# WENDOVER PARISH COUNCIL

## Minutes of the Parish Council Meeting
## 2nd June 2026 at 7:40pm
## Wendover Community Library, High St, Wendover HP22 6DU

**Present:** Councillors Atwell, Coupland, Gallagher, Mackinlay, O'Donnell, Standen, Thornton, Tipper, Washington and Worth.

**Chair:** Councillor Gallagher
**In attendance**: Buckinghamshire Councillor Strachan, Cllr Field offered his apologies
**Clerk:** Andy Smith
**Members of Public**: 4

**1. APOLOGIES FOR ABSENCE**

**PC26/081** Cllr Ballantine offered apologies, which were accepted by the Committee.

**2. DECLARATIONS OF INTEREST**

**PC26/082** None

**3. MINUTES**

**PC26/083** The minutes of the Parish Council of 5th May 2026 were **RESOLVED** as a true record to be signed by the Chair of the meeting.

**4. CHAIRS ANNOUNCEMENTS**

**PC26/084** The.

**5. PUBLIC PARTICIPATION**

**PC26/085** A member of the public enquired about what was happening with markets after the issues and suggestions in March. Cllr Gallagher gave an update on the process it was noted that a decision will be made at the meeting on the 7th July.

**6. REPORTS FROM BUCKINGHAMSHIRE COUNCILLORS**

**PC26/086** Cllr Strachan fielded questions on potholes and how they are dealt with. It was felt that the Council should follow up on that separately.

**7. CLERKS REPORT AND CORRESPONDANCE**

**PC26/087** The Clerk's report was noted

**8. FINANCE AND PAYMENTS**

**a) Payments to consider**

**PC26/088** The payments to consider, totalling £21,721.25 were considered and questions answered. The payments were **RESOLVED** and would be signed electronically by Councillors Gallagher and Worth. It was noted that we should review the design contract as it has not been quoted for or tendered for 3 years.

**b)** latest financial reports

**PC26/089** The financial reports were noted.

**c)** Flagstone statement

**PC26/090** The statement was noted.

## 9. REPORTS FROM MEETINGS WITH OUTSIDE BODIES

a) HS2 Mitigation Action Group

**PC26/091** The report was noted.

b) Other Groups

**PC26/092** **Wendover Guides** – Cllr Worth attended and asked how the Parish Council could support the work of the Guides .

**PC26/093** Memorial Hall Committee – meets tomorrow

**PC26/094** **Community Car** – They are doing well but have declining business. Looking to replace the 8 seater van in 2 years' time. It was noted that the Transport Working Group would look into the community transport around Wendover.

## 10. REPORTS FROM COMMITTEES

a) EXTRA ORDINARY AMENITIES COMMITTEE

**i) Minutes**

**PC26/095** The minutes of the Planning committee meeting on 19th May 2026 were noted.

**ii) Playpark Refurbishment**

**PC26/096** The paper and discussion at Amenities Committee was noted

**PC26/097** It was **RESOLVED** to Accept the 2 phased approach for Hampden Meadow playpark as set out in the paper.

**PC26/098** It was **RESOLVED** that the Open Spaces Working Group would bring feedback on the designs to the July full Council

b) FINANCE COMMITTEE

**i) Minutes**

**PC26/099** The minutes of the Amenities committee meeting on 19th May 2026 were noted.

**ii) Budget Review**

**PC26/100** It was **RESOLVED** to amend the budget for 2026/27 as set out in the paper, noting that it was still a balanced budget and there was no change to the precept.

c) PLANNING COMMITTEE

**i) Minutes**

**PC26/101** The minutes of the Planning committee meeting on 19th May 2026 were noted.

## 11. REPORTS FROM WORKING GROUPS

**a) Transport Working Group**

**i) update**

**PC26/102** The update was noted.

**ii) School Street**

**PC26/103** It was **RESOLVED** to support the Schools Campus Transport Working Group request to Bucks Council for a pilot School Streets scheme on Wharf Road and authorise the office to write a letter of support.

**b) Open Spaces Working Group**

**PC26/104** Setting up a meeting.

**c) Sustainability and Biodiversity Group**

**i) Update**

**PC26/105** The update was noted.

**ii) Old sewage works**

**PC26/106** It was **RESOLVED** to Authorise the Sustainability and Diversity Group to work with Thames Water to implement this project as set out

**PC26/107** It was **RESOLVED** to assign Cllr Tipper to arrange quarterly calls with Thames Water for updates on the status of the site

**iii) Re-usable coffee cups**

**PC26/108** It was noted that this scheme required further work and would require further input from the businesses.

**iv) Changes to night time street lighting**

**PC26/109** It was **RESOLVED** to drop this currently as it is not cost effective and there was not any real drive from the community to make this change.

**d) Strategic Planning Steering Group**

**PC26/110** This is a quarterly meeting - nothing to report

**e) Engagement Strategy**

**PC26/111** The report was noted and it was noted that

**12. OTHER ITEMS**

**a) Strategic and financial risk register**

**PC26/112** The new addition was noted

**PC26/113** It was **RESOLVED** to approve the risk register and levels of risk

**b) Annual Governance and Accountability Return (AGAR)**

**PC26/114** Parish Council were updated as to the importance of the AGAR and what each of the statements mean and what Council should be considering.

**i) Exercise of Public Rights**

**PC26/115** The announcement of the period of public rights was reviewed. It was **RESOLVED** that the announcement will be made on Friday 5th June 2026 and the period of public rights will commence on Monday 8th June 2026 and close on Friday 17th July 2026

**ii) Internal Audit Report**

**PC26/116** The Internal audit and communications from the internal auditor were reviewed. The letter from the internal auditor was noted. The audit observations were reviewed and noted and all

were in progress or completed. It was noted that the number of observations were consistently reducing. It was **RESOLVED** to accept the internal audit report.

**iii) Annual Governance Statement**

**PC26/117** The Annual Governance Statement was reviewed and each of the declarations in boxes 1 to 10 were considered in turn. It was agreed that the Council had complied with each of the statements. The Council **RESOLVED** to approve the Annual Governance Statement (Section 1 of the Annual Governance and Accountability Return (AGAR) and it was signed by the Chair of the meeting and the Clerk.

**iv) Accounting Statements**

**PC26/118** The Accounting statements 25/26 were reviewed and each of the boxes 1 to 11 were considered. The variances between 2025/26 and 24/25 were explained to Council and questions were answered on the figures. The Council **RESOLVED** to approve the Accounting Statements (Section 2 of the Annual Governance and Accountability Return). The statements, previously signed by the Clerk and Responsible Finance Officer, were signed by the Chair of the meeting.

**13. DATES OF FUTURE MEETINGS**

**PC26/119** The next Parish Council meeting will sit at 7.40 pm on Tuesday 7th July at Wendover Community Library. All agenda items and papers to be with the clerk by Mon 29th June.

**14. CLOSURE OF MEETING**

**PC26/120** With all business having been transacted, the meeting was closed at 8:35pm

Signed by *Clive Gallagher*
Chair to the Parish Council Date: 7th July 2026

| PAYMENTS TO CONSIDER | | June | Parish Council 2 June 2026 |
|---|---|---|---|
| PC2-6-2026 | | | |
| **BACS** | | | |
| **Date** | **To** | **Amount** | **Payment for** |
| 03/06/2026 | PawPrint | £140.40 | Printer/copier costs |
| 03/06/2026 | Proludic Ltd | £53.15 | Play Park maintenance |
| 03/06/2026 | Supportis Ltd | £2,734.00 | HR and Health and safety services |
| 03/06/2026 | Phoebe Sharps | £25.00 | Eye Test - reimbursement |
| 04/06/2026 | Numbers Ltd | £72.00 | Payroll services |
| 04/06/2026 | Marley Design | £1,155.00 | Web and Communications Support |
| 04/06/2026 | IAC Audit and Consultancy Ltd | £474.00 | Internal Audit Services - Y/E 2025/6 |
| 04/06/2026 | Mrs Val Mayland | £120.00 | Clock Tower Cleaning (May) |
| 30/06/2026 | Salaries | £10,353.71 | June Salaries |
| 30/06/2026 | HMRC | £3,888.53 | Payroll tax and NI - June |
| 30/06/2026 | Smart Pensions | £1,184.24 | Pension Contributions - June |
| | | | |
| **TOTAL BACS AMOUNT** | | **£20,200.03** | |
| | | | |
| **CARD** | | | |
| **Date** | **To** | **Amount** | **Payment for** |
| 26/05/2026 | Chiltern view Nursery | £158.00 | Plants and Compost |
| 18/05/2026 | Amazon Business EU | £30.89 | Office Supplies - Paper Hand Towels |
| 19/05/2026 | Amazon Business EU | £17.98 | Heavy Duty Bin Bags |
| 27/05/2026 | Amazon Business EU | £9.30 | Windscreen cleaner |
| 27/05/2026 | Amazon Business EU | £11.99 | Stihl - Clear Lubricant |
| 27/05/2026 | Amazon Business EU | £35.97 | Stihl - Clear Lubricant |
| 27/05/2026 | Amazon Business EU | £48.65 | Shed roof Felt |
| 28/05/2026 | Wilko | £129.50 | Heavy Duty Bin Bags |
| | | | |
| **TOTAL CARD AMOUNT** | | **£442.28** | |
| | | | |
| **DD/SO** | | | |
| **Date** | **To** | **Amount** | **Payment for** |
| 20/05/2026 | Microsoft | £552.96 | Office Subscriptions |
| 25/05/2026 | Radius UK Fuels | £158.35 | Fuel Card |
| 01/06/2026 | Radius UK Fuels | £21.64 | Fuel Card |
| 14/06/2026 | British Gas | £49.70 | Manor Waste Elec - May |
| 14/06/2026 | British Gas | £140.66 | Clock Tower elec - May |
| 14/06/2026 | British Gas | £35.38 | Site Safe Elec - May |
| 03/07/2026 | Information Commissioner's O | £52.00 | GDPR Annual Fee |
| 20/05/2026 | Castle Water Limited | £34.66 | Water Charges - Clock tower |
| 20/05/2026 | Castle Water Limited | £8.62 | Water Charges - Site Safe |
| 26/05/2026 | Lebara Mobile | £5.00 | Estates mobile plan |
| 27/05/2026 | Adobe | £19.97 | Adobe Acrobat plan |
| | | | |
| | **TOTAL DD & SO** | **£1,078.94** | |
| | **TOTAL PAYMENTS** | **£21,721.25** | SIGNED BY COUNCILLORS: |

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