



WENDOVER PARISH COUNCIL

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AMENITIES COMMITTEE AGENDA

Tuesday 18th March 2025 at 7:30pm

St Anne's Hall, Aylesbury Road, Wendover, HP22 6JG

Committee Membership: Councillors Stephen Worth, Mark Standen, Jennifer Ballantine, Diane Washington, Sam Walker, Leigh Porter, Anne Wales and Clive Gallagher (ex-officio)

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](#) – *page 3*

To confirm the minutes of the meeting of 17th December 2024.

4) PUBLIC PARTICIPATION

A maximum of 3 minutes per speaker will be allowed.

5) [UPDATE REPORT FROM THE CLERK](#) – *page 7*

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

6) OPEN SPACES AND HAMPDEN POND

a) [Replacement Bins Hampden Shelter](#) – *page 10*

To consider approving the cost for two new bins for Hampden Shelter.

b) [Replacement Picnic Benches](#) – *page 12*

To consider approving the cost for 2 new picnic benches for Witchell Meadow and Hampden Meadow.

c) [Flower Displays 2025](#) – *page 15*

To consider the quotes for flower displays in 2025.

d) [Playground Equipment Replacements](#) – *page 17*

To consider the quotes to replace the slide in Hampden Meadow Playpark, and the multi play in Ashbrook Recreation Ground.

e) [Green Waste Management](#) – *page 20*

To consider the proposal for the Councils green waste management.

7) OTHER MATTERS

a) Local Produce Market – page 23

To consider the proposal for the management of the Local Produce Market.

b) War Memorial Cleaning – page 29

To consider authorising the office to apply for funding to clean the War Memorial.

c) Wendover Shed – page 30

To consider approving the expansion proposal from Wendover Shed in principle, dependant on planning permission.

d) New Council Vehicle – page 36

To consider approval of a new vehicle and contract that is suitable to the Council needs.

8) ITEMS FOR NEXT AGENDA

9) DATE OF NEXT MEETING

The next scheduled meeting of the Amenities Committee is 15th April 2025.

10) CLOSURE OF MEETING

Signed by *Andy Smith*
Clerk and Finance Officer

Date: 11th March 2025

WENDOVER PARISH COUNCIL

Minutes of the Amenities Committee Meeting

17th December 2024 at 7:30pm

St Anne's Hall, Aylesbury Road, Wendover HP22 6JG

Present: Councillors Worth (Chair), Gallagher, Ballantine, Walker, Washington, Porter & Wales

Clerk & Minutes: Andy Smith

Members of Public: 19

APOLOGIES FOR ABSENCE

A24.099 Cllrs Standen and Washington sent their apologies, which were **ACCEPTED** by the Committee.

DECLARATIONS OF INTEREST

A24.100 None.

MINUTES

A24.101 The minutes of the meeting of 15th October 2024 were **RESOLVED** as a true record to be signed by the Chair.

PUBLIC PARTICIPATION

A24.102 A member of the public expressed their concern about HS2 using Dobbins Lane. It is felt that the statement that is drafted by the Parish Council was not challenging enough of HS2. Wendover Parish Council were urged to step up.

A24.103 A member of the public asked the Parish Council to make representations to Buckinghamshire Council to express the views of residents about the use of Dobbins Lane for HGV traffic

A24.104 A member of the public outlined that this was a wider issue and that HS2 had given assurances they would not enter Wendover with HGVs and the debate should also consider the effect on South Street or other routes to access Dobbins Lane. It may also set a precedent for future HS2 issues. It is a further concern that the access road in the field would open up access to future developers in that field.

A24.105 A member of the public stated that the works required planning permission, and this was agreed and noted

A24.106 A member of the public stated that we need to communicate with Buckinghamshire Council during the planning process. The Buckinghamshire Councillors need to be representing our local views. It was noted that there are alternative routes to the field.

A24.107 A member of the public emphasised the safety issues that HGVs would bring given the demographic of the road users. For example, young children on the way to the School, older people with visual impairments. The alternative route was noted.

A24.108 A member of the public highlighted that the notification seems patchy and sporadic, it should be noted that access to Bridleways has already had notification that the entrance will be narrowed.

A24.109 A member of the public highlighted that there is no footpath between Dobbins Lane and Bridleways adding to safety issues.

A24.110 A member of the public asked about access to Perry Street and if that was to be used

A24.111 A member of the public highlighted the issues with a hole and works being undertaken overnight for water connections.

A24.112 A member of the public asked if this was being pushed through under Schedule 17 of the HS2 Act and if so, it should be challenged because it is an improper use of schedule.

A24.113 A member of the public said a petition had been discussed but the support from the local MP was seen as a preferred option.

A24.114 The Chair of the Council responded, and this is noted as part of the discussion in item 8c

A24.115 A member of the public talked about the Wendover Shed and the request to look at planning permissions around the borehole for water access and the wind generator. It was noted that planning permissions may be required. The shed was advised that planning guidance would be needed from a consultant. It was noted that the clerk would be in contact with the shed to support.

UPDATE REPORT FROM THE CLERK

A24.116 The report presented by the Clerk was NOTED.

FINANCE

To consider the list of payments and sign cheques

A24.117 – The payments were discussed and questions answered. Payments totalling £15,242.96 were **RESOLVED** and signed.

OPEN SPACES AND HAMPDEN POND

Bulb planting

It was noted that the bulb planting had been included in the budget and that this was to approve the specific expenditure.

A24.118 It was **RESOLVED** to continue an annual bulb planting program of £500 per year.

A24.119 It was **RESOLVED** to approve the cost of £700 (inc VAT) for this seasons bulbs

OTHER MATTERS

Wendover Shed

A24.120 The update was noted, and the Council praised the work being undertaken

A24.121 It was noted that without suitable planning guidance the Amenities could not approve the works. It was **RESOLVED** to approve the current and new works but that this would subject to satisfactory planning consents or advice that it was not required.

A24.122 It was noted that the office would support the shed in seeking funding for appropriate planning guidance.

Open Space Hire Requests

A24.123 It was noted that the ambition was to streamline decision making and focus on more high-profile events. An amendment was proposed that the Estates and Events Manager can authorise repeat events but that all new events would come to the Amenities Committee it was **RESOLVED** to accept the amendment.

A24.124 The proposal as amended was **RESOLVED**

HS2 Use of Dobbins Lane

A24.125 It was noted that because of timing this was coming to Amenities but would need to be discussed by Full Council.

A24.126 It was noted that the comments from residents in the public section are very welcome and demonstrate the seriousness of the impacts of the HS2 decision to use Dobbins Lane. The Chair of Council further noted Wendover Parish Council has no responsibility for roads and that the letter from the MP to residents was as a direct result of our and others lobbying efforts to get HS2 to change the access route. The Parish Council position is very clear, we are opposed to any HS2 traffic in Wendover.

The Buckinghamshire Councillors are arranging a meeting at which Wendover Parish Council will attend to represent local views.

A24.127 It was noted that Wendover Parish Council will challenge this through the planning process – however we can only make recommendations to Buckinghamshire Council, who are the planning authority.

A24.128 An amendment to the proposal was discussed to include authorising the office to engage with the local Buckinghamshire Councillors to ask that they ask for the decision to be “called in” so that it goes to a public planning meeting and that Wendover Parish Council would publicise any links to make comments on the planning application. It was **RESOLVED** to accept this amendment

A24.129 It was discussed if we want to amend the wording of the statement to ensure the views discussed in the statement. It was **RESOLVED** to amend the statement to the following:

We are aware of HS2's intentions to use Dobbins Lane as a route for HGV's to access the land to the rear of Lionel Avenue, for the purpose of building a spring chamber to help balance water flows in the area.

Working with the Wendover HS2 Mitigation Group we have raised our concerns with Buckinghamshire Council and our local MP. This has led to correspondence from the MP and a significant number of complaints that have been shared with us.

Sadly, we have no responsibility for determining if Dobbins Lane can be used by HGV traffic. However, WPC wishes to make it clear that we remain steadfastly opposed to any HS2 Heavy Goods Vehicles entering Wendover for multiple reasons, not least safety concerns and will continue to work with all parties to try and find alternative solutions to this situation.

We continue to work with the Wendover HS2 Mitigation Group to try and minimise the impact of HS2 on all residents.

A24.130 The proposal as amended was **RESOLVED**

PLANNING APPLICATIONS

[24/03424/APP 30 Witchell Wendover Buckinghamshire HP22 6EG](#)

Householder application for garage conversion and alterations to fenestration

A24.131 It was noted that there was an objection based on noise disturbance because the facilities will be on the party wall. The lack of garage means that the bins may be permanently outside and there may be a loss of parking with only room for one parking space at a three bedroom property. It was **RESOLVED** to be neutral on this application.

[The Old Post Office, 25 High Street, Wendover, Aylesbury, HP22 6DU](#)

Application for a new premises licence, sale by retail of alcohol

It was **RESOLVED** to support this proposal.

ITEMS FOR NEXT AGENDA

A24.132 None discussed.

DATE OF NEXT MEETING

A24.133 The next scheduled meeting of the Amenities Committee is 21st January 2025 at the Chilterns Neuro Centre. Any items for the agenda including papers to be with the Estates and Events manager by 9am on Mon 13th January 2025.

CLOSURE OF MEETING

A24.134 As all business was transacted the meeting was closed at 8:27pm.

Signed by

Chair to the Amenities Committee

Date:

DRAFT



ITEM 5 – CLERKS REPORT

Wendover PROW –

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

Fence in Hampden Meadow

The bow top fence that was approved by the Council has now been installed in Hampden Meadow, and the old fence has been removed. There is a point where the company could not remove the old fence as it is buried by vegetation, such as ivy, and tree limbs.



Dog Bin Halton Lane

The office received an email from the Clerk at Halton Parish Council, they received the below email and passed this onto us:

Good morning

I have previously raised this issue to no avail. The poo bin on Halton Lane, almost directly opposite Grenville Avenue, is, in my opinion, on the wrong side of the road. The two attached photos show the state of the ground around it today - not only do dog owners risk their lives crossing over this very busy road, but once on the other side of the road there is the added danger of slipping in ankle deep mud. It is also a very dangerous place to stop for the poo bin clearing teams.

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I am pleading, on behalf of the many, more senior, dog walkers in this area to have a better sited bin on the other side of the road - there would be plenty of space to put one at the junction of Halton Lane and Moor Park, where there is already a village notice board, or just move it across the road to the corner of Grenville Avenue.

The only other bins are either at Perch Bridge - far too dangerously sited especially if one is using a walking stick and trying to hold a dog on a lead whilst depositing a poo bag and trying to avoid speeding traffic - or the far end of Grenville Avenue, next to the funeral directors.

Your comments would be appreciated.

This is a Wendover Parish Council dog bin, and is marked below on the map:



After the Estates and Events Manager visited the site with the Senior Estates and Grounds Person they found that this bin had been positioned there for people accessing the reservoir, to the knowledge of the office and estates team there haven't been any other complaints about this bin.

At this time with our Estates Team being down to one member we are not in the position to look into moving this bin as a priority, if any Councillors have any thoughts or comments on the positioning of this dog bin, please email the Estates and Events Manager.

Broken Bin – Aylesbury Road

The office received an email from Buckinghamshire Council about a broken bin, outside of Brookes on Aylesbury Road, and asked us to fix/replace, the office does not believe this is a Parish Council bin as we do not empty this bin and it's on a Highway. The bin couldn't be fixed and at this point the Estates Team does not believe the bin needs to be replaced, see a picture of the bin below:





Buckinghamshire Council Highways Devolved Services Agreement 25/26

The 25/26 offer received is nearly £4,000 less than the previous year, with no change to the workload. They are currently presenting that this is justified as we didn't take on more grass cutting areas in 24/25. The office is in the process of setting up a meeting with the Devolved Services team at Buckinghamshire Council to discuss this.

ITEM 6a – REPLACEMENT BINS HAMPDEN SHELTER

BROUGHT BY

Estates and Events Manager/Senior Estates and Grounds Person

SUMMARY

To consider approving the cost for two new bins for Hampden Shelter.

PARISH COUNCIL BACKGROUND

N/A

DETAILS

The two metal bins at the brick shelter in Hampden Meadow need replacing, this is due to rust, and damage caused by fires being set in the bins.



The Senior Estates and Grounds Person would like to replace the bins with the same metal bins we have on the Manor Waste, this is due to them being larger than the bins currently there which will be an advantage in relation to the weekend work/emptying the bins, as well as these bins are well used and usually full after the weekend. We would propose still having metal bins, as fires are lit in the bins frequently and recycled bins would be damaged easily.

See the picture of the bin we'd like to purchase, this is the same bin we have on the Manor Waste, from the same company.



The prices for two bins would be **£1,044.00 inc. VAT** (this includes free delivery).

FINANCIAL CONSIDERATIONS

- This would come out of the 25/26 4405 Maintenance Fences, Gates & Hedges which has £7,000 budgeted.

LEGAL IMPLICATIONS AND SUMMARY OF RISKS

- N/A

PROPOSAL

To resolve to:

- To approve the cost of two bins and authorise the office to place the order and install.



ITEM 6b – REPLACEMENT PICNIC BENCHES

BROUGHT BY

Estates and Events Manager/Senior Estates and Grounds Person

SUMMARY

To consider approving the cost for 2 new picnic benches for Witchell Meadow and Hampden Meadow.

PARISH COUNCIL BACKGROUND

N/A

DETAILS

The Estates Team has identified two picnic benches that need replacing, one in Witchell Meadow and one in Hampden Meadow. These are rectangular wooden picnic benches, the rest of the picnic benches in both open spaces are now black plastic round picnic benches, therefore the Estates Team would like to propose that the replacement benches match the current benches. The benches are showing signs of rot and have previously been damaged because of vandalism.

Hampden Meadow x 1 Picnic Bench:



The picnic bench in Hampden Meadow is a wheelchair accessible table, so the Estates Team is proposing to replace this bench with a round wheelchair accessible table, the same table we have in other Parish Council open spaces:

Round Wheelchair Accessible Table



This bench is **£750.00 inc. VAT.**



Witchell Meadow x 1 Picnic Bench:



This bench is a wheelchair accessible table, however there is already another wheelchair accessible table in this area, and the Estates Team is proposing to install the new picnic bench to a different location. As last year a bench donated by Wendover Rotary had to be removed due to rot and vandalism damage, Wendover Rotary have been made aware, and can't replace the bench this year as they have other commitments and projects. There is also a bin where the Wendover Rotary bench was, therefore, it makes sense to put a picnic bench back in that area. Due to previous damage to the bin, the plan is to bring the picnic out into the field, so it is more visible.



Round Picnic Table



This bench is **£750.00 inc. VAT.**



2 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

FINANCIAL CONSIDERATIONS

- This would come out of the 25/26 4410 Maintenance Groundworks which has £19,500 budgeted.

LEGAL AND OTHER IMPLICATIONS

N/A

PROPOSAL

To resolve to:

- To approve the cost of two picnic benches and authorise the office to place the order and install.



ITEM 6c – FLOWER DISPLAYS 2025

BROUGHT BY

Office

SUMMARY

To consider the quotes for flower displays in 2025.

PARISH COUNCIL BACKGROUND

At the March 2023 Amenities Committee meeting it was RESOLVED to accept the quote for flower displays for Summer and Winter 2023 for the built-in planters with integrated seating on the Manor Waste. This was previously maintained and planted by the Estates and Grounds Team.

At the October 2023 Amenities Committee meeting it was RESOLVED to accept the quote for the supply, install and maintenance of three trees and planters on Manor Waste.

In 2024 the office struggled to find other contractors to quote for the same service in the area, the office noted that the current contractor is used by local councils, when researching other options.

DETAILS

The quote/ proposal for displays for Wendover for Summer and Winter 2025 is below:

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

Planting and fully maintaining for the Summer 2025 period only

£102.00 nett each or £408.00 nett for the four

Planting and fully maintaining for the Winter 2025 period only

£102.00 nett each or £408.00 nett for the four

Columns in High Street

Rental inclusive of maintenance of **fifteen 450mm** Hanging Baskets for the Summer 2025 period only

£100.00 nett each or £1500.00 nett for the fifteen

Rental inclusive of maintenance of **fifteen 450mm** Hanging Baskets for the Winter 2025 period only

£100.00 nett each or £1500.00 nett for the fifteen

Note one of these baskets goes above the main window in the clock tower on the High Street.



Windowboxes Securely Strapped to Welcome Signs (Elleborough Road Planter Removed due to HS2 Works for Summer and Winter 2023)

Plant and maintain for Summer 2025 period only **three existing** 1200mm long x 250mm wide x 250mm high black fibreglass windowboxes securely fixed below the signs

£171.00 nett each or £513.00 nett for the three

Plant and maintain for Winter 2025 period only **three existing** 1200mm long x 250mm wide x 250mm high black fibreglass windowboxes securely fixed below the signs

£171.00 nett each or £513.00 nett for the three

Maintain only **three** 1040mm wide x 750mm wide black rotomoulded planters planted with Betula utilis Doorenbos multistem tree 2.5m high

Maintenance

Fully maintaining at regular intervals for the Summer 2025 period only

3 @ £79.00 nett each or £237.00 nett for the three

Fully maintaining at regular intervals for the Winter 2025 period only

3 @ £79.00 nett each or £237.00 nett for the three

Total Charge Summer 2025 - £2,658.00 nett

Total Charge Winter 2025 - £2,658.00 nett

Total charge for Summer and Winter is - **£5,316.00 ex VAT**

This is a total increase for the combined winter and summer charges of **£697.00** from 2024, and this includes the 3 trees on Manor Waste.

The Estates Team have been in conversation regarding the future of the flower displays in Wendover, we agreed to look into this and bring a paper back to Council for the 26/27 flower displays, to see if the Council can go in-house. This cannot be done this year, due to the Estate Team being a member down, and will need to be considered regarding the other work the Estates Team has throughout the year.

FINANCIAL CONSIDERATIONS

- This will come out of the 25/26 budget, 4112 Floral Displays which has £6,500 budgeted.

LEGAL AND OTHER IMPLICATIONS

N/A

PROPOSAL

To resolve to:

- Accept the quote for flower displays for Summer and Winter 2025.



ITEM 6d – PLAYGROUND EQUIPMENT REPLACEMENTS

BROUGHT BY

Office

SUMMARY

To consider the quotes to replace the slide in Hampden Meadow Playpark, and the multi play in Ashbrook Recreation Ground.

PARISH COUNCIL BACKGROUND

Last year as a result of health and safety inspections of Parish Council play equipment, the slide at Hampden playpark and multiplay at Ashbrook playpark had to be removed.

DETAILS

The office has now received 3 quotes for the replacement of both items, the office would suggest that both installations are done by the same company.

Company 1

Ashbrook Playpark – company 1 have provided 5 options.

The full proposal pack and all quotes for Ashbrook Playpark from Company 1 have been sent to Council in an email.

Option 1 (Quotation-069456) –
Quali Cite Mega Jungle Themed Multiplay Unit
Total Net Amount - £35,995.00

Option 2 (Quotation-069457) –
Quali Cite Jungle City
Total Net Amount - £35,995.00

Option 3 (Quotation-069458) –
Quali Cite Nature Multiplay Unit - 2 to 12 years
Total Net Amount - £30,995.00

Option 4 (Quotation-069459) –
Quali Cite Dynamic Multiplay Unit - 4 to 14 years
Total Net Amount - £31,995.00

Option 5 (Quotation-069460) –
Quali Cite Early Years Lighthouse Play Unit
Total Net Amount - £29,995.00



Hampden Playpark – company 1 have provided 2 options.

The product sheets and quotes for Hampden Playpark from Company 1 have been sent to Council in an email.

Option 1 (Quotation-069584) –
Stand alone slide
Total Net Amount - £3,990.00

Option 2 (Quotation-069585) –
Play unit
Total Net Amount - £9,770.00

Company 2 - All information and quotes from company 2 have been sent to the Council in an email.
Ashbrook Playpark – company 2 have provided 1 option.

Virok Explore Steel Multiplay (Project Quotation No.: 66902)
Total Net Amount - £30,040.00

Hampden Playpark – company 2 have provided 2 options.

Option 1 (Project Quotation No.: 66930)
Basic - Basil Slide Tower
Total Net Amount - £12,635.00

Option 2 (Project Quotation No.: 66955)
Free Stand Slide
Total Net Amount - £11,155.00

Company 3 - All information and quotes from company 3 have been sent to the Council in an email.
Ashbrook Playpark – company 3 have provided 1 option.

The Outlon
Total Net Amount - £31,428.61

Hampden Playpark – company 3 have provided 1 option.

Custom Tower
Total Net Amount - £10,795.71

*On the document from company 3 they provided quotes for a spinner and see-saw, the office didn't ask for this as we are not in a position to replace these yet, therefore the total cost for Hampden Playpark on the document is more than in this paper.

FINANCIAL CONSIDERATIONS

- The total amount before you have to go out to tender has been raised to £70,000, the changes to the standing orders will be coming to the April Full Council meeting.
- For the 25/26 budget there is £30,000 in 4435 Play Equipment budget line.



- The Playpark replacement fund EMR currently has £2,235.00 and at the end of 24/25 £5,000 will go into this EMR as per the play park equipment policy.
- For 25/26 there will be £37,235.00 to spend on playpark equipment.
- The end of year predictions for 24/25 allowed for an additional £10,000 to be spent on playpark equipment which was funded by not buying the Grillo mower, we have not been able to spend that money in time for year end.

LEGAL IMPLICATIONS AND SUMMARY OF RISKS

- Risk of reputational damage from having missing equipment in playparks, we have had comments on Facebook.
- Risk associated with investing substantial money on equipment that doesn't last it's expected lifespan.

PROPOSAL

To resolve to:

- Recommend to Council that £10,000 be transferred to the EMR from the General Reserve at the financial year end, which will give a total of £47,235.00 to spend on playpark equipment in 25/26.
- Recommend to Council to accept option x from company x for the Ashbrook replacement.
- Recommend to Council to accept option x from company x for the Hampden replacement.



ITEM 6e – GREEN WASTE MANAGEMENT

BROUGHT BY

Estates and Events Manager/Senior Estates and Grounds Person

SUMMARY

To consider approving the proposal for the Councils green waste management.

PARISH COUNCIL BACKGROUND

The Parish Council stopped the Estates Team having bonfires at Hogtrough allotments as a green waste management provision in late 2018/early 2019.

After this the Estates Team would either mulch the green waste using the mower where possible and leave it in the open space or would get the green waste shredded when needed.

DETAILS

The Estates Team will continue to mulch the green waste where possible, however in the case this is not possible we need to find another solution to clearing the green waste generated. We are storing all green waste at Hogtrough allotments, this includes the mini Christmas trees from last year, we have struggled to get green waste shredded.

Due to the high volume of work that the Senior Estates and Grounds Person has undertaken in the winter months the amount of green waste generated has been significant. The Estates Team would like to propose the introduction of bonfires for Parish Council waste only at Hogtrough allotments, this will assist with the green waste management where it's not possible to get the waste shredded.

See the below images of some of the green waste that we currently have at Hogtrough allotments:





The Senior Estates and Grounds Person has identified an area at Hogtrough allotments where there is a clear and open area for a controlled bonfire, marked on the below map.



See the below image of the clearing where we are proposing to have the bonfires:



The Estates Team have stated the below about the proposed green waste management:

- There would only be 1-2 bonfires a year, these will likely be during the winter months.
- Only green waste and timber to be burnt, no litter or plastic will be burnt.
- The water bowser will be on site and the team will use this water up to (400l) to extinguish the fire before leaving.



- All debris, nails or metal will be cleared after the bonfire and disposed of appropriately.

FINANCIAL CONSIDERATIONS

- This could save the Council up to £400 each time, as this is the cost of hiring a shredder as well as the cost to get a tree surgeon out to shred the waste on site.
- This green waste management would increase the Council's water bill slightly, with the use of the bowser.

LEGAL IMPLICATIONS AND SUMMARY OF RISKS

- The Estates Team will follow the advice and guidance regarding bonfires provided by Buckinghamshire Council, see the details in the link below:

[Bonfires: advice and guidance | Buckinghamshire Council](#)

- The office will advise all allotment tenants and Wendover Shed that this green waste management provision only relates to Wendover Parish Council, and they are still not permitted to have bonfires at the allotments.

PROPOSAL

To resolve to:

- Approve the green waste management.



ITEM 7a – LOCAL PRODUCE MARKET

BROUGHT BY

Estates and Events Manager

SUMMARY

To consider the proposal for the management of the Local Produce Market.

PARISH COUNCIL BACKGROUND

In 2024 the Council hired a 150 hours summer placement for a Local Produce Market developer, the final report from this was noted at the September 2024 Amenities Committee meeting.

The recommendation from this report was to get a proposal for a business to manage and oversee the Local Produce market instead of the Council.

A24.080 The member of summer staff who produced the report was present answer questions on the report which was thorough. The committee were uncertain of the move to a Sunday. This would be raised with Business 1 before going to full council. It was **RESOLVED** to authorise the office to develop the proposal in line with option 2 as set out in the paper. The member of summer staff was thanked for the work they had undertaken.

DETAILS

After the Amenities Committee meeting in September 2024, the Estates and Events Manager had meetings with the owner of business 1, in these meetings the proposal from the Council was to pay the difference in pitch fee for existing regular traders, so they continue paying £17.50 for the first 3 months, as the difference in pitch fee is substantial. If this was 8 – 10 traders it would result in the office offering the first 3 months free to business 1 to cover the fee difference. The proposed 3 month period would be a break clause in the contract, so would mean if business 1 didn't continue after the 3 months the Council can continue managing the Local Produce Market the next month with the regular traders.

However, during the meetings, the owner of business 1 said that they would not accept this proposal, but would offer the current stall holders first refusal, and they would charge the current stall holders the pitch fees business 1 charge from the first market.

You can see the full proposal from Business 1 in Appendix A below, this has been redacted due to commercially sensitive information, the original proposal was sent to the Council via email.

The main point to highlight from the proposal is they are offering to pay £125.00 a month to hold this market, the commercial hire of Manor Waste for markets and events as set out in the Councils 3-year guide to charges is £205.00, therefore their offer of £125.00 would be a reduction of £80 per month. This current market manager for the Thursday market pays £205.00 per week.



Wendover Local Produce Market

The current position of the Local Produce Market has changed since last year when the summer placement was working at the Council. This is due to the hard work of Ross the summer placement and the continued work of the Estates and Events Manager.

In September 2024 we had 6 regular traders, returning every month, and we had some new stalls, the offer that the summer placement proposed of a 3-month free introductory offer to stall holders wanting to be regular traders was just being put in place.

This offer has been communicated as below:

A 3-month free pitch fee offer.

If you accept this offer it is subject to the following terms: you must attend 3 consecutive markets in order to be eligible to not have to pay the pitch fee.

In the case that you don't attend 3 consecutive markets you will be charged for the ones you did attend.

After the 3 months the pitch fee will be £17.50 per market.

The feedback from stall holders regarding this offer has been positive, as it allows them time to get their name out there and get regular customers, who are more likely to return monthly.

As of March 2025, we now have 11 regular stall holders, and 3 stall holders currently on the 3-month offer, as well as 2 new stall holders attending the market for the first time at the March market starting the 3-month offer. Therefore, we could be up to 16 stall holders plus by the end of 2025, we also have stall holders that are seasonal/occasional. The market is getting bigger and more popular, we have had great feedback from current stall holders. If we have 16 stall holders at the market at one time that would be £297.50 a month (£17.50 per pitch, 1 current double pitch at £35).

*The number of stall holders at each market are subject to change, with holidays and illness etc.

Given the upward trajectory of the current Wendover Local Produce Market the office would suggest not accepting the proposal from Business 1 to take over management of the market and review the position on the Local Produce Market in 12 months.

Instead, the office believes that approaching Business 1 to hold a second monthly market in Wendover on a different date would be beneficial to Wendover and would bring more people into Wendover and hopefully the High Street as the popularity of Business 1 cannot be disputed. This could also benefit the current local businesses who attend the Local Produce Market as they would potentially have another market to attend.

For any proposal for a second monthly market the office would suggest that business 1 would be charged £205.00 a month as set out in the Council's 3-year guide to charges.

The office will contact the business if the Council approves and will bring any proposal from Business 1 back to the Council to consider.



FINANCIAL CONSIDERATIONS

- Business 1 taking over management of the Wendover Local Produce Market would be a loss in income.

LEGAL IMPLICATIONS AND SUMMARY OF RISKS

Wendover Parish Council Vision

Wendover is a thriving market town in which people want to live, trade and visit.

Wendover Parish Council Mission

Develop Community

- Represent the community in our views and actions
- be welcoming across all groups of society, visitors, new residents and new businesses
- install an ongoing sense of community for all those who reside or work in the parish
- work in partnership with neighbouring parishes and community groups

Enhance the environment

- address challenges resulting from climate change in all that we do
- preserve the heritage (buildings, way of life) and facilities (open spaces, infrastructure)
- encourage & support everyone to play their part
- mitigate the impact of HS2 wherever possible

Promote Prosperity

- support the people who reside, work & visit the Parish
- Install a sense of pride in all that we are
- Protect and enhance services to the community

The Council should consider the vision and missions above.

PROPOSAL

To resolve to:

- Maintain the current Local Produce Market run and managed by Wendover Parish Council.
- Authorise the office to approach Business 1 for a proposal for a second monthly market.



Appendix A – Proposal from Business 1 (redacted)

WENDOVER

BACKGROUND

[REDACTED]

[REDACTED]

WENDOVER

MARKET DESCRIPTION

We launched the first market on The Broadway in Old Amersham on Easter Sunday 2022. The sun was literally shining on us, we had over 30 stallholders and at least 2000 visitors enjoying the Spring sunshine whilst wandering through the market and the Old Town, sampling and purchasing food and drink.

Since then we've continued with the market in Old Amersham on the third Sunday of each month and now have over 40 traders wanting a regular pitch with us. The majority of stallholders sell food or drink to take away and our range of products has expanded to include homewares, vintage items, handmade jewellery and locally designed prints.

We're mindful about the choice of traders we invite to ensure both product quality and to avoid duplication, so that everyone has the opportunity to offer their best to our customers. We also have a carefully curated selection of street food traders

Due to the success of the Old Amersham market we were invited by the local council in Great Missenden to launch a monthly market in the High Street.

The new market was launched on the first Sunday in October 2022 and again has proved very successful, with both the local community and retail outlets on the High Street. Since then we have gone on to launch in Gerrard's Cross and Beaconsfield with great success at both locations.

WENDOVER

MANAGEMENT

With our backgrounds in retail and hospitality and first-hand experience as



stallholders, we know how important it is to create a consistently enjoyable experience for visitors that's also well managed for our traders.

We attend every market ourselves, organising set up and take down and have a great team of marshals who provide support for traders, local residents and customers throughout the day.

As a business, we are fully covered to operate a market with £10m public liability insurance and £10m of employers' liability insurance.

With our existing markets we are supported by a traffic management company to ensure the road closures are legal and compliant. We will not need this with Wendover but we will have experienced staff on site to ensure everything runs smoothly.

WENDOVER

BENEFITS

One of the original intentions of bringing more visitors into our market locations has proved to be extremely successful. Local cafes and restaurants have experienced busy and buzzy Sundays as visitors have brunch before the market, lunch during or tea & cake afterwards. Local retailers have also seen the benefit of being open at the same time as the market is on, either in sales on the day itself or with visitors discovering new shops and returning at a later date. Some local businesses are now opening on Sundays, having previously been closed, as they've benefitted from significant additional sales.

In addition, to this our monthly charitable donations are also starting to make a difference. We donate a percentage of monthly income from each market to our chosen charities which we've been told is much appreciated as a regular donation during extremely difficult times.

PROPOSAL FOR WENDOVER

As there is already an existing market in place and one the council wishes to grow, we think it might be best to keep the market on the same date and build on what's in place. The one change we will impose is an increased pitch fee to cover costs.

The main reason for this is that we employ staff to run our markets, we will need a marketing budget in order to advertise the market and create an awareness in the local area. This will involve paid social media advertising, working with our social media manager to create a buzz around the new market. We will also need to print off flyers and post cards to deliver to the local residents and create awareness of the event.

Having canvassed interest with our current stallholders we know that many of them would be keen to commit to another location with [REDACTED] as they've experienced how we manage the operation. We anticipate that we would launch with at least 20 stallholders, however the existing traders will have first



refusal on a pitch at the market.

At present, we understand the pitch fee for the market is £17.50 with a rough average attendance of 6 – 8 stalls. Therefore, we propose to ensure the council is not out of pocket from us taking over the event and to pay the council £125 per month.

We propose to take over the market on a 3-month trial period, to give people a chance to be made aware of what we are doing, and the market a chance to bed in with a new team managing it and new traders for the community to try. Once the three months are over we are happy to go onto a month by month rolling agreement and we will give at least 2 month's notice should it not work.

WENDOVER

NEXT STEPS

We will begin to work on a design for the market and assign it a colour for the posters as we have with previous markets. We will also start to create a marketing plan to create awareness of the market and they relaunch under the [REDACTED] banner.

We will also start to promote this to our regular traders and potential newcomers through our social media channels where we already have 4k followers.

If our proposal is accepted, we would look to launch the revamped market in the spring of 2025, an exact date is yet to be confirmed. We will invite all the existing traders as a priority and then look to expand on the offering with our existing traders.



ITEM 7b – WAR MEMORIAL CLEANING

BROUGHT BY

Office

SUMMARY

To consider authorising the office to apply for funding to clean the War Memorial.

PARISH COUNCIL BACKGROUND

From the current records found, the office believes the War Memorial was last cleaned in 2017.

The Wendover War Memorial on the Manor Waste is a listed memorial.

DETAILS

Listed Building Consent is not needed for the cleaning of the War Memorial, more information on permissions needed can be found on the link below:

[The Conservation, Repair and Management of War Memorials](#)

The office has received two quotes for cleaning and applying a shelter coat to the War Memorial, the office is continuing to gather quotes. So far, the quotes we have received have come out at £3,900 + VAT and £2,850.00 + VAT, due to the differences in prices the office would like to get at least one more quote.

The office would like authority from the Council to apply for grants/funding for this work.

The War Memorial Trust offers grants, see more information below:

[War Memorials Trust](#)

FINANCIAL CONSIDERATIONS

n/a

LEGAL IMPLICATIONS AND SUMMARY OF RISKS

n/a

PROPOSAL

To resolve to:

- Authorise the office to apply for funding to clean the War Memorial.



ITEM 7c – WENDOVER SHED

BROUGHT BY

Office

SUMMARY

To consider approving the expansion proposal from Wendover Shed in principle, dependant on planning permission.

PARISH COUNCIL BACKGROUND

At the December 2024 Amenities Meeting the Council received an update from Wendover Shed, including information regarding the installation of a wind turbine, and the construction of a bore hole already at 8m deep.

A24.121 It was noted that without suitable planning guidance the Amenities could not approve the works. It was **RESOLVED** to approve the current and new works but that this would subject to satisfactory planning consents or advice that it was not required.

DETAILS

Since this meeting Wendover Shed has a meeting with the Clerk and Estates and Events Manager regarding a new expansion proposal for the Hogtrough allotments.

You can see this proposal in Appendix A below.

Wendover Shed are asking for approval in principle pending the necessary planning permissions for their current set up and the expansion proposal.

However, the shed has not been able to provide suitable reassurance that the existing structures meet planning guidance and this must be a pre-requisite before any development is approved.

Further, the office would ask the Council to consider is the state of the ground at Hogtrough allotments, during the winter months where there is more wet weather the ground used for parking is frequently in a bad condition. This is due to their popularity and great membership numbers, however the office believe that both Wendover Shed and the Parish Council could work together on a joint project to protect the ground and create a better parking area at the allotments.

FINANCIAL CONSIDERATIONS

- Any expansion could see Wendover Shed membership numbers rise, resulting in more visitors and cars at the allotments, therefore money could need to be spent to reinforce the area.

LEGAL IMPLICATIONS AND SUMMARY OF RISKS

- The Council needs to assure that any work carried out on the Council's land leased to Wendover Shed meets planning and any other regulations. At the moment we don't have that assurance and that is a big risk to the Council



PROPOSAL

To resolve to:

- Require the shed to provide assurance that existing structures meet planning regulations
- Approve the Wendover Shed expansion proposal in principle, strictly subject to the receipt of appropriate planning permissions from Buckinghamshire Council.
- Continue to work with the Shed to look at funding support for the planning process.



Appendix A – Wendover Shed Expansion Proposal



Wendover Shed

Usage of Hogtrough Lane Site – Expansion Proposal

Wendover Parish Council

What is Wendover Shed?

Wendover Shed is a quiet haven. Ok, it is periodically noisy with the whir of power tools, but its location is idyllic, located just off the Ridgeway path on Hogtrough Lane. It is an essential backstop for many local men (and several women, who are equally welcome), where they can meet around practical activities, drink tea and coffee, eat cake and biscuits, and most importantly, have a natter. It's a place to make new friends, use tools you may not have, ask questions from people with a wide range of experiences, and maybe learn that skill you have been meaning to get round to.

It is a registered charity and a part of the UK Men's Shed Association (UKMSA). This has a motto: "Sheds Save Lives." At Wendover Shed, they truly believe this. Shedders often only realise that they had previously felt lonely or isolated after they have discovered the shed. Dave Walls, one of the charity's trustees, says, "the true pleasure of being a Shed Leader is seeing people fully embrace the Shed, grow in confidence and make new friends."

However, Wendover Shed is now almost the victim of its own success. It has so many regular attendees that it now needs more space and volunteers to make sure everyone is kept safe.

Current Facilities

Wendover Shed is two years old and opens for four days every week, usually for at least two hours in the mornings or afternoons. There are full woodworking and metalworking facilities, with people present who can show how to operate them safely. There are around 50 active members, with sometimes 20+ Shedders attending a busy session. Remarkably, it all runs completely off-grid, with solar panels feeding batteries that are enough to power industrial saws and lathes, as well as lights and a fridge! There's also a composting eco-loo.

None of this would have been possible without the invaluable backing of Wendover Parish Council and the use of the Hogtrough Lane site.





Getting Noticed

Apart from attracting new members (called Shedders), Wendover Shed has gained wider attention in its first two years, from public bodies and media – there have been visits from local MPs, Parish and County Councillors, the Lord Lieutenant of Bucks, and ITV National News.

The shed also won a Highly Commended in The Outstanding Group Award presented by Proud of Bucks.



In the winter, Shedders do their best to keep their minimal indoor space warm with small caravan-style diesel heaters. They were visited by ITN National News in January on the coldest day of the year, when the Shed committee was determined to stay open for its members despite temperatures of -5C. In summer, the outdoor covered area is a hive of activity, with Shedders working on personal projects, making things to sell at market stalls or working on community projects such as Parish Council notice boards, public benches, or community book libraries.





The Future of Wendover Shed

Wendover Shed’s vision is to provide a “full” shed facility encompassing various practical fields. This started with basic woodworking, but has extended to encompass more adventurous activities such as woodturning, carving, and metalworking with a metal lathe and milling machine. They may even consider a simple blacksmith’s forge.

The problem is space. Their success means that on a busy day, with 20+ shedders, with workshops full and the outdoor area crowded. This is fantastic but poses potential health and safety issues, plus is in danger of putting off some vulnerable people from attending, especially those who don’t like to be in a crowd. Additionally, on the coldest of days, the warm indoor space is very limited, again putting off sometimes vulnerable people from attending. More indoor space and a “club house” would allow people to meet and chat in the warmth, and also more privately if needed. A key aspect of the shed is encouraging men to talk to each other, for mutual support and help where appropriate.

They are becoming a victim of their own success and need to consider their next steps.

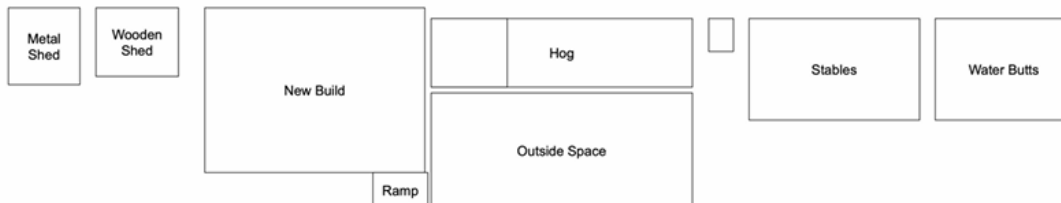
A New Workshop

This proposal is for a New Workshop to be built on the site of the existing storage sheds, to the left of The Hog. This would mean moving two storage sheds further up the hill alongside the allotments.

Current Floor Plan:



Proposed Floor Plan:



The new workshop would provide invaluable extra warm indoor space and facilitate a Club House. Wendover Shed would renovate the additional land, tidying up this area of the allotment site.



A Draft Design

The plan would be to build a timber structure, very much in keeping with the rural feel of the existing shed facilities. It would meet standard planning rules for a temporary wooden structure.



The Shedders have already proven their build capabilities with the Outdoor Space and numbers have since grown to include a retired builder who is keen to assist with the project.

The Facilities

On completion of the New Workshop, Wendover Shed would re-configure as follows:

- The New Workshop would be a “clean” and warm working space. The metal workshop would move here and the clean, smaller woodworking items that do not require dust extraction. This would encourage more mixing of skills, plus also provide some space for new clean activities, such as model-making, painting, whittling, etc.
- The kitchen area of the Hog would become a secure store. It would continue to house the solar power batteries, but would also house of more valuable (and stealable) hand-tools.
- The rest of The Hog would become a **Club House**. The kitchen would move here, together with some comfortable seating and a coffee table. This would be a warm and private place to have coffee and natter. A private space is something lacking badly at the moment.
- The Stables would house big “dirty” tools, such as the woodturning lathes, tablesaw, bandsaw, etc. These would be items that need dust extraction. If you have watched The Repair Shop on TV, you may have seen the presenters move outside to use such big, dirty tools before returning inside to work on the finer details of a repair.



Power and Water

Wendover Shed would also like the council to consider their previous initiatives to drill a water bore hole and erect a wind generator within their boundaries. They will likely also consider additional solar power for the new build. These would all be considered in any planning applications.

Planning and Permissions

Wendover Shed request that WPC consider their proposal for a New Workshop and the repositioning of the existing storage sheds, plus previous initiatives to drill a water bore hole and erect a wind generator within their boundaries. This would all be with the consideration of any County Council planning permission needed.

This proposal seeks an initial approval “in principle” pending the necessary planning permissions.

This would enable progress to the next step of engaging Buck County Council for the necessary planning permissions, plus allow Wendover Shed to actively seek funding for this specific project. Any help the Parish Councillors could provide with the planning application would be greatly appreciated.

Funding

The Trustees of Wendover Shed are already in contact with local Grant Funding organisations and believe that they can get funding for the New Workshop relatively quickly. In fact, their first grant that could be used for this has already been approved, £3,000 from the Rectory Foundation, part of Heart of Bucks.

The Future

The facilities that Wendover Shed has created is of incredible benefit to their Shedders. Remember, sheds save lives. They have several shedders for whom the shed is an invaluable asset, many with little other social interaction, some with previous suicidal thoughts.

Wendover Shed wish to put their shed facilities to wider community use over the coming months and years. They can continue to provide practical services and have space to demonstrate various practical skills to the community, already having a monthly session with the John Colet School for less outgoing practical students.

They are also working in collaboration with local organisations such as Wendover Parish Council, Buck Owl and Raptor Group (BORG), building barn owl boxes, U3A, Wendover Dementia Support, and local churches, recently repairing a font for the New Church and clearing the graveyard tombstones of ivy at St. Mary's. Additionally, are in contact with the Chiltern Academy and hope to further support the Wendover Parish Council, charities, vulnerable people and youth organisations, to name a few.



ITEM 7d – NEW COUNCIL VEHICLE

BROUGHT BY

Office

SUMMARY

To consider approval of a new vehicle and contract that is suitable to the Council needs.

PARISH COUNCIL BACKGROUND

n/a

DETAILS

Introduction

The contract for the Hilux ends on the 18th May. It is a lease contract therefore we have two options – extend the lease or hand the Hilux back. There is no option to purchase, neither do we feel that this is the best option.

Appraisal of current vehicle

- The current vehicle is excellent off road during wet weather and can access all areas, including Hogtrough, all year round.
- There are very few alternatives to this style of vehicle.
- There is a lot of room in the back cab for all the works and events that we need to do

However

- The engine size is not designed for short local journeys with multiple stops – as a result it spends 50% of it's life in a DPF cycle
- This all means that the fuel economy is poor
- Because of the construction of the back cab the space is not fully usable, for example you cannot shovel soil/grit/bark chippings off, it is difficult to clean, and if the items stored in the back slide towards the front it is awkward to access them as you have to scramble into the back cab.
- The hire company are different from the company who we have a contract with and are different to the company that services and repairs the vehicle. This often leads to a lot of office time for even simple things like the annual service. The difficulty of making repairs (such as a puncture) often means the Hilux can be out of action longer than needed.



Going electric

We have seriously considered our carbon footprint and if going electric could help that. There are several considerations:

- Can we get a suitable electric vehicle to undertake the tasks?
- Could we generate a lot of the electricity from solar panels, further reducing environmental impact?
- Cost?

From our current situation the only practical way of going electric will be to upgrade the power supply to the site safe and then create a compound and access point to store the vehicle overnight in Ashbrook. Costs for this work have not been quoted for but would be 10s of thousand pounds and will involve losing part of the park space. We do not have a separate power supply at Sidleys garage where we currently park the Hilux

Any solar power installation will involve load testing the roof of the site safe as well as install costs and are separate from the compound costs.

Going electrical will dramatically reduce the choice of vehicle and there are limited options. There is currently no electrical option for a 4x4 pick up

Costs for electric vehicles are significantly more than their fuel alternatives. For a van this adds about £10-£15k to the purchase price and about £150 per month to the lease price.

A member of staff from Amersham Town Council made additional observations (they have an electric vehicle in their fleet):

- Range reduces significantly in cold weather
- Electric vehicles are not practical for towing a trailer. Doing so would reduce the range significantly even if the vehicle had the power to pull the trailer.
- Staff often have to return to base to change to a different vehicle – if this was our only vehicle that could be difficult to manage.

It is with regret that we are recommending that we are not ready for an electric vehicle at the moment.

Type of Contract

We have considered Purchase, Hire, Hire Purchase and PCP

Purchase

- There may be enough in the general reserve to purchase a vehicle outright

Hire/Lease

- Given that we are not ready for electric, but it is still an aspiration to use cleaner fuels then it may be that the Council needs a vehicle for 4 or 5 years to wait for new technology and developments (such as Hydrogen) so it can appraise options. A contract hire option would suit this position but mean we don't ever have the vehicle as an asset and is a more expensive way of having a vehicle.



Hire Purchase

- The Council can purchase a vehicle over 5 years. Monthly this is slightly more expensive but at the end the Council has an asset with a value that can be traded or retained.

Personal Contract Purchase (PCP)

PCP car finance is effectively a type of loan.

1. Put down a deposit
2. Pay monthly repayments
3. Make a final “balloon” payment to own the vehicle or give the vehicle back

Pros

- Allows the Council to buy a new vehicle we might not otherwise be able to afford on a cash purchase
- Monthly payments can be lower than for hire purchase or a car loan
- Flexibility to buy the vehicle outright or return it at the end of the contract

Cons

- You won't own the vehicle at the end of the contract unless you make the large final payment
- If you fall behind on repayments you risk having to return the vehicle
- It is also fair to say that PCP has a bad reputation because of previous mis selling

All options would work for the Council at the moment.

Types of vehicles

We looked at three types of vehicles and suitability and received multiple quotes. All quotes in this paper include VAT. Autotrader prices are for cars from 2022 and newer.

Utility Vehicle (Gator)

We looked at the option of using a gator as this would reduce fuel consumption and the newer models of gator now have better cabs, higher top speed and less vibrations

The Council has already had one and agreed it wasn't suitable for our needs.

Gators can pull trailers (but not with any significant weight) and access all of our grounds.

However, the gator is small so that increases the number of trips required if you need multiple tools for the days work. It is impractical for visiting suppliers to collect tools and materials with a slow top speed. It was also expensive to maintain after the first couple of years, with no evidence that this would improve given the usage we would put it to.

Quote – Company 1

New Gator £36,136

Second hand refurbished gator £26,500

Operating Lease on 3 year terms £580.59 pcm

Van

Vans including Peugeot Expert, Vauxhall Vivaro and Citroen Dispatch were considered. The van would allow all of the day's tools to be collected in the am and not require returning to base. There would be plenty of space for events and the fuel economy would be better than the current vehicle.



However, for the winter months it would be “touch and go” if these vehicles could access all parks and allotments. The quotes below are typical and based on a Citroen Dispatch:

Quote – Company 2

Citroen Dispatch £286.80 pcm basic model – would need to spec flat rubber floor and highway working “pack” which will add to price.

Auto trader – purchase second hand £10,000 to £15,000

Quote – Company 3

Purchase - £21,195

4x4 Pickup vehicle

We could extend the lease of the current Hilux. Our lease company have indicated that this would be an additional £100 per month to £150 a month on top of current costs as we are out of contract. This would depend on the length of the extension. However, as discussed the vehicle is not ideal.

Auto Trader second hand £21K - £41k

Quote – Company 4

New – (only available with extended double cab) £44,694

Isuzu D Max Utility

After considering the pros and cons of multiple vehicles the office are recommending an Isuzu D Max Utility vehicle with extended cab and flat back with drop sides. It has all the advantages of our current Hilux without some of the drawbacks. The engine is 500cc smaller than the Hilux, which will help with fuel economy and cope better with being used for local runs with multiple stops. The extended cab will mean you can have 4 people on board or fold the seats down to use for storing tools. The flat back and drop sides will allow it to be used easily for soil, rubble and green waste movements as well as being easy to use for events. This style of back will also reduce the need for the trailer. The quote is from a local garage who will also deal with servicing and repairs – reducing the current complications we have.

Quote – Company 5

Purchase - £40,296

Contract Hire (4 year term) £567.19

Hire purchase (5 year term) Deposit £9,975, 60 payments of £622.91 (total payable £47349.60)

PCP (4 years) Deposit £9975.60 payments £556.94 optional final payment £10977 (total payable 47,685.12)

Auto trader – purchase second hand (without the drop side conversion) £28,779-£32,999

Recommendation of the staff team

Our preferred option and recommendation to Council is the Isuzu D-Max with extended cab, flat back and drop side conversion. With a mind on looking towards alternative and greener fuels it would make sense that we consider this an “interim” vehicle choice.

Our preferred option is to purchase a vehicle that leaves us with an asset we can use at the end. Further, if time frames do get extended, we would not have to be rushed into a decision when the



contract came to an end. If the Parish Council could find the money from their reserves and purchased the vehicle outright, this is how the costs would break down.

- Purchase Price £40,296
- Net Price (as VAT is reclaimed) £33,255

- If we use the vehicle over 5 years and resold for £20k this equates to £220.92 a month

This is illustrative as sadly our accounts can't work that way.

FINANCIAL CONSIDERATIONS

- The current budget did not take into consideration an increase in costs for the vehicle as it was based on maintaining a similar level of cost. However, because it will be known early in the financial year there is opportunity to find savings from other budget lines.

LEGAL IMPLICATIONS AND SUMMARY OF RISKS

- The total contract value is under the amount set in our Financial Regulations for going out to public tender
- There are multiple quotes for multiple vehicles but technically not three quotes for the same thing. The quote for the Isuzu is a quote from an authorised dealer and would be the same quote as from any other Isuzu dealer.
- This is a significant purchase and if it is not suited to the job we would be left with the same problems of the Hilux without being able to change vehicle quickly enough
- It comes with risks of repair costs and mechanical issues, but we have that same risk with the current vehicle and will ensure it is services properly.
- Residual value would be easily impacted should it get abused or damaged
- This is in a similar insurance group

PROPOSAL

- **To recommend to Parish Council that our next vehicle should be an Isuzu Dmax with extended cab and flat back drop side option.**
- **To recommend to Council the best financial product to acquire the vehicle.**