

WENDOVER PARISH COUNCIL

Minutes of the Parish Council Meeting

2nd December 2025 at 7:40pm

Wendover Community Library, High St, Wendover HP22 6DU

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

Chair: Councillor O'Donnell

In attendance: Cllr Strachan, Cllr Field offered his apologies

Clerk: Andy Smith

Members of Public: 1

1. APOLOGIES FOR ABSENCE

PC25/327 Cllrs Standen and Gallagher offered apologies, which were accepted by the Committee.

2. DECLARATIONS OF INTEREST

PC25/328 None

3. MINUTES

PC25/329 The minutes of the Parish Council of 4th November 2025 were **RESOLVED** as a true record to be signed by the Chair of the meeting.

4. CHAIR'S ANNOUNCEMENTS

PC25/330 The Chair thanked those involved in the HS2 meeting on 21st November. He also expressed gratitude to those set up and supported the Christmas light switch on even on 29th November; another well supported community event. Thanks to all those involved.

PC25/331 The Council noted with concern that the conduct of one stall holder towards members of staff was unacceptable. It was further noted that aggressive, abusive, bullying, or intolerant language or behaviour towards staff or councillors will not be tolerated under any circumstances.

PC25/332 It was noted that owing to projected absences over the festive period and a paucity of business that the January meeting would be cancelled; hence, the next meeting will be 3rd Feb 2026

5. PUBLIC PARTICIPATION

PC25/333 A member of the public thanked the Council for their support of the event of the 21st November. The feedback from that meeting was being compiled and would be distributed more widely before Christmas.

PC25/334 It was noted that Buckinghamshire Council had yet to respond to our update request concerning the planning application for the spring chamber and landscaping post HS2 works.

6. REPORTS FROM BUCKINGHAMSHIRE COUNCILLORS

PC25/335 Cllr Strachan undertook to investigate why a repair café proposal was being stalled for the Wendover Library - this would seem to be a positive community scheme

PC25/336 It was noted that the Local Plan consultation had received 1400 responses and the team were working through the feedback on the plan. It is on track and there are 1300 sites for

development in the call for sites. Cllr Strachan committed to continue to keep the Parish Council updated.

PC25/337 Buckinghamshire Council was not aware of the final settlement for their funding but would keep the Parish Council updated.

7. CLERKS REPORT AND CORRESPONDANCE

PC25/338 The Clerk's report was noted.

8. FINANCE AND PAYMENTS

a) Payments to consider

PC25/339 The payments to consider, totalling £22,686.54 were considered and questions answered. The payments were **RESOLVED** and signed. It was noted that there would be an electronic signature trial on this run.

b) Latest financial reports

PC25/340 The financial reports were noted.

c) Flagstone statement

PC25/341 The statement was noted.

d) End of year projection

PC25/342 The projection was considered. It was noted that there was a potential to end the year with a deficit, which would result in a modest reduction to the general reserve.

9. REPORTS FROM MEETINGS WITH OUTSIDE BODIES

a) HS2 Mitigation Action Group

PC25/343 The report was noted.

b) Business group

PC25/344 The most recent small business gathering was very poorly attended; consequently, it was ineffective.

c) Wendover Youth Centre

PC25/345 The report of the previous trustee meeting was discussed.

d) Other Groups

PC25/346 Library Trustees met and all is looking well for the library.

10. REPORTS FROM STANDING COMMITTEES

a) FINANCE COMMITTEE

PC25/347 i) The minutes of the Finance committee meeting on 18th November 2025 were noted. It was noted that the draft 26/27 budget had been revised to provide for for Parish Basic Allowance.

PC25/348 ii) **Electronic payments to consider** – this item was discussed and it was **RESOLVED** to adopt the new process

PC25/349 It was further **RESOLVED** to amend 6.3, 6.9 and 6.10 of the financial regulations

PC25/350 iii) **Grant and Fundraising Policy** – The policy was discussed; it was noted that elements are covered by other policies such as the Councillor Code of Conduct

PC25/351 It was **RESOLVED** to adopt the policy.

b) PLANNING COMMITTEE

PC25/352 The minutes of the Planning committee meeting on 18th November 2025 were noted.

11. REPORTS FROM WORKING GROUPS

a) Transport Working Group

PC25/353 A highways consultant has provided support over what can be done with Ellesborough Road and the School Campus.

b) Open Spaces Working Group

PC25/354 No update given.

c) Sustainability and Biodiversity Group

PC25/355 i) The update was noted. It was noted that there were a lot of responses to the streetlight consultation, which would be discussed when the data is analysed.

PC25/356 **ii) Hampden Pond borehole**

PC25/357 It was noted that the ongoing maintenance costs for a borehole would be in the region of £500 a year. It was noted that we would need a separate tender for an electrical connection to the adjacent streetlight; however, this cannot be done until the specifications of the contractor are known.

PC25/358 It was noted that there were no environmental impact reports other than those on the pond. It was further noted that the original management report set out the need for the borehole to improve the eco systems around the pond. An Environmental Report could be a requirement of the final tender.

PC25/359 It was **RESOLVED** to draft a contract and terms of reference for circulation and comment by Councillors for approval at the next meeting.

PC25/360 It was **RESOLVED** To authorise the working group to tender for ongoing costs for maintenance on a 3–5-year contract.

PC25/361 It was **RESOLVED** to obtain a quote solely from the WPC streetlights supplier for the connection to the electrical supply from the nearby lamppost

PC25/362 **iii) Assets of Community Value**

PC25/363 It was noted that we need to undertake a broader survey of how people use Walnut Tree Meadow and Barlow Wood to use as evidence to apply for those to become assets of community value.

PC25/364 It was **RESOLVED** to apply for Walnut Tree Meadow and Barlow Wood to become Assets of Community Value.

PC25/365 It was **RESOLVED** to place an article in Wendover News, in school campus newsletters and online to seek evidence and noted that the application will be circulated to Councillors

d) Strategic Planning Steering Group

PC25/366 Will meet in Feb. It was noted that work had been done on the framework to make it easy to monitor and share.

e) Community Emergency Response Group

PC25/367 The request for WhatsApp groups was repeated.

12. OTHER ITEMS

a) 2026/27 Budget

PC25/368 The proposed FY 2026/27 budget was considered and noted. The Council reflected the national economic contest and sought to constrain costs for the following FY with any increase to be within the ambit of inflation and bounded by a 5% ceiling.

PC25/369 It was **RESOLVED** to recommend the budget for FY 2026/27.

b) Vehicle Insurance

PC25/370 It was noted that there were difficulties in achieving quotes for the Council's small "fleet"

PC25/371 It was **RESOLVED** to renew vehicle insurance with the current provider.

13. DATES OF FUTURE MEETINGS

PC25/372 It was noted that owing to the cancellation of the Jan meeting, the next Parish Council meeting will sit at 7.40 pm on Tuesday 3rd February at Wendover Community Library. All agenda items and papers to be with the clerk by Mon 26th January.

14. CLOSURE OF MEETING

PC25/373 At the end of the year, staff and councillors were thanked for their hard work and contribution throughout 2025 and wished a Merry Christmas and peaceful New Year. With all business having been transacted, the meeting was closed at 8:43pm

Signed by *Clive Gallagher*
Chair to the Parish Council

Date: 3rd February 2026

PAYMENTS TO CONSIDER		Dec	Parish Council 2-12-2025
PC2-12-2025			
BACS			
Date	To	Amount	Payment for
03/12/2025	PawPrint	£140.40	Printer/copier costs
03/12/2025	Caswell Maintenance Services	£594.00	Install Gates Gates
03/12/2025	Strawberry Fieldz	£775.00	Stage & Sound
03/12/2025	Sign Wizzard Limited	£87.61	Christmas Celebration Banners
3/12/2025	Rialtas	£1,376.40	Rialtas allotments software
3/12/2025	Rialtas	£270.50	Rialtas web upgrade
3/12/2025	Numbers	£72.00	Payroll Processing
03/12/2025	Marley Design	£595.00	Web and Commnications
31/12/2025	Salaries	£11,366.41	December Salaries
31/12/2025	HMRC	£4,503.44	Tax and NI
TOTAL BACS AMOUNT		£19,780.76	
CARD			
Date	To	Amount	Payment for
20/11/2025	Sweeneys Wendover	£24.50	Office Supplies - Coffee, bleach & loo roll
24/11/2025	Amazon Buisness EU	£6.84	Tally Counters
20/11/2025	Amazon Buisness EU	£12.23	Blu-tack
19/11/2025	Amazon Buisness EU	£13.99	Cable for speaker
20/11/2025	Andersons Wholesale	£228.00	Wrapped Gifts
20/11/2025	Acorn Nurseries	£489.60	Assorted bulbs
20/11/2025	Tesco	£54.13	Food - HS2 meeting
20/11/2025	Screwfix	£19.97	PPE - Gloves
28/11/2025	Wendover Post office shop	£50.00	Christmas Prizes - Vouchers
28/12/2025	Sweeneys Wendover	£12.00	Christmas Event - Treats
27/11/2025	The Range	£24.55	Christmas Decorations & Extrension Lead
27/11/2025	B&Q	£60.00	Prunning Loppers
25/11/2025	Amazon	£2.89	Wall Planner
26/12/2025	Adobe	£19.97	Adobe Acrobat plan
9/12/2025	Lebara	£5.00	Lebara mobile
24/11/2025	Wix	£230.40	Hosting plan - Welcome to Wendover
TOTAL CARD AMOUNT		£1,254.07	
DD/SO			
Date	To	Amount	Payment for
08/12/2025	BT	£170.56	Phone and broadband
24/11/2025	Radius UK Fuels	£56.92	Fuel card
19/11/2025	Castle Water Limited	£10.91	Water bill
19/11/2025	Castle Water Limited	£25.98	Water bill
10/11/2025	Microsoft	£81.14	MS365 Office Basic
30/11/2025	Sumup	£5.58	transaction fees
5/12/2025	Smart Pensions	£26.40	Smart pension admin fee
31/12/2025	Smart Pensions	£1,274.22	Dec Pension Contributions
TOTAL DD & SO		£1,651.71	
TOTAL PAYMENTS		£22,686.54	SIGNED BY COUNCILLORS: