Council

The Clock Tower, High Street, Wendover, Aylesbury, Buckinghamshire, HP22 6DU 01296 623056 | clerk@wendover-pc.gov.uk

Registered Charity No. (if applicable) What does your organisation do?	O7633408 Secondary Education, however this application is on behalf of the range of different users / occupants of the Wharf Road Campus.
Committee/Board 1:	e involved in your organisation? Paid Workers 189 Volunteers 3 received a grant from WPC before? Yes No
If yes, please state whe	en the last grant was given and what it was for?
Project Details Project Description (Plea	ase give start and end dates).

www.wendover-pc.gov.uk

Installation of folding bollards to prevent unsafe parking by parents and other users

banners). We would aim to install as soon as possible in early September and will

along the exit route from the campus, in particular along the former coach parking bay situated outside the Memorial Hall. We would also like to include no parking signs and

life size cut-out character pavement signs (cartoon child holding no parking or slow down

2

complete within a week.





Wendover Parish Council

The Clock Tower, High Street, Wendover, Aylesbury, Buckinghamshire, HP22 6DU 01296 623056 | clerk@wendover-pc.gov.uk

Financial Information

You Must Include a Copy/Extract of Your Organisation's Latest Annual Accounts With This Application

Please Give a Breakdown of To	otal Costs for the Project (relevant	items can be grouped):
Item	Detail	Cost £
UKB4C bolt down bollard x20	Folding locked security bollard	600
Road Safety character sign x2	https://www.safetysigns4less.c	306
Banner	Warning banner	100
Labour to install (2 staff 21hrs)	JCS Site Team	897
Installation items	Rawplugs, sealants (Bond Flex	70.50
Total cost of project £ 1973.35	5	
Grant request total £ 986.75		

If your reserves or surplus are more than the amount of grant you want, please explain why you are making this application?

This application is made on behalf of the all the users of the Whard Road Campus and local communities of Wharf Road and Manor Road. Although it is submitted by the John Colet School we are acting on behalf of the campus community and linked to the work with the Road Safety Ctte, WPC and Campus Forum to improve the raod safety of this area.

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4





Wendover Parish Council

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Please attach an additional sheet(s) (if required) to include any other supporting information in respect of this application. Please note that we cannot process your application unless you have included:

- · A copy of your constitution or set of rules for your organisation
- Information about your finances such as audited accounts/ 2 years of income & expenditure records or copies of bank statements for new organisations
- · Evidence of appropriate insurance
- Relevant policies (your organisation must agree with the Wendover Parish Council Anti-bribery policy and must have an Equal Opportunities policy at minimum)
- · Appropriate signatures

Declaration

Please read the following declaration carefully and sign it. The conditions will apply to you if your application for a grant is successful.

I accept the following conditions will be attached to any funding received:
All of the organisation's promotional material will acknowledge the support of Wendover Parish Council. If the Council logo is to appear on your literature, assistance on correct usage can be obtained from the Clerk's office on 01296 623056 or email clerk@wendover-pc.gov.uk.

We confirm that the information given in this application is correct. We understand that we will be required to submit a brief report within 6 weeks of the completion of the project, including photographs where appropriate if applying for a grant over £1000. We agree the information about the funded project may be included in Wendover Parish Council's publications, website and social media.

Signed	Signed	
Date	Date	
Name	Name	
Position	Position	

Wendover Parish Council is a data controller under the Data Protection Act. We hold information for the purposes specified in our nomination to the Information Commissioner and may use this information for any of them. We may obtain information about you and others, or we may give information to them. If we do it will only be as the laws permits, to check the accuracy of information, prevent fraud or detect crime or to protect public funds.

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ITEM 11a iii) – Bacombe Lane Street Light Provision

BROUGHT BY	
Transport Working Group	
SUMMARY	
To authorise the Transport V reinstated Bacombe Lane.	Vorking Group to liaise with HS2 over the lighting provision for the current and
	UND
PARISH COUNCIL BACKGROU	•

Introduction

BACKGROUND

HS2 and EKFB are now keen to finalise the plans for what Wendover will look like after the construction – which is feeding into the big HS2 reset being led for the entire line.

The reinstatement of Bacombe Lane and Ellesborough Rd require some additional streetlights and removal of others.

Wendover Parish Council own the streetlights and therefore we will need to sign off the changes – but we are not the highway authority. Further we will need to take on board the opinions of the residents of the area, who have already expressed concern about how dark it will be, particularly in the winter when people walk to and from the station to commute.

Background

- Please see the proposal that has been shared with Wendover Parish Council (below).
- It sets out that WPC provisionally agreed the reinstatement as shown in this diagrams in 2023 but I can't find any records of that
- Residents have requested streetlights for the length of reinstated road, and also some temporary lights for the current spur between Ellesborough Rd and Bacombe Ln until the road is reinstated.
- The additional lights requested by residents have been refused because it is in the Chilterns National Landscape



Current draft letter

It is proposed that we send the following letter as our first response to the reinstatement:

Eric Owens,
Service Director Planning and Environment,
Buckinghamshire Council,
County Hall,
Walton Street,
Aylesbury
HP20 1UA

20th August 2025

Dear Eric,

HS2 Land Restoration in the Wendover Area

Wendover Parish Council had a meeting with EKFB on 5th August to discuss the restoration of Ellesborough Road and Bacombe Lane recognising the role that the Parish Council has regarding street lighting.

What transpired is that EKFB are seeking urgent approval of their Land Restoration proposals in the area without taking adequate notice of the local community needs despite having pre-application discussions with Bucks Council officers.

The Parish Council's position on the street lighting provisions will be subject to approval by the full council, following consideration by the appropriate sub-committees.

Our concerns are in three additional areas:

- The proposed changes to Public Rights of Way, and the omission of provisions for the Buckinghamshire Greenway initiative
- The over-engineering of a track for UKPN and farmer's field access
- The restoration of a building at the old Cricket Ground site.

We understand that EKFB are under pressure from HS2 Ltd to obtain Planning Consents from Bucks Council to facilitate planning of future works as part of their "project reset"; but would respectfully suggest that early involvement of the Parish Council in pre-application discussions would minimise the time taken to agree acceptable designs.

Consequently:

- a) We would welcome Bucks Council involvement in a site meeting with EKFB's designers regarding the Ellesborough Road and Bacombe Lane issues, as outlined in the attached appendix.
- b) We request involvement in any other HS2 Land Restoration proposals affecting the Parish and would welcome a timetable of when these will be forthcoming.

Can you please investigate this with your colleagues and see if early resolution can be achieved? Yours sincerely,

Andy Smith, pp Clive Gallagher

Chair, Wendover Parish Council

Ron Petersen

Chair, Wendover HS2 Mitigation Action Group



Cc:

- Peter Martin, Dean Field and Peter Strachan; Buckinghamshire Council
- Tom Blackman, Rebecca Dengler-Jones; Buckinghamshire Council
- Leigh Porter; Wendover Parish Council

FINANCIAL CONSIDERATIONS

None at present.

LEGAL IMPLICATIONS AND RISKS

- Because HS2 have set a strict time frame as a part of their reset we may not be able to come with fully developed arguments and reasoning for our preferred lighting solution
- There is a reputational risk with residents on Bacombe Lane if we can't make any meaningful change
- If we don't get an acceptable solution now then it will either leave a permanent unsatisfactory arrangement for residents or require the Parish Council to make additional expenditure for a situation they did not create.

PROPOSAL

To resolve to:

- Send the joint letter set out previously
- Authorise the working group to engage with the Bacome Ln residents and make appropriate representations to HS2, EKFB and Bucks Council
- Authorise the working group to agree the Wendover Parish Council position on the Bacombe Lane/Ellesborough reinstatement street lighting





Ellesborough Road & Bacombe Lane Reinstatements

Features for Reinstatement

Wendover Green Tunnel (Ch.54+150)

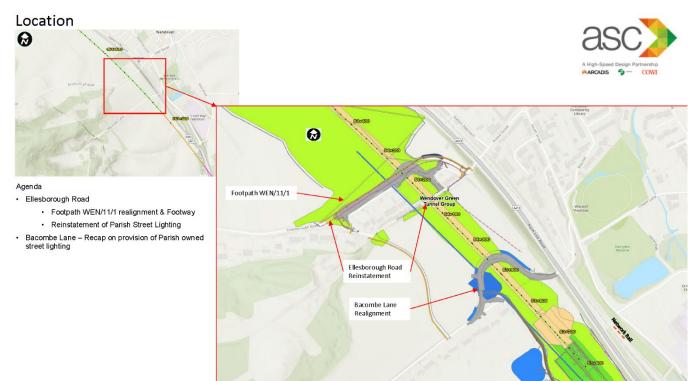
North Chilterns Area

Consultation with Wendover Parish Council & Buckinghamshire Council LHA
05/08/2025

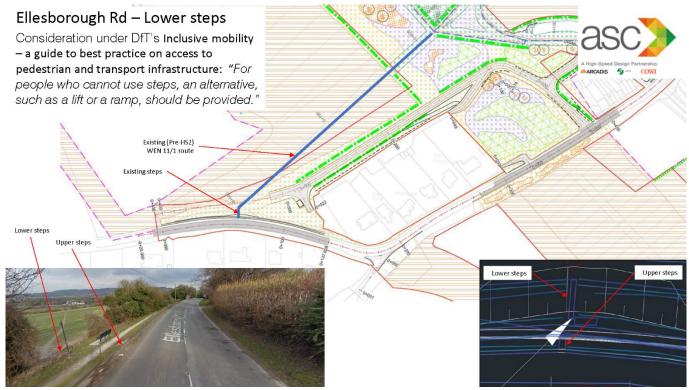
Advanced Copy

Previous Parish Council meetings:

2023-07-21 - Parish Council Street lighting (Bacombe Ln)







Ellesborough Road - WEN 11/1 Footpath route

Proposed design realigns footpath WEN11/1 and does not reinstate the lower steps thereby improving inclusive mobility





Upper Steps

Existing arrangement:

- · Steps are a trip hazard
- · Encourages crossing of the road at an unsafe location (visibility)
- · No level verge to cross over to; i.e., pedestrians walk in road to cross.
- · Question of who they were intended serve Assumption is only for the three properties marked below.

Design:

Upper steps will not be reinstated on safety grounds

No compliant locations for a crossing are identified within HS2 Act Limits.

Footway to be raised in level with high profile kerb over the full length* for residents to cross as they wish.

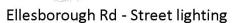
*Nb. Short lengths at each end not possible due to existing utilities present.







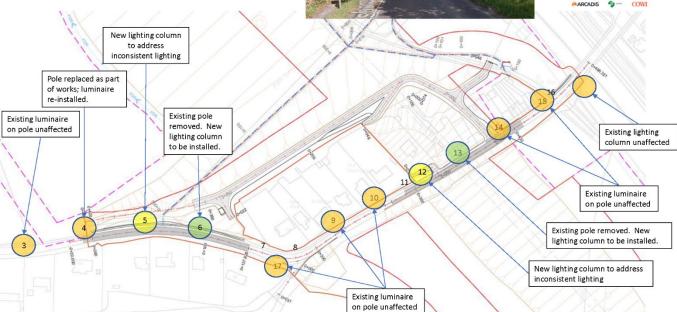




- Ellesborough Road to be reinstated as existing with a two-lane highway
- Mix of 30mph and 40mph speed limit retained
- Village gateway feature reinstated as far as practicable.





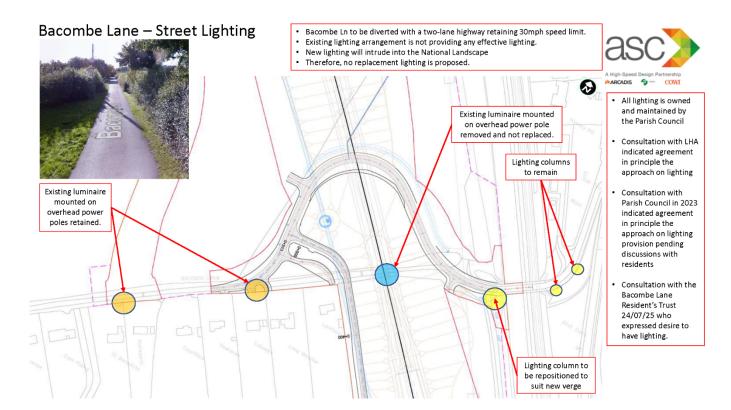




Ellesborough Road Reinstatement - Street lighting

asc

- Existing street lighting consists of power pole mounted luminaires.
- All assumed owned/maintained by Parish Council
- Lengths of existing overhead power lines to be removed and power diverted underground removing poles
- · New columns installed with individual DNO connections (i.e. no feeder/circuitry)
- Design approach is to provide as-existing lighting levels as far as reasonably practicable
- Existing lighting units are unknown therefore this will be based on the following assumptions unless noted otherwise by Parish Council:
 - a) Height of lighting column and bracket above carriageway 6m
 - b) Outreach bracket projection 0.5m
 - c) Luminaire manufacturer and model C U Phosco P852 K; 24 LED
 - d) Type and wattage of light source LED 20-60W
 - e) Luminaire photometric setting Appropriate selection to be made upon lighting assessment if not available from Parish Council.
 - f) Luminaire inclination 0-5 degrees
 - g) Luminaire enclosure type (e.g. Flat glass/Low Profile/Dished Bowl) Flat glass
 - h) Control type Photocell mounted on each luminaire
- Above assumptions and design approach to be agreed with the Parish Council
- Above design approach to be reviewed by Buckinghamshire Council LHA for comment





ITEM 11a iv) – Hale Lane Road Markings Consultation

BROUGHT BY

Transport Working Group

SUMMARY

This proposal is to ask for approval to begin a consultation with Wendover Residents on the requested double yellow lines* for Hale Lane.

* Location of the correct location of the double yellow lines (see pictures below)

PARISH COUNCIL BACKGROUND

PC25/169 iii) works on Hale Ln – It was **RESOLVED** to authorise the Transport Working Group to lobby Buckinghamshire Council to halt current works on Hale Lane and to undertake further consultations with residents.

BACKGROUND

Buckinghamshire Council has agreed to put the addition of any further double yellow lines on Hale Lane on hold. Buckinghamshire Council has requested that WPC completes a consultation of residents on the issue of DYL on Hale Lane and that the results are sent to Buckinghamshire Council.

The consultation will offer residents two options:

- A: Stop the addition of double yellow lines along Hale Lane
- B: Agree to the existing Buckinghamshire Council order of double yellow lines along Hale Lane
- Pictures showing contractor marking on Hale Lane showing where the Double Yellow Lines will star and end:







Buckinghamshire Council will then assess whether a full statutory consultation will be required. As Wendover Parish Council has requested an amendment to an approved works order, Buckinghamshire Council will be required to recoup the costs of a statutory consultation from WPC from a minimum of £5000.00 to £12,000.00 (see Legal Implications and Risks below). For clarity, this proposal is purely to undertake this informal consultation and not to commit the Council to spending the £5k-12k, that would have to be a separate discussion and decision when the results of the informal consultation were analysed.

It is noted that this is a wider issue than the Hale Lane residents and it encompasses issues of Wendover residents parking to access the Wendover woods and associated walks. There have been discussions around creating parking for this purpose, something Buckinghamshire Council do not want to progress, however this is a separate issue.

FINANCIAL CONSIDERATIONS

Design, print and delivery cost for A5 card (double sided) for all residents: £400.00

LEGAL IMPLICATIONS AND RISKS

Following discussions with Buckinghamshire Council to put the double yellow lines on hold, we received this email from the **Commissioning and Contracts Lead Officer** – Council and Community, Buckinghamshire Highways

"I can confirm that Buckinghamshire Council **must** follow the legal process outlined in 1996 legislation and this has been followed throughout - <u>The Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations</u> 1996.

A legal consultation took place for the proposals in Hale Lane between the 13 October 2021 and 8 November 2021 - Parking, Movement and Speed Orders - Countywide public consultation - Your Voice Bucks - Citizen Space. There were 16 respondents to the consultation in Hale Lane and support for the parking proposals from 14 respondents (88% support). See pages 47 and 48 of the attached report.

Full details of the formal decision is available here - <u>Decision - Places of Natural Beauty Parking (from November</u> 2021 consultation) - Modern Council

The legal order was then made on 20 May 2022 and the six week period where representations can be made to the High Court expired on 1 July 2022.

Once a legal order has been made the only way to remove it or change it is to make another legal order. This will require the full legal process to be followed once again. The legal cost of changing a traffic regulation order is around £10,000-£12,000 – however if the parish council were minded to propose a change the legal order in Hale Lane we could possibly combine with other legal work to reduce the proportion the parish council needs to fund. This proportion will vary depending on the other work the scheme is combined with but typically will reduce the funding required to around £5,000."



PROPOSAL

To resolve to:

• Approve the costs of £400.00 in order to design, print and deliver the A5 card to every Wendover Resident.



ITEM 11c ii) – Hampden Pond Borehole Funding

BROUGHT BY

Sustainability Working Group

SUMMARY

This proposal is to ask for approval to apply for funding to cover all costs for the Hampden Pond borehole installation.

PARISH COUNCIL BACKGROUND

WPC has already received £23,269.00 from HS2 CEF Local fund to cover works to reduce the lilies and rhizomes in the water which are restricting oxygen levels, remove fallen trees from the pond and deadwood/falling trees from the banks and repair, and improve an eroded section of the bank. These works also included a 10 year management plan – of which the borehole is a part of that plan.

BACKGROUND

Introduction

Following the recommendations of the set out in a management plan completed in 2024 WPC would now like to embark on a second phase, tackling the significant issue of the variable water levels.

Hampden Pond is dependent largely on groundwater levels. Over the years it has experienced notable changes to the water levels, leading to a concentration of pollutants and worsening of water quality. Reduced water levels intensify eutrophication, leading to harmful algal blooms that deplete oxygen levels and disrupt aquatic ecosystems.

The Solution

In 2020, a desktop study examined the feasibility of installing a borehole to provide a consistent water source. The report suggested that Hampden Pond is located within a productive aquifer, making it a viable candidate for borehole installation. The borehole could legally extract up to 20 cubic meters of water per day (20,000 litres) without requiring a license. This is sufficient to completely refill the pond once a month, assuming other sources such as surface runoff and groundwater inflow are also contributing.

WPC would like to apply for funding to finance the installation of a 6" borehole, 40m deep, to access water to recharge the pond. The pump would be powered from the electrical supply to the nearby lamppost on Heron Path and controlled by a level gauge adjacent to the outflow so that the unit could be switched off when the output level is reached.

The borehole installation will:

- 1) Ensure effective water management in order to maintain the long-term sustainability of Hampden Pond.
- 2) Mitigate the continuing interference with the Chiltern aquifer by surrounding HS2 developments.



3) Allow St Mary's church to explore the possibility of using Hampden Pond for a Water Source Heat Pump as part of an ambitious plan to decarbonise their heating system and reduce their emissions. The installation of a bore hole would help maintain an adequate depth of water in the pond to make a WSHP a viable and cost-effective net zero carbon technology.

Works Required

The work will involve the following and is expected to take approximately 4 weeks:

- Site Set-up Remove existing metal parkland fencing to provide access. Install Heras fencing and scrim to create a secure working area around the pond and public footpath / park space.
 Mobilisation to site with Drilling Rig, High Volume Compressor, Tools and Ancillary Equipment.
 Set-up of drilling rig at proposed drilling location.
- Commence drilling 250mm through the overburden and into the top of chalk strata (Anticipated depth approx 10 metres).
 - Installation of 150mm permanent steel casing with PN16 flange. This is in preparation in case there are artesian flows present at any time in the future.
 - Continue drilling at a reduced size through base up to 40 metres below ground level to provide a suitably depth borehole.
- Installation of 125/113mm UPVC well screen and casing.
 - Installation of quartz filter pack to annulus of casing.
 - Installation of a suitably sized stainless-steel pump, complete with rising main, drop cable and monitoring tube. All connected to a PN16 bolted top flange.
 - Installation of a suitably sized concrete pad to house a secure enclosure for well-head and control equipment.
- Excavate and construct a receiving chamber next to the well with a gravity discharge run into the pond.
 Height to be agreed.
 - Excavate and install a duct across to pond to take probe cables to enable control of the water level in the pond.
 - Excavate and provide a power supply cable from the control panel to the adjacent lamppost. Connection to be made by others.

FINANCIAL CONSIDERATIONS

Funding will need to be obtained from external sources. The recent estimate from one company details costs of £18,750.00 plus VAT. A second estimate has been requested.

LEGAL IMPLICATIONS AND RISKS

- This will reduce access to the pond during construction
- There is no guarantee we will hit the aquafer or be able to extract
- This will change the ecosystem of the pool the plans show that to be for the better but it may not work that way.
- All water liquid chalk arisings from drilling operation can either be allowed to run into pond or there will be additional costs if containment is requested.
- Should St Mary's Church decide that WSHP is the best option for their net zero carbon project, WPC will
 need to put in place a Service Level Agreement covering responsibilities e.g. should the WPC need to carry
 out essential desilting on the pond, the borehole will need to be turned off.



PROPOSAL

To resolve to:

• Approve the applications made on behalf of the WPC for funding to cover the costs of approximately £20,000 for the installation of a borehole in Hampden Pond.



ITEM 11e ii) – Community Emergency Response

BROUGHT BY

Community Emergency Response Group

SUMMARY

To review our vision and mission and consider the major strategic projects for the next 10 years.

PARISH COUNCIL BACKGROUND

Community Emergency Plan

DETAILS

Wendover Parish Council (WPC) – Disaster & Emergency Policy

Background

Wendover has a number of Groups that can provide human resource, facilities and plant that could be utilised in the event of an emergency. The lessons learned from the community response to the Covid Pandemic has shaped this policy so that the community spirit experienced can be channelled into an effective response in any future incident.

Purpose

The purpose of this Policy is to ensure WPC can respond effectively to incidents and emergencies that affect the safety and wellbeing of Wendover residents by maintaining essential council operations and supporting post-incident recovery.

Policy statement

WPC will respond to any Disaster and Emergency in the Parish, by supporting the civil powers and emergency services in matters of public safety, by preparing and implementing a Disaster and Emergency Plan (Plan) and maintaining WPC services in the Community.

The Plan

1. Activation & Leadership

On being notified of a impending or an extant Disaster or Emergency, where possible, an extraordinary meeting of the council will be convened. Items for that agenda will include;

- The suspension of standing orders, the implementation of the Disaster & Emergency Plan, funding, delegation and internal communications, including methods for future meetings.
- If it is impossible to convene a proper meeting. The Chair (or Vice-Chair if unavailable) will declare an emergency and convene the Emergency Response Group (ERG) comprising the Chair, Clerk, Deputy Clerk, and two nominated councillors. ERG coordinates with Buckinghamshire Council, Thames Valley Police, Buckinghamshire Fire & Rescue, and NHS services as required. (1a)
- All councillors remain on standby for delegated duties (1b)



2. Communication & Coordination

Primary: Use existing WhatsApp groups and Neighbourhood Watch networks for rapid messaging. Secondary: Parish Council website, noticeboards, Wendover News, local radio, and social media channels. Maintain a single official point of contact (Parish Clerk) for incoming information and liaison with external agencies and the press. (2b)

Need a practical method of total blackout communications - meeting places pre- determined, house addresses post runners etc! DONE see 2B

WPC will maintain an up to date contact list.

3. Community Information Network

On activation of the Plan ERG will initiate communication with key local contacts: hall managers, medical professionals, volunteer coordinators, utility reps, transport providers, and faith/community leaders. Identify vulnerable residents via Neighbourhood Watch, local charities, and GP surgery liaison.

4. Emergency Staging & Shelter Locations

Primary staging area: Ashbrook for emergency services, temporary storage, or triage. Secondary shelter locations: Village Halls (both equipped with kitchens, heating, potable water, and toilets). Pre-arrange access, keys, and operating procedures with hall managers.

5. Incident Types Covered

This Plan applies to: Meteorological (floods, storms, snow, heatwaves), Health (epidemics, pandemics, mass injury events), Utilities (power cuts, gas supply loss, water disruption, telecommunications failure), Civil (public disorder, security incidents, terrorism threats), Accidents (major road, rail, air), and Other Disruptions (events preventing daily activities such as fuel shortages or large-scale transport disruption).

6. Immediate Response Actions

For any major incident:

- 1) Ensure personal safety of councillors, staff, and residents.
- 2) Contact emergency services if not already engaged.
- 3) Activate community communication network.
- 4) Open staging or shelter locations if required.
- 5) Support vulnerable residents directly or via volunteer teams.

7. Volunteer & Resource Management

WPC Clerk is to compile and maintain a list of trained volunteers for first aid, transport, catering, and manual assistance. Equip village halls and Ashbrook with basic emergency supplies: high-visibility vests, torches, first aid kits, blankets, bottled water, battery-powered radios. Record and control distribution of resources to ensure fair allocation. (7c)



8. Business Continuity

WPC Clerk is to; ensure that essential council documents are backed up digitally and stored securely off-site; ensure remote working capability for office staff (laptops, cloud access) is available; ensure that essential services are maintained during emergencies (communications, safety monitoring, emergency payments) and create and maintain a rota for councillor availability.

9. Recovery & Support

WPC will assist residents in returning to normal life by signposting to aid agencies, insurance help, and welfare services. Record lessons learned after each incident and update the policy. Maintain links with Buckinghamshire Council's resilience and recovery teams.

10. Policy Review & Training

WPC is to review this policy annually or after any major incident; runa community awareness campaign every two years to keep residents informed of emergency procedures; train councillors and staff on their roles during an emergency, including communication tools and safety protocols.

Notes

- 1a. The Clerk will develop ongoing relationships with relevant officers at Buckinghamshire Council and the Emergency Services.
- 1b The Clerk should work with councillors to evaluate their capabilities and to gauge their skill set. In the event of physical or health threats some councillors may feel vulnerable.
- 2b. The Clerk will develop ongoing relationships with neighbourhood WhatsApp groups and Neighbourhood Watch groups and will actively seek out other interlinked community groups.
- 7c. The Clerk will develop and maintain a directory of key contacts such as, hall managers, medical professionals, volunteer coordinators, transport providers, and faith/community leaders

FINANCIAL CONSIDERATIONS

There will need to be significant staff and Councillor resource required to complete the lists and works required by this policy. The additional works will have to be scheduled into the year and support from the Community Emergency Response Group would be required. Therefore it is recommended the group remain until this work is completed.

LEGAL	IMPL	ICATIONS	AND	RISKS
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N/A

PROPOSAL

To resolve to adopt the headline policy and authorise the works to complete the additional lists.



ITEM 12a – MONTHLY SUNDAY MARKET

BROUGHT BY

Chair

SUMMARY

To review the recent decision to run an additional Sunday market and consider other opportunities which may have been missed.

PARISH COUNCIL BACKGROUND

f) Local Markets

PC25/150 It was noted that this was a proposal from a market trader, made to Council. It was noted that it was felt by Council that this would be a positive for Wendover.

PC25/151 It was RESOLVED to accept the proposal and authorise the office to proceed with a trial of the Sunday market at the agreed charges

DETAILS

Introduction

Since making the decision to progress a monthly Sunday market it has been noted by the high street and business group that there was not any formal consultation. A counter proposal has been formed. Parish Council has the opportunity to review this proposal and understand the concerns of the high street.

The following documents have been provided by a local trader with a counter proposal and also includes are current manor waste policy. Documents have been redacted in line with GDPR obligations

Counter proposal and testimonials



The People's Market

Wendover Welcomes All

Our Vision

The People's Market will bring together exceptional food, drink, handmade goods, and local crafts, all produced with integrity and in harmony with nature. With no duplication and only the highest-quality traders, it will be a truly authentic artisan market.

More than a place to shop, it will be a community experience with music, literature, and entertainment that lift the atmosphere and draw people into Wendover. Our aim is to reconnect residents and visitors with living traditions from our locality and beyond, while strengthening Wendover's high street and reputation as a destination.

The market will also feature carefully chosen external visiting traders, offering goods that are exciting, sustainable, and rooted in ethical practices. Their presence will complement our shops and highlight Wendover as a forward-thinking, welcoming town.

Wendover Sunday Market

Protecting Shopkeepers and Promoting Our Town

A Detailed Proposal for Parish Council and Local Businesses

Introduction

This proposal outlines a sustainable model for a monthly Sunday market in Wendover, designed to protect shopkeepers, attract new visitors, and revitalise the high street. The approach prioritises the interests of established businesses, ensures fairness and transparency, and promotes Wendover as a thriving destination within Buckinghamshire.

The aim is clear: increased footfall without undermining existing trade.

Addendum: Current Challenges for Local Shopkeepers

Independent shopkeepers in Wendover face increasing financial pressures:

- Business Rates: This year's rate increases have placed additional strain on already tight margins.
- Funding Allocation: Despite promises of local economic support, funds have been redirected to the Forestry Commission and the Café in the Woods, leaving Wendover shopkeepers without tangible backing.
- Competition Concerns: Introducing market traders offering similar goods to existing businesses risks duplication and erosion of trade.



While a market could enhance footfall, its design must strengthen—not destabilise—the independent retail sector that gives Wendover its unique character.

Why This Market Model Protects Shopkeepers

- Shopkeeper-Led Management: A dedicated committee of Wendover shopkeepers will oversee governance, trader selection, and policy enforcement.
- No-Duplication Rule: Traders offering products already available from existing Wendover businesses—particularly hot food, beverages, and artisan goods—will not be permitted.
- Priority for Wendover Businesses: Local businesses will receive first refusal on pitches. External traders may only apply where vacant slots exist, and only with complementary—not competing—offerings.
- Financial Transparency: All trader fees will be paid into a dedicated Parish Council account. Expenditure requires committee approval, and quarterly financial reports will be published for public scrutiny.

Bringing More People to Wendover Through Marketing & PR

- Strategic Promotion: A targeted marketing plan will include social media campaigns, press releases, printed flyers, and joint promotions with Wendover retailers.
- Community & Cultural Partnerships: Collaborations with artists, musicians, schools, heritage groups, and churches will integrate the market into wider community life.
- Showcasing Wendover's Distinctiveness: Campaigns will highlight Wendover's independent shops, heritage, and cultural assets.

Environmental and Community Commitment

- Support for Charities and Local Groups: Free pitches will be allocated to charities, schools, and community organisations.
- Low-Waste Operations: Traders must comply with a low-waste policy, minimise single-use plastics, and leave pitches clean.

Traffic and Noise Management

- Parking Control: Trader parking will be directed away from the high street.
- Noise Regulation: Entertainment will adhere to council-approved noise levels.

Trial Period and Review

The market will launch as a six-month pilot:

- Monitoring: Impact will be assessed using data from shopkeepers, visitors, residents, and traders.
- Review: A formal evaluation will be conducted at the end of the trial, determining whether the market should continue, adapt, or end.

Conclusion

The Wendover Sunday Market Proposal provides a clear, robust framework for a shopkeeper-led, community-focused market that:



- Protects local businesses through fair governance and no-duplication rules.
- Promotes Wendover as a vibrant, independent-led retail destination.
- Engages the wider community through culture, sustainability, and inclusivity.
- Operates with full transparency and accountability to both businesses and the Parish Council.

By prioritising the interests of those already rooted in Wendover's economy, this proposal offers the best path to increased footfall, stronger sales for independent businesses, and a more resilient high street.





The Chairman & Councillors Wendover Parish Council Clock Tower High Street Wendover HP22 6DU

12 August 2025

Dear Councillors,

Proposed Sunday Market in Wendover

I am writing with concern about	prospectively trac	ling in Wendover.
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Wendover already has two established markets; a weekly market held on a Thursday and a local produce market on the third Saturday of the month. A further market would be overkill and the trading of the established markets in the town would be affected.

As you will most probably be aware, with scant respect for the most important Christian religious festival in the calendar, opened their first commercial market on Easter Sunday 2022 in Old Amersham.

By way of background, in 2021 the Liberal Democrats (LibDems) won the majority of seats on Amersham Town Council (ATC), which annoyed the Conservatives. Much political infighting and one-upmanship ensued (and continues).

The LibDems mooted holding markets on a Sunday in both the old and new towns. But before they could organise a consultation of the residents and businesses, the Conservative councillors on ATC and Bucks Council usurped them.

A friend of the Conservative councillors, had previously attended markets in London selling wine but had never run a market before, was given £6K of taxpayers' money by Bucks Council, an advertising budget and a years' worth of road closures to run a Sunday market on their behalf.



In incorporated a company, to be able to open a bank account in which to deposit the £6K funds. It is the sole director and shareholder.
I can think of many businesses coming out of the pandemic, established or 'start-ups', who would have welcomed this generous 'no strings attached' injection of public funds and assistance.
Unfortunately for Old Amersham there has been a detrimental effect. The old town did not need a Sunday market, and a consultation would have indicated this. The residents are unhappy about the regular road closure and having to circumnavigate the old town when the market is on. They also cite the lack of parking due to the extra vehicles in the old town and 28 much needed parking bays on The Broadway being lost because of the road closure. Churchgoers are upset at being unable to park near to the church for the Sunday morning services. And the poor quality of the stalls and food vans are also an issue.
As for the retail and hospitality businesses, their trade has been significantly affected. They are the lifeblood of Old Amersham (and no doubt are in Wendover too) who year in, year out pay high rents, extortionate business rates, ever rising utility bills and staff costs, which have increased due to the NI rise in April. They have found that the people who come to the Sunday market do not shop with them. Disappointingly, most of the market stalls which despite the claims, are not local to the area, are in direct competition with the retailers, selling the same goods, as are the food and drink stalls and vans with the hospitality businesses. In essence, presence has ruined trade for a number of old town businesses, many of whom are fighting for their very survival.
The Bucks Council Conservative councillors also arranged to trade in to varying success. I understand that the businesses in are fed up with both the road closure and the poor quality stalls and food vans hampering their trade, whilst Waitrose are trying to have them moved out from
Their attempts to set up in unsuccessful because the residents and businesses did not want them there and made their views known.
On a personal note, I have family and friends residing in Wendover and I visit the town often, shopping and eating at the many independent businesses that make the town so appealing.
Please protect the Wendover businesses from and allow them to continue to thrive.
Yours sincerely,



Kings Farmshop

To: Wendover Parish Council

I understand that a new market was recently discussed and approved. This decision appears to have been taken without consultation with local businesses, despite the fact that we will be directly affected.

A market can be a positive addition to the town if it is well planned and complementary to the high street. However, the current proposal includes goods and services already provided by established Wendover businesses. For example, Tres Corazones and my own butchery would see no benefit if hot food and meat stalls were permitted. Florists, coffee shops, eateries, cheese and wine shops, and clothing retailers must also be considered. If the market replicates what is already available, it will take trade away from those who invest in Wendover every day of the year.

If instead the market were to focus on goods not currently offered in the town, with a contractual clause preventing traders from changing their offering, I would be fully supportive. Such an approach would enhance, rather than compete with, the high street.

I am also concerned that the name of the applicant to run the market was redacted from the proposal papers. This lack of transparency has prevented local businesses from making informed contributions. I was surprised that James Grant was not approached for the role, given his proven record of running markets that are well attended, attract high-quality traders, and are always designed to complement local businesses and the wider community.

The decision to approve this market should be reconsidered. At the very least, clear rules must be introduced to protect local independent businesses. Without such safeguards, the market risks undermining the very high street it should be supporting.

I urge the Council to address this oversight, take corrective action, and work with us to create a market that genuinely benefits everyone in Wendover.

Yours sincerely,

Garry King

Kings Farmshop



Rt Hon Sir David Lidington KCB CBE 71, The Retreat,
Princes Risborough,
Bucks HP27 0JQ

david.r.lidington@gmail.net +44 7921 039873

11 August 2025

To whom it may concern

I have known James Grant ever since he opened Number 2 Pound Street, Wendover, as a food retail and hospitality business and have been a regular customer throughout the lifetime of the business.

In my experience, Mr Grant and his team provide a very high standard of service to their customers. James is also strongly committed to maintaining Wendover village centre as a lively and attractive retail destination, with a diverse mix of shops and other businesses to pull in customers.

He has also led the introduction of occasional specialist food markets on Manor Waste, planned with the aim of complementing rather than competing with existing Wendover businesses, and attracting extra shoppers both from within Wendover and wider afield.

I know that Mr Grant is very concerned that the proposed monthly Sunday market would take trade away from High Street businesses, making it more difficult for them to survive, especially in an age when a combination of online retailing and the dominance of the big supermarket chains and shopping malls has led to the decline of so many High Streets in towns and large villages throughout the country.

I hope very much that you will consider carefully the concerns expressed by Mr Grant and other local retailers.

Yours sincerely,



Dear Clerk and Wendover Parish Council,

I understand that there may be a new weekend market coming to Wendover and I am writing as I would like to strongly recommend James Grant to steer this event. Over the years I have had the privilege to get to know James who has organised a number of events that I have participated in.

When I first started my business in 2022, James was instrumental in giving me my first opportunity to participate at a market and was incredibly supportive to me as I found my feet with my business. Not only did these markets help me develop my business providing a platform for me to sell and market my works, but I found myself a part of a community of like-minded local businesses that continues to give me support even today. When visitors attend an event that James has organised, you can literally feel the difference as it feels like you have entered a special community where the traders interact and support one another.

James has strong values in his own business at No 2 Pound Street providing the best in British cheesemaking made in small batches directly from producers. He continues this philosophy at his markets where he curates a collection of traders who represent the best of local artists, makers, producers and small businesses. He invites traders who have high quality work and is supportive of products that are ethically and sustainably made. Many of our businesses fly under the radar but these local artisan markets give us an opportunity to share our work with our neighbours so that they can choose to support local businesses and foster this unique community spirit.

Most importantly, James is incredibly professional in the way that he organises events. He is excellent at marketing it in order to make it a success, communicating with the vendors about the event and just generally running the market. Health and safety is paramount to him, he is always following through to be sure that everyone has filled out risk assessments prior to events, his team is always onsite to be sure that people are following protocols when loading and unloading and making sure that traders are following through with health and safety regulations.

I hope you will take my letter of recommendation into consideration while you are deliberating the commencement of a local monthly market. For a local artisan market to be successful, it has to have the perfect alchemy of the right traders at the right location and it is paramount to have an organiser in charge of the event with the right values. I believe in James and the work that he does and I hope you will consider him the correct person who truly can capture the spirit of Wendover for the artisan market.

Warm regards,

Bernwood Pottery

Testimonials for current proposal

As part of our due diligence we received testimonials and information on the provider that was currently approved at the previous meeting.



at
As the owner of share how positively impacted businesses in our village.
There's no question that closing the street and bringing the market in on a Sunday morning injected real energy into the heart Each month, the village really buzzed, firstly with curiosity and then with sustained loyalty, as locals and visitors embraced the community spirit it created.
The brilliant and considerate mix of traders and stalls consistently offered high-quality and unique products, each with something interesting to discover. This enthusiasm didn't just benefit the stallholders — it boosted the footfall and sales of fixed-premises businesses that embraced the event. There was a genuine sense of collaboration, with traders and shops feeding off one another's success.
For us, market day was without doubt the busiest and most profitable Sunday of the month. As we prepare to relocate our I can say with confidence, no one could sensibly turn down the chance to bring into their community.
I wish your village and the trader's community every success,



To whom it May concern,

I am writing to review the impact on my business and the wider community of in
Since the market began trading in afternoon each month) we have seen a steady increase of footfall to our shop on market days, this included our best ever day of trading occurring on a market day. When I was initially approached about the idea of a market I had some concerns that external food traders would suffocate us on market days, and his team were sympathetic to those concerns, they tailored and positioned the vendors so they didn't clash with our operation, they also leave our shop front unblocked every month. The clientele which the markets attract are great for the village. People looking to come out and spend money and inject life and some charisma into our high street, which like so many has had its struggles over the years. It has greatly benefitted ourselves and the other shop owners in the village and I can only imagine it will do the same for Wendover.
Best,



Thank you for your email.

XXXXXXXXXXX from XXXXXXXXXX approached us about using our Town Hall Green, the market ran on a trial for 6months (the last Sunday of the month) and was welcomed by the locals and no road closure was required. Stallholders were able to park in the Town Hall bays as the office was closed, and all ran quite smoothly, and all keys were returned to us.

Whilst we were happy to extend the trial for a further 6 months XXXXXXXXXXX opted not to, and we wished him well

XXXXXXXXXXXXXXX advised that he wished to relocate to a popular road in the centre of town and apply for a road closure. However, the road is a popular throughfare and the closure was a contentious issue.

I hope that helps.

Kind Regards



Manor Waste Policy

Policy Statement

The manor waste plays a significant role in delivering on the Parish Council Mission. The space should be managed according to the following 5 principles:

- 1. The Manor Waste space should be welcoming for everyone to meet, chat, socialize and where they feel safe.
- 2. The Council supports the development of a series of vibrant markets that are loved by locals and visitors.
- 3. The Manor Waste should be fully utilized on market days & seasonal events to maximise its community potential.
- 4. The Manor Waste should be a flexible space for community activities and a creative space for everyone to enjoy throughout the year.
- 5. The Manor Waste is for everyone, and the Council must ensure transparency and fairness in its use, ensuring everyone is welcome to be part of the community space.

Guidance and implementation of the 5 principles

This guidance is to support the Council in adhering to the 5 principles. Where there is no specific guidance then it is the spirit of the principles that apply to any decision that is made.

The Community Action Plan Working Group, Clock Tower Office Staff and Amenities Committee will set out and actions required to implement this policy and progress will be monitored by the Parish Council.

- **1.** The Manor Waste space should be welcoming for everyone to meet, chat, socialize and where they feel safe. Council should take into consideration:
 - A review of the lighting of the space, particularly on dark nights to ensure it is a safe space with lighting that is sensitive to local residents.
 - Seating and meeting areas
 - Local and tourist information
 - Promotion of the history around the name 'Manor Waste'
 - Flexible use of the space by local businesses

Projects to improve the space in line with this guidance will be managed by the office team, approved by Amenities and reported to full Council.

2. The Council supports the development of a series of vibrant markets that are loved by locals and visitors.

- Markets are arranged and organised by the Estates and Events Manager and monitored by Amenities.
- Council should seek to develop the market provisions within the Charters, including a Sunday Artisan
 Market
- Thursday markets:
 - Any market trader can directly or indirectly compete with the existing businesses in the town, however where possible, market traders should seek to bring alternative options within their trade than what is currently available from permanent businesses in the town



- There can be more than one trader in a defined category on the market at any time at the discretion of the market manager
- Local Produce Markets:
 - Should ensure that there is local provenance to the goods wherever possible
 - There can be more than one trader in a defined category on the market at any time at the discretion of the market manager
- The markets will be permitted within the areas edged by the bollards. The primary paths through the markets will be kept to a minimum width of 1.5m (5 feet) to allow disabled access. Markets must not obstruct the doors to premises and must leave the paved area free between the market and the buildings abutting the main part of the Manor Waste.
- The War Memorial area can only be partially obstructed by protective covering of 2 of the 4 seats.
- The BCC highways team (Highways Buckinghamshire) are responsible for the public path alongside the High Street and markets are reminded that Highways Bucks would expect a minimum 1.2m (4 feet) clear of even temporary obstructions.
- All Markets and Fair rents will be reviewed annually by the Amenities Committee (subject to contract) and recommended to Council.
- All traders must hold the relevant Public Liability Insurance and comply with relevant Health and Safety and Food Standards regulations.
- Any event using the Manor Waste must consider the residents in the adjacent premises. Generators must be sited along the main road with some shielding for residents unless power points are used.

3. The Manor Waste should be fully utilised for markets and events to maximise its community potential

- An annual market and events program should be curated at the discretion of the Events Manager and noted by Amenities Committee. These shall be based on the needs and suggestions of the local community and events happening in and around the areas.
- The calendar of events should include school terms, public holidays and all religious holidays.
- Rental proceeds must be re-invested into further events, activities to be held on the Manor Waste.
- The Charter Fair can be held on the specified Saints days, plus the vigil and the morrow of each (3 days each) and may not be varied. The Charter Market and the Local Produce Market days take precedence if the Saints Day conflicts, in which case the Charter Fair can be held on the vigil and/or the morrow only. Saints Days for the Charter Fairs are: -
 - St Philips/James day 1st May
 - St Barnabas Day 11th June
 - St John the Baptist Day 24th June
 - St Matthews Day 21st September
- The Full Council have resolved not to allow any applications for permanent catering outlets to trade on the Manor Waste. It is felt the siting of an outlet would not be in keeping with the character of the area and that it would unnecessarily conflict with catering outlets already established within the village.
- Any entertainment will be noted by the Amenities Committee and checks will be made for insurance and any licences that are required.

4. The Manor Waste should be a flexible space for community activities and a creative space for everyone to enjoy throughout the year

The following should be allowed to take place on the Manor Waste:

Events / Competitions / Concerts



- Exhibitions / Information stands
- Demonstrations (non-political) / speeches & talks (at the discretion of the Clerk)
- Temporary art or creative installations
- Voluntary and/or charity activities / events / promotions

Other events will be at the discretion of the Estates and Events Manager and Amenities Committee.

5. The Manor Waste is for everyone, and the Council must ensure transparency and fairness in its use, ensuring everyone is welcome to be part of the community space

- The Council will host the event calendar on WPC-run 'Welcome to Wendover' website.
- There will be social media presence and advertising across neighbouring villages for all planned events
- The Council will look into fundraising/sponsorships to maintain the activities & curation of exhibitions. Sponsors will be noted by the Amenities Committee and should not impact on the reputation of the Parish Council.
- The Estates and Events Manager will look at using different providers/stall holders for each event to allow different suppliers access to our events.

6. General Maintenance of the Space

- Access the space should be accessible to all users, so flat surfaces should be maintained, trip hazards
 dealt with, and the space kept clear of vehicles unless specifically required for an event or market. This
 requires keeping the space clear and clean and ensuring the bollards are in good repair.
- General amenity the space should be kept in good order with the planters regularly maintained and the seating clean and maintained. The war memorial needs specific care and maintenance and should not be used for anything other than the purpose it was intended.
- Users who have rights of access should have that access maintained unless given specific consent otherwise.
- Cold Weather The space shall be kept clear of snow and ice as best as is possible in the cold conditions.
- Should any item be placed on the Manor Waste, without the prior authorisation of the Clerk, the Council will instruct the grounds staff to remove the item(s) which will then be taken to a secure unit. Wendover Parish Council will make reasonable efforts to ascertain the ownership of the articles and advise the owners in writing of the whereabouts of their items, giving 30 clear days to apply for a return of such goods. A charge will be levied for storage of £5 per day. If no response is received the good will be disposed of. Should the owners not be known the goods will be placed with the local police station to be treated as lost property.

7. Review

This policy shall be reviewed on an annual basis to ensure it remains flexible to changes.



Document History

Drafted by Parish Clerk	03/11/2016	(version 1)
Review Amenities Committee	22/11/2016	(version 1)
Approved	22/11/2016	(version 2)
Reviewed by Amenities	20/03/2018	(version 3)
Updated and reviewed by Amenities	21/05/2019	(version 4)
Reviewed by Amenities	15/06/2021	(version 5)
Reviewed by Amenities	20/06/2023	(version 6)
Reviewed by Parish Council	04/07/2023	(version 6)
Reviewed by Amenities	15/07/2025	(version 6)

FINANCIAL CONSIDERATIONS

The proposal has monthly income implications however the Council are principally seeking to bring tourism and trade into Wendover in line with the Manor Waste policy.

LEGAL AND RISKS

- We have already voted to approve a market provided by a specific provider. Our standing orders state:
 - 7a A resolution shall not be reversed within six months except either by a special motion, which
 requires written notice by at least 7 Councillors to be give to the Proper Officer (Clerk) in
 accordance with standing order 9, or by a motion moved in pursuance of the recommendation of
 a committee or a sub-committee
 - The most appropriate route would be for Amenities to discuss a motion to reverse the decision and bring to the following Council
- The Parish Council accepts there has been no independent consultation of the high street or local business before the market proposal. The current representation is polarised between two options so it may not be possible to get an objective view on what is best for Wendover

PROPOSAL

To recommend a course of action based on the proposals above and the current proposal for a market
 this will include any actions required if a reversal of a decision is needed.



ITEM 12b - HS2 PUBLIC UPDATE MEETING

BROUGHT BY
WHS2 Group
SUMMARY
To consider approving the support of the WHS2 MAG to hold a follow up public meeting with updates directly from HS2 with a budget of £500
PARISH COUNCIL BACKGROUND
The Parish Council held a briefing on HS2 issues presented by Wendover HS2 MAG on 21st November 2023 and June 2024
DETAILS
Ongoing issues Since the last meeting there has been progress and updates on many of the issues that were raised as a concern at the last meeting. However there are many outstanding issues (see WHS2 report – item 9a) and no public announcements on the Dobbins Lane issues.
A public meeting With a public meeting we can brief the parish on the ongoing issues and what is and can be done to mitigate them. This will give the opportunity to raise the level of awareness and would make it easier if there are further campaigns to be run.
FINANCIAL CONSIDERATIONS
 The cost of hall hire, publicity and refreshments would come to £500 which would come out of the Minor Grants Budget 4611 under the power of s137 Local Government Act 1972
LEGAL AND OTHER IMPLICATIONS
• n/a

PROPOSAL

- To authorise the office to schedule and organise a public meeting in conjunction with WHS2 MAG
- To authorise a budget of £500



ITEM 12c - BUCKS LOCAL PLAN CONSULTATION EVENT

BROUGHT BY
Wendover Society
SUMMARY
To consider approving the a public meeting and consultation on the Wendover response to the Bucks Local Plan in conjunction with the Wendover Society.
PARISH COUNCIL BACKGROUND
n/a
DETAILS

Introduction

Buckinghamshire Council are undertaking a review of their local plan, which will set out the future of development in Buckinghamshire and how it will achieve the housing targets set by the Government. Whilst Wendover will not be under any significant pressure to host any new development there will be a lot of new housing around Wendover which will place strain on local infrastructure.

A public meeting

With a public meeting we can brief the parish on the current planning issues and what can be done to mitigate them. This will give the opportunity to raise the level of awareness and provide feedback to the Parish Council that will allow it to make an informed response to the Local Plan when it comes out for consultation.

It is proposed that we follow a similar model of a consultation event that we use on HS2 updates.

The Bucks Local Plan

[from Buckinghamshire Council]

The Local Plan for Buckinghamshire will set out a vision and framework for future growth in the county, showing where development can happen, and protect places where it needs to be carefully controlled. Once adopted, the Local Plan will be a critical planning document that the Council will use to help decide planning applications and making other planning related decisions.

It ensures there is enough of the right homes and workplaces, infrastructure, local facilities and services, transport, and sports and recreation, while protecting the environment and our rural county as much as possible.

Without a Local Plan, development will still happen, but the council would have much less control over where and how it happens.



Following the publication of the updated National Planning Policy Framework in December 2024, the Government announced that councils must commit within twelve weeks to new timetables for their Local Plans. Therefore we have updated our Local Development Scheme (LDS) — which includes the timeline for developing the Local Plan. Following today's approval from Cabinet this will now be implemented.

Peter Strachan is Buckinghamshire Council's Cabinet Member for Planning and Regeneration. He said: "We have been working towards a Local Plan for Buckinghamshire for some years. This is a critical piece of work that will shape the future of our county and impacts our residents, businesses and is of course of significant interest to developers.

In recent months, the government has made significant changes to planning policy and has allocated many more new homes to Buckinghamshire. This means it's even more crucial to meet the deadlines for the Local Plan timetable to get this in place allowing local people the greatest level of control over development in Buckinghamshire. This is why today we have approved our new timetable for producing the Local Plan – this is the fastest option for getting it in place, which offers us the greatest chance of controlling housing land supply, reducing planning by appeal and protecting the Green Belt."

Notes on the Local Development Scheme and timelines

- The updated LDS outlines the new timeframe for the development of a Local Plan for Buckinghamshire
 with an aim of submitting it for independent examination by December 2026, meeting the
 government's deadline for preparing Local Plans under the current plan-making system.
- Under the new timeline, consultation on the draft Local Plan will take place in September 2025, giving residents the opportunity to comment
- The final Local Plan would be submitted in December 2026, after which a period of examination will take place. The expectation is that the plan would be adopted at the end of 2027.

Call for sites

As part of the plan's preparation, a 'call for sites' exercise took place. This call for sites helps us gather a fuller understanding of the land available for development within Buckinghamshire. The current call for sites engagement exercise closed on 23 April 2025.

FINANCIAL CONSIDERATIONS

 The cost of hall hire, publicity and refreshments would come to £500 which would come out of the Minor Grants Budget 4611 under the power of s137 Local Government Act 1972

LEGAL AND OTHER IMPLICATIONS

• There is a risk that if we are not fully engaged in the planning consultation local Wendover issues will not be heard and it will impact on our community and infrastructure

PROPOSAL

- To authorise the office to schedule and organise a public meeting in conjunction with Wendover Society and Bucks Council
- To authorise a budget of £500



ITEM 12d - COMPLETION OF EXTERNAL AUDIT

BROUGHT BY
Responsible Finance Officer
SUMMARY
To note the conclusion of the 2024/25 annual return and audit
PARISH COUNCIL BACKGROUND
See below
DETAILS
Introduction The audit process for Parish Councils with an income at the level of ours is, briefly as follows:
 Internal Audit – conducted by an external auditor and focused on the policies and procedures and that they are being followed. They are appointed by the Council every 3 years. External Audit – conducted by an external auditor which is appointed to the Council by the Smaller Authorities Audit Appointments body
We have successfully completed the process for the 2024/25 financial year and our accounts have been confirmed as satisfactory by the external auditor who has signed off the accounts and the process. This notification was sent to us on 27 th August
As set out in the regulations the closure letter and final section of the Annual Governance & Accountability Return (AGAR) signed by the external auditor has been on the website since 28 th August 2025 and on the noticeboards since the 28 th August 2025 where they currently remain as information for the parish.
FINANCIAL CONSIDERATIONS

• n/a

LEGAL AND RISKS

• n/a

PROPOSAL

• To formally note the end of the external audit process for 2024/25.





Wendover Parish Council BY EMAIL

DDI:

+44 (0) 20 7516 2200

Email:

sba@pkf-l.com

Date:

26 August 2025

Our Ref:

BU0198

SAAA Ref:

SB09109

Wendover Parish Council Completion of the limited assurance review for the year ended 31 March 2025

Dear Mr Smith

We have completed our review of the Annual Governance & Accountability Return (AGAR) for Wendover Parish Council for the year ended 31 March 2025. Please find our external auditor report and certificate (Section 3 of the AGAR Form 3) included for your attention as an attachment to the email containing this letter along with a copy of Sections 1 and 2 of the AGAR, on which our report is based.

The external auditor report and certificate details any matters arising from the review. The smaller authority must publish these documents immediately and at the next meeting consider the final external auditor report and decide what, if any, action is required.

Action you are required to take at the conclusion of the review

The Accounts and Audit Regulations 2015 (SI 2015/234) set out what you must do at the conclusion of the review. In summary, you are required to:

- Prepare a "Notice of conclusion of audit" which details the rights of inspection, in line with the statutory requirements. We attach a pro forma notice you may use for this purpose (a Word version is available on request).
- Publish the "Notice" along with the certified AGAR (Sections 1, 2 & 3) before 30 September 2025, which must include publication on the smaller authority's website. (Please note that when the statute and regulations were amended in 2014 and 2015, they did not include a requirement for the length of time for which that the "Notice" must be published. The previous statute required 14 days; but it is now up to the authority to make this decision).
- Keep copies of the AGAR available for purchase by any person on payment of a reasonable sum.
- Ensure that Sections 1, 2 and 3 of the published AGAR remain available for public access for a period
 of not less than 5 years from the date of publication.

PKF Littlejohn LLP 15 Westferry Circus, Canary Wharf, London E144HD

T: +44 (0)20 7516 2200 pkf-Lcom

PKF Littlejohn LLP, Chartered Accountants. A list of members' names is available at the address below. PKF Littlejohn LLP is a limited liability partnership registered in England and Wales No. OC342572. Registered office at 15 Westferry Circus, London E14 4HD. PKF Littlejohn LLP is a member of PKF Global, the network of member firms of PKF International Limited, each of which is a separate and independent legal entity and does not accept any responsibility or liability for the actions or inactions of any individual member or correspondent firm(s).



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Fee

We enclose our fee note, on page 4 of this attachment, for the limited assurance review, which is in accordance with the fee scales set by Smaller Authorities' Audit Appointments Ltd which can be found at https://www.saaa.co.uk/audit-fees/. This fee is statutory, must be paid and is due immediately on receipt of invoice, please arrange for this to be paid at the earliest opportunity.

Additional charges are itemised on the fee note, where applicable. These arise where either:

- we have had to issue chaser letters and/or exercise our statutory powers due to a failure to provide an AGAR by the submission deadline; or
- it was necessary for us to undertake additional work.

Please return the remittance advice with your payment, which should be sent to: PKF Littlejohn LLP, Ref: Credit control (SBA), 5th Floor, 15 Westferry Circus, Canary Wharf, London, E14 4HD. Please include the reference BU0198 or Wendover Parish Council as a reference when paying by BACS.

Timetable for 2025/26

Next year we plan to set a submission deadline for the return of the completed AGAR Form 3 and associated documents (or Certificate of Exemption) in the usual way and this is expected to be Wednesday 1 July 2026. It is anticipated that the instructions will be sent out during March 2026, subject to arrangements for the 2025/26 AGARs and Certificates of Exemption being finalised by Smaller Authorities' Audit Appointments Limited (SAAA). Our instructions will cover any changes about which smaller authorities need to be aware.

- The smaller authority must inform the electorate of a single period of 30 working days during which
 public rights may be exercised. The period must be <u>exactly</u> 30 working days, please do not set public
 rights dates that cover a longer period. This information must be published at least the day before
 the inspection period commences;
- The inspection period <u>must</u> include the first 10 working days of July 2026, i.e. 1 to 14 July inclusive. In practice this means that public rights may be exercised:
 - $\circ\quad$ at the earliest, between Wednesday 3 June and Tuesday 14 July 2026; and
 - o at the latest, between Wednesday 1 July and Tuesday 11 August 2026.

As in previous years, in order to assist you in this process we plan to include a proforma template notice with a suggested inspection period on our website. On submitting your AGAR and associated documentation, as was the case for this year, we will need you to either confirm that the suggested dates have been adopted or inform us of the alternative dates selected.

We would like to draw your attention to a change within the Practitioners' Guide 2025 which is mandatory for the 2025/26 period. Paragraphs 1.47 to 1.54 relate to an additional assertion to be included in the 2025-26 AGAR, Assertion 10, regarding email management, websites, compliance with both the General Data Protection Regulation (GDPR) 2016 and the Data Protection Act (DPA) 2018 and the requirement to have an IT policy. The requirements in relation to Assertion 10 are listed in Paragraphs 1.47 to 1.54 and the local authority should review these requirements and take appropriate steps to ensure compliance.

Feedback on 2024/25

We would welcome feedback on your experiences with PKF Littlejohn LLP during the review for the year ended 31 March 2025. Such feedback is important to us to help us drive improvements in client service. If you wish to provide feedback, our satisfaction survey template can be used, which is available on our website on this page: https://www.pkf-l.com/services/limited-assurance-regime/useful-information-and-links/

Yours sincerely

PKF Littlejohn LLP

PLF LITTYSK LV

www.pkf-l.com



Section 3 – External Auditor's Report and Certificate 2024/25

In respect of

WENDOVER PARISH COUNCIL - BU0198

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – https://www.nao.org.uk/code-audit-practice/quidance-and-information-for-auditors/

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

Proper Practices which:	The authority prepares an Annual Governance and Accountabili	ity Netum in accordance with
summarises the accounting confirms and provides as	ng records for the year ended 31 March 2025; and surance on those matters that are relevant to our duties and res	ponsibilities as external auditors.
2 External auditor'	s limited assurance opinion 2024/25	
On the basis of our review of Se Sections 1 and 2 of the AGAR is	ections 1 and 2 of the Annual Governance and Accountability Return (AGAF s in accordance with Proper Practices and no other matters have come to o by requirements have not been met.	 x), in our opinion the information in ur attention giving cause for concern that x) x)<
Other matters not affecting our	opinion which we draw to the attention of the authority:	
None		
3 External auditor	certificate 2024/25	
We certify that we have c Retum, and discharged o March 2025.	ompleted our review of Sections 1 and 2 of the Annual Gove ur responsibilities under the Local Audit and Accountability A	mance and Accountability Act 2014, for the year ended 31
External Auditor Name		
	PKF LITTLEJOHN LLP	
External Auditor Signature	PAF littlejol LLP Date	25/08/2025
	countability Return 2024/25 Form 3 inage Boards and other Smaller Authorities*	Page 6 of 6

PARISH COUNCIL PACK PAGE 74



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Wendover Parish Council

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ended 31 March 2025

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Section 16 of the Accounts and Audit Regulations 2015 (SI 2015/234)

		Notes
1.	The audit of accounts for Wendover Parish Council for the year ended 31 March 2025 has been completed and the accounts have been published.	This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 September. This must include publication on the smaller authority's website. The smaller authority must decide how long to publish the Notice for; the AGAR and external auditor report must be publicly available for 5 years.
2.	The Annual Governance & Accountability Return including the auditor's certificate and opinion is available for inspection and copying by any local government elector of the area of Wendover Parish Council on application to:	
(a)	CLERK AND RESPONSIBLE FINANCE OFFICER WENDOWER PARISH COUNCIL, THE CLOCKTODER HIGH STREET, WENDOWER, BUCKS HP22 GDU clerk & wendower-pc.gov.uk	(a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR
(b)	MON-FRI 9:30 ~ 4:00 pm	(b) Insert the hours during which inspection rights may be exercised
3.	Copies will be provided to any local government elector of the area on payment of \mathfrak{E}_{-} (c) for each copy of the Annual Governance & Accountability Return.	(c) Insert a reasonable sum for copying costs
Annoi	uncement made by: (d) ANDY SMKH (CLERK & RFO)	(d) Insert the name and position of person placing the notice
Date	of announcement: (e) 28/08/25	(e) Insort the date of placing of the notice

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