

# WENDOVER PARISH COUNCIL

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## Minutes of the Parish Council Meeting

3<sup>rd</sup> October 2023 at 7:30pm

Meeting held at St Annes Hall, Aylesbury Road, Wendover, HP22 6JG

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**Present:** Councillors Ballantine, Gallagher, Lloyd-Evans, O'Donnell, Porter, Standen, Thornton, Wales, Walker, Williams (Chair) and Worth.

**In attendance:** Apologies were received from Buckinghamshire Councillor Bowles

**Clerk:** Andy Smith

**Members of Public:** 1

### 1. APOLOGIES FOR ABSENCE

**PC23/132** Apologies were received and **ACCEPTED** from Cllrs Goodall and Washington. Apologies were noted from Buckinghamshire Councillor Bowles

### 2. DECLARATIONS OF INTEREST

**PC23/133** None

### 3. MINUTES

**PC23/134** The minutes of the Parish Council of 5<sup>th</sup> September 2023 were considered and it was **RESOLVED** to accept them as a true record to be signed by the Chair.

### 4. CHAIR'S ANNOUNCEMENTS

**PC23/135** Congratulations were passed to the Estates and Grounds Team for the Best Kept Village Award, the Chair of Buckinghamshire Council personally commented on the good upkeep of the open spaces.

We have a date for the HS2 Public Meeting and attendance from Councillors was strongly encouraged to attend on the 24<sup>th</sup> November.

A meeting at the library today discussed closer working and collaborations. We started off by discussing use of the meeting spaces for sensitive meetings and a desk staffed by Councillors as a drop in point for people to engage with the council. The clerk will start to compile a rota. The commencement of the building work is yet to be confirmed.

### 5. PUBLIC PARTICIPATION

**PC23/136** A member of the public outlined the work of WAVUS that has been running for 15 months supporting between 90-100 Ukrainians. It was **RESOLVED** to move item 12c on the agenda to be the next item discussed.

## 6. REPORTS FROM BUCKINGHAMSHIRE COUNCILLORS

**PC23/137** Cllr Strachan outlined that the current priorities are around fiscal responsibility without impact on services and presenting a balanced budget. It may take some reserves to reach that position but Buckinghamshire Council is not going to be in the same difficulties as seen with other Councils. There will not be a change in Council Tax beyond the limit of 4.9%

Cllr Newcombe briefed the Council on planning issues – outlining what was meant by the necessary tilting based on the 5 year land supply and what is required by the National Planning Policy Framework.

It was noted that we should continue to monitor the change of use to residential on the High Street and examine carefully each change in the village. The Parish Council has a right to “call in” planning decisions so that they are discussed by a full planning meeting.

Cllr Strachan and Newcombe were thanked for their updates.

## 7. CLERKS REPORT & CORRESPONDENCE

**PC23/138** The report was noted

## 8. FINANCE AND PAYMENTS

- a) **PC23/139** The payments to consider, totalling £56,088.28, were **RESOLVED** and signed. It was noted that whilst Wendover Parish Council are responsible for the invoices covering the works at the pond there will be income from HS2 to cover these. Those invoices will be held temporarily until we have confirmation from HS2 as to the mechanism by which this income but we would adhere to the payment terms on the invoice.
- b) **PC23/140** The financial reports were noted
- c) **PC23/141** The end of year financial projections were noted.

## 9. REPORTS FROM MEETINGS WITH OUTSIDE BODIES

### a) **HS2 Mitigation Action Group**

**PC23/142** The report was noted

### b) **Visits to local schools**

**PC23/143** The discussions with local schools was noted. The John Colet has suggested we attend and deliver assemblies to the different year group. We are hoping to give an interactive presentation which discusses the role of the Parish Council and the skate park.

## 10. REPORTS FROM STANDING COMMITTEES

### a) **AMENITIES**

**PC23/144** The draft minutes of the meeting on 19<sup>th</sup> September 2023 were noted.

## 11. REPORTS FROM WORKING GROUPS

### a) **Wendover Community Action Plan Working Group**

**PC23/145** The paper was considered. It was noted that we need to focus on our Vision Mission and Values and have a plan that ties in with those. It was **RESOLVED** to disband the Community Action Plan Working Group, It was further **RESOLVED** to authorise the office to develop a

strategic planning process for the Council for consideration and all councillors were asked to provide feedback on that to the Clerk.

**b) Transport Working Group**

**PC23/146** It was noted that the group has met and Cllr Walker will circulate the meeting notes to Councillors.

**c) Open Spaces Working Group**

**PC23/147** A brief verbal update outlining the difficulties of getting a meeting of the group was discussed

**12. OTHER ITEMS**

**a) Policy Renewals**

**PC23/148 i) Working Group and Volunteer Expenses Policy**

The policy was considered and it was **RESOLVED** to adopt the policy complete with the minor amendments shown in red

**PC23/149 ii) Communications and Engagement Policy**

The policy was considered and it was **RESOLVED** to adopt the policy complete with the minor amendments shown in red

**PC23/150 iii) Code of Conduct**

The policy was considered and it was **RESOLVED** to adopt the policy complete with the minor amendments shown in red

**PC23/151 iv) Public Participation at Meetings Policy**

The policy was considered and it was **RESOLVED** to adopt the policy complete with the minor amendments shown in red

**b) Clock Tower Wall**

**PC23/152** The tenders were seriously considered and Tender 5 as set out in the table was proposed and **RESOLVED**

**c) Minor Grant – Wendover and Villages Ukrainian Support (WAVUS)**

**PC23/153** This was brought forward on the agenda and discussed after item 6, Public Participation.

The Council has supported the group with a grant of £500 for startup costs in the past and are now looking for the Council's support to complete an English course. There was a concern that this project had been funded already and there are other projects that our money could be used for. The financial position of WAVUS was considered and it was noted that £500 was not enough to finish the English course.

An amendment was proposed to increase the amount to £750 and was **RESOLVED**.

It was subsequently **RESOLVED** to approve the grant request as amended for £750.

**d) CLAW Tree Planting**

**PC23/154** The paper had been previously discussed at Amenities and it was noted that the use of the phrase “working party” was probably not the best term to describe the routine due diligence undertaken by the Parish Council on papers requesting changes to the open spaces. The Council noted that there was a balancing act to be made between supporting the planting of trees and maintaining the spaces as open spaces for the locals to enjoy. Because of that it was agreed to vote on each request in the paper individually

**1a – Hedge for Ashbrook Park**

It has been agreed by Council and Amenities in the past that this was not possible. It was further noted that the planning application for the skate park the line of sight from the road is one of the supporting mitigations against anti-social behaviour. The request was considered again and it was **RESOLVED** not to allow any hedges along this fence line.

**1b – Saplings at the rear of Ashbrook**

It was **RESOLVED** to approve this planting

**2 - Hedges along the Heron Path**

All of the issues surrounding this decision were considered. It was noted that if you have a hedge by a public footpath you need to allow 50cm from the middle of where the hedge would be and that this may be difficult to achieve. It was **RESOLVED** not to accept this proposal at this time and that it be considered in much more detail as a part of the open spaces 5 year plan.

**3a – Witchell - Saplings around the picnic perimeter**

It was **RESOLVED** to approve this planting

**3b - Witchell – trees along Chapel Lane**

It was **RESOLVED** to approve this planting

**4a – Hampden - 32 Saplings for avenue on the path**

It was noted that this could obscure vision to the path and have safety implications, it was further noted that the leaves on the path would need to be monitored. It was **RESOLVED** and it was requested to note the vote count, which was 6 for and 5 against

**4b – Hampden - Trees along the line of the pond fence**

It was **RESOLVED** to approve this planting

**4c – Hampden – parkland planting**

The Council noted that they could not agree on the definition of parkland planting and **RESOLVED** that the open spaces working group go through the details of this and make the decision

**5 Heron Path – hedges**

It was noted that the land in question belongs to Buckinghamshire Council and therefore it should be considered by the open spaces working group in more detail, including a request to Buckinghamshire Council

**6 Wild verges**

As above this land belongs to Buckinghamshire Council and therefore should be considered by the open spaces working group including a request to Buckinghamshire Council.

**7. Wild Belt**

It was **RESOLVED** to approve this planting

**PC23/155 Extension of meeting beyond 2 hours**

During the discussion of item 12d it was noted that the meeting had reached two hours duration. The closure of the meeting or continuation were both considered, and it was **RESOLVED** to continue with the meeting to conclude the business set out in the agenda.

**e) Wendover Business Group**

**PC23/156** It was noted that we need to support the High Street in Wendover and that this paper is about getting some support in place to really It was **RESOLVED** to agree the funding for support for the Wendover Business Group.

**13. DATES OF FUTURE MEETINGS**

**PC23/157** To note the next Parish Council meeting **Tuesday 7<sup>th</sup> November 2023**. Agenda items must be with the Clerk by **Mon 30<sup>th</sup> Oct**

**14. CLOSURE OF MEETING**

**PC23/158** As all business was transacted the meeting was closed at 9:39pm

Signed by *J Williams*  
Chair to the Parish Council

Date: 7<sup>th</sup> November

PAYMENTS TO CONSIDER		Oct	Parish Council 03/10/2023
<b>Cheques</b>			
Date	To	Amount	Payment for
<b>TOTAL CHEQUE AMOUNT</b>		<b>£0.00</b>	
<b>Petty Cash</b>			
Date	To	Amount	Payment for
<b>TOTAL Petty Cash AMOUNT</b>		<b>£0.00</b>	
<b>BACS</b>			
Date	To	Amount	Payment for
05/10/2023	Val Mayland	£80.00	Cleaning
05/10/2023	Marley Design	£600.00	Web and communications
05/10/2023	St Annes Hall Hire	£60.00	Hire of hall for meetings
05/10/2023	Salaries	£8,606.06	Monthly Salaries Bill
05/10/2023	LGPS	£849.63	LGPS Pension Costs
05/10/2023	HMRC	£3,377.00	Payroll Tax and NI
05/10/2023	Sparkx	£1,638.50	Repairs to 105,386,392,381A, 91
05/10/2023	Caloo	£60.00	Remove and make good vandalised play equipment
05/10/2023	Wendover Mem Hall	£100.00	HS2 Public Meeting
05/10/2023	Aquaserve Management	£5,704.27	Pond management survey, risk assessment and 5 year plan
05/10/2023	Aquaserve Maintenance	£31,406.92	Pond maintenance works, lillies, trees, bank maintenance
<b>TOTAL BACS AMOUNT</b>		<b>£52,482.38</b>	
<b>CARD</b>			
Date	To	Amount	Payment for
16/10/2023	Lebara	£5.00	Office mobile phone
26/09/2023	Adobe	£19.97	Acrobat Pro monthly
29/09/2023	The Safety Supply Company	£441.35	Safety boots for estates and grounds team
19/09/2023	Vale Tyre Service	£21.60	Puncture repair
27/09/2023	Budgens	£20.73	Office supplies
27/09/2023	AJL	£603.00	Replacement Santa's Grotto - Gazebo with printed sides (to come from EMR)
20/09/2023	Amazon Business	£29.99	Replacement small xmas tree lights
29/09/2023	Amazon Mkt	£207.50	Replacement small xmas tree lights
<b>TOTAL Debit Card AMOUNT</b>		<b>£1,349.14</b>	
<b>DD/SO</b>			
Date	To	Amount	Payment for
03/10/2023	SIDLEYS CLIENT THE	£135.00	Sidleys garage rent
03/10/2023	LEX AUTOLEASE	£444.29	Hilux lease agreement
05/10/2023	CASTLE WATER LTD	£5.75	Site Safe Water
15/10/2023	BG LITE	£25.19	Manor Waste Electricity
15/10/2023	BG LITE	£103.47	Clock Tower Electricity
15/10/2023	BG LITE	£17.43	Site Safe Electricity
20/09/2023	MICROSOFT	£82.32	Microsoft 365 Licenses
28/10/2023	CASTLE WATER LTD	£5.59	Clock Tower Water
05/10/2023	BUCKS COUNCIL	£90.00	Manor Waste Market Rates
31/10/2023	SMART PENSION LTD	£778.30	SMART pension contributions
06/10/2023	BE FUELCARDS LTD	£472.57	BP Fuel Card
01-Nov-23	BUCKINGHAMSHIRE COUNCIL	£96.85	Waste container emptying
<b>TOTAL DD &amp; SO</b>		<b>£2,256.76</b>	
<b>TOTAL PAYMENTS</b>		<b>£56,088.28</b>	SIGNED BY COUNCILLORS:
<b>COUNCIL MINUTE NUMBER</b>			