



WENDOVER PARISH COUNCIL

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AMENITIES COMMITTEE AGENDA

Tuesday 20th October 2026

immediately following Planning Committee and no earlier than 7:30pm
Wendover Community Library, High Street, Wendover HP22 6DU

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

To all Committee Members:

YOU ARE HEREBY SUMMONED TO ATTEND THE ABOVE-MENTIONED MEETING, WHEN IT IS PROPOSED THAT THE BUSINESS TO BE TRANSACTED SHALL BE AS SET OUT BELOW.

MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND. MEMBERS WISHING TO ATTEND MUST CONTACT THE CLERK PRIOR TO THE MEETING.

AGENDA

1) APPOINT COMMITTEE MEMBER

To appoint Cllr Alex Baughan as a member of the Amenities Committee.

2) APOLOGIES FOR ABSENCE

To consider any apologies for absence received.

3) 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.

4) MINUTES – page 3

To confirm the minutes of the meeting of 15th September 2026.

5) PUBLIC PARTICIPATION

A maximum of 3 minutes per speaker will be allowed.

6) FINANCE

To consider the list of payments.

7) UPDATE REPORT FROM THE CLERK – page 5

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

8) OPEN SPACES AND HAMPDEN POND

a) Witchell Stream Clearance – page 6

To consider approving the cost of the Witchell stream clearance project.

b) Hampden Pond Gate Replacement – page 12

To consider approving the cost of a replacement gate at Hampden Meadow.

9) OTHER MATTERS

a) Market Proposal Update – page 14

To note the additional information for the proposed new market and approve subject to receipt of the outstanding documents.

b) Land for Community Benefit – page 18

To consider, in principle, options for securing land for community benefit. To further consider whether to establish an earmarked reserve authorise up to £2,000 for specialist legal advice, and, subject to satisfactory advice, authorise up to £1,000 for fundraising and community-engagement materials.

c) **Asset of Community Value** – **page 33**

To consider authorising a consultation with Wendover Residents around their use and enjoyment of the field parallel to the Canal from Purssell Path and further consider a part of the field on the other side of the canal to merge with Barlow Wood with a view to applying for an asset of community value.

d) **Manor Waste Premises Licence** – **page 35**

To consider approval for Wendover Parish Council to apply for a premises licence for Manor Waste, covering the sale of alcohol and the provision of live and recorded music at the Council's weekly and monthly markets and other events, and to authorise the preparatory actions required for the proposed Designated Premises Supervisor.

e) **Floral Displays Proposal** – **page 39**

To consider the proposal for a new floral display scheme.

f) **2027 Events Programme** – **page 47**

To consider the recommendations from the Events and Engagement working group for 2027 events and engagement.

g) **3 Year Charging Plan Manor Waste Historical Rates** – **page 51**

To consider approving the historical rate charging plan for the Manor Waste.

h) **2027/28 Amenities Budget Request** – **page 53**

To approve the proposal to Council for the 2027/28 Amenities budgets.

10) ITEMS FOR NEXT AGENDA

11) DATE OF NEXT MEETING

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

12) CLOSURE OF MEETING

Signed by *Andy Smith*

Clerk and Finance Officer

Date: 15th October 2026

WENDOVER PARISH COUNCIL

Minutes of the Amenities Committee Meeting

15th September 2026 *immediately following Planning Committee - starting at 7:30pm*

Wendover Community Library, High Street, Wendover HP22 6DU

Present: Councillors Worth (Chair), Gallagher, Ballantine and Mackinley

Clerk & Minutes: Phoebe Sharps

Members of Public: 0

APOLOGIES FOR ABSENCE

A26.050 Cllrs Standen, Atwell, Thornton and Washington offered apologies. The reasons for their absence were accepted and approved by the Committee.

DECLARATIONS OF INTEREST

A26.051 None.

MINUTES

A26.052 The minutes of the meeting of 21st July 2026 were **RESOLVED** as a true record to be signed by the Chair.

PUBLIC PARTICIPATION

A26.053 None.

FINANCE

A26.054 The payments to consider totalling £25,082.83 were **RESOLVED** and signed.

UPDATE REPORT FROM THE CLERK

A26.055 The report was noted.

OPEN SPACES AND HAMPDEN POND

Ground Ivy Project

A26.056 It was **RESOLVED** to authorise the ivy volunteer group to undertake the ground ivy project.

OTHER MATTERS

Memorial Bench Requests

A26.057 It was **RESOLVED** to approve the memorial bench request for Witchell Meadow.

A26.058 It was **RESOLVED** to approve the memorial bench request for the Community Orchard.

A26.059 It was **RESOLVED** to approve the memorial tree for the Community Orchard in principle.

Estates and Grounds Team Equipment Purchase

A26.060 It was **RESOLVED** to authorise the office to purchase the equipment from company 3.

Flag Policy

A26.061 It was **RESOLVED** to agree and implement the flag policy set out below in the appendices.

Insurance

A26.062 It was **RESOLVED** to authorise the office to take out the insurance offer by Company 1.

Market Proposal

A26.063 It was noted that the Council would consider and review any potential impact to the existing weekend market at any stage during the 6-month trial period.

A26.064 It was noted that this is new process, and the Committee didn't think there was enough information on the proposal for the Council to consider.

A26.065 It was **RESOLVED** to approve the proposal in principle subject to additional information being provided so Council can review a completed form.

A26.066 It was **RESOLVED** that the completed proposal form would be considered at the October Amenities Committee meeting.

A26.067 It was **RESOLVED** in principle to approve the market date be the 1st Sunday of the month subject to the October Amenities Committee meeting.

ITEMS FOR NEXT AGENDA

A26.068 None presented.

DATE OF NEXT MEETING

A26.069 The next scheduled meeting of the Amenities Committee is 20th October was noted.

CLOSURE OF MEETING

A26.070 As all business was transacted the meeting was closed at 8.05pm.

Signed by

Chair to the Amenities Committee

Date:



ITEM 7 – CLERKS REPORT

Wendover PROW

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

Upcoming Events

- Halloween Event on the Manor Waste 31st October, 12 noon – 4pm - supporting the much-loved trail by J Brown Funeral Services, with fun new editions.
- Remembrance Parade and Service Sunday 8th November
- Find Santa at the November Local Produce Market for a free prize (21st November).
- HS2 (EKFB) Mobile Visitor Centre will also be at the Local Produce Market on the 21st November if you would like to ask them questions about their latest activities.
- Christmas Celebration Event (Light Switch On) – Saturday 28th November
- Carols Around the Tree – 11th December
- Christmas Local Market - 19th December – Ellesborough Silver Band performing festive tunes

Estates Works Update

The Senior Estates and Grounds Person sent an email update on the 9th October.

- Hampden pond fencing (Heron path end)
- Fishing platform repairs
- Alley way clearance such as Dobbins Lane to Foley bridge and Chapel Lane to Hale Road
- Painted new sleepers at Haddington play park
- Repaired and repainted bench on Hale Road, Hale Lane junction
- Shredder hire last week tidying in all our spaces but mainly Witchell and Chapel Lane
- Witchell bank in car park tidying
- Tesco Bank end of year cut
- Mowing
- Re planted tub outside Istanbul and War memorial (Window flowers will do white gates and winter bedding around Manor Waste seating etc)



ITEM 8a – WITCHELL STREAM CLEARANCE

BROUGHT BY

Estates and Events Manager and Senior Estates and Grounds Person

SUMMARY

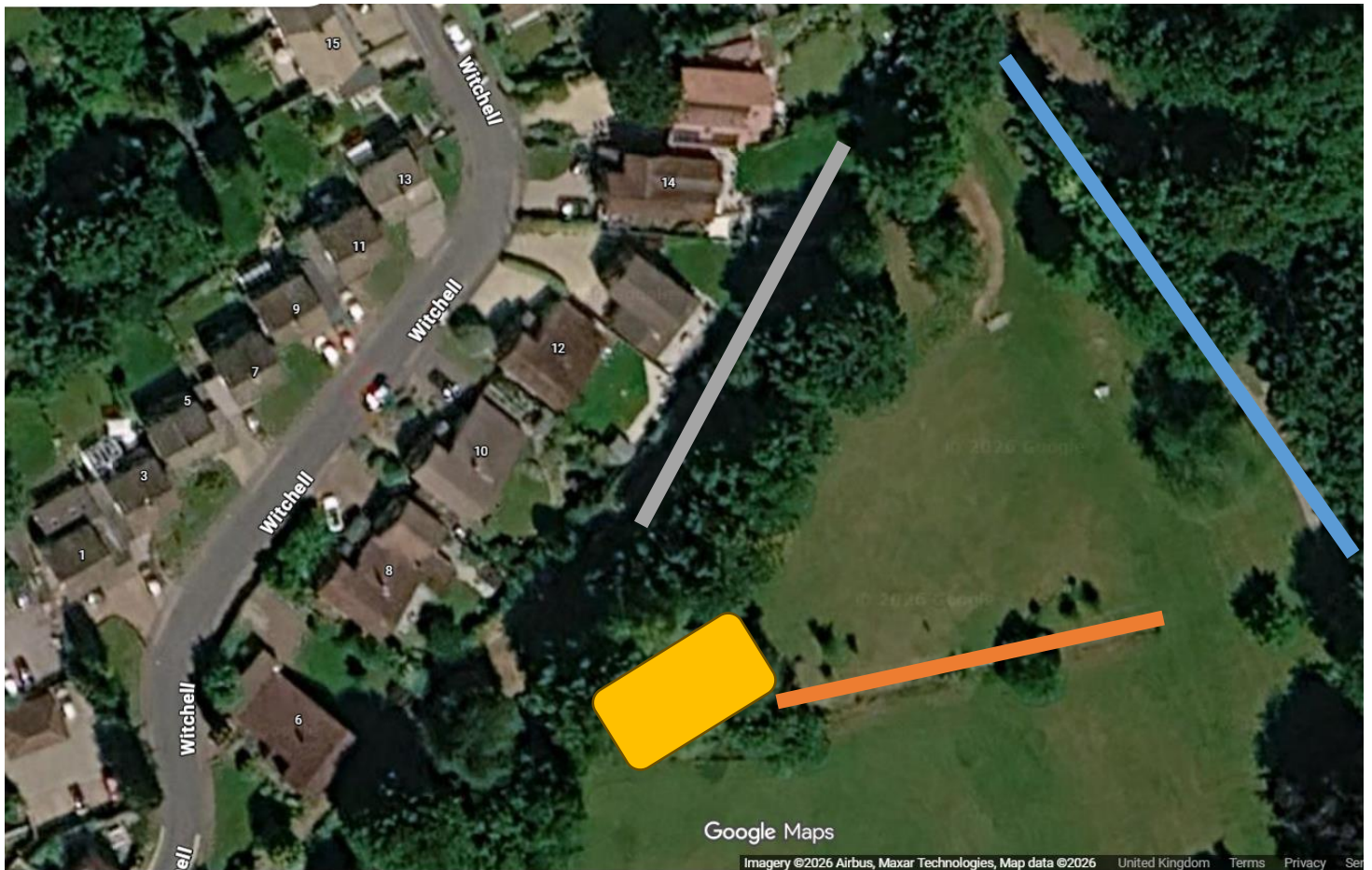
To consider approving the cost of the Witchell stream clearance project and authorise the work.

PARISH COUNCIL BACKGROUND

N/A

DETAILS

See map of Witchell Meadow with water features noted:



Yellow – Witchell Pond, Orange – Witchell Stream, Blue – Heron Stream , Grey – Witchell Stream 2.

Witchell Pond and Stream Background –

It is believed that Witchell Pond has a similar aquifer to Hampden Pond and it is common for the pond and stream levels to drop after prolonged dry spells. It is believed that it's a 4-6 month delay/impact on the water source. Due to the dry summer Witchell Pond and both streams are currently dry.



Proposed project –

The Estates Team are proposing a 2 phased project to improve wildlife habitats and environments in Witchell Meadow and increase the biodiversity.

Phase 1 (Witchell Stream 2 Clearance) –

Witchell Stream 2 clearance, to dig out the slit, remove mud, and clear tree debris that is blocking the stream from flowing and reintroduce the water source.

There is already an existing culvert for this stream to channel through to Heron Stream, pictures of the stream can be seen below, the water supply is believed to come from Witchell Pond, and is fed underground, surfacing by a tree in Witchell Meadow.

Biodiversity benefits –

Witchell Stream 2 could be used as a scrape or a ditch for Witchell Pond which are essential for biodiversity, creating habitats for small mammals, insects such as water beetles and birds such as tree sparrows and yellow wagtails.

As well as being wildlife corridors, scrapes and ditches are drainage systems, helping to prevent flooding by feeding streams, in this case Heron Stream.

Phase 1 Method –

Works timeframe – 1 day.

- Dig out the length of the stream with a digger.
A local contractor has quoted **£400** for this digger work.
- WPC would hire a dumper to move the slit and mud removed, costing approx. **£100** for a days hire.
This slit and mud can these be used as compost for new trees, young trees and the community orchard.

Phase 1 is proposed to be done, this year, Autumn/Winter 2026 depending on weather and the condition of the ground.





Phase 2 (Witchell Pond Works) –

The Estates Team have requested budget for 27/28 for the second phase of this project, however we would need to go out to a contractor for advice and to quote for the works, as this is a larger more specialised piece job. A rough outline of the project can be found in appendix A, this will come back to Amenities to consider.

The Estates Team are asking the committee to consider approving an expenditure of up to £800 for phase 1 in the 26/27 budget and authorising the office and Estates Team to complete to works.

FINANCIAL CONSIDERATIONS

- An expenditure of up to £800 has been budgeted for in 4410 Groundworks for the 26/27 financial year for phase 1.

LEGAL AND OTHER IMPLICATIONS

- The Council should consider if this is in line with the Councils vision and mission statement and strategic plan.
- Health and Safety considerations for the staff and contractor, as well as for users of the park.

PROPOSAL

To resolve to:

- **Authorise an expenditure of up to £800 for phase 1.**
- **Authorise the office and Estates Team to complete to works.**

Appendix A – Phase 2 (Witchell Pond 27/28)

For a **350 m² spring/groundwater-fed pond** that is currently shallow (max depth 0.9m), shaded, occasionally dries in low groundwater years, and sits upstream of a **chalk stream**, focus on creating a **high-quality wildlife pond** rather than making it look like a formal ornamental pond.

Temporary or seasonal ponds can support specialised wildlife and often avoid fish colonisation, which can benefit amphibians and many aquatic invertebrates. Evidence shows ponds are among the richest freshwater habitats and pond creation/restoration can rapidly increase biodiversity.

Priority Assessment

1. Partial desilting and creating deeper areas

Benefits

- More water retained during dry summers.
- Creates a variety of water depths, which generally supports more species.
- May allow aquatic plants to establish more reliably.
- Creates overwintering habitat for amphibians and invertebrates.

Risks

- Complete dredging can destroy established wildlife communities.
- Nutrient-rich sediments can release phosphorus if disturbed.
- A very deep pond may become less valuable for some marginal wetland species.

Recommendation

Rather than excavating the entire pond:

- Create deeper refuge pools of **1.5-2.0m depth** over perhaps 20-30% of the pond area.
- Retain large areas of shallow water.



- Create gently sloping margins where possible.

This provides drought resilience while maintaining habitat diversity.

Impact: Very High

2. Marginal planting

Marginal plants:

- provide egg-laying habitat for amphibians
- shelter dragonflies and damselflies
- support pollinators
- absorb nutrients
- stabilise banks.

Suitable native species

Shallow margins:

- Marsh Marigold (*Caltha palustris*)
- Water Forget-me-not
- Lesser Spearwort
- Brooklime

Slightly deeper margins:

- Purple Loosestrife
- Water Mint
- Yellow Flag Iris (use sparingly)
- Soft Rush

Recommendation

Create planted bays rather than planting the entire perimeter.

Impact: Very High

3. Oxygenating plants

Benefits

- Habitat for invertebrates.
- Improved water quality.
- Reduced algal blooms.

Suitable native species

- Hornwort
- Water-starwort
- Spiked Water Milfoil
- Curled Pondweed

Recommendations

Because the pond is shaded:

- plant modestly at first
- monitor survival
- avoid overstocking

Impact: High

5. Tree management

This may be one of the most important interventions.

Heavy shade often limits:

- aquatic plant growth
- amphibian breeding
- dragonfly populations.

Recommendation



Do not clear all the trees.

Instead:

- selectively remove or thin trees on the south and southwest side.
- keep some shaded sections.
- aim for roughly 50-70% sunlight on part of the pond.

Impact: Very High

6. Wildflower banks

Excellent project.

Benefits

- Pollinators.
- Butterflies.
- Seed source for birds.
- Visual appeal.

Species could include:

- Birds-foot trefoil
- Oxeye daisy
- Knapweed
- Betony
- Self-heal
- Field scabious

Because the site connects to a chalk stream catchment, use a local provenance chalk grassland mix if possible.

Impact: High

7. Create a wet meadow around the pond

This is often more valuable than extra planting in the pond.

Around the margins create:

- rough grassland
- sedges
- rushes
- wildflowers

A buffer strip of even 5-10 metres can dramatically increase biodiversity and reduce nutrient inputs.

Impact: Very High

8. Install habitat features

Log piles

For:

- beetles
- amphibians
- fungi

Hibernacula

Piles of stone, logs and soil.

Excellent for:

- frogs
- toads
- newts

Deadwood in water

Partially submerged trunks create habitat complexity. Habitat complexity is strongly linked to biodiversity.

Impact: High



9. Create scrapes and seasonal pools – Witchell Stream 2

Because you have groundwater fluctuations:

Create several shallow scrapes:

- 20-40cm deep
- adjacent to the main pond

These hold water seasonally and are highly valuable for invertebrates and amphibians.

Impact: Very High

10. Do NOT introduce fish

Unless there is a specific reason.

Fish often:

- reduce amphibian breeding success
- eat aquatic invertebrates
- reduce biodiversity.

Wildlife ponds generally perform best without fish.

For a limited budget focus on:

1. Selective tree clearance.
2. Partial desilting with 1.5-2m refuge pools.
3. Marginal shelves and native marginal planting.
4. Wildflower and wet meadow creation.
5. Habitat piles.

That combination would likely deliver the greatest biodiversity gain while also making the pond a much more attractive feature for visitors.



ITEM 8b – HAMPDEN POND GATE REPLACEMENT

BROUGHT BY

Estates and Events Manager and Senior Estates and Grounds Person

SUMMARY

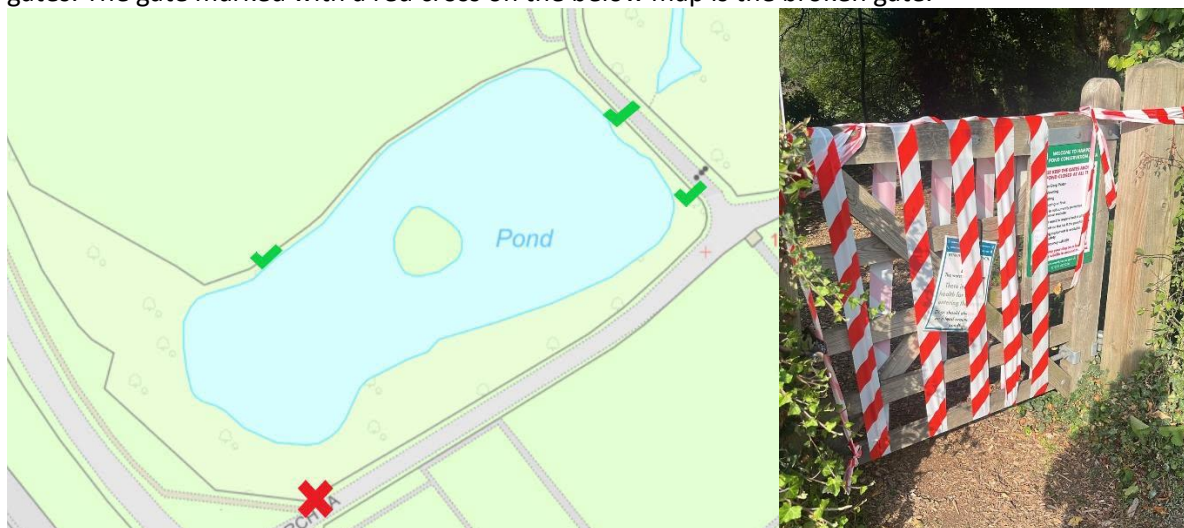
To consider approving the cost of a replacement gate at Hampden Meadow.

PARISH COUNCIL BACKGROUND

N/A

DETAILS

The Estates Team have highlighted health and safety concerns regarding the wooden gate at Hampden Pond, they have discovered that the wooden posts are rotten and the gate is unstable, they have locked the gate to prevent access. This is the last remaining wooden gate the rest of the gates at Hampden Pond are metal gates. The gate marked with a red cross on the below map is the broken gate.



Due to having lost an access point to this local amenity and the health and safety impact of the rotten posts the office have obtained one quote – to remove the existing gate and posts and replace both the posts and gate in metal, this means that all gates around Hampden Pond will be the same, and the lifespan of the gate will increase, approx 25 years.

The company that has quoted is a local company who installed the metal fencing and gates around Hampden Pond.



Quote –

Gates	1	1,025.00	1,025.00
Ref:- Pond			
To remove existing gate and posts			
To supply and install Bow Top Galvanised Steel Gate 1.2m Wide including Posts			
Thank you for your business!			
	SUBTOTAL		1,025.00
	VAT TOTAL		205.00
	TOTAL		£1,230.00

The Estates Team are asking the committee to consider approving the cost of the gate for Hampden Pond and authorise the office to instruct the contractor to complete the works as set out in the quote.

FINANCIAL CONSIDERATIONS

- The cost of **£1,025** will come out of 4405 Maintenance Open Spaces F&F, this cost has been forecasted by the Clerk.

LEGAL AND OTHER IMPLICATIONS

- The Council should consider if this is in line with the Councils vision and mission statement and strategic plan.
- Health and Safety and accessibility considerations of users/visitors.

PROPOSAL

To resolve to:

- **Approve the cost of £1,025 for the gate at Hampden Pond.**
- **Instruct the contractor to complete the works.**



ITEM 9a – MARKET PROPOSAL UPDATE

BROUGHT BY

Parish Council

SUMMARY

To note the additional information for the proposed new market and approve subject to receipt of the outstanding documents.

PARISH COUNCIL BACKGROUND

AMENITIES MARCH 2025

A24.148 It was **RESOLVED** to maintain the current Local Produce Market run and managed by Wendover Parish Council.

A24.149 It was **RESOLVED** to authorise the office to approach Business 1 for a proposal for a second monthly market to be discussed at Full Council.

PARISH COUNCIL 5th APRIL 2025

a) Local Markets

PC25/001 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.

PC25/002 It was **RESOLVED** to accept the proposal and authorise the office to proceed with a trial of the Sunday market at the agreed charges

PARISH COUNCIL 2nd Sep 2025

a) Monthly Sunday Market

PC25/190 The members of the public gave their views. The comments were considered by the Council. The councillors asked clarifications on the comments given by the members of the public. It was noted that marketing costs for any market are vital and these would need to be supported from the pitch fees.

PC25/191 It was noted that the Parish Councillors are keen that the high street should thrive. The vote at the last meeting was principally a proposal by a private market operator that Council felt would draw people into Wendover and make the high street better, with an increase in sales for all retailers.

PC25/192 It was noted that the Council should have gone to the High Street for their thoughts. Feedback from Yardfest should also be considered.

PC25/193 It was noted that it was not certain if a Sunday market was desirable for the high street and Wendover residents.

PC25/194 It was **RESOLVED** that the Parish Council will consult with residents, the high street and engage with the retailers to bring forward an updated proposal for Council to consider.



PARISH COUNCIL 7th JULY 2026

a) Weekend Markets

- PC26/121** The comments in public forum were noted. The public participation made it clear that all were motivated to find the best approach for Wendover but there were differences over the approach. It was further noted that universal agreement may not be achieved
- PC26/122** Car Parking capacity was noted as a limitational factor that cannot be quickly or easily solved. This may favour a Sunday and evening markets
- PC26/123** It was noted that markets do increase footfall. Most trader feedback focused on the risks of holding more markets. It was noted that a trial would be a way of determining how best we can manage markets.
- PC26/124** It was noted there are no intentions to damage existing high street traders and that the market should compliment and not compete with those traders
- PC26/125** It was noted that we had been asked to reconsider extending the market on the same principles of the Local Produce Market. This presents capacity challenges for the Council.
- PC26/126** It was noted that the paper contained a bullet point list of criteria by which market proposals would be considered. This list may need refining and expanding over time. It was further noted by the parish council that high street retailers wanted more time to input into the criteria.
- PC26/127** It was noted that it may help to have a template for applications to ensure the criteria were met.
- PC26/128** An amendment was discussed and it was **RESOLVED** to amend the paper so that high street retailers can comment with their priorities and concerns. Then the parish council will have clearly defined criteria by which they can judge and accept market proposals. This feedback must be with the office by Friday 31st July. Following consideration of this feedback the paper will be redrafted and come back to Council on Tue 1st September.
- PC26/129** The proposal as amended was **RESOLVED** to be approved

PARISH COUNCIL SEP 2026

a) Wendover Markets

- PC26/203** The parish council noted that this paper was about the criteria by which market proposals will be judged. It was noted that Amenities would discuss the proposals. There is a concern that the bollards being out will encourage parking on the Manor Waste and it was noted this needs to be monitored in the trial period. It was further noted that we should rule out Thursday evenings.
- PC26/204** Parish Council noted their concern that any high street retailer could potentially have a veto of a market under this current policy. The spirit of what we are trying to do is for the entirety of Wendover and that must apply to our decision making
- PC26/205** It was noted that the new markets would be for a trial period and it was **RESOLVED** to set a date that the Parish Council will review this policy (March 2027). It was noted that each individual market will also be reviewed after 6 months of trading.
- PC26/206** It was **RESOLVED** to amend Section 3, point 3 to “Where a proposed stall may overlap with an existing High Street business, the Council can still proceed if it is a reasonable proposal or that the high street business effected recognises the value of the additional footfall the market may bring. Any issues will be noted at the policy review meeting.”
- PC26/207** It was **RESOLVED** to adopt the policy as amended and respect the nature of the trial period. It was noted that Cllr Ballantine abstained from the vote.

AMENITIES COMMITTEE SEP 2026



a) Market Proposal

- A26.063** It was noted that the Council would consider and review any potential impact to the existing weekend market at any stage during the 6-month trial period.
- A26.064** It was noted that this is new process, and the Committee didn't think there was enough information on the proposal for the Council to consider.
- A26.065** It was **RESOLVED** to approve the proposal in principle subject to additional information being provided so Council can review a completed form.
- A26.066** It was **RESOLVED** that the completed proposal form would be considered at the October Amenities Committee meeting.
- A26.067** It was **RESOLVED** in principle to approve the market date be the 1st Sunday of the month subject to the October Amenities Committee meeting.

DETAILS

Introduction

- At the previous meeting the market was given the provisional approval on the basis we received further information
- We have not received all the information but enough for Amenities to consider approval

Additional information

Launch Date

Sun 6th December 2026

There will be no January market but markets every other month

Traders

The following traders have been confirmed and there is limited cross over with the LPM or local shops:

1. Authentic Olive Oil Co Ltd – Hayes
2. Bucks Cheese Guy – Wendover
3. Chiltern Lamb (Shepherd from Mentmore) – Marlow
4. Chiltern Artisan – Wendover
5. Greek Style (savouries and baklava) – Stoke Mandeville
6. Kathartic Creations – Aylesbury
7. La Jolie Maison – Windsor
8. Little Greenhouse – Tring
9. Marika's Kitchen (Greek cakes)– Potters Bar
10. Natrl Skin Care (sustainably made cosmetics) – Aylesbury
11. Natural Bread leavened sourdough (heritage & ancient grains) – Oxford
12. Pitch Green Woodwork (ethical & sustainably locally sourced wood) – Bledlow
13. Roseland Gin Cornwall – (From Gerrards Cross)
14. Rose Dale Organic (Long Horn Farmer all year round grass fed)– Chearsley
15. The Pot (Chinese take home food delicacies) - Barnet
16. The Wildlife Trusts – National
17. Twelftree – Wendover
18. VB Distillery – Basingstoke
19. Wendover Honey – Wendover
20. Wendover Wood (laser engraved and crafted wooden gifts) – Wendover
21. Wild Venison (sustainably sourced from the locality – part of a wildlife management programme) – Woodeaton



22. Rumsey's - Wendover

The listed stall holders are subject to change.

Charities will get free pitches and Wendover businesses will be charged a subsidised pitch fee of £15

On site market manager

Confirmed with our office

Governance and legal documentation

The market management have confirmed:

- The new CIC will hold a £10m public liability insurance with traders required to have their own insurance before being allowed to attend
- They will have an operational risk and emergency plan in place before launch, including first-aid provision, an incident book, appropriate weighting and securing of gazebos, and procedures for adverse weather.

As with all other event hires, we can approve the event on condition that the office receive these documents before the event starts:

- CIC registration documentation and constitution
- Event Risk Assessment inc first aid, incident reporting and adverse weather plan
- Public Liability Insurance
- Event plan/layout
- TENS licence

We would also expect the hire fee to be paid before the event starts

FINANCIAL CONSIDERATIONS

n/a

LEGAL IMPLICATIONS AND SUMMARY OF RISKS

There needs to be consideration of the reputation of the parish council if the trial does not succeed and alternately the reputation if we don't progress a trial after considering markets for such a long period. This market undertakes licensable activities (Sale of alcohol) and we will need to obtain a premises licence for the Manor Waste to ensure the trial can continue

PROPOSAL

To approve the launch market subject to receipt of the documentation listed above.

To review the market before the July Parish Council meeting



ITEM 9b – LAND FOR COMMUNITY BENEFIT

BROUGHT BY

Office

SUMMARY

To consider, in principle, options for securing land for community benefit. To further consider whether to establish an earmarked reserve authorise up to £2,000 for specialist legal advice, and, subject to satisfactory advice, authorise up to £1,000 for fundraising and community-engagement materials.

PARISH COUNCIL BACKGROUND

N/a

DETAILS

Introduction

Wendover Parish Council's (WPC) vision is to make Wendover a great place to live, work and visit. Residents place a high priority on maintaining the town's character and charm. The proposed project would explore whether land in or around Wendover could be secured as accessible public open space that enhances local ecosystems and benefits nature, wildlife and the community.

Current planning pressures may increase the risk that land in and around Wendover is developed. The Parish Council is not opposed to development, but supports a proportionate approach that protects the characteristics residents value. This paper therefore considers preliminary work on securing suitable land for long-term community benefit.

The Parish Council would like to set about securing land for community benefit. Any secured land would have to be open to the community, be accessible and enhance the local ecosystems to benefit nature and wildlife.

Land acquisition and long-term management would require substantial funding and staff or volunteer capacity. Funding the full cost through the precept is not considered realistic because it could approximately double bills for the next five to ten years. The preliminary work should therefore test not only the availability, eligibility and conditions of grants, gifts and income from any potential sale of biodiversity credits, but also which structure is most likely to attract sustained public support. A dedicated community body may be better placed than WPC to build an identity around the land, invite legacy gifts, mobilise volunteers and develop relationships with donors, businesses and environmental partners.

Additionally, an appropriate legal route would need to be found so that the land is in public ownership and will not be developed.

How could the project be progressed, and what degree of separation from WPC would best support it?

WPC does not currently have the General Power of Competence (GPC). That does not, by itself, prevent WPC from acquiring or managing land for open-space and recreation purposes. Specific statutory powers appear capable of supporting substantial elements of the proposed project. The more legally sensitive issue is whether, and on what terms, WPC may establish, own, control, fund or lend to a Community Interest Company (CIC) as the delivery vehicle.



Land ownership is central to the choice of delivery model because it determines WPC's level of control, legal powers, exposure to long-term maintenance liabilities and ability to protect public access. The options below therefore distinguish between WPC ownership, ownership by a WPC-linked CIC and ownership by an independent community body.

The case for using a body outside WPC is not limited to grant eligibility. A dedicated organisation could present the project as a lasting community endeavour rather than a municipal service, giving residents, former residents and local businesses a recognisable organisation to support. This distinction may be particularly important for legacy giving: an individual who would not include a parish council in a will may be willing to leave a gift to a clearly constituted community-benefit body whose sole purpose is to protect local land. A separate body could also maintain continuity across electoral cycles, recruit directors for relevant expertise, involve volunteers directly in governance and demonstrate that donated funds are ring-fenced for the stated community purpose. These potential advantages should be tested through legal advice, donor research and community engagement rather than assumed.

Legal framework and powers

LGA 1972, section 124: acquisition of land

Section 124 provides that a parish council may acquire by agreement land for any of its functions under a public general Act or for the benefit, improvement or development of its area. Acquisition by agreement includes purchase or lease. This is a strong starting point for WPC itself acquiring land for the proposed public-benefit purpose.

Public Health Act 1875, section 164: public walks and pleasure grounds

Section 164 provides a power for the relevant local authority to purchase or lease and to lay out, plant, improve and maintain land for public walks or pleasure grounds, and to support such provision by another person. For a publicly accessible community park, planting scheme or public-walk element, this is directly relevant and should be confirmed against the current application of the provision to WPC.

Open Spaces Act 1906, sections 9 and 10

The Open Spaces Act 1906 identifies parish councils as local authorities for the Act. Section 9 concerns acquisition of open space and section 10 maintenance. These powers should be examined where land is to be held and managed as public open space in the long term.

LGA 1972, section 111: subsidiary powers

Section 111 permits a local authority to do things calculated to facilitate, or conducive or incidental to, the discharge of its functions. It expressly contemplates expenditure and property transactions, while preserving separate legal controls on raising, borrowing and lending money. WPC should obtain a specific opinion on whether the proposed acts of incorporating, becoming a member of, appointing to, contracting with and funding a CIC are properly incidental to one or more identified substantive functions.

LGA 1972, section 137: residual expenditure

Section 137 is a residual spending power and should not normally be selected where another statutory power authorises the activity. It is subject to statutory tests and an annual expenditure ceiling. The published 2026/27 limit is £11.60 per elector. It is therefore unlikely to be an attractive principal basis for a land-acquisition vehicle of any scale.

Absence of the General Power of Competence

GPC gives an eligible parish council broad capacity comparable to an individual, subject to statutory restrictions, and is commonly capable of supporting establishment of a company. WPC's present absence of GPC therefore makes it particularly important that each material step in the CIC proposal is mapped to a specific statutory power rather than assuming a general corporate capacity.

Principal Delivery options

The following options are based around a CIC model which has been used in this initial guidance as it is easier to establish and will present easier governance options that link with the Parish Council. It does not exclude setting up a charity or moving a CIC to a full charity status if this is appropriate.



Option A: WPC owns and manages the land

Under this model, Wendover Parish Council would acquire and retain ownership of land and would be responsible for its improvement and long-term management. WPC could apply directly for grants, receive donations, engage contractors and volunteers, and meet ongoing maintenance costs through its annual budget where appropriate.

The principal advantages are:

- WPC has specific statutory powers relating to the acquisition and management of land and open spaces, providing a relatively clear legal basis for the activity.
- The land would remain a public asset under the direct democratic control of the Parish WPC.
- There would be no requirement to establish and administer a separate company, avoiding additional accounts, filings, directors, governance arrangements and agreements between WPC and CIC.
- WPC could provide greater certainty over long-term maintenance by incorporating appropriate expenditure into its future budgets rather than relying entirely on grants and fundraising.
- Parish councils are themselves eligible for a number of significant community and environmental grant programmes. For example, the National Lottery Awards for All England schemes currently accept applications from both parish councils and CICs.
- Depending upon the precise circumstances, expenditure incurred directly by WPC may also have advantages in relation to VAT recovery. HMRC specifically recognises section 33 VAT recovery in appropriate circumstances where parish councils make purchases from their own funds, including grants awarded to WPC.

The principal disadvantage is that direct delivery by WPC may constrain the project's ability to develop a distinctive and enduring community identity. Residents, former residents, philanthropic donors and local businesses may be more willing to make donations, pledge legacy gifts, volunteer or provide sponsorship to a dedicated organisation whose sole purpose is the protection and enhancement of local green space. Some funding opportunities may also be restricted to voluntary, community or social-enterprise organisations. Direct WPC ownership could therefore offer stronger public control while proving less effective at building the broad, independent fundraising base required to acquire and maintain land without substantial reliance on the precept.

Option B: WPC owns the land; CIC manages and fundraises

Under this model, the CIC would act as the public-facing vehicle for the project, with a clear identity centred on the acquisition and long-term stewardship of land in or around Wendover. It could lead fundraising, legacy-giving campaigns, grant applications, volunteering and partnership working, while converting appropriate sites into nature-rich, publicly beneficial spaces such as community parks, public walks and areas managed for biodiversity. The separation between the CIC's community-facing role and WPC's statutory role could allow the project to benefit from civic support without presenting every donation or activity as direct support for the Parish Council.

A possible working purpose is:

"To acquire, conserve, improve and manage land in or around Wendover as publicly accessible open space, community parks, public walks and areas for nature conservation, for the benefit of Wendover and its inhabitants."

WPC would acquire and retain the freehold (or headlease) under an identified land/open-space power. The CIC would operate under a lease, licence, service or management agreement. It could fundraise, organise volunteers, deliver habitat works and undertake community engagement within defined parameters.

The potential advantages are:

- The CIC could establish a distinct identity focused solely on protecting and enhancing green spaces in Wendover.



- Residents may be more willing to donate to, volunteer for and become involved with a dedicated community environmental organisation than directly with the Parish Council.
- The CIC could develop a board containing specialist skills such as ecology, land management, fundraising and community engagement.
- It may provide access to some grant programmes or sponsorship opportunities aimed specifically at community organisations and social enterprises.
- A CIC has a separate legal identity and is able to enter into contracts and hold assets in its own name. It is also subject to a statutory asset lock designed to ensure that its assets are applied for community benefit.
- The CIC could provide greater flexibility if activities subsequently developed into environmental education, events, corporate volunteering or other income-generating social-enterprise activities.

However, establishing a CIC would introduce an additional layer of administration and governance. It would require directors, company accounts and filings, CIC reporting, banking, insurance and arrangements governing the relationship between WPC and the company. WPC would also need specialist advice concerning its statutory authority to establish, fund and participate in the CIC because WPC does not currently hold the General Power of Competence.

A CIC should also not be established solely on the assumption that it will provide better access to grant funding, as several major programmes are already open to parish councils.

Furthermore, an ordinary CIC does not itself provide the fundraising tax advantages of charitable status. Gift Aid is available to recognised charities and Community Amateur Sports Clubs, rather than simply by virtue of an organisation being a CIC. A qualifying charity can currently reclaim 25p for every £1 donated by an eligible individual

Other options

CIC owns the land

The CIC would hold the freehold and could therefore present donors with a direct and readily understood proposition: gifts, including legacy gifts, would support an asset-locked community body whose land is held for community benefit rather than becoming part of the Parish Council's general asset base. CIC ownership may strengthen the organisation's independence, fundraising identity, continuity and ability to enter partnerships or develop income-generating activities. It may also suit donors or funders that prefer an eligible community organisation to own the funded asset. Against those benefits, the model creates additional questions about WPC's power to establish or fund the company, the degree of control WPC should retain, the protection of public money once converted into a company asset and the arrangements required to preserve public access and stewardship if the CIC fails.

Any funding, loan or asset transfer must have its own lawful basis and approvals.

WPC needs robust reserved matters, reporting rights, business-plan controls, default/exit arrangements and clarity over the CIC asset lock.

WPC should understand the consequences if the CIC becomes insolvent, changes direction, or cannot maintain a site.

independent community CIC

A separate community body could establish and operate the CIC independently, with WPC acting as a supporter, convenor, grant giver, contracting authority or partner only where it has statutory authority to do so. Genuine independence may improve credibility with donors who do not wish to give directly to a public authority, widen participation beyond the Council, reduce perceptions of political control and allow the board to be recruited primarily for relevant skills and commitment to the project. It may also insulate the organisation's purpose and fundraising programme from changes in Council membership or budget



priorities. The trade-off is that WPC would have less direct control over land and decision-making, and any WPC expenditure would still require a statutory power, appropriate conditions and proportionate monitoring.

Existing CIC or trust delivers the project

Under this option, WPC would identify an established CIC, charitable trust, charitable company, Charitable Incorporated Organisation or other suitable community body whose existing objects and area of benefit are compatible with acquiring, holding or managing land for the benefit of Wendover. The organisation could act as the public-facing vehicle for fundraising, legacy giving, grant applications, volunteering and stewardship. Depending on the agreed structure, it could own the land itself, manage land owned by WPC under a lease or licence, or deliver defined activities under a grant or contract.

Legal basis and safeguards

WPC would not need a power to establish or control a new company, but every commitment by WPC would still require an identified statutory basis. Relevant powers may include the land and open-space powers described above and, where properly incidental to a substantive function, section 111 of the Local Government Act 1972. A grant would need to be made under an applicable specific power or, only where no other power applies, section 137 within its statutory conditions and annual limit. A contract for services would require a lawful power, an evidenced service requirement and compliance with applicable procurement and subsidy-control duties. Any lease, licence, loan, guarantee, land transfer or other disposal would require separate legal authority, valuation and approval. Specialist advice should confirm the route selected.

Before appointment, WPC should undertake proportionate due diligence on the organisation's constitution and objects, legal status, directors or trustees, accounts, liabilities, insurance, safeguarding and conflicts arrangements, record of delivery, fundraising permissions and capacity to manage land. For an existing CIC, WPC should examine its articles, community-interest reports, asset lock, nominated asset-locked body and any power to change its activities or membership. For a charity or charitable trust, WPC should confirm that the proposed activity falls within its charitable purposes and understand the trustees' independent duties and the statutory controls applying to charity land. The agreement should protect public access, restricted funds, reporting, outcomes, maintenance standards, use of WPC funding, step-in or termination rights and the destination of land or funds on failure.

Advantages

- An established organisation may already have public recognition, donor relationships, banking, governance, insurance, accounts, policies, volunteers and a record of successful delivery.
- It could avoid the cost, delay and governance burden of incorporating and operating a new WPC-linked body.
- An existing charity may offer advantages for Gift Aid and charitable legacy giving that do not arise merely from CIC status, subject to the organisation's status and tax advice.
- Existing grant eligibility, fundraising systems and specialist expertise may allow activity to begin sooner and increase confidence among funders and potential legacy donors.
- Independence from WPC may strengthen the community-facing identity while allowing WPC to retain an appropriately limited role as landowner, funder, convenor or partner.

Disadvantages and risks

- The organisation's existing objects, geographic remit, brand or priorities may not align precisely with WPC's intended outcomes, and its board would owe duties to that organisation rather than to WPC.
- WPC would have less control over governance, appointments, fundraising messages, operational decisions and future changes in strategy than it would with a WPC-controlled body.
- Existing liabilities, weak governance, restricted funds, competing projects or reputational issues could expose the project to risks not created by a new purpose-built organisation.



- Donors may be less willing to support a wider organisation unless gifts and legacies can be clearly restricted or designated for the Wendover land project and the organisation can account for them separately.
- Negotiating adequate protections over land, public access, maintenance, information rights and failure arrangements may be complex; an asset lock does not by itself give WPC control or guarantee that a particular site will remain available for the intended use.
- If the body is a non-charitable trust rather than a registered charity, the tax, governance, liability and succession position may be less advantageous and should be examined separately.

This route should therefore be tested through a market-sounding exercise against published selection criteria, followed by legal, financial and governance due diligence on any shortlisted body. It should not be treated as a simple transfer of responsibility: the chosen agreement must allocate ownership, fundraising, management, liabilities, decision-making and exit arrangements expressly.

CIC characteristics relevant to WPC

A CIC is a limited company with a separate legal personality and can own assets and contract in its own name. It must satisfy the community interest test and is subject to a compulsory asset lock directed at preserving assets for community benefit. Directors remain subject to company-law duties, and CICs have CIC-specific reporting requirements. These features can support long-term community stewardship, but the asset lock also creates consequences for exit and asset recovery that WPC must understand before committing public money or property.

The appraisal should distinguish three decisions that need not have the same answer: which body presents the project to the public and raises funds; which body acquires and owns the land; and which body manages the land in practice. For example, an independent CIC could lead fundraising and community engagement while WPC owns the land, or the CIC could own the land subject to protections for public access and long-term stewardship. Separating these questions will allow WPC to preserve only the degree of control that is necessary while maximising the credibility and flexibility of the community-facing organisation.

Recommended next steps

Step	Action	Output
1	Define outcomes	Agree the public purposes, anticipated land types, access principles and geographic scope.
2	Obtain legal opinion	Commission a local-government/company-law opinion.
3	Options appraisal	Compare WPC ownership, WPC-controlled CIC ownership, an independent new CIC, delivery through a suitable existing CIC or trust, and any charitable structure.
4	Outline business case	Model acquisition costs, management liabilities, grants, fundraising, staffing, insurance, governance and failure scenarios.
5	Funding engagement	Test prospective grant-funder requirements before selecting the ownership model.
6	Return to WPC	Bring legal advice and business case back before any commitment to incorporation, significant expenditure or land acquisition.

It is recommended that WPC does not select a final corporate or ownership structure at this stage. The preliminary work should proceed on the basis that a dedicated community body, potentially an independent or arm's-length CIC, an existing suitable CIC or trust, or an appropriate charitable body, is the preferred public-facing vehicle for fundraising, legacy giving, volunteering, sponsorship and community engagement, subject to evidence that it is lawful, viable and likely to attract support. The legal advice and outline business case should separately assess whether land should be owned by WPC, by a new or existing community body, or through another protected community structure, taking account of donor confidence, grant eligibility, tax



treatment, public access, control, asset protection, organisational track record, existing liabilities, long-term responsibilities and failure arrangements. The findings should return to WPC before any body is incorporated, appointed or entrusted with funds or land, and before any commitment is made to acquire land.

We seek this land acquisition to be independently funded, however, the undertaking of any feasibility reviews/legal guidance will cost WPC some funds up front. Whilst there is no budget at the moment WPC could consider the remaining funds that have not been paid from the grants budgets being placed in an EMR for use by this project. Each item of expenditure funded by this EMR would need individual approval by WPC.

The grant money remaining so far is as follows:

Major Grants - £498.50

Minor Grants - £2197.00

Standing Grants £500.00

TOTAL £3195.50

If the remaining grant budgets are transferred to the proposed earmarked reserve, no further awards could be made from those budgets during the current financial year. WPC should therefore consider the effect if we do refuse any further applications.

FINANCIAL CONSIDERATIONS

- Initial costs would include specialist legal advice, company formation/governance work and a business case. Any later land purchase requires a separately identified statutory power, budget authority and land due diligence. Borrowing, lending or security arrangements require separate consideration. Where s137 is relied upon, expenditure must remain within the applicable annual statutory limit and meet the statutory tests.
- This proposal is to establish an EMR from the remaining grant funds totalling £3195.50 to support legal advice, marketing and concept brochures for fundraising

LEGAL IMPLICATIONS AND SUMMARY OF RISKS

Governance and risk controls

- maintain a written “power map” identifying the statutory authority for incorporation, membership, each payment, contract, acquisition, loan and asset transfer.
- Business case: assess need, objectives, costs, grant opportunities, alternative structures, whole-life land-management liabilities and exit arrangements.
- Company constitution: obtain advice on company limited by guarantee versus shares, CIC articles, asset-locked body provisions, membership, directors and reserved matters.
- Roles and conflicts: distinguish WPC acting as local authority/member from councillors or officers acting as company directors; adopt a conflicts protocol.
- Financial controls: clarify budget authority, grants versus contracts, loan terms, VAT/tax, external audit implications, insurance and ongoing affordability.
- Land due diligence: title, covenants, rights of way, access, contamination, flooding/drainage, utilities, ecology, planning, maintenance and public-liability risks.
- Public benefit/access: document the intended community benefit, public access arrangements and measurable outcomes for every acquisition.
- Failure/exit: address insolvency, loss of funding, board deadlock, replacement managers, transfer restrictions and long-term stewardship of the land.
- Procurement/subsidy control: obtain advice where WPC awards contracts, gives selective financial assistance, disposes of assets or grants exclusive rights to the CIC.



- Transparency: determine meeting, reporting, accounts, Freedom of Information/publication and related-party arrangements applicable to a WPC-controlled body.

Matters requiring specialist legal advice

Before incorporation or material expenditure, the solicitor should be asked to identify the statutory power for each proposed element and advise specifically whether WPC may:

- establish a CIC and become its sole or controlling member;
- appoint councillors, officers and/or independent persons as directors;
- provide incorporation, start-up and ongoing funding;
- make grants or payments for delivery of WPC's statutory functions;
- lend money or give guarantees/security;
- fund a CIC acquisition of land;
- acquire land itself and lease/license it to the CIC;
- transfer WPC land to the CIC;
- undertake fundraising or income-generating activity through the CIC;
- structure control, reserved matters and asset-lock arrangements consistently with local-government and company law.

PROPOSAL

WPC confirms in principle that it wishes to explore mechanisms for acquiring, conserving, improving and managing land as publicly accessible open space, community parks, public walks and nature-conservation areas for the benefit of Wendover and its inhabitants. The appraisal should give particular consideration to an independent or arm's-length community body as the public-facing vehicle for fundraising, legacy giving, volunteering and community engagement, while separately assessing the most appropriate ownership and management arrangements for any land.

- That an EMR be established as set out in the paper for £3195.50
- That the Clerk/RFO be authorised to obtain specialist legal advice on the structure and governance, up to the value of £2000.
- That the presentation below be adopted as a method of generating interest and IF the specialist legal advice confirms a lawful and viable route for the project, that formal marketing materials be developed for prospective fundraising and community engagement - up to the value of £1000.
- Following receipt of satisfactory legal advice and preparation of the approved materials, the Clerk/RFO arrange a community survey and a drop-in session at the Clock Tower to test support for the project, priorities for land use and public access, willingness to volunteer or donate, potential interest in legacy giving, and whether residents would be more likely to support a dedicated community body than the Parish Council directly; and that the findings be reported to WPC before any decision on a delivery structure or land acquisition.
- That the clerk be delegated the authority to look into community land grant and funding





03: Creating The Pursell Nature Reserve

The opportunity

We have a unique opportunity to bring approximately 35 acres of privately owned, farmed land on the northern edge of Wendover into community ownership, creating a significant new space for nature and people.

The land is the missing piece in a much larger natural landscape. The Wendover Arm of the Grand Union Canal towpath, The Pursell Path, Walnut Tree Meadow and Castle Park playing fields already connect people with its edges.

The land itself links these established green spaces with habitats extending along the Wendover Brook towards Weston Turville Reservoir. Across the canal, Oliver's Bridge provides access to Barlow Wood and adjoining protected land, creating the potential to extend this ecological network towards the Chilterns National Landscape.



Our vision is to create a community-owned nature reserve: protecting and enhancing the biodiversity already present, restoring and connecting habitats, and enabling people to experience, understand and participate in nature recovery. Where compatible with the reserve's ecological priorities, areas could also support nature-friendly farming and community food production, demonstrating how nature recovery, sustainable land management and local food growing can work together. At the heart of Wendover, the reserve would become a lasting community resource with significance for nature recovery across Buckinghamshire and the Chilterns.

04: Creating The Pursell Nature Reserve

Why this land matters

The importance of the land lies in the combination of its scale, location and ecological connectivity.

The Wendover Brook, a rare chalk stream feeding Weston Turville Reservoir Site of Special Scientific Interest (SSSI), runs through the land and forms the spine of a wider wetland corridor.

Buckinghamshire Council's February 2026 Green Belt Assessment identifies the corridor as an important ecological link to the SSSI, with priority habitats and wetland features that contribute to its ecological significance.

The Buckinghamshire Local Nature Recovery Strategy (LNRS) mapping similarly identifies the chalk stream and surrounding area as offering important opportunities for habitat restoration and greater ecological connectivity.



Until 2023, the land had for decades been managed as grassland, grazed by cattle and sheep, before being converted to arable use. Remnant chalk grassland flora, including colonies of Bee Orchids, has persisted, indicating existing ecological value and the survival of fragments of this nationally important priority habitat, as well as significant potential for its restoration and enhancement.

The land remains within the Green Belt and is now being promoted, together with an adjoining parcel, for a development of approximately 300 homes. Community acquisition offers a different future: securing the land permanently and allowing its restoration and long-term management to be guided by ecological evidence and community stewardship.



Our vision for the land

Our vision is not for a municipal park, but for a nature-rich, semi-wild landscape, with sensitively managed access alongside quieter areas where wildlife can remain undisturbed.

Professional ecological and hydrological surveys would establish a detailed baseline of the habitats, species, soils and water systems already present. These would inform a long-term management plan, identifying where intervention would have the greatest benefit and where nature should simply be given more space.

Subject to that evidence, the project could:

- Protect and enhance the Wendover Brook chalk stream and its riparian and wetland habitats, strengthening their connection with the SSSI and habitats along the canal corridor.
- Restore species-rich grassland and field margins and strengthen the existing network of hedgerows.
- Restore elements of the area's historic landscape through carefully sited native woodland, scrub, and traditional orchards, creating a richer mosaic of habitats for wildlife.
- Serve as a Habitat Bank for Buckinghamshire, generating biodiversity units to support appropriate development across the county.
- Create opportunities for community food production through areas of nature-friendly farming where compatible with ecological priorities.
- Secure carefully managed public access, connecting with neighbouring green spaces while protecting ecologically sensitive areas.
- Create an outdoor resource for schools, environmental education, conservation volunteering, citizen science and long-term ecological monitoring.
- Provide opportunities for people of different ages and abilities to benefit from meaningful contact with nature and participation in caring for the land.

Crucially, people would not simply enjoy the reserve. They could participate in its recovery: recording what is present at the outset, undertaking practical conservation and helping to understand how its habitats and wildlife change over the years.





08: Creating The Purssell Nature Reserve

Why The Purssell Nature Reserve?

The proposed name recognises the Purssell family's deep connection to Wendover and important place in its history.

The Purssell family farmed Castle Farm, whose land once extended across much of Wendover, and owned and operated Wendover Mill. Frank Basil Purssell, known as Basil, continued the family's farming tradition and was also an artist, musician and knowledgeable local historian. He wrote about the area for the Bucks Herald and contributed the commentary to *The New History of Wendover*, published in 1972.

In 1972, Frank left this land in trust, with provision that it should ultimately benefit the creation or use of a nature reserve. His widow, Enid subsequently donated the adjoining Purssell Path to the Wendover Society for the community's benefit.



The land later came to be held by Cancer Research UK on behalf of seven national charities and is now being promoted for major residential development.

Our proposal offers a different future: bringing it into community ownership and honouring the Purssells' legacy by protecting it for nature and future generations.



09: Creating The Pursell Nature Reserve

A partnership for nature and people

Wendover Parish Council and local partners are developing an acquisition and long-term stewardship model.

No single organisation could realise the full potential of this land alone. We are therefore inviting conservation organisations, community groups, public bodies, schools, funders and individual supporters to help shape and deliver the project.

We are taking steps to establish a Community Interest Company to hold the land for the benefit of the community and protect it for nature in perpetuity. The detailed ownership and governance arrangements, including appropriate legal safeguards, will be developed with professional advice and with the organisations helping to shape the project.



Potential partners could contribute:

- Ecological, hydrological and land-management expertise to establish the evidence base and guide restoration.
- Experience of community land ownership, governance, acquisition and sustainable long-term stewardship.
- Support for environmental education, volunteering, citizen science, inclusive access and wellbeing activities.
- Connections with the Local Nature Recovery Strategy, the Chilterns landscape and related conservation initiatives.
- Financial support for acquisition, professional costs, initial restoration and the land's continuing care.

10: Creating The Pursell Nature Reserve

What we need to secure the future

The immediate priority is to establish whether the land can be acquired and, if so, on what terms.

Alongside discussions with the landowner charities, work is needed to confirm the appropriate ownership and governance structure, commission professional surveys and valuation advice, develop the management plan and establish the full acquisition and long-term funding requirement.

We invite the beneficiary charities to meet with us to explore a possible community purchase and agree what further information they need to assess the proposal.





11: Creating The Pursell Nature Reserve

1: Building the partnership

We are building a partnership to acquire the land and establish its long-term stewardship, drawing on discussions with conservation organisations, public bodies, potential funders and neighbouring landowners.

Our immediate priorities are to:

- Establish with the landowner charities whether a community purchase is possible, on what terms and within what timetable.
- Establish the Community Interest Company and develop its governance with professional advice.
- Obtain valuation and legal advice and develop funding commitments in principle for acquisition and initial project costs.



12: Creating The Pursell Nature Reserve

2: Developing the plan

Once a credible route to acquisition is established, we will seek funding for professional surveys and develop a costed plan alongside purchase negotiations and fundraising.

- Ecological and hydrological surveys, together with consultation with the community and key stakeholders, will guide habitat restoration, sensitive public access and opportunities for education, volunteering and nature-friendly food production.
- The plan will identify restoration priorities, delivery partners and management responsibilities, with costs and potential funding sources for both initial works and continuing management. This will include exploring whether habitat-bank income could contribute to long-term stewardship.





13: Creating The Pursell Nature Reserve

3: Implementing the vision

Following acquisition, restoration will proceed in stages, guided by the surveys and management plan and matched to available funding.

- Implementation partners will help deliver habitat restoration and sensitive public access, alongside environmental education, volunteering and citizen science. Local people, schools and community groups will have opportunities to participate in the reserve's recovery and continuing care.
- The Community Interest Company will oversee long-term stewardship, drawing on professional expertise and working with partners to secure continuing funding. Monitoring will track changes in habitats and wildlife, inform future management and demonstrate the benefits achieved for nature and the community.



14: Creating The Pursell Nature Reserve

An invitation to join us

This is a unique opportunity to secure the missing piece in an existing natural landscape before it is lost to development.

The ecological connections are already there.

The biodiversity is already there.

The community already knows and values the landscape.

With the land secured, together we can strengthen those connections, give nature more room and create an enduring community resource for Wendover, Buckinghamshire and the Chilterns.





ITEM 9c – ASSET OF COMMUNITY VALUE

BROUGHT BY

Sustainability Working Group

SUMMARY

To consider authorising a consultation with Wendover Residents around their use and enjoyment of the field parallel to the Canal from Pursell Path and further consider a part of the field on the other side of the canal to merge with Barlow Wood with a view to applying for an asset of community value.

PARISH COUNCIL BACKGROUND

BACKGROUND

The main area of interest is highlighted in solid red on the map below. This area of land could be recognised as a Community Asset. In order to apply for Community Asset status, WPC needs to provide evidence of community use.

The benefit of having a Community Asset area is that it offers certain protections from development and would give WPC the first opportunity to buy should the asset be placed on the market for sale.

The status of Community Asset has to be renewed every 3 years by the council

The purpose of the consultation is to record how many residents use both areas, what they use them for (walking the dog, walks etc) and how frequently they use them.

Wendover News has a distribution of 5000 and therefore a much larger reach than the card distribution used in previous consultations. It is delivered to all Wendover residents and those in Weston Turville and Stoke Mandeville. The article will also be placed on the online version of Wendover News.

With Council's approval, WPC will place an article in Wendover News with details of how to access the questionnaire online (via website link or barcode) or on a printed version available at the Clock Tower. WPC will also request each of the schools on the school campus to publicise this in their newsletters which are sent by email to the parents of all the school pupils. Printed versions will also be available along the High Street with the permission of the shop/pub owners and at the Library.

FINANCIAL CONSIDERATIONS

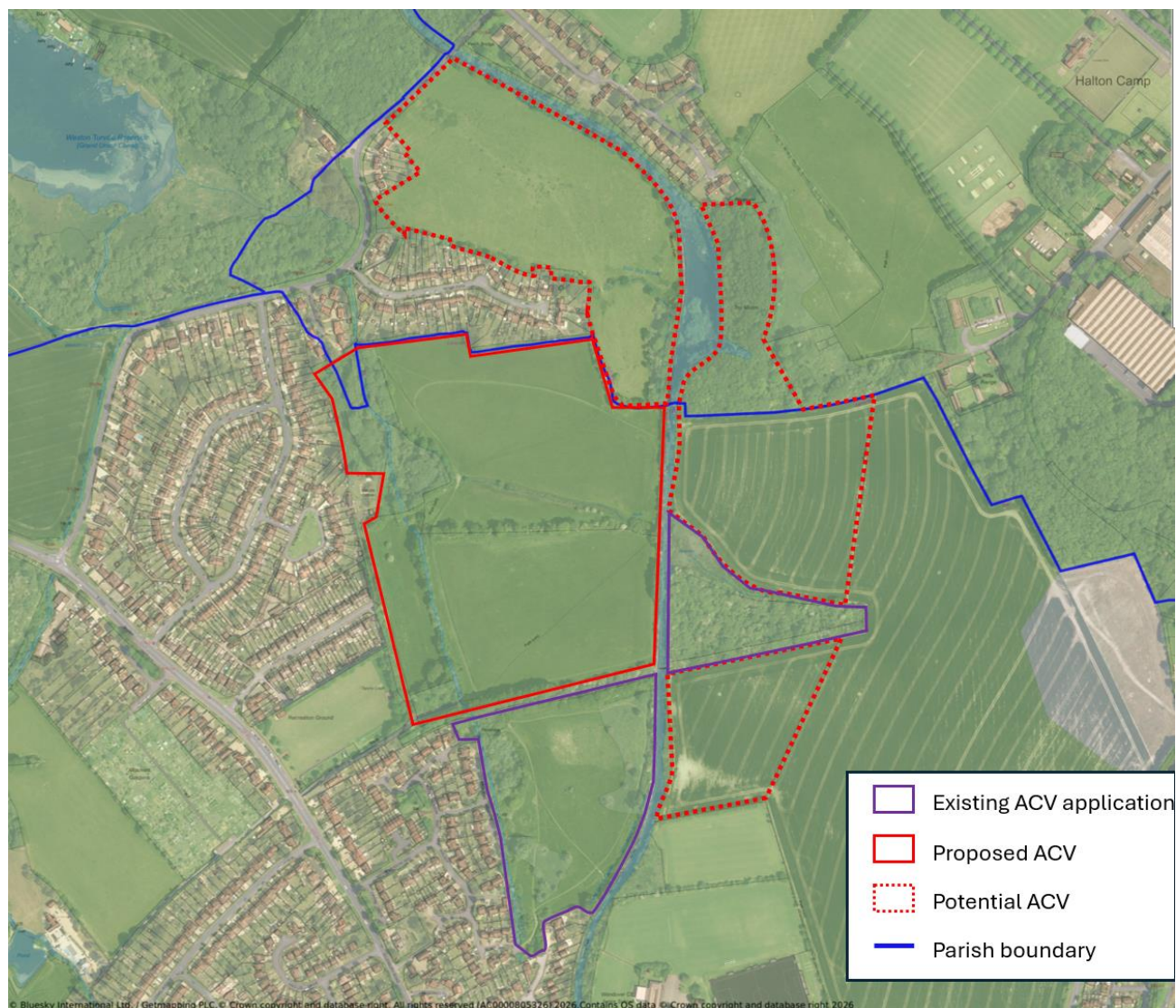
Article in Wendover News (no cost)

Article in school campus newsletters (no cost)

Printed versions of the questionnaire x 200 = (in office)

Website version of the questionnaire = (in office)

Total estimated costs 0 – with staff resource required.



LEGAL IMPLICATIONS AND RISKS

The field may already have an option to buy by Hawridge Estates who are looking to develop the field as part of the Wendover Springs proposal. The owner has not yet confirmed this. If it has already been purchased, it may not be possible to apply for an ACV

The Community Asset status has to be renewed every 3 years.

There is no obligation to buy the land should it be placed on the market for sale and WPC would be given a 6 months to find the relevant funding.

PROPOSAL

To resolve to:

- Approval to place an article in the Wendover News November 2026 edition
- Approval to place an article in the school campus newsletters
- Approve the staff resource required to print an online version of the questionnaire for distribution along the High Street and to have available at the Clock Tower



ITEM 9d – MANOR WASTE PREMISES LICENCE

BROUGHT BY

Parish Council

SUMMARY

To consider approval for Wendover Parish Council to apply for a premises licence for Manor Waste, covering the sale of alcohol and the provision of live and recorded music at the Council's weekly and monthly markets and other events, and to authorise the preparatory actions required for the proposed Designated Premises Supervisor.

PARISH COUNCIL BACKGROUND

n/a

DETAILS

Introduction

Wendover Parish Council (WPC) manages the Manor Waste as an outdoor public space which includes weekly and monthly markets and community events. These markets and events often involve licensable activities – such as sale of alcohol and provision of regulated entertainment (including live and amplified music)

Licensable activities have, until now, been authorised through Temporary Event Notices (TENs). The proposed new programme now exceeds the statutory TEN capacity for a single premises, so a longer-term solution is required if the Council is to continue the programme lawfully.

Legal background

- The Licensing Act 2003 requires authorisation for the sale or supply of alcohol and for regulated entertainment. A premises licence authorises specified licensable activities at a defined place; an outdoor area can be licensed as “premises”.
- The proposed licence should define the Manor Waste boundary precisely and include an operating schedule stating the activities, days and hours sought and the measures by which the four licensing objectives will be promoted: prevention of crime and disorder, public safety, prevention of public nuisance, and protection of children from harm.
- The application must include a compliant premises plan, details and consent of the proposed Designated Premises Supervisor (DPS), and the prescribed fee. The application must be advertised for 28 days. Responsible authorities and other persons may make relevant representations; unresolved representations may lead to a licensing hearing and conditions, limitation or refusal.
- A granted licence normally continues indefinitely, subject to payment of the annual fee, compliance with mandatory and locally imposed conditions, and the possibility of review, suspension or revocation.



Why we need to make a change

We are in a position where a proposed changes in the law may now not come in on Jan 2027 granting the ability to hold addition TENS (up to 20). The new market proposal includes the sale of alcohol and combined with our markets and events this will not allow us to continue using TENS as a credible alternative. Therefore, we have to explore different options to allow our work in developing our events and markets to continue.

Unfortunately, this is not a position where the option is do nothing.

We can:

- Block the sale of alcohol and performance of regulated entertainment at the new markets.
- Block the sale of alcohol and performance of regulated entertainment at the LPMs
- Stop running events
- Stop the new markets
- Obtain a premises license

Why TENS are no longer sufficient.

A TEN is intended for small, temporary activities. Each event must involve fewer than 500 people, including staff and performers, and last no more than 168 hours. At present, **no premises may be covered by more than 15 TENS or 21 aggregate event days in a calendar year**. A TEN that would exceed those limits must be rejected.

With the addition of a new monthly market, which has requested the sale of alcohol, this presents and issue that needs addressing. We have enough TENS for the trial period but WPCs Local Produce Market and events on top of 12 (or more) new markets will mean we will exceed that figure and cannot lawfully continue to rely on TENS.

This is irrespective of how many different individuals submit notices. Therefore, we could not ask the new market company to issue a TEN without their application affecting our ability to apply for a TEN.

Forthcoming change.

Draft legislation proposes increasing the premises limits to 20 TENS and 26 days from 1 January 2027. It is not yet in force and, even if made, would not accommodate the current planned need

Scope recommended.

The operating schedule should seek alcohol sales at the weekend to cover the LPM and any other markets we host. Likewise with live and recorded music

We should also seek to add in our events programme. But this provides an issue. Applicants are advised that they should avoid broader hours or activities that are not operationally required, because unnecessary scope may attract representations and create additional compliance obligations.

However – if we are definitive around the dates and times of our events it would mean we lose our flexibility to move or re-time events without doing a variation to our premises license.

This would require legal advice to resolve

DPS and personal licence.

Where a premises licence authorises alcohol sales, the licence must specify a Designated Premises Supervisor (DPS), and the DPS must hold a personal licence. The proposed DPS, the Estates and Events Manager, does not yet hold one and therefore cannot validly be specified as DPS until the personal licence is granted. Buckinghamshire Council requires an accredited Level 2 personal-licence



qualification, a recent basic DBS check, proof of right to work, certified photographs and the statutory £37 application fee; its published guidance states that a licence is normally issued within a month of receipt, subject to the statutory process.

The personal-licence application should therefore be treated as a critical dependency and started immediately. The council should ideally identify “trained cover” for absence, and it would make sense for the Clerk to also achieve an accredited level 2 personal licence qualification.

Technically the DPS should be available when alcohol sales are being made, and we would need written authorisations to stallholders who are making the sales – but this can be incorporated into our operating procedures.

Operational controls

Before submission, officers should consult Buckinghamshire Council Licensing and relevant responsible authorities on the boundary and operating schedule, and prepare proportionate controls for age verification, refusals and incident records, authorised sellers, event capacity and stewarding, emergency access, safeguarding, noise and nuisance, waste, toilets, first aid, fire safety, dispersal and liaison with neighbours. Planning permission, land-use controls, highways requirements, food registration, health and safety duties and event-specific risk assessments remain separate from the premises licence.

Community-premises exception.

Certain community premises may apply to replace the usual DPS and personal-licence requirements with an alternative condition making a management committee responsible for alcohol sales. This is not automatic and requires a separate application to Buckinghamshire Council. As the statutory examples are principally community, parish, village and church halls, the Council should obtain written pre-application advice on whether an outdoor public space such as Manor Waste can qualify before relying on this route. It would still be best practice for staff to hold personal licenses.

FINANCIAL CONSIDERATIONS

- Legal/licensing advice: obtain quotations if specialist advice or application support is required.
- Premises-licence application: statutory fee based on the premises’ non-domestic rateable value. Our rateable value is £2750 and this means £100 fee for the first year with a £70 renewal
- DPS/personal licence and training: £130 per person for an online course plus £40 accreditation from BIIAB per person.
- £37 statutory personal-licence application fee per person, plus basic DBS check £20 per person

LEGAL IMPLICATIONS AND SUMMARY OF RISKS

Unauthorised activity. Carrying on or knowingly permitting licensable activity without the required authorisation is a criminal matter. Published GOV.UK guidance states that unauthorised licensable activities may lead to an unlimited fine and/or up to six months’ imprisonment. Activities outside the licensed area, hours or authorised scope would remain unauthorised.

Licence-holder responsibilities. The Council, as proposed premises-licence holder, would be responsible for compliance with the licence and its conditions. The licence summary must be displayed and the full licence kept at the premises. The Council must pay the annual fee, notify



relevant changes, retain records and ensure that each event operates within the authorised plan and schedule. As this is an external space we would need guidance on display of licenses.

DPS risk. An alcohol licence cannot operate on the proposed basis without a properly qualified and consenting DPS. Naming the Estates and Events Manager before their personal licence is granted risks an invalid or delayed application. Once appointed, the DPS has day-to-day responsibility for alcohol arrangements, but that does not remove the Council's corporate responsibilities. Absence, resignation or loss of the DPS's personal licence could interrupt alcohol sales unless a lawful replacement and variation are secured promptly.

Reviews and enforcement. Breach of conditions or failure to promote the licensing objectives may result in investigation, prosecution, a review application, tighter conditions, exclusion of activities, suspension or revocation. Complaints about noise, disorder, safety, waste or safeguarding can trigger representations or later review. Conditions offered in the operating schedule become enforceable if placed on the licence.

Governance, safety and reputation. A premises licence is not a substitute for event planning. Poorly controlled alcohol sales or entertainment could expose the Council to civil claims, health and safety enforcement, safeguarding concerns, reputational harm and increased insurance cost. Controls should be proportionate, documented and consistently implemented by Council staff, traders, contractors and event organisers.

Mitigation. Prepare the personal-licence application first; seek pre-application advice; define the licensed area and hours narrowly; consult responsible authorities; adopt an event and alcohol-management plan; verify insurance; train and authorise staff; use Challenge 25 and incident/refusal records; monitor noise and capacity; require contractual compliance by traders; and review the licence arrangements annually. This paper is a governance briefing and is not a substitute for specific legal advice on the final application.

PROPOSAL

That the Parish Council:

- Approves the expenditure of up to £460 for the Clerk and Estates and Events Manager to undertake the personal license holder level 2 qualification and the cost of a DBS check and fee to obtain personal licenses to come from 4860 Training budget
- Approves expenditure of up to £x for legal advice on applying for a premises licence to come from 4570 Financial Fees - Legal
- Approves, in principle, an application to Buckinghamshire Council for a premises licence for the defined Manor Waste area authorising: (a) sale of alcohol at monthly markets; (b) live and recorded music at monthly markets; and (c) sale of alcohol and live and recorded music at Council events, within hours to be settled following pre-application consultation. This is for a cost of £100 to come from 4124 Business Rates and to be renamed Business Rates and Licenses
- Authorises the Estates and Events Manager, in consultation with the committee via email, to finalise the premises plan, operating schedule, proposed conditions and application following advice from Buckinghamshire Council Licensing and the responsible authorities, provided that any material departure from the scope above is referred back to Council.



ITEM 9e – FLORAL DISPLAYS PROPOSAL

BROUGHT BY

Estates and Events Manager and Senior Estates and Grounds Person

SUMMARY

To consider approving the proposal for a new floral display scheme.

PARISH COUNCIL BACKGROUND

Current Planting Schedule –

Private Company - The current company provide the 15 hanging baskets.

Built in Planters with Integrated Seating - Outside Lloyds Pharmacy, High Street x 4

- Plant and Maintain/Water

Hanging Baskets – High Street x 15

- Plant and Maintain/Water

Window Boxes on White Gates – Tring Road, London Road, Aylesbury Road x3

- Plant and Maintain/Water

Metre Square Planters (Silver Birch) – Manor Waste x 3

- Water

Total Charge Summer 2026 - £2,889.00 net

Total Charge Winter 2026 - £2,889.00 net

Total - £5,778 net

WPC

Rectangular Planters – War Memorial x 8

- Plant and Maintain/Water

Square Planter – Outside Istanbul x 1

- Plant and Maintain/Water

Metre Square Planters (Silver Birch) Bulbs and Summer Bedding – Manor Waste x 3

- Plant and Maintain/Water

Other

Planter in Ground – Outside Istanbul x 1

- Planted by Wendover Evening WI
- Watered and Maintained by WPC

WPC Owned Planters and Equipment – Current

- Window Boxes on White Gates x 3
- Metre Square Planters x 3
- Built in Planters with Integrated Seating x 4
- Square Planter x 1
- Rectangular Planters x 8



BACKGROUND

It has been noted by residents and Cllrs that the hanging baskets aren't noticed so aren't giving much impact, other businesses provide lovely hanging basket that are noticed by residents and visitors. – this scheme does not include hanging baskets.

Council have previously questioned the price of our current planting schedule, as well as problems with the current company being noted and have asked the office and estates team to consider an internal scheme.

- Missing planters on the current schedule – being planted late.
- The company wait for the flowers to dry out before replacing meaning there is a period where the displays look dead.
- Questions about watering schedule especially with silver birch trees on the Manor Waste.

Proposed WPC Planting Schedule –

Current (to continue) –

Built in Planters with Integrated Seating - Outside Lloyds Pharmacy, High Street x 4

- Plant and Maintain/Water

Window Boxes on White Gates – Tring Road, London Road, Aylesbury Road x3

- Plant and Maintain/Water

Metre Square Planters (Silver Birch) – Manor Waste x 3 Bulbs and Summer Bedding

Rectangular Planters – War Memorial x 8

- Plant and Maintain/Water

Square Planter – Outside Istanbul x 1 – **Move to South Street Verge**

- Plant and Maintain/Water

New –

Stone Trough – Outside The Clock Tower Wall – x 2

- Plant and Maintain/Water

Tiered Fountain Planter – Proposed Locations Detailed Below x 4

New Equipment for Proposed Scheme –

2 x [Stone Trough](#) & 4 x [New Precinct Fountain Planter](#)

£ 3,216.70 – One off cost for 27/28.



Example of fountain planters – they provide high impact.



Example of stone trough – gives a heritage feels, matches the sandstone wall.



Maintenance costs –

Water £1,000 per Annum

£250 soil/compost

£1,100 plants

Time – 10 hours x 1 staff a week (Late May – August, depending on weather).

Estimated total - £5,600

- 4112 Floral Displays has been set at £7000, which also reflects the annual bulb planting, as well as planting wildflower areas.

There are also options to speak to local businesses for bulk deals on soil and plants, as well as sponsorship options to explore.

Details of the locations for the 6 new planters can be found in appendix A.

These locations are subject to permissions from Bucks Council due to being on Highways the office is in communication with Bucks Council about this. During the research that the Estates and Events Manager and Senior Estates and Grounds Person did for the proposed scheme it was noted that



other local authorities have planters on highways, all areas have clearance for pedestrians and eyeline for vehicles has been considered.

In the case that the proposed locations are not accepted by Bucks Council the office will bring back new locations for the Council to consider.

There are options to review and add other planters following the 27/28 display.

FINANCIAL CONSIDERATIONS

- The estimated total for the new floral display scheme to be done internally is **£5,600**, this includes a one-off cost of £3,216.70 for the new planters.
- The display will be cheaper to produce after year 1.
- 4112 Floral Displays has been set at **£7000**, which also reflects the annual bulb planting, as well as planting wildflower areas.

LEGAL IMPLICATIONS AND RISKS

- Some of the proposed locations are on Bucks Council Highways, therefore permissions are needed.
- Locations have been considered, for accessibility of pavements and the eyeline of vehicles.

PROPOSAL

To resolve to:

- Approve the floral display scheme as listed above subject to approval from Bucks Council.
- Approve the cost of the floral display scheme as listed above.
- Authorise the team to implement the scheme in 27/28 and purchase the equipment needed.



Appendix A – Proposed Planter Locations

1 x Tiered Fountain Planter

High Street/Tring Road/Aylesbury Road Roundabout What3Words (roughly) -
///series.elders.assemble





1 x Tiered Fountain Planter

High Street Entrance to Wendover Community Library What3Words (roughly) -

///plodded.evolution.positives

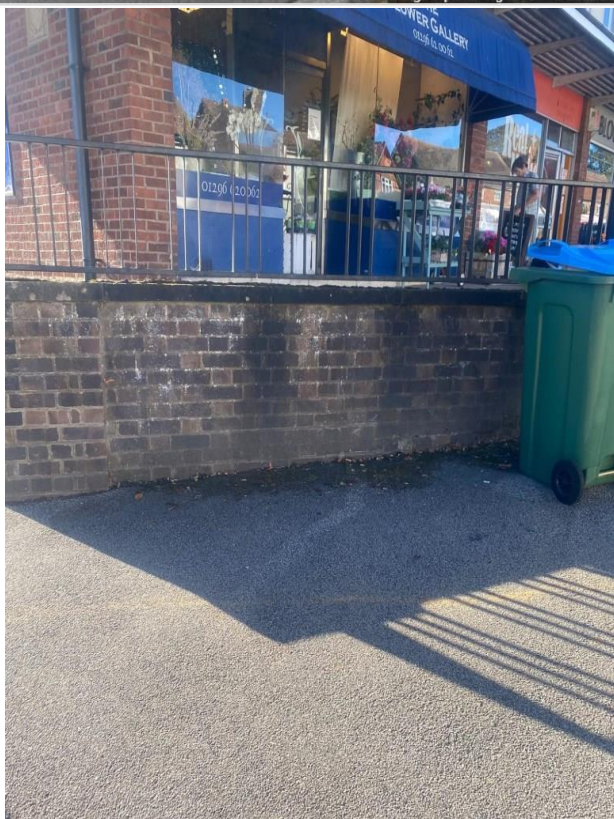




1 x Tiered Fountain Planter

Corner of High Street/Wendover Community Library Junction

What3Words (roughly) - ///cries.weeknight.bungalows





1 x Tiered Fountain Planter

Grass verge, High Street opposite Dobbins Lane junction, outside 35 High Street
What3Words (roughly) - ///clutter.rudder.blurs



2 x Stone Troughs

Outside Wall @ The Clock Tower





ITEM 9f – 2027 EVENTS PROGRAMME

BROUGHT BY

Events Working Group

SUMMARY

To consider the recommendations from the Events and Engagement working group for 2026 events and engagement.

PARISH COUNCIL BACKGROUND

The Council put on multiple events and community engagement activities throughout the year as well as this there is the possibility to enter the Best Kept Village Competition annually.

Events Working Group Members –

Cllr Washington - Chair
Estates and Events Manager
Cllr Worth
Cllr Ballantine
Cllr Coupland
Cllr Gallagher
Ana Brown

DETAILS

2027 Events Proposal

All details/specifics for each event will be discussed and organised throughout the year. The events proposed below aren't confirmed at this stage, there may be reasons these events do not happen, however annual events like the Summer and Christmas events will run as normal. Updates will be given to the Amenities Committee via email or in the Clerks report in the Amenities Committee agenda, depending on the meeting schedule. Councillors are welcome to bring feedback and suggestions for any events listed below and volunteer time.

Event	Budget Line	Proposed Date	Proposed 27/28 Expenditure/Budget	Comments	Sponsorship
Annual Parish Meeting	4100	15/04/2027	£800	Extra budget for a Business Networking Event	N
Make Wendover Smile	4110	April - May	£50	Free engagement event - no comp. We have 1 year of sunflowers left, budget just for envelopes etc.	N
Armed Forces Day - Picnic in the Park	4110	26/06/2027	£2,500	Combine Armed Forces Day with the Picnic in the Park	Y



Event	Budget Line	Proposed Date	Proposed 27/28 Expenditure/Budget	Comments	Sponsorship
Heritage Open Days	4110	September	£300		N
Carols Around the Tree	4110	10/12/2027	£400	In case of price increase.	N
Competitions	4110	N/A	£25	BBKV Only	N
Web & Comms	4110	N/A	£1,500	This used to come out of general reserves but now gets coded with the individual events, so we need to add more money, so we don't take away from the event.	N
LPM Events and Promo (including band @ Dec LPM & Easter Comp)	4122	N/A	£750	In case of price increase - Silver Band etc	EKFB - Prizes?
Christmas Celebration Event	4132	TBC to be discussed by WG (current clashes)	£5,000		Y
New					
Event	Budget Line	Proposed Date	Proposed 27/28 Expenditure/Budget	Comments	Sponsorship
MKPA Play Days	4110	Summer Holidays	£800	Paid for by WPC - managed and run by MKPA - Ashbrook? 1 x session 2027 (to gather feedback)	N
Skatepark Jam	4110	Summer Half Term	£1,600	Work with WYC & Youth Concern	Y
Climate Event/Fair	4110	Great Big Green Week 2027 runs 5th - 13th June	£300	Park of the Big Green Week - Manor Waste, local climate groups etc, speaker/talks?	N



FINANCIAL CONSIDERATIONS

- Events Expenditure, see appendix A.
- All events listed with individual expenditure and budget line in paper above.
- The Estates and Events Manager will look at sponsorship options where possible.
- All services and equipment needed for events will be booked or purchased by the Estates and Events Manager/the office, for budgeting and VAT purposes.

LEGAL IMPLICATIONS AND SUMMARY OF RISKS

- The Council has the powers to provide fetes and other events.

PROPOSAL

To resolve to:

- Delegate the organisation of 2027 events and engagement in line with this paper to the Estates and Events Manager.
- Authorise the expenditure up to the budgets listed in this paper.
- Authorise the office to proceed in implementing these events and make the appropriate bookings.
- Enter competitions appropriate for a local authority listed in the paper.



Appendix A – Events Expenditure 27/28

Code	Description	Current Budget	Last Year Actual	Current YTD	Current EOY forecast	Next Year Budget Rq	Variance current budget	Comments
Events Expenditure								
4100	Annual Parish Meeting	350	762	294	294	800	450	Business Networking Event
4105	Xmas Decorations (Trees, Lights etc.)	8,500	6,883	0	8,500	8,500	0	
4109	Promo Materials	3,600	1,916	213	3,600	2,500	-1,100	Coffee Grounds Scheme, New Event Promo Materials
								Updates to current, and 3 new events, includes increase for web and comms
4110	Entertainments & Events	5,000	5,203	3,218	5,000	7,000	2,000	
4111	Parades	200	198	0	200	500	300	No more support from RBL for Remembrance
4112	Floral Display	8,000	5,724	2,739	7,000	7,000	-1,000	Internal scheme, purchase of planters for first year
4113	HS2 Public update meetings	500	346	100	500	500	0	2 a year
4122	Markets - Local Produce (promo and event)	500	315	317	500	750	250	More events, and leaflets
4124	Markets - Business Rates	1,050	898	564	1,050	1,200	150	
4125	Markets - Water	0	0	0	-	0	0	
4126	Markets - Electric	380	380	96	380	600	220	
4130	Annual Village Quiz	0	0	0	-	0	0	
4132	Christmas Celebration Event	5,000	2,566	0	5,000	5,000	0	
TOTAL EXPENDITURE		33,080	25,191	7,541	32,024	34,350	1,270	



ITEM 9g – 3 YEAR CHARGING PLAN MANOR WASTE HISTORICAL RATES

BROUGHT BY

Office

SUMMARY

To consider approving the historical rate charging plan for the Manor Waste.

PARISH COUNCIL BACKGROUND

The 3-Year Charging Plan came to the Amenities Committee to approve at the July 2026 meeting, item 8a –

[21st July Amenities Committee 2026](#)

It was **RESOLVED** to approve and renew the 3-Year charging plan.

BACKGROUND

Since this meeting the office have noted that there are currently two regular annual hires on the Manor Waste that are currently being honoured on an old rate/increase. This is due to the increase for commercial event and market hire approved by the committee in 2024, details below:

Company 1 –

Two 1 day hires a year.

26/27 - £60 per hire.

Annual total - £120

Company 2 –

Two 2 day hires a year.

26/27 - £120 per hire (£60 a day).

Annual total - £240

The office is proposing to increase both companies hire by £20 a year for 3 years, after this timescale they would start paying the approved rate on the Councils 3-Year charging plan.

Proposed charges:

Company 1 –

27/28 - £80 per hire, £160 total.

28/29 - £100 per hire, £200 total.

29/30 – £120 per hire, £240 total.

30/31 – onwards, in line with the Councils 3-Year charging plan.

Company 2 –

27/28 - £80 per hire, £320 total.

28/29 - £100 per hire, £400 total.

29/30 – £120 per hire, £480 total.

30/31 – onwards, in line with the Councils 3-Year charging plan.



FINANCIAL CONSIDERATIONS

- The Council needs to consider if these charges cover any associated or additional costs regarding open space hires, licenses, bills and fees paid for by the Council and clearance/maintenance costs associated with the charges. Including staff time for clearance and maintenance etc.
- The charges are subject to review and changes by the Council based on usage as well as any changes in fees attached to these charges.
- The Council want to support businesses and events in Wendover, however there are costs associated with open spaces hire.
- The Council want to be fair and transparent with the hire and charging process.

LEGAL IMPLICATIONS AND RISKS

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

PROPOSAL

To resolve to:

- Approve the updates to the 3-Year charging plan for historical rates for Manor Waste hire as set out in the paper.

**ITEM 9h – 2027/28 Amenities Budget Request****BROUGHT BY**

Amenities Committee

SUMMARY

To approve the proposal to Council for the Amenities budgets.

PARISH COUNCIL BACKGROUND**26/27 budget request and year to date:**

Code	Description	26/27 Current	26/27 FY Forecast	26/27 Budget Request	Variance 26/27 Budget	26/27	27/28	28/29	26/27 Budget Review
Amenities Income									
1000	Allotment Rent	1,030	1,300	1,300	-330	1,300	1,300	1,300	1,300
1005	Charter Fair	120	240	240	20	240	240	240	240
1010	Cricket Club Lease	0	350	350	50	350	350	350	350
1021	Market - Local Produce	1,450	2,900	2,560	1,300	1,320	1,320	1,320	2,560
1022	Market - Weekly	3,618	10,920	10,660	0	10,920	10,920	10,920	10,920
1023	Market - other mkts								2,500
1030	Other Rents (Open Spaces)	1,440	2,045	2,045	0	2,000	2,000	2,000	2,045
1035	BCC Devolved Services	16,334	16,334	17,800	-1,200	17,800	17,800	17,800	16,334
1214	Christmas Trees	0	1,575	2,000	0	2,000	2,000	2,000	2,000
1260	Xmas Event Income	0	500	500	0	500	500	500	500
1261	Rifle Club Lease	100	100	100	0	100	100	100	100
1262	Fundraising Income	2,395	27,395	500	0	500	500	500	500
1263	Event Income (PiP etc)	380	400	400	0	400	400	400	400
	TOTAL INCOME	26,867	64,059	38,455	-160	37,430	37,430	37,430	39,749

Code	Description	26/27 Current	26/27 FY Forecast	26/27 Budget Request	Variance 26/27 Budget	26/27	27/28	28/29	26/27 Budget Review
Highways Expenditure									
4200	Bus Shelters	0	500	500	-3,500	1,000	1,020	1,040	500
4210	Refuse Bins	0	500	500	0	513	523	533	500
4211	Severe Weather (bins, grit etc.)	0	500	500	0	513	523	533	500
4215	Street Furniture (seats, noticeboards etc.)	0	-	1,000	0	1,025	1,046	1,066	1,000
	TOTAL EXPENDITURE	0	1500	2,500	-3,500	3,050	3,111	3,173	2,500

THREE YEAR PLAN									
Code	Description	26/27 Current	26/27 FY Forecast	26/27 Budget Request	Variance 26/27 Budget	26/27	27/28	28/29	26/27 Budget Request
Lighting Expenditure									
4300	Energy - Street Lights	5,937	19,300	13,000	0	13,325	13,592	13,863	19,300
4305	Maintenance	5,474	20,000	20,000	5,000	20,500	20,910	21,328	20,000
4315	New Columns	0	6,000	6,000	-1,000	6,150	6,273	6,398	6,000
4320	Inspections	0	4,500	1,500	0	1,538	1,568	1,600	4,500
	TOTAL EXPENDITURE	11,411	49,800	40,500	4,000	41,513	42,343	43,190	49,800

Code	Description	26/27 Current	26/27 FY Forecast	26/27 Budget Request	Variance 26/27 Budget	26/27	27/28	28/29	26/27 Budget Review
Events Expenditure									
4100	Annual Parish Meeting	294	294	350	-150	350	350	350	350
4105	Xmas Decorations (Trees, Lights etc.)	0	8,500	8,500	0	8,713	8,887	9,064	8,500
4109	Promo Materials	213	3,600	1,600	600	1,640	1,673	1,706	3,600
4110	Entertainments & Events	3,218	5,000	5,000	0	5,125	5,228	5,332	5,000
4111	Parades	0	200	200	-300	205	209	213	200
4112	Floral Display	2,739	7,000	8,000	1,500	8,200	8,364	8,531	8,000
4113	HS2 Public update meetings	100	500	500	0	513	523	533	500
4122	Markets - Local Produce (promo and event)	317	500	500	0	513	523	533	500
4124	Markets - Business Rates	564	1,050	1,050	0	1,076	1,098	1,120	1,050
4125	Markets - Water	0	-	0	0	0	0	0	0
4126	Markets - Electric	96	380	380	0	390	397	405	380
4130	Annual Village Quiz	0	-	0	-800	0	0	0	0
4132	Christmas Celebration Event	0	5,000	5,000	2,250	5,125	5,228	5,332	5,000
	TOTAL EXPENDITURE	7,541	32,024	31,080	3,100	31,848	32,478	33,121	33,080



Code	Description	26/27 Current	26/27 FY Forecast	26/27 Budget Request	Variance 26/27 Budget	26/27	27/28	28/29	26/27 Budget Review
Recreation Expenditure									
4400	Dog Bins - Contract for Emptying	0	2,750	2,600	0	2,665	2,718	2,773	2,600
4405	Maintenance Fences, Gates & Hedges	1,532	7,500	13,000	6,000	1,600	1,632	1,665	10,544
4406	Maintenance - footpaths	0	-	1,000	-1,000	1,025	1,046	1,066	1,000
4410	Maintenance - open spaces	1,737	14,200	15,000	-4,500	15,375	15,683	15,996	10,800
4415	Maintenance Inspections etc.	0	2,800	2,800	0	2,870	2,927	2,986	2,800
4416	Pond	0	1,000	2,000	500	2,050	2,091	2,133	2,000
4417	Tree Works	9,280	12,000	8,000	2,000	8,200	8,364	8,531	12,000
4418	Maintenance Tree Inspections	0	-	0	0	0	0	2,000	0
4421	Community Orchard Maintenance	0	-	0	-750	0	0	0	0
4425	Capital Expenditure	9,995	9,995	5,000	-6,000	5,000	5,100	5,202	10,000
4426	Vehicle repair	1,020	1,500	1,000	-3,440	4,440	4,529	4,619	1,000
4430	Mower Maintenance	308	1,500	1,500	-1,000	1,538	1,568	1,600	1,500
4435	Play Equipment	0	-	33,000	3,000	30,000	30,000	30,000	30,000
4440	Play Equipment Repairs & Maintenance	1,169	5,500	12,000	9,000	12,300	12,546	12,797	6,500
4450	Premises Garage Rent	810	1,620	1,620	0	1,661	1,694	1,728	1,620
4455	Sitesafe Electricity	123	450	300	0	308	314	320	300
4465	Sitesafe Water/Sewage	92	300	300	0	308	314	320	300
4475	Fuel	1,382	3,500	3,000	-200	3,075	3,137	3,199	3,200
4480	Materials & Tool Purchase	1,676	2,750	2,500	0	2,563	2,614	2,666	2,500
4481	Machinery/Tools Service & Repairs	321	2,500	2,500	0	2,563	2,614	2,666	2,500
4485	Protective Clothing (PPE)	114	1,000	750	0	769	784	800	1,000
4490	Refuse Bin Contract	826	1,800	1,800	500	1,845	1,882	1,920	1,800
4495	Sundries	69	500	500	0	513	523	533	500
4497	Defibrillators	0	500	500	0	513	523	533	500
TOTAL EXPENDITURE		30,454	73665	110,670	4,110	101,177	102,600	106,052	104,964

BACKGROUND

The 27/28 budget request can be found in appendix A.

This budget request is prepared against the following backdrop:

- Open Spaces maintenance works & groundworks, Hampden Meadow footpath repairs, and Witchell Pond works.
- Playground replacements, remedial works and fencing in Ashbrook based on inspections, park improvements/brand new playpark in Hampden Meadow.
- Events and engagement – new events and updates to current events.
- Transfers to EMR's – Hampden Pond & Estates Equipment.

Our Income and Expenditure request is as follows:

Code	Description	Current Budget	Next yr request	Diff	Yr1	Yr2	Yr3
	Amenities Income	39,749	41,224	1,475	37,430	37,430	37,430
	Events Expenditure	33,080	34,350	1,270	34,739	35,427	36,128
	Highways Expenditure	2,500	4,000	1,500	3,050	3,111	3,173
	Lighting Expenditure	49,800	60,500	10,700	62,013	63,253	64,518
	Recreation Expenditure	104,964	155,820	50,856	121,318	123,144	127,007
	AMENITIES EXPENDITURE	190,344	254,670	64,326	221,119	224,935	230,826
	Net Amenities Figures	- 150,595	- 213,446	- 62,851	- 183,689	- 187,505	- 193,396

This request is an increase of £62.8k more than last year but this includes £15k for EMRs and £50k towards the new playpark in Hampden Meadow as well as health and safety works and updates to WPC open spaces, such as Hampden Meadow footpath and Ashbrook playpark fencing.

It also includes the one-off payment for the proposed new planters included in the floral display proposal paper.

Utilities and energy bills have been increased following current trends, as well as an increase for water due to the proposed floral display. We've also increased the lighting expenditure for new columns and inspections, this based on 2 new columns a year.



FINANCIAL CONSIDERATIONS

- As set out in the budget.

LEGAL IMPLICATIONS AND RISKS

The Committee should also consider the Council's visions and missions when making the recommendations, these can be found here –

[VISION AND MISSION STATEMENT | Wendover Parish Council](#)

PROPOSAL

To resolve to:

- Approve the following budget request for 27/28 to propose to the Parish Council



Appendix A – 27/28 Amenities Budget Request

Code	Description	Current Budget	Last Year Actual	Current YTD	Current EOY forecast	Next Year Budget Rq	Variance current budget	Yr1	Yr2	Yr3	Comments
Amenities Income											
1000	Allotment Rent	1,300	1,247	1,030	1,300	1,300	0	1,300	1,300	1,300	
1005	Charter Fair	240	275	120	240	320	80	240	240	240	
1010	Cricket Club Lease	350	350	0	350	350	0	350	350	350	
1021	Market - Local Produce	2,560	1,908	1,450	2,900	2,800	240	1,320	1,320	1,320	
1022	Market - Weekly	10,920	10,760	3,618	10,920	10,920	0	10,920	10,920	10,920	
1023	Market - other mkts	2,500				2,300	-200				
1030	Other Rents (Open Spaces)	2,045	1,955	1,440	2,045	2,000	-45	2,000	2,000	2,000	
1035	BCC Devolved Services	16,334	17,452	16,334	16,334	16,334	0	17,800	17,800	17,800	
1214	Christmas Trees	2,000	1,584	0	1,575	2,000	0	2,000	2,000	2,000	
1260	Xmas Event Income	500	444	0	500	0	-500	500	500	500	Combining with code 1263
1261	Rifle Club Lease	100	100	100	100	100	0	100	100	100	
1262	Fundraising Income	500	83,057	2,395	27,395	2,000	1,500	500	500	500	
1263	Event Income (PiP etc)	400	513	380	400	800	400	400	400	400	
TOTAL INCOME		39,749	119,645	26,867	64,059	41,224	1,475	37,430	37,430	37,430	



Code	Description	Current Budget	Last Year Actual	Current YTD	Current EOY forecast	Next Year Budget Rq	Variance current budget	Comments
Events Expenditure								
4100	Annual Parish Meeting	350	762	294	294	800	450	Business Networking Event
4105	Xmas Decorations (Trees, Lights etc.)	8,500	6,883	0	8,500	8,500	0	
4109	Promo Materials	3,600	1,916	213	3,600	2,500	-1,100	Coffee Grounds Scheme, New Event Promo Materials
4110	Entertainments & Events	5,000	5,203	3,218	5,000	7,000	2,000	Updates to current, and 3 new events, includes increase for web and comms
4111	Parades	200	198	0	200	500	300	No more support from RBL for Remembrance
4112	Floral Display	8,000	5,724	2,739	7,000	7,000	-1,000	Internal scheme, purchase of planters for first year
4113	HS2 Public update meetings	500	346	100	500	500	0	2 a year
4122	Markets - Local Produce (promo and event)	500	315	317	500	750	250	More events, and leaflets
4124	Markets - Business Rates	1,050	898	564	1,050	1,200	150	
4125	Markets - Water	0	0	0	-	0	0	
4126	Markets - Electric	380	380	96	380	600	220	
4130	Annual Village Quiz	0	0	0	-	0	0	
4132	Christmas Celebration Event	5,000	2,566	0	5,000	5,000	0	
TOTAL EXPENDITURE		33,080	25,191	7,541	32,024	34,350	1,270	



Code	Description	Current Budget	Last Year Actual	Current YTD	Current EOY forecast	Next Year Budget Rq	Variance current budget	Yr1	Yr2	Yr3	Comments
Recreation Expenditure											
4400	Dog Bins - Contract for Emptying	2,600	2,550	0	2,750	3,000	400	3,075	3,137	3,199	
4405	Maintenance Fences, Gates & Hedges	10,544	4,374	1,532	7,500	16,000	5,456	1,600	1,632	1,665	Ashbrook Playpark fencing needs replacing
4406	Maintenance - footpaths	1,000	1,445	0	-	20,000	19,000	20,500	20,910	21,328	Hampden Meadow Footpath needs improvements
4410	Maintenance - open spaces	10,800	7,808	1,737	14,200	5,000	-5,800	5,125	5,228	5,332	
4415	Maintenance Inspections etc.	2,800	3,848	0	2,800	2,800	0	2,870	2,927	2,986	
4416	Pond	2,000	0	0	1,000	13,000	11,000	13,325	13,592	13,863	5k transfer to Pond EMR, Wittchell Pond works highlighted for 27/28
4417	Tree Works	12,000	7,030	9,280	12,000	12,000	0	12,300	12,546	12,797	
4418	Maintenance Tree Inspections	0	0	0	-	0	0	0	0	2,000	
4421	Community Orchard Maintenance	0	1,493	0	-	0	0	0	0	0	
4425	Capital Expenditure	10,000	38,307	9,995	9,995	10,000	0	5,000	5,100	5,202	Transfer to Estates Equipment EMR
4426	Vehicle repair	1,000	502	1,020	1,500	1,500	500	4,440	4,529	4,619	
4430	Mower Maintenance	1,500	4,611	308	1,500	1,500	0	1,538	1,568	1,600	
4435	Play Equipment	30,000	43,124	0	-	50,000	20,000	30,000	30,000	30,000	Hampden Meadow Playpark Refurb
4440	Play Equipment Repairs & Maintenance	6,500	7,252	1,169	5,500	5,000	-1,500	5,125	5,228	5,332	
4450	Premises Garage Rent	1,620	1,485	810	1,620	1,620	0	1,661	1,694	1,728	
4455	Sitesafe Electricity	300	398	123	450	600	300	615	627	640	
4465	Sitesafe Water/Sewage	300	163	92	300	1,000	700	1,025	1,046	1,066	Water usage for floral displays
4475	Fuel	3,200	2,514	1,382	3,500	3,500	300	3,588	3,659	3,732	
4480	Materials & Tool Purchase	2,500	3,452	1,676	2,750	2,500	0	2,563	2,614	2,666	
4481	Machinery/Tools Service & Repairs	2,500	212	321	2,500	2,000	-500	2,050	2,091	2,133	
4485	Protective Clothing (PPE)	1,000	736	114	1,000	1,000	0	1,025	1,046	1,066	
4490	Refuse Bin Contract	1,800	1,577	826	1,800	2,100	300	2,153	2,196	2,239	
4495	Sundries	500	198	69	500	200	-300	205	209	213	
4497	Defibrillators	500	485	0	500	1,500	1,000	1,538	1,568	1,600	2 batteries needed
TOTAL EXPENDITURE		104,964	133,564	30,454	73665	155,820	50,856	121,318	123,144	127,007	



Code	Description	Current Budget	Last Year Actual	Current YTD	Current EOY forecast	Next Year Budget Rq	Variance current budget	Yr1	Yr2	Yr3	Comments
Highways Expenditure											
4200	Bus Shelters	500	0	0	500	2,000	1,500	1,000	1,020	1,040	Tring Road - Wooden Shelter Replace
4210	Refuse Bins	500	0	0	500	1,000	500	1,025	1,046	1,066	Two highlighted to replace
4211	Severe Weather (bins, grit etc.)	500	270	0	500	500	0	513	523	533	
4215	Street Furniture (seats, noticeboards etc.)	1,000	0	0	-	500	-500	513	523	533	
	TOTAL EXPENDITURE	2,500	270	0	1500	4,000	1,500	3,050	3,111	3,173	
THREE YEAR PLAN											
Code	Description	Current Budget	Last Year Actual	Current YTD	Current EOY forecast	Next Year Budget Rq	Variance current budget	Yr1	Yr2	Yr3	Comments
Lighting Expenditure											
4300	Energy - Street Lights	19,300	11,809	5,937	19,300	23,500	4,200	24,088	24,569	25,061	
4305	Maintenance	20,000	17,856	5,474	20,000	23,000	3,000	23,575	24,047	24,527	
4315	New Columns	6,000	0	0	6,000	9,000	3,000	9,225	9,410	9,598	x2 a year
4320	Inspections	4,500	0	0	4,500	5,000	500	5,125	5,228	5,332	
	TOTAL EXPENDITURE	49,800	29,665	11,411	49,800	60,500	10,700	62,013	63,253	64,518	