



<ul style="list-style-type: none"> <li>• Health and Safety Policy</li> <li>• IT Policy</li> <li>• LGPS Discretions Policy</li> <li>• Reserves Policy</li> <li>• Safeguarding Policy</li> <li>• Scheme of Members Allowances and Expenses</li> <li>• Training Policy</li> <li>• Vexatious Complaints Policy</li> </ul> <p>b) The revised budget was reviewed and it was agreed to accept it.</p> <p>c) It was noted that the Clerk’s laptop had been experiencing some reliability issues and agreed to purchase a new one up to a cost of £760. It was further noted that the existing ipads were several years old and unanimously agreed that quotes be sought for new ipads or chromebooks for councillors, with licences for Outlook, Word, Excel and OneDrive.</p>	Clerk
<p><b>25.98 FINANCE</b></p> <p>a) The list of payments totalling £16,428.25 were approved and are attached to these minutes as appendix 1.</p> <p>b) The bank reconciliation was noted.</p>	
<p><b>25.99 COMMUNITY ENGAGEMENT</b></p> <p>a) Councillor Surgeries – It was unanimously agreed to run councillors surgeries on the first and third Tuesday and at the Repair Café each month. Cllrs Robertson, Blackmore, Lait and Popovici-Birkby agreed to assist with these.</p> <p>b) Weston Turville Times – Cllr Lait requested that information was put into the next issue of the magazine reminding local organisations that grants are available and communicating ways residents can get involved with reporting issues or requesting additional street furniture. This was AGREED, the Assistant Clerk would work with Cllr Lait on these articles.</p>	
<p><b>25.100 HIGHWAYS AND RIGHTS OF WAY</b></p> <p>a) Replacement gates on rights of way – The Clerk reported that the Ramblers would be replacing 3 gates again this year under the scheme previously agreed. One was the gate into the Manor Farm field and would cost £750 rather than £500 due to the size of the gap. Cllr Robertson put forward a proposal to open up the scheme to allow local businesses to sponsor a gate to be called “Donate a Gate”. This was AGREED. The Clerk to provide contact details of the Ramblers Association and Cllr Robertson would speak to local businesses and write an article for the WT Times.</p> <p>b) Signage for defibrillators – Cllr Lait suggested that more signage was required to alert residents to the locations of defibrillators in the parish. The Clerk had asked Bucks Highways and a response was awaited on locations and costs. In the meantime, maps would be put on noticeboards, in the WT Times and on the website.</p>	Clerk / MR  Clerk
<p><b>25.101 EVENTS</b></p> <p>a) The list of events scheduled for the remainder of the year was noted, these would be advertised on noticeboards, website and facebook.</p> <p>b) It was agreed that Cllrs Terry and Robertson would lead on the Remembrance Service arrangements. The Clerk would obtain a quote to close Worlds End Lane during the service.</p>	

<p><b>25.102 RECREATION GROUND</b></p> <p>a) Two requests had been received to use the recreation ground, although one had subsequently withdrawn the request. After discussion it was agreed not to permit bouncy castles and other activities on the field, these to be kept inside the village hall. It was agreed that children’s parties could be held on the recreation ground, the Clerk was asked to look at charges by other parishes and draw up a hire agreement.</p> <p>b) Two of the bollards in the car park had been hit by two different vehicles and both damaged beyond repair. Police have been notified but as it is private land recommended we contact our insurance company, however due to the relatively low cost of replacement, the excess payable and the effect it may have on future premiums not to proceed with an insurance claim and to pay for the replacement costs.</p> <p>c) Field drainage – it was noted that the Chair, Vice-Chair and Clerk had met with the golf club, Hampden Fields and West End landowner to review drainage issues. It would not be possible to discharge drainage from the playing field as there were no ditches around the field. Cllrs Blackmore and Lait to walk round with the Clerk to look at options for ditches and/or a pond.</p>	<p>Clerk</p> <p>Clerk</p> <p>RB / GL / Clerk</p>
<p><b>25.103 CHRISTMAS / CELEBRATION LIGHTS</b></p> <p>The proposal from Cllr Lait to install lights on a tree to be lit throughout the year to celebrate faith events and other pertinent dates (eg VE Day anniversary was considered. Cllr Lait was asked to carry out further research on what sort of tree and a location for the next meeting.</p>	<p>GL</p>
<p><b>25.104 PUBLIC MEETING</b></p> <p>The proposal from Cllr Lait to hold a public engagement meeting regarding The Glebe field, highways issues, future traffic calming was considered. It was AGREED to go ahead with this and the meeting to take place after the summer holidays.</p>	<p>GL / Clerk</p>
<p><b>25.105 HAMPDEN HALL</b></p> <p>Cllr Baylis reported on recent antisocial behaviour at Hampden Hall. It was noted that the police had been involved and the individual concerned would be rehoused once suitable accommodation found. It was agreed Cllr Baylis contact Bucks Cllr S Bowles for support form Bucks Council.</p>	
<p><b>25.106 BUCKS COUNCIL PLANNING SURGERIES</b></p> <p>The dates for the planning surgeries hosted by Bucks Council was noted. It was AGREED that Cllr Baylis would represent the Parish Council should a meeting be requested.</p>	
<p><b>25.107 TREES</b></p> <p>It was noted that four of the trees planted on the recreation ground had not survived (Tulip, Sweet Chestnut, Red Maple and Beech). It was AGREED to have the dead trees removed but not to replace them until a water supply was installed in the field.</p> <p>The silverbirch planted in Brookside had also died due to strimmer damage, Aylesbury Town Council had confirmed they would fund a replacement tree here. Cllr Terry would purchase a new one and look after it until autumn when it could be planted out.</p> <p>It was noted that the two trees planted in Wendover Road had not survived but agreed not to replace them due to the trees not surviving.</p>	<p>CT</p>

<p>25.108 <b>HAMPDEN FIELDS</b></p> <p>a) The traffic calming proposals in the village provided for within the S106 agreement were reviewed and it was agreed to request a zebra crossing to replace the chicane near the Chandos to allow a safe crossing point across Main Street.</p> <p>b) Link Road Name – the names put forward for the new link road were considered and it was agreed to submit “Peter Weedon Way” to the Street Naming Team at Bucks.</p>	Clerk
<p>25.109 <b>CLERK’S REPORT</b></p> <p>The Clerk’s report was noted.</p>	
<p>25.110 <b>MATTERS FOR INFORMATION</b></p> <p>Cllr Lait reported that he had attended the BALC conference that week.</p> <p>Cllr Terry reported that she had attended the VE Day event on 10th May and had thanked the Military Wives Choir and Chandos.</p>	
<p>25.111 <b>DATE OF NEXT MEETING</b></p> <p>The next meeting would be on Thursday 17th July at 7pm.</p>	
<p>25.112 <b>CONFIDENTIAL ITEMS</b></p> <p>It was resolved under the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.</p>	
<p>25.113 <b>PURCHASE OF LAND OFF BARLEY CLOSE</b></p> <p>It was noted that the overage agreement had been finalised. Copies of the legal documents had been circulated and it was agreed these could now be signed by the chair and vice chair, witnessed by the Clerk.</p> <p>There would be an agenda item for the July meeting to discuss works for the field. Cllr Robertson reported that a local landscaping firm had offered to provide hardcore for any paths and gateways.</p>	

Signed: \_\_\_\_\_ Date: 17th July 2025

## Actions List

Ref	Action	Who	Update / Complete
24.142	Investigate options for flood lighting	Clerk	
25.25d	Arrange meeting with CCLA	Clerk	On hold
25.28b	Quotes for bollards in School Approach	Clerk	✓
25.95	Submit S106 suggested projects to Bucks Council	Clerk	✓
25.95b	Apply for use of s106 funds	Clerk	✓
25.96	Arrange for streetlight repairs	Clerk	✓
25.97	Purchase new laptop	Clerk	✓
25.97	Quotes for ipads and chromebooks	Clerk	✓
25.98	Advertise Donate a Gate scheme	MR/Clerk	✓
25.98	Advertise locations of defibrillators	Clerk	✓
25.102a	Draft agreement for use of the recreation ground	Clerk	✓
25.102b	Quotes for replacement bollards	Clerk	✓
25.102c	Walk round to identify location for ditches	GL/RB/Clerk	
25.103	Carry out further research for tree to celebrate national and faith events	GL	✓
25.104	Organise public meeting	GL/Clerk	✓
25.107	Purchase silver birch tree	CT	
25.108	Advise street naming team of proposed link road name	Clerk	✓

**APPENDIX 1 – PAYMENTS LIST**

Date	Who	Detail	Ref	Net	Vat	Total
21/05/2025	Amelia Marquees	loss of deposit	electronic	£800.00		£800.00
30/05/2025	14th VA Sea Scout group	Grant (min ref 25.78c)	electronic	£1,000.00		£1,000.00
30/05/2025	WT Theatre Group	Grant (min ref 25.78d)	electronic	£1,200.00		£1,200.00
03/06/2025	OCD FM Ltd	50% replacement fire doors (min ref 25.83a)	electronic	£993.14	£198.63	£1,191.77
16/06/2025	Multipay Card	May statement (see below)	DD	£182.42	£35.89	£218.31
17/06/2025	DRAX	streetlight electricity for May	DD	£298.72	£59.74	£358.46
19/06/2025	Shield Maintenance Ltd	Dog bin collections (May)	electronic	£368.33	£73.67	£442.00
19/06/2025	Broxap Ltd	Waste bins (min ref 25.47)	electronic	£1,324.90	£264.98	£1,589.88
19/06/2025	Military Wives Choir	VE Day performance	electronic	£500.00		£500.00
19/06/2025	Buxton Press Ltd	WT Times summer edition	electronic	£1,027.96		£1,027.96
19/06/2025	BALC	2025-26 subscription	electronic	£828.52		£828.52
19/06/2025	Lengthsman	Village tidying May	electronic	£604.00		£604.00
19/06/2025	Caloo	Petanque maintenance (min ref 25.82)	electronic	£604.00	£120.80	£724.80
19/06/2025	E Sharp Electrical	Repair to outside light at the hall	electronic	£223.57	£44.71	£268.28
19/06/2025	Cllr Terry	Cost claim - APM Refreshments	electronic	£73.11	£7.18	£80.29
19/06/2025	LERC Online	Biodiversity information for neighbourhood plan	electronic	£63.00	£12.60	£75.60
19/06/2025	S Webb	Parts and labour to install bins and repair metal fencing	electronic	£515.00		£515.00
19/06/2025	Payroll	June salaries	electronic	£3,058.64		£3,058.64
19/06/2025	Bucks Council Pensions	Pension contribution less £40 overpaid in May	electronic	£1,057.98		£1,057.98
20/06/2025	5G Communications	Landline and broadband	DD	£49.00	£9.80	£58.80
30/06/2025	HMRC	PAYE & NI June	DD	£818.81		£818.81
30/06/2025	Unity Bank	Bank charges for May	DD	£9.15		£9.15
<b>TOTAL</b>				<b>£15,600.25</b>	<b>£828.00</b>	<b>£16,428.25</b>

**Multipay Card - 2nd May 2025 statement**

Date	Paid To	Detail	Net	Vat	Total
09/05/2025	Amazon	Water carrier for watering wildflower beds	£8.04	£1.61	£9.65
16/05/2025	Amazon	Stationery, batteries and ink	£88.05	£17.61	£105.66
31/05/2025	Canva	Subscription renewal	£83.33	£16.67	£100.00
02/06/2025	Lloyds Bank	Card Fee	£3.00		£3.00
<b>Total</b>			<b>£182.42</b>	<b>£35.89</b>	<b>£218.31</b>

## **APPENDIX 2 – Clerk’s Report**

Below are updates on issues that are ongoing where no decision or minimal expenditure is required. The purpose of this document is to keep councillors and the public up to date on various matters.

- **VAT Reclaim**

HMRC have completed their review of our calculation for the exempt element of the VAT reclaim and confirmed the calculations are correct. They have now refunded £42,614.75 to the Council’s bank account.

- **EV Chargers**

Bucks Council have provided an update but unfortunately there has been no progress with the project. They are still waiting for the supplier to sign the contract despite the project team getting back to them swiftly with the answers to their clarification questions. Until this contract is signed Bucks cannot move to the next stage of putting a project plan together for the installations so they are trying to push the supplier for them to get a signed copy returned asap.

- **Hampden Fields**

The closure of New Road scheduled for 30th June has been delayed due to the timing of the diversion of a gas main that runs along the east verge of New Road. It is estimated that this road will now be closed in October.

- **Parish Warden**

There were no applicants following the initial advertising so the role has been readvertised with a closing date of 20th June.

- **New Scout Hut**

The 14th Vale of Aylesbury Scouts were having an open day for their new scout headquarters in Wendover Road on 6th September, members of the Council are invited to attend.

- **Car park working group**

The car park working group met last week to discuss potential overflow car parking, a contractor has been out and assessed that we could get 24 cars in the area between the pétanque and the hall garden.

### **Update on actions from previous meeting:**

- The bollards have now been installed near the bin store.
- The litter bins were delivered and installed last week.
- Grants have been paid to the 14th Vale of Aylesbury Scout Group and Wendover & Villages Ukranian Support.
- Petanque maintenance has been completed.
- Order has been placed for the zipwire repairs, date awaited for them to attend site.
- The new waste collection contract will start on 30th June, two collections per week.
- The fire doors have been ordered and 50% deposit paid, installation date is 28th July.
- The outdoor tap will be installed on Monday 23rd June.
- The letter re footpath obstruction has been sent to Bucks Council, no response received yet.