

# WENDOVER PARISH COUNCIL

---

## Minutes of the Parish Council Meeting 1<sup>st</sup> April 2025 at 7:30pm St Anne's Hall, Aylesbury Road, Wendover HP22 6JG

---

**Present:** Councillors Ballantine, Gallagher, Goodall, O'Donnell, Porter, Standen, Thornton, Tipper, Washington and Worth

**Clerk:** Andy Smith

**Members of Public:** 9

**Buckinghamshire Councillors in attendance:** Bowles, Newcombe and Strachan

### 1. APOLOGIES FOR ABSENCE

**PC24/439** Apologies were received from Cllrs Walker, Wales and Campbell were **APPROVED**

### 2. DECLARATIONS OF INTEREST

**PC24/440** None

### 3. MINUTES

**PC24/441** The minutes of the Parish Council of 4<sup>th</sup> March 2025 were noted as being amended to include end of the sentence on the Chairs announcement to re order the agenda. The minutes, as amended, were **RESOLVED** as a true record to be signed by the Chair of the meeting.

### 4. CHAIRS ANNOUNCEMENTS

**PC24/442** There were no announcements other than how the items on the agenda would be heard to accommodate the members of the public present

### 5. PUBLIC PARTICIPATION

**PC24/443** None

### 6. REPORTS FROM BUCKINGHAMSHIRE COUNCILLORS

**PC24/444** Cllr Strachan highlighted the changes in the planning portal which means comments will not be shown. He stressed that this was an issue of GDPR regulations and not a planning decision and the importance of ensuring anyone with a comment is still making that comment on the portal.

### 7. CLERKS REPORT AND CORRESPONDANCE

**PC24/445** The report was noted and updates on two items were further noted

### 8. FINANCE AND PAYMENTS

#### a) Payments to consider.

**PC24/446** The payments to consider totalling £8214.28 and £7733.91 were discussed and questions were answered on the transactions. It was **RESOLVED** to approve the payments. It was noted that there will be more effort in ensuring we are using local suppliers, but it is not always possible given the time and capacity to source exclusively local suppliers.

#### b) Latest financial reports

**PC24/447** The financial reports were discussed and formally noted and we are looking in a healthy situation.

**c) Flagstone Statement**

**PC24/448** The statements from the Flagstone accounts were discussed. The statements were formally noted.

**d) End of year forecast**

**PC24/449** It was noted that the financial reports presented represented a reasonable prediction of the end of year situation.

**9. REPORTS FROM MEETINGS WITH OUTSIDE BODIES**

**a) HS2 Mitigation Action Group**

**PC24/450** The report was noted

**b) Other groups**

**PC24/451** **Business network** – having a meeting on Thu and there is discussion on forthcoming changes to business rates. Councillors are invited to come to the meeting and support the business group.

**10. REPORTS FROM COMMITTEES**

**a) AMENITIES COMMITTEE**

**i) Minutes of the Amenities Committee**

**PC24/452** The draft minutes of the meeting on 5th November 2024 were noted. It was noted that the version of the minutes in the Council Pack did not include attendees, and this has been updated on the website.

**ii) To consider the purchase of a new council vehicle**

**PC24/453** It was felt that there had not been enough exploration of a second-hand vehicle and Council needed to be sure it was getting value for money. The calculation of value based on expected mileage did show that a new vehicle would be a cheaper option in the longer term, but it was a higher initial outlay and there is concern as to how it would look to use public money in this way.

**PC24/454** It was **RESOLVED** that our new vehicle would be an Isuzu DMAX with the flat back and drop sides or exact equivalent specification (engine and body).

**PC24/455** It was **RESOLVED** that we spend an additional 2 weeks looking for a second hand vehicle, which would be a cheaper upfront payment and if nothing suitable with the specification above is found that we purchase the new vehicle.

**PC24/456** It was **RESOLVED** that the money for this purchase should come from the general reserve.

**iii) To consider the purchase of replacement play park equipment**

**PC24/457** It was **RESOLVED** to purchase the multi play equipment for Ashbrook Park and the slide/climber unit for Hampden as recommended by Amenities Committee.

**PC24/458** It was **RESOLVED** to award this to the company identified in the paper and noted that this was not an open tender but was carried out in line with our current financial regulations. The expenditure is made under the powers of the Public Health Act 1875, s164 - England

**PC24/459** It was **RESOLVED** to spend this money from the Playparks Improvements budget line 4435 and be funded by the Playground Improvements EMR 323

**PC24/460** It was **RESOLVED** to transfer £10,000 from the General reserve to 323 EMR

**b) PLANNING COMMITTEE**

**i) Minutes of the Planning Committee**

**PC24/461** The draft minutes of the meeting on 18<sup>th</sup> March 2025 were noted.

**11. REPORTS FROM WORKING GROUPS**

**a) Transport Working Group**

**PC24/462** There will be an article in the Wendover News about the results of the Traffic Survey and resulting campaigns. The group is considering undertaking some “school street” campaigns which close the roads.

**b) Open Spaces Working Group**

**PC24/463** The Group met 2 weeks ago. The meeting covered the play parks. Also noted that we have now reached our funding target for the skate park and so, in discussion with the project company, we will bring a final plan and design back to Council. We are further looking at what work needs to be done to acquire Walnut Tree Meadow.

**c) Sustainability and Biodiversity Group**

**PC24/464** No report.

**d) Strategic Planning Steering Group**

**PC24/465** No report

**12. OTHER ITEMS**

**a) CLAW Landowner agreement**

**PC24/466** An update was given by CLAW demonstrating the impact on the CLAW Wendover Wildbelt and the project being undertaken. It was noted that the space is not open to visitors yet and there would be a launch on the 26<sup>th</sup> June 2025.

**PC24/467** It was **RESOLVED** to sign the landowner agreement as set out in the paper

**PC24/468** The grant request was considered. It was noted that visitor access would be available at all times through the gate and the information board would be key to the visitor experience.

**PC24/469** It was **RESOLVED** to award the grant of £949.49 under the power of the Public Health Act 1875, s.164 – England.

**b) VE Day Anniversary Beacon and event**

**PC24/470** It was noted that the beacon was an expensive option despite being a long term investment for future events. It was further noted that it may be too attractive to vandals. A vote was taken on the proposals and it was noted that Council was evenly split on the option to have a beacon installed. It was therefore **RESOLVED** that we should progress the event with a bonfire

**c) Changes to standing orders in line with financial regulations**

**PC24/471** It was **RESOLVED** that the changes be adopted in our standing orders to match the recommended changes to our financial regulations..

**d) Work Experience**

**PC24/472** It was noted that there are significant safeguarding risks which will need to be addressed if we are to undertake work experience projects. It was noted that staff would need to be DBS checked. It was **RESOLVED** to undertake a pilot project as set out in the paper

**PC24/473** It was **RESOLVED** to approve the Children and Young people in the workplace policy

**e) Witchell Lease**

**PC24/474** It was noted that the lease was a 40 year lease that had been negotiated with Cllr Walker over about 18 months. It was **RESOLVED** to approve the Lease to be signed with the Cricket Club.

**f) Devolved Services**

**PC24/475** It was noted that the financial situation at Buckinghamshire Council meant that there was not as much money for devolved services and that an error in the formula meant we had been overpaid for 3 years. It was further noted that Buckinghamshire Council accepted that Parish Councils should be given an indicative figure of what the devolved services would pay at the time they are setting their budgets and that a 4 year deal was available.

**PC24/476** It was **RESOLVED** to enter into a 4 year deal based on the terms offered and seen by Council

**PC24/477** It was **RESOLVED** to continue discussions on the Princess Mary Gate estate to try and work together to improve the issues residents face with regards to the maintenance of the grounds.

**g) Meeting Dates**

**PC24/478** It was **RESOLVED** to amend the meeting times to accommodate free parking in the library car park and so the times were set to 7:10 and 7:40 for our Parish Meetings.

**13. CONFIDENTIAL ITEM**

**a) To consider moving the meeting into confidential session**

**PC24/479** It was **RESOLVED** to move the meeting into confidential session

**b) To consider staffing progression**

**PC24/480** The paper was discussed and it was **RESOLVED** to progress the relevant staff along their scale in line with their terms.

**14. DATES OF FUTURE MEETINGS**

**PC24/481** The next Parish Council meeting 7.40pm on Tuesday 6th May at Wendover Community Library. Items for the agenda are due into the office by 9am on Mon 28<sup>th</sup> April.

**15. CLOSURE OF MEETING**

**PC24/482** As all business was transacted the meeting was closed at 8:56pm

Signed by *Clive Gallagher*  
Chair to the Parish Council

Date: 6<sup>th</sup> May 2025

PAYMENTS TO CONSIDER		Apr	Parish Council 1-4-2025
PC1-4-2025			
BACS			
Date	To	Amount	Payment for
03/04/2025	Caloo Ltd	£1,071.60	Ashbrook park H&S repairs
03/04/2025	Caloo Ltd	£608.40	Hampden Meadow repairs
03/04/2025	Sparkx Ltd	£295.80	s/l 86 nightingale
03/04/2025	Sparkx Ltd	£1,877.40	s/l 45, 377, 210, 26, 396, 49
03/04/2025	Numbers Ltd	£72.00	Payroll services
03/04/2025	Sparkx Ltd	£1,316.26	removal of christmas
03/04/2025	Marley Design	£250.00	Marley Design
TOTAL BACS AMOUNT		£5,491.46	
CARD			
Date	To	Amount	Payment for
06/02/2025	Amazon - Personal Engraving N	£26.50	Stihl lubricant
03/03/2025	Indeed	£70.00	Job advert and sponsor Indeed
05/03/2025	Sweeneys	£6.15	Office Supplies
10/03/2025	Amazon EU	£13.00	Counters for tombola
10/03/2025	Amazon	£12.79	Envelopes - sunflower seeds
12/03/2025	Amazon EU	£6.50	Counters for tombola
13/03/2025	Tuff Workwear Ltd	£327.80	work trousers
14/03/2025	No 2 Pound Street	£10.00	tombola prize LPM Bday
14/03/2025	Block and Butcher	£10.00	tombola prize LPM Bday
14/03/2025	Real Magic Books	£10.00	tombola prize LPM Bday
14/03/2025	No 1 Wendover	£10.00	tombola prize LPM Bday
14/03/2025	Just	£5.50	tombola prize LPM Bday
14/03/2025	Impressions Card and Gifts	£22.91	decorations LPM bday
14/03/2025	Wendover Post Office	£27.47	Decorations for LPM bday
14/03/2025	Rumseys	£10.00	tombola prize LPM Bday
17/03/2025	Land Registry	£14.00	Title plans - manor waste prop
17/03/2025	Garden Machinery Direct	£217.99	Stihl brushcutter attachment
19/03/2025	Chiltern View Nursery	£111.98	Compost and plants
19/03/2025	Wendover Pharmacy	£19.98	Wrist supports
21/03/2025	Amazon Business EU	£14.48	Work gloves
21/03/2025	Amazon Business EU	£14.48	Work Gloves
24/03/2025	Amazon - UK Business Supplies	£7.99	Coffee machine descaler
24/03/2025	Amazon - Zee Fashion Ltd	£24.49	Hi vis jacket
28/03/2025	Amazon Business EU	£40.89	Ear defenders/safety glasses
28/03/2025	Amazon EU	£29.58	Anti vibration gloves
28/03/2025	Foot Logic Ltd t/a WORK+SAFET	£234.85	Safety boots - replacement
31/03/2025	Sweeneys	£11.08	Office supplies
TOTAL CARD AMOUNT		£1,310.41	
DD/SO			
Date	To	Amount	Payment for
10/03/2025	Radius UK Fuels	£4.80	Monthly card charges
17/03/2025	Radius UK Fuels	£89.29	Fuelcard bill
19/03/2025	Castle Water Limited	£20.37	Clock Tower Water
19/03/2025	Castle Water Limited	£7.02	Site Safe Water
20/03/2025	Microsoft	£76.44	Business basic subscription
31/03/2025	Radius UK Fuels	£52.23	Fuel
01/04/2025	Lex Autolease	£444.29	Vehicle Lease
01/04/2025	Sidleys	£135.00	Garage rental
01/04/2025	Buckinghamshire Council	£88.20	Market Rates
14/04/2025	Radius Telematics	£14.40	Vehicle trackers
TOTAL DD & SO		£932.04	
TOTAL PAYMENTS		£7,733.91	SIGNED BY COUNCILLORS:
COUNCIL MINUTE NUMBER			

PAYMENTS TO CONSIDER		Mar	Amenities Committee 18/3/2025
<b>BACS</b>			
Date	To	Amount	Payment for
20/03/2025	Phenom Networks	£156.87	Computer Support
20/03/2025	Sharp Fencing	£6,562.76	Remaining balance for fence replacement at Hampden
20/03/2025	Farol	£617.99	Service of ride on mower
20/03/2025	Farol	£876.66	Service of flail cutting deck
<b>TOTAL BACS AMOUNT</b>		<b>£8,214.28</b>	
<b>CARD</b>			
Date	To	Amount	Payment for
<b>TOTAL Debit Card AMOUNT</b>		<b>£0.00</b>	
<b>DD/SO</b>			
Date	To	Amount	Payment for
	<b>TOTAL DD &amp; SO</b>	<b>£0.00</b>	
	<b>TOTAL PAYMENTS</b>	<b>£8,214.28</b>	SIGNED BY COUNCILLORS:
	<b>COUNCIL MINUTE NUMBER</b>		