

# WENDOVER PARISH COUNCIL

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## Minutes of the Parish Council Meeting 3<sup>rd</sup> September 2024 at 7:30pm St Anne's Hall, Aylesbury Road, Wendover HP22 6JG

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**Present:** Councillors Ballantine, Gallagher, O'Donnell, Standen, Thornton, Wales, Walker, Washington and Worth

**In attendance:** Buckinghamshire Cllrs Strachan and Newcombe

**Clerk:** Andy Smith

**Members of Public:** 4

### 1. ELECTION OF CHAIR

**PC24/159** Cllr Gallagher was elected unanimously

### 2. APOLOGIES FOR ABSENCE

**PC24/160** Apologies were received from Councillor Goodall and were **APPROVED**. Councillor Lloyd Evans was absent.

### 3. DECLARATIONS OF INTEREST

**PC24/161** None

### 4. MINUTES

**PC24/162** The minutes of the Parish Council of 6<sup>th</sup> Aug 2024. were **RESOLVED** as a true record to be signed by the Chair of the meeting.

### 5. CHAIRS ANNOUNCEMENTS

**PC24/163** The new Chair thanked Cllr Williams for her excellent service as Chair of the Council and there will be a presentation and social when she returns from travels.

### 6. PUBLIC PARTICIPATION

**PC24/164** The Chair of Weston Turville Parish Council talked about the importance of the environment and outlined an inspirational talk presented at a national event about having a community climate plan. This starts with a team of all key stakeholders coming together for an eco day and then those ideas are followed up and planned. There is a cost to facilitating the day, with some of the funding comes from the Community Board. The importance was working together with other local Parishes.

**PC24/165** A member of the public pointed out that the surgeries at the Library had been cancelled and were being reviewed. They pointed out that engagement with the Parish Council was very important and that the Parish Council should consider that/.

**PC24/166** A member of the public highlighted the importance that the new planning framework is discussed and asked for clarity. It is important that the public know about this.

### 7. REPORTS FROM BUCKINGHAMSHIRE COUNCILLORS

**PC24/167** Regarding the planning, Cllr Strachan assured the Parish Council that when Buckinghamshire Council knows they will pass on the information to Wendover. What is known is that the new

National Planning Policy Framework (NPPF) is being consulted on and it will be open until 24<sup>th</sup> September.

**PC24/168** The way that development targets is calculated is changing and this means an increase of about 41% in Buckinghamshire. Buckinghamshire is going to be involved in the consultation process and Buckinghamshire Councillors will keep the Parish Council updated. It is important that Parish Councillors read the new NPPF and looking at the neighbourhood plan to ensure it has been updated in the last 5 years. It is worthwhile reviewing the neighbourhood plan.

**PC24/169** The changes of the constituencies mean there will be changes in the number of Councillors and our area will be represented by two Councillors. Councillor Newcombe will be standing down for the Wendover area at the elections next year.

## 8. CLERKS REPORT AND CORRESPONDANCE

**PC24/170** The report was noted. With the additional notification that the external auditor had written back to confirm they were satisfied with the accounts.

## 9. FINANCE AND PAYMENTS

### a) Payments to consider.

**PC24/171** The Clerk answered questions to clarify some of the payments and Council The payments to consider, totalling £45,008.35, were **RESOLVED** to be approved and signed.

### b) Expenditure under Clerk's Authority.

**PC24/172** The expenditure was noted and it was **RESOLVED** to approve the expenditure.

### c) Latest financial reports

**PC24/173** The financial reports were noted and Councillors were happy with the current financial position.

## 10. REPORTS FROM MEETINGS WITH OUTSIDE BODIES

### a) HS2 Mitigation Action Group

**PC24/174** The report was noted. The Wendover HS2 mobile visitor van will be on the manor waste as a part of the October Local Produce Market.

### b) Other groups

**PC24/175** **Pub business network** – the group met at the Shoulder of Mutton. A lot of new ideas have come from the group There was a concerning incident where a member of staff dealing with a medical emergency in Istanbul was not given access to the defib on the high street during a medical incident. It was felt by Parish Council that the office should look into the issue further.

**PC24/176** **Choral Society** – there is a new conductor and want to increase the numbers and looking at new events.

**PC24/177** **Wendover Society** – producing an illustrated map of the shops to go on the Manor Waste

## 11. REPORTS FROM COMMITTEES

### a) FINANCE

**PC24/178** The draft minutes of the meeting on 6<sup>th</sup> August 2024 were noted. It was noted that we need more people on the finance committee and a chair.

## ITEMS REFERRED FROM FINANCE

**PC24/179 i) Financial Regulations** –The new model regulations were considered and it was **RESOLVED** to adopt the regulations as presented in the pack.

## 12. REPORTS FROM WORKING GROUPS

### a) Transport Working Group

**PC24/180** No report

### b) Open Spaces Working Group

**PC24/181** Looking to organise another meeting with the group for the next steps action on our open spaces plans.

### c) Sustainability and Biodiversity Group

**PC24/182** No report.

### d) Strategic Planning Steering Group

**PC24/183 Strategic Framework** – Thanks to the member of project staff as he reaches the end of his project time. It was noted that because of his efforts we now have a framework.

**PC24/184** The framework needs to be populated with our projects. Committee Chairs and Working Group leads are now asked to bring together their thoughts on what we should be doing in the future projects and workstreams that can be sent to the Chair. The second week in October the group will look at them and then plot them in line with our strategy.

## 13. OTHER ITEMS

### a) New Committee Structure

**PC24/185** The proposal to have two vice chairs was discussed. It was noted that it may be best that each group of three should identify what the strengths of each other in that group so that you could identify a portfolio based on the membership. The original discussion was noted in that the demands of the chair often meant that people with families or full time work were often precluded from the role and that this structure aims to help with that. This would be a way of sharing the workload around.

**PC24/186** An amendment to the policy was discussed – It was agreed that the policy could be flexible in line with the needs and demands of the chair at the time. The proposal is that an additional vice chair can be elected should it be needed. It was **RESOLVED** to accept this amendment.

**PC24/187** The proposal as amended was **RESOLVED** to be introduced.

**PC24/188** The election of the Vice Chair was discussed and three candidates for the role were nominated. Councillors O'Donnell and Ballantine were **ELECTED** as vice chair.

### b) Parish Council Attendance

**PC24/189** The paper was discussed, and it was **RESOLVED** to adopt the recording of Councillor attendance

### c) War memorial lights

**PC24/190** There was concern over the cost to the Parish of this repair. Councillors felt that £2500 for repairing two lights seemed excessive. It was noted that it was an honour to host the war memorial and that we should look after it. One of the Councillors knew a commercial electrician It was **RESOLVED** for the paper to come back to Amenities after the further advice is sought

#### 14. DATES OF FUTURE MEETINGS

**PC24/191** The next Parish Council meeting 7.30pm on Tuesday 1<sup>st</sup> October 2024 at St Annes Hall. Items for the agenda are due into the office by 9am on Mon 23<sup>rd</sup> September

#### 15. CLOSURE OF MEETING

**PC24/192** As all business was transacted the meeting was closed at 8.42pm

Signed by *Clive Gallagher*

Chair to the Parish Council

Date: 1<sup>st</sup> October 2024

PAYMENTS TO CONSIDER		Sep	Parish Council 03/09/2024
<b>BACS</b>			
Date	To	Amount	Payment for
05/09/2024	Phenom Networks	£204.87	Computer Support
05/09/2024	PawPrint	£140.40	Printer/Copier Costs
05/09/2024	Val Mayland	£80.00	Cleaning
05/09/2024	Marley Design	£200.00	Web and communications
05/09/2024	Numbers	£72.00	Payroll Services
05/09/2024	St Annes Hall Hire	£30.00	Hire of hall for meetings
30/09/2024	Salaries	£11,216.49	Monthly Salaries Bill
30/09/2024	LGPS	£908.33	LGPS Pension Costs
30/09/2024	HMRC	£3,504.14	Payroll Tax and NI
05/09/2024	Sparkx	£345.60	Light repairs - 82, 95
05/09/2024	Sparkx	£636.00	Light repairs - 71 new lantern
05/09/2024	Pat Kernan	£7,700.00	Tree works and maintenance
05/09/2024	R Wright and Son	£198.00	Septic tank empty
05/09/2024	Farol	£846.98	Flail cutting deck repair
05/09/2024	WindowFlowers	£465.60	War memorial planters
05/09/2024	WindowFlowers	£2,305.80	Hanging baskets and planters at white gates
05/09/2024	WindowFlowers	£4,392.00	Manor Waste trees
05/09/2024	M Stevens	£96.00	Repair of Stihl hedge cutter
05/09/2024	Heritage Fruit Tree Co	£558.35	Orchard maintenance
23/08/2024	Frank Fennell Plumbing	£571.00	Water heater for clock tower kitchen
05/09/2024	Strawberry Fieldz	£110.00	Deposit for christmas event staging
21/11/2024	Strawberry Fieldz	£440.00	Outstanding balancefor christmas event staging
05/09/2024	Sirensent Medical Services	£240.00	First Aid Cover - picnic in the park
05/09/2024	Sharp Fencing	£6,562.75	Deposit for works at Hampden Park
05/09/2024	Chiltern Secure Shredding	£48.00	Office Shredding
<b>TOTAL BACS AMOUNT</b>		<b>£41,872.31</b>	
<b>CARD</b>			
Date	To	Amount	Payment for
26/08/2024	Adobe	£19.97	Acrobat Pro plan - Sep
13/08/2024	Lebara Mobile	£5.00	Office mobile plan - Sep
30/08/2024	Amazon Business	£23.99	A4 paper
29/08/2024	Amazon Business	£12.74	RCD Socket adapter (events)
29/08/2024	Amazon Business	£41.11	Outdoor weatherproof extension reel
29/08/2024	Amazon EU	£25.96	Award rosettes (dog show)
07/08/2024	Amazon EU	£5.19	Notebook/to do list
07/08/2024	Chiltern View nursery	£100.00	Topsoil for repairs around benches
28/08/2024	Sum Up	£0.30	Transaction fees
27/08/2024	Sum Up	£0.17	Transaction fees
27/08/2024	Lady Grey Tearoom	£64.65	Exit interviews and thank you
15/08/2024	Wendover Post Office	£5.49	Leaving card
15/08/2024	Post Office Ltd	£13.60	2nd class stamps
15/08/2024	Sweeneys	£7.48	Office Supplies
14/08/2024	Lock and Key Centre	£403.54	Repair door top lock and replace keys
08/08/2024	Land registry search	£3.00	Title plan for overgrown land at PMG
<b>TOTAL Debit Card AMOUNT</b>		<b>£732.19</b>	
<b>DD/SO</b>			
Date	To	Amount	Payment for
3 Sep 2024	SIDLEYS CLIENT THE	£135.00	Sidleys garage rent
3 Sep 2024	LEX AUTOLEASE	£444.29	Hilux lease agreement
6 Sep 2024	BE FUELCARDS LTD	£382.38	BP Fuel Card
28 Sep 2024	SMART PENSION LTD	£870.38	SMART pension contributions
15 Sep 2024	BG LITE	£20.36	Manor Waste Electricity
15 Sep 2024	BG LITE	£115.24	Clock Tower Electricity
15 Sep 2024	BG LITE	£19.31	Site Safe Electricity
20/08/2024	MICROSOFT	£126.60	Microsoft 365 Licenses
17/07/2024	CASTLE WATER LTD	£21.87	Clock Tower Water
17 Sep 2024	CASTLE WATER LTD	£9.57	Site Safe Water
05/07/2024	BUCKS COUNCIL	£90.00	Manor Waste Market Rates
30 Sep 2024	BUCKS COUNCIL RECE	£96.85	Waste Container emptying
05/09/2024	RADIUS TELEMATICS	£72.00	Vehicle trackers
<b>TOTAL DD &amp; SO</b>		<b>£2,403.85</b>	
<b>TOTAL PAYMENTS</b>		<b>£45,008.35</b>	SIGNED BY COUNCILLORS:
<b>COUNCIL MINUTE NUMBER</b>			