



WENDOVER PARISH COUNCIL

Address: The Clock Tower, High Street, Wendover,
Aylesbury, Buckinghamshire HP22 6DU
Tel: 01296 623056 Email: clerk@wendover-pc.gov.uk

AMENITIES COMMITTEE AGENDA

Tuesday 21st October 2025 at 7:40pm

Wendover Community Library, High Street, Wendover HP22 6DU

Committee Membership: Councillors Stephen Worth, Mark Standen, Jennifer Ballantine, Diane Washington, Leigh Porter, Heather Thornton, Tom Walsh, George Atwell, Bob Mackinlay 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) APOLOGIES FOR ABSENCE

To consider any apologies for absence received.

2) 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.

3) MINUTES

To confirm the minutes of the meeting of 16th September 2025.

4) PUBLIC PARTICIPATION

A maximum of 3 minutes per speaker will be allowed.

5) FINANCE

a) To consider the list of payments.

b) To approve the proposal to Council for the Amenities budgets.

6) UPDATE REPORT FROM THE CLERK

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

7) OPEN SPACES AND HAMPDEN POND

a) Skatepark Street Furniture and Trees

To consider the purchase and installation of street furniture for the Skatepark. To consider the purchase of 8 trees in line with the planning conditions.

b) Climate Action Wendover Planting Proposal

To consider approving the planting proposal from CLAW. To consider approving the Council purchasing the trees and equipment as set out in the proposal. To consider authorising the office to order the trees and equipment as set out in the proposal.

8) OTHER MATTERS

a) Streetlight Maintenance

To consider setting out a policy for how and when repairs are made to streetlights

b) Streetlight Column Replacement

To consider approving the quote to replace the damaged streetlight column.

9) PLANNING APPLICATIONS

PL/25/3325/FA Boswells Farm Hogtrough Lane Wendover Buckinghamshire HP22 6PJ

Proposed new access drive (retention of temporary access approved under 19/03583/APP), gates and landscaping

PL/25/4266/KA The Grange Aylesbury Road Wendover Buckinghamshire HP22 6JQ

T3: Reduce lateral spread of large Sycamore by 1-2m (over footpath) and reduce two major limbs in height by 1-2 meters. T2: Reduce lateral spread of Sycamore by 1-2 metres. T1: Removal to ground level of Cypress. T6: Reduce Cypress by approximately 2-3 meters in height and trim side foliage all around. T7/T8: Removal to ground level of 2x Cedar. T9: Removal to ground level of diseased Box Elder

10) ITEMS FOR NEXT AGENDA

11) DATE OF NEXT MEETING

The next scheduled meeting of the Amenities Committee is 16th December 2025.

12) CLOSURE OF MEETING

Signed by *Andy Smith*

Clerk and Finance Officer

Date: 16th October 2025

WENDOVER PARISH COUNCIL

Minutes of the Amenities Committee Meeting

16th September 2025 at 7:10pm

Wendover Community Library, High Street, Wendover HP22 6DU

Present: Councillors Worth (Chair), Ballantine, Gallagher, Porter, Standen, Thornton, Mackinlay and Atwell.

Clerk & Minutes: Phoebe Sharps

Members of Public: 0

1. APPOINT COMMITTEE MEMBERS

A25.039 It was **RESOLVED** unanimously to appoint Cllr Mackinlay and Cllr Atwell to the committee.

APOLOGIES FOR ABSENCE

A25.040 Apologies were received and **ACCEPTED** from Cllr Walsh and Cllr Washington.

DECLARATIONS OF INTEREST

A25.041 None.

MINUTES

A25.042 It was noted that there was an incorrect date on the minutes in the meeting pack, this was amended. The minutes of the meeting of 15th July 2025 as amended were **RESOLVED** as a true record to be signed by the Chair.

FINANCE

A25.043 The payments to consider totalling £68,083.09 were **RESOLVED** and signed.

PUBLIC PARTICIPATION

A25.044 None.

UPDATE REPORT FROM THE CLERK

A25.045 The report was noted.

OPEN SPACES AND HAMPDEN POND

Tree Safety Inspection

A25.046 It was **RESOLVED** to approve bringing the tree safety inspection forward to 25/26.

A25.047 It was **RESOLVED** to authorise the office to book the inspection for 25/26.

Hampden Pond Management

i. Hampden Pond Proposed Estates Team Work

A25.048 It was **RESOLVED** to approve the plan drawn up by the Estates Team to fence off the top end of Hampden Pond in accordance with the health and safety report.

A25.049 It was **RESOLVED** to authorise the Estates Team to order the equipment needed and carry out the work as stated in the plans.

ii. Hampden Pond 10 Year Management Plan

A25.050 It was **REOLVED** to not recommend any projects to Full Council at this time.

A25.051 It was **REOLVED** to authorise the office to organise meetings with appropriate, specialist organisations to meet at the pond with Councillors in attendance.

A25.052 It was **RESOLVED** to establish a working group for Hampden Pond.

OTHER MATTERS

War Memorial Cleaning

A25.053 It **RESOLVED** to accept the quote from company 2 and award the work to company 2.

Manor Waste Cleaning

A25.054 It was **RESOLVED** to not accept a quote, and to not award the work to any company at this point.

A25.055 It was noted that the Council will look at options to complete this work in house.

A25.056 It was **RESOLVED** to bring this back to the Amenities Committee in 2026.

Insurance

A25.057 It was **RESOLVED** to authorise the office to take out the insurance offer by Company 1 at the revised cost of £4105.50.

ITEMS FOR NEXT AGENDA

A25.058 None.

DATE OF NEXT MEETING

A25.059 The next scheduled meeting of the Amenities Committee is 21st October 2025. All items for the agenda to the office by Mon 13th October 2025

CLOSURE OF MEETING

A25.060 As all business was transacted the meeting was closed at 8.01pm.

Signed by

Chair to the Amenities Committee

Date:



ITEM 6 – CLERKS REPORT

War Memorial

After cleaning the war memorial, the company discovered issues that mean the column is structurally unsound. Part of the lantern on top of the column came away and is in The Clock Tower and they are concerned about the rest of the column.

We had no option but to fence it off immediately and place warning signs.

We met with a heritage officer at Buckinghamshire Council to find out what our options are. They suggested some stonemasons that they had previously worked with, and said that once a stonemason can determine the work need to make the War Memorial safe, they can advise on what planning applications might be needed for the work.

The office met with a local stonemason on site, they have since provided a quote to provide scaffolding and a day rate for the stonemason to carry out a detailed survey to then provide the Council with options to make the War Memorial safe.

The scaffolding is going up on Monday the 20th October, and the survey will either take place on Tuesday 21st or Wednesday 22nd.

According to the company who spotted the issues they are caused by natural wear and tear and something that happens to all memorials of this age so not as a result of any vandalism or management issues. We will keep Council posted when we are aware of options to proceed and restore.

Estates Work Update

The Council was sent an update via email from the Senior Estates and Grounds person regarding works they have completed over the last few months.



ITEM 5b – 2026/27 BUDGET REQUEST

BROUGHT BY

Amenities Committee

SUMMARY

To approve the proposal to Council for the Amenities budgets.

PARISH COUNCIL BACKGROUND

25/26 budget request and year to date:

Wendover Parish Council Current Year

Detailed Income & Expenditure by Budget Heading

MONTH: 6

Forecast made on current YTD figures for month 6

	Actual		Budget			Forecast			
	Last Yr	YTD	Annual	Variance	%	Extrapolate	Clerk	Variance	Basis of forecast and notes
100 Amenities Income									
1000 Allotment Rent	1,291	1,157	1,630	473	71.0%	2,314	1,157	(473)	
1005 Charter Fair	110	0	220	220	0.0%	0	110	(110)	
1010 Cricket Club Lease	300	350	300	(50)	116.7%	700	350	50	The lease has been renegotiated at £350 per year
1021 Markets - Local Produce	1,383	928	1,260	332	73.7%	1,856	1,365	105	The LPM is performing well so far and stall numbers are healthy
1022 Markets - Weekly Market	10,660	4,442	10,660	6,218	41.7%	8,884	10,660	0	
1030 Other Rental (Ashbrook)	2,269	1,075	2,045	970	52.6%	2,150	2,219	174	We have had a number of hires of Hampden Field
1035 BCC Devolved Footpaths Income	19,198	0	19,000	19,000	0.0%	0	17,800	(1,200)	As discussed there is now a new settlement and deal for dev svcs
1214 Christmas Trees	1,584 (66)		2,000	2,066	-3.3%	(132)	1,518	(482)	Late income that was tfr to last years accounts in a journal
1260 Xmas event income	1,651	0	500	500	0.0%	0	1,651	1,151	
1261 Rifle Club Lease	100	0	100	100	0.0%	0	100	0	Due in Oct
1262 Fundraising income	2,011	26,822	500	(26,322)	5364.4%	53,644	81,822	81,322	Income from Skatepark grants then tfr to Skatepark EMR
1263 Event income (stalls etc)	388	456	400	(56)	114.0%	912	575	175	Picnic in park and Xmas event
AMENITIES INCOME TOTAL	40,945	35,230	38,615	3,451	91.1%	forecast	119,327	80,712	
6005 TFR to EMR	1,783	26,250					(99,998)		
Net movement to/(from) gen reserve	39,162	8,980					19,329		

	Actual		Budget			Forecast			
	Last Yr	YTD	Annual	Variance	%	Extrapolate	Clerk	Variance	Basis of forecast and notes
125 Events Expenditure									
4100 Annual Parish Meeting excl refs	257	266	500	234	53.2%	532	266	(234)	
4105 Christmas Decorations	5,995	0	8,500	8,500	0.0%	0	8500	0	
4109 Promo Materials	508	1,135	1,000	(135)	113.5%	2,270	1135	135	Money on extra signs
4110 Entertainment & Events	3,875	3,719	5,000	1,281	74.4%	7,438	5000	0	
4111 RAF/Remembrance Parade	394	0	500	500	0.0%	0	50	(450)	
4112 Floral Display	8,504	2,658	6,500	3,842	40.9%	5,316	6500	0	
4113 HS2 Public Meeting	254	0	500	500	0.0%	0	300	(200)	
4122 Markets - Local Produce	436	38	500	462	7.6%	76	500	0	
4124 Markets - Business Rates	898	538	1,050	512	51.2%	1,076	1050	0	
4125 Markets - Water	2	0	0	0		0	0	0	
4126 Markets - Electric	380	176	380	204	46.3%	352	380	0	
4130 Quiz	367	0	800	800	0.0%	0	800	0	
4132 Christmas Celebration Event	2,039	0	2,750	2,750	0.0%	0	2750	0	
EVENTS EXPENDITURE TOTAL	23,909	8,530	27,980	19,450	30.5%	forecast	27,231	(749)	
6006 TFR FROM EMR	0	0							
Net movement to/(from) gen reserve	(23,909)	(8,530)					(27,231)		



Wendover Parish Council Amenities Committee Tuesday 21st October – Item 5b

	Actual		Budget			Exptlate	Forecast		Basis of forecast and notes
	Last Yr	YTD	Annual	Variance	%		Clerk	Variance	
130 Highways Expenditure									
4200 Bus Shelters	1,012	0	4,000	4,000	0.0%	0	4000	0	
4210 Refuse Bins	0	0	500	500	0.0%	0	0	(500)	
4211 Sever weather (salt etc	0	0	500	500	0.0%	0	0	(500)	
4215 Street Furniture - Purchase	36	0	1,000	1,000	0.0%	0	800	(200)	purchase and install of tommy
HIGHWAY EXPENDITURE TOTAL	1,048	0	6,000	6,000	0.0%	Forecast	4,800	(1,200)	
6007 TFR FROM EMR	0	0							
Net movement to/(from) gen reserve	(1,048)	0						(4,800)	
	Actual		Budget			Exptlate	Forecast		Basis of forecast and notes
Last Yr	YTD	Annual	Variance	%	Clerk		Variance		
135 Street Lighting Expenditure									
4300 Electricity	14,905	3,668	13,000	9,332	28.2%	7,336	13000	0	this has changed to a metered supply and has resulted in a different bill profile
4305 Maintenance	21,958	10,970	15,000	4,030	73.1%	21,940	21940	6,940	This is in line with current fault reports and is on par with last year but is still way
4315 New Columns (not LEDs)	0	0	7,000	7,000	0.0%	0	3500	(3,500)	
4320 Streetlighting Inspections	0	0	1,500	1,500	0.0%	0	0	(1,500)	
STREET LIGHT TOTAL	36,863	14,638	36,500	21,862	40.1%	forecast	38,440	1,940	
6008 TFR FROM EMR	0	0							
Net movement to/(from) gen reserve	(36,863)	(14,638)						(38,440)	

	Actual		Budget			Forecast			
	Last Yr	YTD	Annual	Variance	%	Exptlate	Clerk	Variance	Basis of forecast and notes
140 Recreation Expenditure									
4400 Dog Bin Emptying	2,423	0	2,600	2,600	0.0%	0	2600	0	We have not yet been informed of any rate rises but...
4405 Maintenance - Open spaces F&F	11,465	3,217	7,000	3,783	46.0%	6,434	7000	0	Fencing work around the pond
4406 Maintenance - footpaths	0	0	2,000	2,000	0.0%	0	2000	0	memorial gates, path repairs around pond and hampden field
4410 Maintenance - Groundworks	6,152	1,593	19,500	17,907	8.2%	3,186	10000	(9,500)	most work will be undertaken over Christmas
4415 Maintenance - Inspections, etc	2,316	497	2,800	2,303	17.8%	994	2800	0	
4416 Pond Works	0	0	1,500	1,500	0.0%	0	1500	0	tree and plant replacements
4417 Tree Works	8,693	500	6,000	5,500	8.3%	1,000	6000	0	
4418 Tree Inspections	0	0	0	0		0	1900	1,900	Tree inspections brought forward one year
4421 Orchard Maintenance	1,090	859	750	(109)	114.5%	1,718	859	109	orchard maintenance contract now cancelled
4425 Capital Expenditure (asset pur	922	36,361	11,000	(25,361)	330.6%	72,722	36361	25,361	vehicle purchase
4426 Estates vehicle lease	4,415	421	4,440	4,019	9.5%	842	500	(3,940)	
4430 Mower Maintenance	3,117	959	2,500	1,541	38.4%	1,918	2500	0	Skids need replacing and rotary blades changed
4435 Play Equipment - Purchase	0	42,600	30,000	(12,600)	142.0%	85,200	42600	12,600	transfer from EMR not showing as it was tfr to general reserve
4440 Play Equip - Repairs & Maint	3,713	0	3,000	3,000	0.0%	0	12000	9,000	wet pour needs replacing at Hampden
4450 Premises - Garage Rent	1,620	675	1,620	945	41.7%	1,350	1620	0	
4455 Premises - SiteSafe Electrics	463	156	300	144	52.0%	312	312	12	
4465 Premises - SiteSafe Water, etc	111	64	300	236	21.3%	128	150	(150)	
4475 Misc - Fuel	3,688	1,368	3,200	1,832	42.8%	2,736	2800	(400)	
4480 Misc - Materials & Tools	1,748	1,999	2,500	501	80.0%	3,998	2500	0	
4481 Machinery/Tool Service Repair	384	155	2,500	2,345	6.2%	310	2500	0	
4485 Misc - Protective Clothing	1,049	220	750	530	29.3%	440	750	0	
4490 Misc - Refuse Bins	1,707	640	1,300	660	49.2%	1,280	1800	500	additional collections to deal with summer
4495 Misc - Sundries Recreation	42	198	500	302	39.6%	396	75	(425)	
4497 Defibrillators	187	349	500	151	69.8%	698	500	0	
RECREATION TOTAL									
6009 TFR FROM EMR	55,305	92,831	106,560	13,729	87.1%	forecast	141,627	35,067	
Net movement to/(from) gen reserve	0	0					12,735		
	(55,305)	(92,831)					(128,892)		



EMR & GENERAL RESERVE MOVEMENTS - FORECAST							
	EMR BALANCE YTD			FORECAST ADDITIONAL MVMT			
	EMR Open	Mvt YTD	EMR Bal	Tfr in	Tfr out	EMR Balance Basis of forecast and notes	
Amenities EMR Projects							
9108 EMR 357 - Skate Park	40,000	122,713	(82,713)	80,000	-	(2,713)	An addition £5.8k was approved for additional costs. Final invoice not received
9123 EMR 359 - TWG priorities	5,000	0	5,000	1,250	1,500	4,750	Funding was received for a traffic survey that was not budgeted for
9128 EMR 364 - Climate Actions	3,748	0	3,748	3,748	600	6,896	
9115 EMR 338 - Hampden Pond	0	0	0	15,000	-	15,000	Amenities request for £15k to set up a new EMR
	48,748	122,713	(73,965)	(99,998)	2,100	23,933	
	Net movement to/(from) gen reserve			(97,898)			
Other Amenities EMRs							
4435 323 Playground Improvements	12,235	0	12,235	0	12,235	0	See also 4435 - this was moved back to I&E when playground replacements made
4425 336 Estates equipment replace	2,000	0	2,000	500	-	2,500	See also 4425
	14,235	0	14,235	(500)	12,235	2,500	
	Net movement to/(from) gen reserve			11,735			
990 F&G EMR Projects							
356 EMR - LGPS Cessation	75,000	0	75,000	25,000	-	100,000	
						0	
						0	
	75,000	0	75,000	(25,000)	0	100,000	
	Net movement to/(from) gen reserve			(25,000)			

TOTALS and movements to/from general reserve

	Last Year	YTD	Budget			Forecast Full Yr
			Annual	Variance	%	
Income	447,038	453,902	465,497	11,661	97.5%	570,129
Expenditure	388,652	379,431	465,497	86,066	81.5%	600,009
	58,386	74,471	0	(74,405)	16.0%	(29,880)
Transfer from EMR	11,500	122,713				122,713
Transfer to EMR	1,783	(26,250)				(26,250)
Additional Year End EMR movement						(111,163)
Movement to/(from) Gen Reserve	68,103	223,434	0			(44,580)

	01/04/2025	Movement	31/03/2025
GENERAL RESERVE	164,238	- 44,580	119,658

DETAILS

The budget request can be found in appendix A.

This budget request is prepared against the following backdrop:

- Open Spaces maintenance works, replacement street furniture, repairs and health and safety works that will likely be required – specifically replacing the broken bollard on the Manor Waste (Dobbins Lane end).
- Playground replacements, remedial works and fencing/security based on the inspections.
- Events and engagement – expanding our events calendar and pursuing a road closure for the Christmas Light Switch On going forward. As well as joining a recycled coffee grounds scheme with other local Parish and Town Councils to engage with local businesses.
- Setting up an EMR of £15,000 for Hampden Pond management.

Our Income and Expenditure request is as follows:

Code	Description	Current Budget	Next yr request	Diff	THREE YEAR PLAN		
					25/26	26/27	27/28
	Amenities Income	38,615	37,085	1,530	37,430	37,430	37,430
	Events Expenditure	27,980	31,380	3,400	32,001	32,634	33,279
	Highways Expenditure	6,000	2,500	3,500	3,040	3,101	3,163
	Lighting Expenditure	36,500	41,500	5,000	42,330	43,177	44,040
	Recreation Expenditure	106,560	116,170	9,610	103,433	104,902	108,400
	AMENITIES EXPENDITURE	177,040	191,550	14,510	180,804	183,813	188,882
	Net Amenities Figures	- 138,425	- 154,465	- 16,040	- 143,374	- 146,383	- 151,452

This request is an increase of £16k more than last year but is reflective of the situation we find the Council is in.



FINANCIAL CONSIDERATIONS

- As set out in the budget.

LEGAL AND OTHER IMPLICATIONS

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 26/27 to propose to the Parish Council



Appendix A – 26/27 Amenities budget request.

THREE YEAR PLAN											
Code	Description	25/26 Budget	24/25 Actual	25/26 Current	25/26 FY Forecast	26/27 Budget Request	Variance 25/26 Budget	26/27	27/28	28/29	Comments
Recreation Expenditure											
4400	Dog Bins - Contract for Emptying	2,600	2,423	0	2,600	2,600	0	2,652	2,705	2,759	assume similar
4405	Maintenance Fences, Gates & Hedges	7,000	11,465	3,217	7,000	13,000	6,000	1,600	1,632	1,665	Replacing fencing around Ashbrook
4406	Maintenance - footpaths	2,000	0	0	2,000	2,000	0	2,040	2,081	2,122	Footpath maintenance - inc canal towpath
4410	Maintenance - open spaces	19,500	6,152	1,593	10,000	15,000	-4,500	15,300	15,606	15,918	Vandalism repairs, open spaces works manor waste bollard
4415	Maintenance Inspections etc.	2,800	2,316	497	2,800	2,800	0	2,856	2,913	2,971	mainly playground inspections
4416	Pond	1,500	0	0	1,500	2,000	500	2,040	2,081	2,122	This does not include major works which are Amenities project
4417	Tree Works	6,000	8,693	500	6,000	8,000	2,000	8,160	8,323	8,490	Based on current levels of maintenance
4418	Maintenance Tree Inspections	0	0	0	1,900	0	0	0	0	2,000	Brought 1 year forward
4421	Community Orchard Maintenance	750	1,090	859	859	0	-750	0	0	0	Contract cancelled and works merged to 4410
4425	Capital Expenditure	11,000	922	36,361	36,361	5,000	-6,000	5,000	5,100	5,202	Mostly under warranty
4426	Vehicle repair	4,440	4,415	421	500	2,000	-2,440	4,440	4,529	4,619	Mower is at an age where it will need reg maintenance
4430	Mower Maintenance	2,500	3,117	959	2,500	3,000	500	3,060	3,121	3,184	There is a clear need to start a replacement programme
4435	Play Equipment	30,000	0	42,600	42,600	35,000	5,000	30,000	30,000	30,000	as above
4440	Play Equipment Repairs & Maintenance	3,000	3,713	0	12,000	12,000	9,000	12,240	12,485	12,734	No current reason to change this budget
4450	Premises Garage Rent	1,620	1,620	675	1,620	1,620	0	1,652	1,685	1,719	No current reason to change this budget
4455	Sitesafe Electricity	300	463	156	312	300	0	306	312	318	based on current usage and prices
4465	Sitesafe Water/Sewage	300	111	64	150	300	0	306	312	318	No current reason to change this budget
4475	Fuel	3,200	3,688	1,368	2,800	3,000	-200	3,060	3,121	3,184	in line with higher fuel prices
4480	Materials & Tool Purchase	2,500	1,748	1,999	2,500	2,500	0	2,550	2,601	2,653	No current reason to change this budget
4481	Machinery/Tools Service & Repairs	2,500	384	155	2,500	2,500	0	2,550	2,601	2,653	new equipment policy reducing repair needs
4485	Protective Clothing (PPE)	750	1,049	220	750	750	0	765	780	796	increase in PPE needs of grounds team
4490	Refuse Bin Contract	1,300	1,707	640	1,800	1,800	500	1,836	1,873	1,910	assume similar
4495	Sundries	500	42	198	75	500	0	510	520	531	No need for such a large "sundries" budget
4497	Defibrillators	500	187	349	500	500	0	510	520	531	assume similar
TOTAL EXPENDITURE		106,560	55,305	92,831	141,627	116,170	9,610	103,433	104,902	108,400	



THREE YEAR PLAN											
Code	Description	25/26 Budget	24/25 Actual	25/26 Current	25/26 FY Forecast	26/27 Budget Request	Variance 25/26 Budget	26/27	27/28	28/29	Comments
Amenities Income											
1000	Allotment Rent	1,630	1,291	1,157	1,157	1,300	-330	1,300	1,300	1,300	Based on previous years income and factoring a small price rise
1005	Charter Fair	220	110	0	110	220	0	240	240	240	Expect 2 x hires £120 each
1010	Cricket Club Lease	300	300	350	350	300	0	350	350	350	No increase in lease
1021	Market - Local Produce	1,260	1,383	928	1,365	1,260	0	1,320	1,320	1,320	In line with current usage
1022	Market - Weekly	10,660	10,660	4,442	10,660	10,660	0	10,920	10,920	10,920	Agreement is £210 per week paid monthly
1030	Other Rents (Open Spaces)	2,045	2,269	1,075	2,219	2,045	0	2,000	2,000	2,000	Assuming similar level of usage
1035	BCC Devolved Services	19,000	19,198	0	17,800	17,800	-1,200	17,800	17,800	17,800	Fixed three year deal
1214	Christmas Trees	2,000	1,584	(66)	1,518	2,000	0	2,000	2,000	2,000	Assuming similar
1260	Xmas Event Income	500	1,651	0	1,651	500	0	500	500	500	Assuming similar
1261	Rifle Club Lease	100	100	0	100	100	0	100	100	100	Assuming similar
1262	Fundraising Income	500	2,011	26,822	81,822	500	0	500	500	500	Currently Skatepark
1263	Event Income (PiP etc)	400	388	456	575	400	0	400	400	400	Picnic in Park and other events
TOTAL INCOME		38,615	40,945	35,230	119,327	37,085	-1,530	37,430	37,430	37,430	



		THREE YEAR PLAN									
Code	Description	25/26 Budget	24/25 Actual	25/26 Current	25/26 FY Forecast	26/27 Budget Request	Variance 25/26 Budget	26/27	27/28	28/29	Comments
Events Expenditure											
41.00	Annual Parish Meeting	500	257	266	266	350	-150	350	350	350	Room hire and refreshments This represents the predicted cost of maintaining the current
41.05	Xmas Decorations (Trees, Lights etc.)	8,500	5,995	0	8,500	8,500	0	8,670	8,843	9,020	decorations
41.09	Promo Materials	1,000	508	1,135	1,135	1,600	600	1,632	1,665	1,698	New banners for events and refresh of brand
41.10	Entertainments & Events	5,000	3,875	3,719	5,000	6,000	1,000	6,120	6,242	6,367	No current reason to change this budget
41.11	Parades	500	394	0	50	200	-300	204	208	212	Remembrance Day
41.12	Floral Display	6,500	8,504	2,658	6,500	6,500	0	6,630	6,763	6,898	
41.13	HS2 Public update meetings	500	254	0	300	500	0	510	520	531	
41.22	Markets - Local Produce (promo and events)	500	436	38	500	500	0	510	520	531	events at the markets
41.24	Markets - Business Rates	1,050	898	538	1,050	1,050	0	1,071	1,092	1,114	we anticipate an increase from Bucks Council
41.25	Markets - Water	0	2	0	-	0	0	0	0	0	0 We no longer pay for a standpipe as it is never used
41.26	Markets - Electric	380	380	176	380	380	0	388	395	403	Based on current usage and market price stabilisation
41.30	Annual Village Quiz	800	367	0	800	800	0	816	832	849	To revamp and promote a new style quiz
41.32	Christmas Celebration Event	2,750	2,039	0	2,750	5,000	2,250	5,100	5,202	5,306	No current reason to change this budget
TOTAL EXPENDITURE		27,980	23,909	8,530	27,231	31,380	3,400	32,001	32,634	33,279	



THREE YEAR PLAN									
Code	Description	25/26 Budget	24/25 Actual	25/26 Current	25/26 FY Forecast	26/27 Budget Request	Variance 25/26 Budget	26/27	Comments
Highways Expenditure									
4200	Bus Shelters	4,000	1,012	0	4,000	500	-3,500	1,000	Based on current and predicted
4210	Refuse Bins	500	0	0	-	500	0	510	531
4211	Severe Weather (bins, grit etc.)	500	0	0	-	500	0	510	531
4215	Street Furniture (seats, notice boards etc.)	1,000	36	0	800	1,000	0	1,020	1,061
TOTAL EXPENDITURE		6,000	1,048	0	4800	2,500	-3,500	3,040	3,163
THREE YEAR PLAN									
Code	Description	25/26 Budget	24/25 Actual	25/26 Current	25/26 FY Forecast	26/27 Budget Request	Variance 25/26 Budget	26/27	Comments
Lighting Expenditure									
4300	Energy - Street Lights	13,000	14,905	3,668	13,000	13,000	0	13,260	13,796
4305	Maintenance	15,000	21,958	10,970	21,940	20,000	5,000	20,400	21,224
4315	New Columns	7,000	0	0	3,500	7,000	0	7,140	7,428
4320	Inspections	1,500	0	0	-	1,500	0	1,530	1,592
TOTAL EXPENDITURE		36,500	36,863	14,638	38,440	41,500	5,000	42,330	44,040



ITEM 7a – Skatepark Street Furniture and Trees

BROUGHT BY

Amenities Committee/Estates Team

SUMMARY

To consider the purchase and installation of street furniture for the Skatepark. To consider the purchase of 8 trees in line with the planning conditions.

PARISH COUNCIL BACKGROUND

At the July 2025 Amenities Committee meeting the below was **RESOLVED**:

Skatepark Path and Street Furniture Grant Request

- A25.024** It was noted that some items were removed from the skatepark original plans to control costs. This request was to look to fund additional furniture which would make the skate park more appealing. It was noted that the shelter was contentious and could prove a meeting point with resulting Anti Social Behaviour.
- A25.025** An amendment was proposed to include that any shelter would have to be open sided, so that there were clear sight lines and the siting of the shelter agreed with Amenities before it could go ahead. The amendment was **RESOLVED**
- A25.026** The proposal as amended was discussed and it was **RESOLVED** to apply for the funding for the street furniture as proposed. It was noted that any bid would be subject to agreeing the location of all the furniture.

DETAILS

Following the July 2025 Amenities Committee meeting the office has not received official guidance from HS2 grants whether the Council can apply for further funding.

Due to the Skatepark being a popular amenity in Wendover the office and Estates Team would suggest that the Council purchases the street furniture needed as soon as possible, especially with increased litter in Ashbrook Recreation Ground.

As part of the planning conditions for the Skatepark the Council needs to plant 8 trees in the vicinity of the Skatepark on Ashbrook Recreation Ground, and as we are coming up to the appropriate planting season the Estates Team would suggest ordering and planting the trees now.

The office has been in conversation with the contractor who designed and built the Skatepark, and they wouldn't suggest the installation of a shelter, due to the impact on the aesthetics of the open space, that it might look out of character, and it could also invite anti-social behaviour. They commented that the 8 trees that need to be planted will provide shelter and shade during the popular summer months where the footfall at the Skatepark will be at it's highest.

The Office and Estates Team are proposing that the committee consider the purchase and installation of the below street furniture for the Skatepark:



1 x Bin - £648.00 inc VAT + £50 expenditure for fixings.



2 x Picnic Benches

1 x round wheelchair accessible - £750.00 inc. VAT

1 x round picnic table - £750.00 inc. VAT

4 x anchor kits (2 for each bench) - £187.20 inc. VAT

4 x Rubber Grass Mats 23mm Thick, 1.5x1m (2 for each bench) - £119.60 inc. VAT

Delivery - £115.20 inc. VAT

Total - £1,922.00 inc. VAT

Total for Street Furniture - £2,620.00 inc VAT.

The Office and Estates Team are proposing that the committee consider the purchase and planting of the below trees at the Skatepark:

4 x Hornbeam

4 x Field Maple

This is based on the soil type at Ashbrook Recreation Ground as well as these trees successfully growing in exposed areas.

The Office and Estates Team are suggesting that the Council purchase the largest tress available at the time of ordering, maximum 10L pot.

Based on this the estimated expenditure for 8 trees is **£650 inc VAT**, this is subject to change depending on bulk discount offers etc.

8 x tree staking kits - £188 inc VAT

Total for Trees and Staking Kits - £838.00 inc VAT

Total for Street Furniture and Trees - £3,458.00 inc VAT

The final plan for the installation locations will be brought to the meeting for the Committee to consider.



FINANCIAL CONSIDERATIONS

- 4410 Maintenance Groundworks – £13,000 available in this budget line.

LEGAL AND OTHER IMPLICATIONS

- Planning Conditions set out by Buckinghamshire Council to plant 8 trees at the Skatepark.

PROPOSAL

To resolve to:

- Approve the purchase and installation of street furniture for the Skatepark outlined in the paper based on the approval of the plan provided.
- Approve the purchase and planting of 8 trees outlined in the paper in line with the planning conditions based on the approval of the plan provided.



ITEM 7b – Climate Action Wendover Planting Proposal

BROUGHT BY

Sustainability Working Group/Climate Action Wendover

SUMMARY

To consider approving the planting proposal from CLAW. To consider approving the Council purchasing the trees and equipment as set out in the proposal. To consider authorising the office to order the trees and equipment as set out in the proposal.

PARISH COUNCIL BACKGROUND

Following previous planting projects in Parish Council open spaces completed by Climate Action Wendover it has been noted that a substantial number of whips have died, this has been down to lack of maintenance and has been noted that the one-use plastic guards have impacted the growth of the whips/saplings when not removed in time.

The WPC Estates and Grounds Team removed a large number of whips planted by Climate Action Wendover out of Ashbrook Recreation Ground last year as they had died.

Due to this the Estates and Grounds Team have suggested some planting conditions for CLAW to follow when planting in Council open spaces, these can be seen in the paper.

DETAILS

The planting proposal from Climate Action Wendover can be found in Appendix A.

It is noted that the proposal in appendix a references “minor grant application” but this is not a grant application as the office would suggest there is money in the EMR 364 – Climate Actions that could be used for this proposal.

Estates and Grounds Team feedback on the proposal:

The team question the need to plant more in the Witchell Meadow picnic area (1 on map), there have been a good number of trees planted there by CLAW over the last few years. More trees planted in this area will make the teams access and maintenance difficult with our equipment, specifically there could be restrictions when mowing this area.

The Estates and Grounds Team also wanted to highlight that the Council already have a large amount of trees in our open spaces that we are responsible for, and that maintenance of these trees and any health and safety works necessary already incur large costs. Therefore introducing more trees into the Councils open spaces will increase these costs in the future.

Estates and Grounds Team suggested planting conditions:

All proposals from Climate Action Wendover should be subject to the following conditions:

1. All saplings and whips need to be maintained to a high level by CLAW, this includes them being dug in, to a suitable depth, fed and mulched.
2. CLAW will be responsible for watering the trees that they plant.



3. Specific planting locations need to be confirmed by the Estates and Events Manager and the Estates and Grounds Team before planting can take place.
4. All existing failed whips need to be identified and then removed and disposed of by CLAW and future planting needs to be monitored on the same basis by CLAW.
5. CLAW should explore and use environmentally friendly guards for whips and saplings where possible and should reduce the use of single use plastic guards.

The office and the Estates and Grounds Team recognise the efforts, time and dedication of the volunteers at CLAW and thank them for the work they have done for the environment in our open spaces, in the Wildbelt and beyond. However after this proposal the office would suggest to the Council that our open spaces have reached the limit of planting that CLAW can assist with at this time.

FINANCIAL CONSIDERATIONS

- It is proposed that the total cost of £357.55 for this planting proposal comes out of EMR 364 - Climate Actions there is £3,748 available.

LEGAL AND OTHER IMPLICATIONS

The Committee should also consider the Councils 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 planting proposal from Climate Action Wendover outlined in the paper.
- Approve the planting conditions outlined in the paper.
- Approve the cost of the trees and equipment totalling £357.55 being taken from the EMR 364 – Climate Actions.
- Authorise the office to order the trees and equipment as set out in the proposal and liaise with Climate Action Wendover regarding planting locations.



Appendix A – Planting Proposal Climate Action Wendover.

Climate Action Wendover (CLAW): Minor Grant application to Wendover Parish Council for tree planting, winter 2025-2026.

This planting proposal and associated funding is for further tree planting at Witchell and Hampden Meadows. It follows from a site meeting with Stephen Worth (WPC) and Rob Toplis (CLAW) on 23rd June 2025 and information presented at a full council meeting on 2nd September 2025 (Cllrs. Stephen Worth and Frances Tipper).

Additional hedging has been ordered from The Woodland Trust for filling gaps in previous planting along the Hampden Pond fence at no cost.

A. Planting Proposal

1. Witchell Meadow

Tree species	Number of trees	Reason for selection	Position on plan below	Cost
Silver birch	3	Dappled, rather than heavy, shade. Compliments previous planting of silver birch	Near picnic table area. 	3 x £3.99 = £11.97
Red oak	2	Specimen trees for amenity and replacement for existing trees in time.	Adjacent to the boundary with Chapel Lane. 	2 x £4.79 = £9.58

2. Hampden Meadow

Tree species	Number of trees	Reason for selection	Position on plan below	Cost
Field maple	5	Hardy and drought resistant at the drier part of the meadow.	Top corner of meadow, adjacent to Hampden Pond fence. 	5 x £4.49 = £22.45
White mulberry	2	Specimen trees for amenity and interest at a moist area.	Along lower path between existing planting. 	2 x £6.99 = £13.98



B. Additional necessary items (in the costings below, with delivery charges)

- 24 x 4-foot tree stakes.
- 40 tree ties.
- 20 biodegradable tree mulch mats.
- 2 x 50 pack of mulch mat pegs.
- Insurance: third party insurance for volunteers
- Refreshments for volunteers

Total cost: £307.12 + delivery charges



C. Costings

Witchell Meadow

	quantity	size/cm.	unit price	cost	delivery	source	total
Silver birch	3	125-150	3.99	11.97		BN	11.97
Specimen: red oak	2	125-150	4.79	9.58		BN	9.58

Hampden Meadow

Field Maples	5	125-150	4.49	22.45		BN	22.45
Specimen mulberry	2	90-120	6.99	13.98		BN	13.98

Additions

Tree Stakes	24	120 (4')	2.49	59.76		BN	59.76
Tree ties	40		1.29	51.6		BN	51.6
					none (total exceeds £150)	BN	169.34
Mulch mats	20		2 x 16.99	33.98	6.99	GN*	40.97
Pegs	100		2 x 10.49	20.98	6.99	GN	27.97
					GN		68.94
Insurance	100.8						100.8
Refreshments	40					estimate	40
							140.8

GRAND
TOTAL 357.55



ITEM 8a – Streetlight Maintenance

BROUGHT BY

Amenities Committee

SUMMARY

To consider setting out a policy for how and when repairs are made to streetlights.

PARISH COUNCIL BACKGROUND

Amenities Committee have discussed elements of this regarding a specific lantern and a light shield and have approved light shields in the past.

DETAILS

Introduction

- Our streetlights are a significant cost. The cost of installing a new light shield comes to around £500 but once one is installed there is usually a call for more to be installed on that street
- This is not an LED light issue as we have converted to LED lights for over 10 years now without any complaint.
- There is no set policy on if we purchase light shields. If we had to put shields on all lights this would be £250k

Proposed Policy

All requests for shields shall be considered against the following criteria:

- Is it a new house
- Is it a new Lantern

If the answer is no to both of those then the office will not be able to authorise installing a shield.

If it is yes to one or both of those then the office is authorised to instruct a shield to be installed

Other scenarios

If it is an existing property that has had significant changes to fenestration or an extension added then it is reasonable that light from the streetlight is considered in the new designs and we will not be installing a shield.

If there are exceptional circumstances the office can bring proposals to Amenities to consider.

If residents wish to pay for the installation themselves the office will arrange for that to happen on payment up front.

FINANCIAL CONSIDERATIONS

- This policy should have net zero cost

LEGAL AND OTHER IMPLICATIONS

- There is no legal requirement for any Parish Council to install and maintain streetlights.



- There are no legal requirements to install light shields.
- The risks of not installing a light shield at the request of a single resident is that the resident will need to consider other alternatives for a better night's sleep.
- It should be noted that WPC is considering Partial Night Time lighting when the lights owned by the Parish Council will be switched off from midnight to 5am.

PROPOSAL

To resolve to:

- Authorise the policy as set out in this paper and the office to implement these policies.



ITEM 8b – Streetlight Column Replacement

BROUGHT BY

Amenities Committee

SUMMARY

To consider approving the quote to replace the damaged streetlight column.

PARISH COUNCIL BACKGROUND

n/a

DETAILS

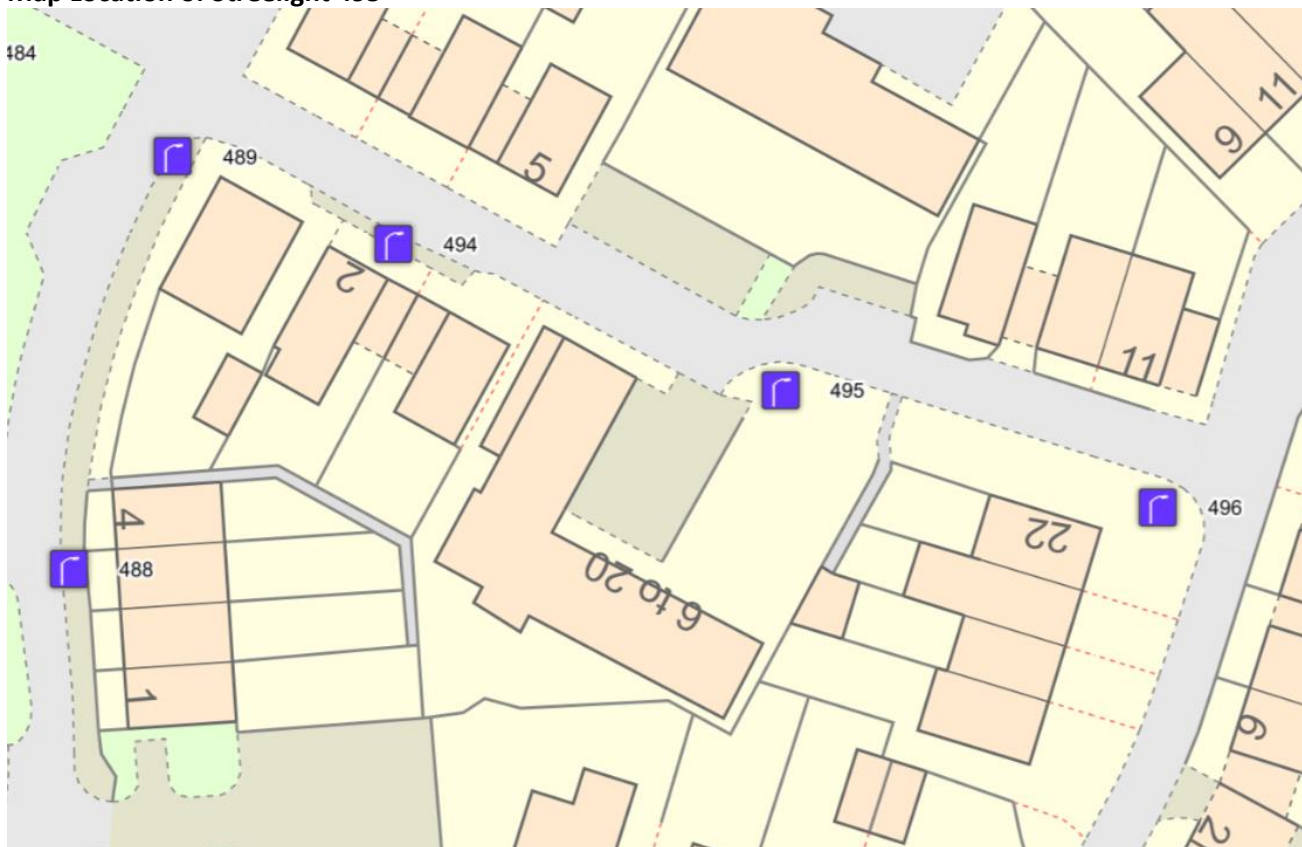
On the 30th September 2025 a resident reported that SL 495 on Uxbridge Road was leaning, this was reported to our contractor the same day by the office.

Picture of Streelight 495





Map Location of Streelight 495



Street View of Streelight 495





The resident was concerned about the streetlight falling as a result of the lean, however after the office raised this with the Councils contractor they responded with the below:

It needs doing as soon as possible but there isn't danger of falling over in the next couple of weeks.

Due to the location of this streetlight and there being a flat complex, so therefore a large number of residents living in this area and probable high volume of car movement, as well the history of the Princess Mary Gate development being congested with parked vehicles the office would suggest that there is the need to replace this streetlight for the safety and security of residents.

Quote:

Description	Quantity	Unit Price	VAT	Amount GBP
Supply and fit new lighting column, and remove existing reuse retained working lantern	1.00	1,550.00	20%	1,550.00
UKPN Supply transfer	1.00	1,650.00	20%	1,650.00
Uplift for ALC 6m lighting column	1.00	350.00	20%	350.00
Subtotal				3,550.00
Total VAT 20%				710.00
TOTAL GBP				4,260.00

FINANCIAL CONSIDERATIONS

- The Council are being asked to consider waiving the financial regulations requiring three quotes due to the urgent need of this safety work, and as we are under contract with this company.
- 4315 New Columns (Lighting Expenditure) – has £7,000 available.

LEGAL AND OTHER IMPLICATIONS

- There is no legal requirement for any Parish Council to install and maintain streetlights.
- The Council should consider the safety and security of residents.
- There has been no evidence to support or show that this was hit by a car and in this case we wouldn't be able to claim on insurance.

PROPOSAL

To resolve to:

- Waive the financial regulations requiring three quotes due to the urgent need of this safety work, and as we are under contract with this company.
- Approve the quote and instruct the contractor to complete the works as quoted.