

# WENDOVER PARISH COUNCIL

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## Minutes of the Parish Council Meeting 2<sup>nd</sup> July 2024 at 7:30pm St Anne's Hall, Aylesbury Road, Wendover HP22 6JG

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**Present:** Councillors Ballantine, Gallagher, Goodall, O'Donnell, Porter, Wales, Walker, Williams and Worth.

**In attendance:** The Buckinghamshire Councillors were not present

**Clerk:** Andy Smith

**Members of Public:** 3

### 1. APOLOGIES FOR ABSENCE

**PC24/098** Apologies were received from Councillors Standen, Thornton and Washington and were **APPROVED**. Councillor Walker and Lloyd Evans were absent.

### 2. DECLARATIONS OF INTEREST

**PC24/099** None

### 3. MINUTES

**PC24/100** The minutes of the Parish Council of 4<sup>th</sup> June 2024. were **RESOLVED** as a true record to be signed by the Chair of the meeting.

### 4. CHAIRS ANNOUNCEMENTS

**PC24/101** The sad news was shared with Council that John Firmin passed away. He was chair of the Council 1994-2001 and we would like to send our sympathies to the family and thank him for his time and service to the community.

**PC24/102** Thanks were passed on to everyone who came along to the HS2 Public Meeting including thanks to the office staff and Wendover HS2 for organising the event.

### 5. PUBLIC PARTICIPATION

**PC24/103** A member of the public asked to clean the bus shelters. They were informed that they were already scheduled for Thursday 4<sup>th</sup> July

### 6. REPORTS FROM BUCKINGHAMSHIRE COUNCILLORS

**PC24/104** None

### 7. CLERKS REPORT AND CORRESPONDANCE

**PC24/105** The report was noted.

### 8. FINANCE AND PAYMENTS

#### a) Payments to consider.

**PC24/106** The payments to consider, totalling £36,825.92, were **RESOLVED** to be approved and signed.

#### b) Latest financial reports

**PC24/107** The financial reports were noted and Councillors were happy with the current financial position.

## 9. REPORTS FROM MEETINGS WITH OUTSIDE BODIES

### a) HS2 Mitigation Action Group

**PC24/108** The report was noted.

### b) Parish Council Surgeries

**PC24/109** It was noted that we had a complaint that the white gates were too far into Wendover, the clerk has satisfactorily responded to the resident. There were three attendees to the surgery.

### c) St Marys Churchyard care committee

**PC24/110** It was noted that the wall needs further repairs and running out of space for cremation memorials. The committee will be looking for support for a new wall

### d) Other groups

**PC24/111 Chiltern Way Academy** – we have been engaging with the school and we are offering some allotment space to them so they can grow (and cook) produce.

**PC24/112 Wendover Youth Centre** –They are currently looking for a Chair of Trustees if anyone is interested they can get in touch directly with the Youth Centre.

## 10. REPORTS FROM COMMITTEES

### a) PLANNING

**PC24/113** The draft minutes of the meeting on 4<sup>th</sup> June 2024 were noted.

### b) STAFFING

**PC24/114** It was noted that the draft minutes of the meeting on 18<sup>th</sup> June 2024 will be circulated when finalised

## 11. REPORTS FROM WORKING GROUPS

### a) Transport Working Group

**PC24/115** A progress meeting has been held on the EV charging project. The gulleys in the pathways have gone in and the next stage is the lamppost charging. We are awaiting updates about the process. There will be a contract between Bucks Council and Wendover Parish Council and this will come to Council for approval.

**PC24/116** There was a meeting with schools about the traffic on the campus and there was a lot of general support. The group are now looking for funding for the behavioural elements such as the walking bus and signage. There have also been parking officers on site - ticketing illegal parking. The money from the community board is being decided on the 11<sup>th</sup> July but we have run out of term time to do anything this year.

### b) Open Spaces Working Group

**PC24/117** No report

### c) Sustainability and Biodiversity Group

**PC24/118** Has not met.

### d) Strategic Planning Steering Group

**PC24/119** We have now employed a member of summer staff to support Cllr O'Donnell to deliver and progress the strategy.

## 12. OTHER ITEMS

### a) Hampden Pond levels and recharge

**PC24/120** This is not committing to any resources but allowing them to explore. The green policy would be to leave the levels as is, but these are just investigations. This is asking for studies into the issue and not votes on the solutions. We will be asking Wendover HS2 MAG to support the council in this project.

**PC24/121** An amendment was proposed to make the proposal the same as the item summary. It was **RESOLVED** to amend the proposal so that the summary became the proposal.

**PC24/122** The paper as amended was considered and it was **RESOLVED** to approve the proposal.

## 13. DATES OF FUTURE MEETINGS

**PC24/123** The next Parish Council meeting 7.30pm on Tuesday 6<sup>th</sup> August 2024 at St Annes Hall. Items for the agenda are due into the office by 9am on Mon 29<sup>th</sup> July

**PC24/124** An agenda Item – engagement and councillor surgeries was suggested

## 14. CLOSURE OF MEETING

**PC24/125** As all business was transacted the meeting was closed at 8.08pm

Signed by *Julie Williams*

Chair to the Parish Council

Date: 6<sup>th</sup> August 2024

| PAYMENTS TO CONSIDER           |                                | Jul               | Parish Council 02/07/2024                        |
|--------------------------------|--------------------------------|-------------------|--|
| <b>BACS</b>                    |                                |                   |  |
| Date                           | To                             | Amount            | Payment for                                      |
| 05/07/2024                     | Phenom Networks                | £156.87           | Computer Support                                 |
| 05/07/2024                     | PawPrint                       | £140.40           | Printer/Copier Costs                             |
| 05/07/2024                     | Val Mayland                    | £60.00            | Cleaning   |
| 05/07/2024                     | Marley Design                  | £262.50           | Web and communications                           |
| 05/07/2024                     | Numbers                        | £72.00            | Payroll Services                                 |
| 05/07/2024                     | St Annes Hall Hire             | £60.00            | Hire of hall for meetings                        |
| 31/07/2024                     | Salaries                       | £9,462.93         | Monthly Salaries Bill                            |
| 31/07/2024                     | LGPS                           | £814.84           | LGPS Pension Costs                               |
| 31/07/2024                     | HMRC                           | £3,430.73         | Payroll Tax and NI                               |
| 05/07/2024                     | Allotments - PP16/19/20        | £120.00           | Deposit refund                                   |
| 05/07/2024                     | Dayla c/o Wendover Society     | £113.09           | Refreshments and glasses for HS2 Public Meeting  |
| 05/07/2024                     | Farol                          | £89.96            | New orange hazard light for mower (highway spec) |
| 05/07/2024                     | Sparkx                         | £685.80           | Streetlight repairs - 245, 394                   |
| 05/07/2024                     | Wendover Youth Centre          | £7,500.00         | Annual Grant                                     |
| 05/07/2024                     | St Marys Churchyard Cttee      | £7,500.00         | Annual Grant                                     |
| 05/07/2024                     | A Big Voice                    | £405.00           | Entertainment for Picnic in the Park             |
| 05/07/2024                     | BMKALC                         | £70.00            | Finance training for Councillors                 |
| 05/07/2024                     | PHS Group                      | £198.38           | Annual sanitary disposal                         |
| 05/07/2024                     | BMKALC                         | £32.40            | Employee Assistance Programme through BMKALC     |
| 05/07/2024                     | Active Risk Management Service | £497.00           | Quarterly playground inspections                 |
| 05/07/2024                     | Wendover News                  | £900.00           | Quarterly back page charge                       |
| <b>TOTAL BACS AMOUNT</b>       |                                | <b>£32,571.90</b> |  |
| <b>CARD</b>                    |                                |                   |  |
| Date                           | To                             | Amount            | Payment for                                      |
| 26/06/2024                     | Adobe                          | £19.97            | Acrobat Pro plan - Jun                           |
| 13/06/2024                     | Lebara Mobile                  | £5.00             | Office mobile phone - Jun                        |
| 26/07/2024                     | Adobe                          | £19.97            | Acrobat Pro plan - Jul                           |
| 13/07/2024                     | Lebara Mobile                  | £5.00             | Office mobile phone - Jul                        |
| 24/06/2024                     | Amazon Services eu             | £72.98            | Desk for downstairs clocktower                   |
| 24/06/2024                     | Amazon Mkt - Blisswood         | £92.76            | Office chairs - new interns                      |
| 25/06/2024                     | Amazon Business                | £101.50           | Plastic storage boxes                            |
| 04/06/2024                     | Amazon Business                | £9.88             | Bike locks for A frames                          |
| 04/06/2024                     | Amazon Mkt - House of Display  | £145.52           | A frames   |
| 01/06/2024                     | SLCC                           | £348.00           | SLCC membership for Clerk                        |
| 28/06/2024                     | Sweeneys                       | £42.74            | Food for HS2 Public Meeting                      |
| 06/06/2024                     | Sweeneys                       | £7.38             | Office supplies                                  |
| <b>TOTAL Debit Card AMOUNT</b> |                                | <b>£870.70</b>    |  |
| <b>DD/SO</b>                   |                                |                   |  |
| Date                           | To                             | Amount            | Payment for                                      |
| 03/07/2024                     | SIDLEYS CLIENT THE             | £135.00           | Sidleys garage rent                              |
| 17/06/2024                     | LEX AUTOLEASE                  | £444.29           | Hilux lease agreement                            |
| 7 Jul 2024                     | SMART PENSION LTD              | £26.40            | SMART pension admin fee                          |
| 28 Jul 2024                    | SMART PENSION LTD              | £883.16           | SMART pension contributions                      |
| 15 Jul 2024                    | BG LITE                        | £17.71            | Manor Waste Electricity                          |
| 15 Jul 2024                    | BG LITE                        | £107.66           | Clock Tower Electricity                          |
| 15 Jul 2024                    | BG LITE                        | £62.14            | Site Safe Electricity                            |
| 19 Jul 2024                    | DRAX ENERGY SOLUTI             | £1,271.53         | Street Lighting Electricity                      |
| 30 Jul 2024                    | BUCKS COUNCIL RECE             | £96.85            | Waste Container emptying                         |
| 20/06/2024                     | MICROSOFT                      | £82.32            | Microsoft 365 Licenses                           |
| 17 Jul 2024                    | CASTLE WATER LTD               | £18.66            | Clock Tower Water                                |
| 17 Jul 2024                    | CASTLE WATER LTD               | £7.56             | Site Safe Water                                  |
| 17 Jul 2024                    | BT GROUP PLC                   | £140.04           | Clock tower phone/broadband                      |
| 05/07/2024                     | BUCKS COUNCIL                  | £90.00            | Manor Waste Market Rates                         |
| <b>TOTAL DD &amp; SO</b>       |                                | <b>£3,383.32</b>  |  |
| <b>TOTAL PAYMENTS</b>          |                                | <b>£36,825.92</b> | SIGNED BY COUNCILLORS:                           |
| <b>COUNCIL MINUTE NUMBER</b>   |                                |                   |  |