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Minutes of the Meeting of Weston Turville Parish Council held on 19th March 2026 at the Parish Meeting Room, Weston Turville Village Hall.

PRESENT:

Parish Cllrs: R Blackmore, M Collins, S Dawkins, H Jones, G Lait, C Popovici-Birkby, C Terry and D Willmin (Chair)
Clerks: Andy Smith
Public Attendance: 16 members of public

Minute	Action
26.087 ELECTION OF CHAIR Cllr Willmin was ELECTED as chair and signed the declaration of acceptance.	
26.088 ELECTION OF VICE CHAIR Cllr Popovici-Birkby was ELECTED as vice chair.	

OPEN FORUM FOR PARISHIONERS

A member of the public highlighted the results of a traffic survey on Boulton Rd and further highlighted that it would be good to monitor the rest of estate. It was felt that this survey was evidence to show that something should be done about this area as a cut through to avoid the A41. Cllr Popovici-Birkby highlighted changing MVAS location was being looked into.

- Cllr Terry highlighted an issue on Boulton Road there is no legal sign showing the speed limits
- Cllr Collins recommended a meeting with the Buckinghamshire Ward Councillors for that area to ensure we are not duplicating other issues.

A member of the public congratulated the chair on their appointment.

A member of the public brought up a previous proposal to put some bulky flower containers to close off for traffic access to Boulton Road and wanted further updates. It was felt that it would be useful to get the level of traffic and also get a bigger picture on unadopted roads. It was noted that Aldi were looking into how they can help the community with traffic management. This is being looked into by the Parish Council

A member of the public highlighted that Taylor Wimpey have been slow to respond to residents on issues being raised with them.

Minute	Action
26.089 APOLOGIES None received, all councillors present.	
26.090 DECLARATIONS OF INTEREST a) A declaration of an interest in Aston Reach was made by Cllr Popovici-Birkby b) There were no dispensation requests.	

26.091	MINUTES OF PREVIOUS MEETING It was RESOLVED that the minutes of the meeting held on the 16 th April 2026 were an accurate representation of the decisions made. The minutes were signed by the Chair.	
26.092	MEMBERSHIP AND REMIT OF COMMITTEES AND WORKING GROUPS a) The committee membership, chairmanship and Terms of Reference <u>Finance, Governance and Personnel Committee</u> It was RESOLVED that the membership of this committee will be Cllrs Collins, Dawkins, Lait and Popovici-Birkby It was RESOLVED that the Chair of this committee will be Cllr Lait The terms of reference as presented were RESOLVED to be adopted <u>Planning and Highways Committee</u> It was RESOLVED that the membership of this committee will be Cllrs Dawkins, Popovici-Birkby, Jones, Willmin It was RESOLVED that the Chair of this committee will be Cllr Willmin The terms of reference as presented were RESOLVED to be adopted b) Neighbourhood Plan Steering Group It was RESOLVED that the representative will be Cllr S Dawkins and Jones c) Barley Close Working Group It was RESOLVED that the membership of this committee will be Cllrs Jones and Lait	
26.093	REPRESENTATION AT EXTERNAL BODIES a) East Bucks Community Board It was RESOLVED that the representative will be Cllr Collins b) ARLA Liaison Group It was RESOLVED that the representative will be Cllr Willmin c) BALC Parish Liaison meetings It was RESOLVED that the representative will be Cllr Willmin d) Hampden Fields Liaison meetings It was RESOLVED that the representative will be Cllrs Collins, S Dawkins, Jones e) CAWT Liaison meetings It was RESOLVED that the representative will be Cllr Jones	
26.094	ANNUAL ACCOUNTS 2025-26 The Council were advised on the importance of the end of year statements in the AGAR, what each of the statements mean and what Council should be considering. a) To note and approve the bank reconciliation to 31/03/26 The reconciliation was considered and RESOLVED to be approved. b) To note and consider the internal auditor's report The internal auditors report was considered and RESOLVED to be approved. c) To agree and sign the Annual Governance Statement 2025-26 The Annual Governance Statement was reviewed and each of the declarations in boxes 1 to 10 were considered in turn. The new requirement (assertion 10) was noted. It was agreed that the Council had complied with each of the statements. The	

	Council RESOLVED to approve the Annual Governance Statement (Section 1 of the Annual Governance and Accountability Return) and it was signed by the Chair of the meeting and the Clerk of the meeting. d) To agree and sign the Accounting Statement 2025-26 The Accounting statements 2025-26 were reviewed and each of the boxes 1 to 11b were considered. The Council RESOLVED to approve the Accounting Statements (Section 2 of the Annual Governance and Accountability Return). The statements, previously signed by the Responsible Finance Officer, were signed by the Chair of the meeting e) To confirm the dates for the exercise of public rights will be 3rd June – 14th July The announcement of the period of public rights was reviewed. It was RESOLVED that the announcement will be made on the 1st June 2026 and the period of public rights will commence on Wednesday 3rd June 2026 and close on Tuesday 14th July 2026	Clerk Clerk
26.095	BANKING ARRANGEMENTS a) To review and approve the direct debits and standing orders in place The direct debits and standing orders were considered and the following were noted: Direct debits • DRAX -Streetlight electricity: Monthly • GoCardless- BAS Payroll services: Quarterly • ICO - Data Protection: Annually • Public Work Loans Board - Loan repayment: Half yearly • Cloudy IT - IT licences and support: Monthly • HMRC - PAYE and National Insurance : Quarterly • 5G Communications - Landline and broadband costs: Monthly Standing Orders: • Francesca Beato – Salary: Monthly • Will Davies-Hawes – Salary: Monthly It was RESOLVED to approve the direct debits and standing orders with no amendments b) To review the bank signatories and agree any changes The bank signatories were considered and it was noted that Cllr Blackmore would need to come off the bank account and it was RESOLVED to add Cllr Collins as a full bank signatory. This would mean that the following were signatories to the bank account: • Mike Collins • Cathy Terry • Saryo Dawkins • Sarah Copley • Francesca Beato It was RESOLVED to approve the list of bank signatories	
26.096	REVIEW OF POLICIES a) Standing orders The standing orders were reviewed, and it was noted there were no recommended changes – it was RESOLVED to adopt the standing orders b) Financial Regulations The Financial Regulations were reviewed, and it was noted there were no	

	recommended changes – it was RESOLVED to adopt the Financial Regulations c) Code of Conduct The Code of Conduct was reviewed, and it was noted there were no recommended changes – it was RESOLVED to adopt the Code of Conduct d) Scheme of Delegation. The Scheme of Delegation was reviewed, and it was noted there were no recommended changes – it was RESOLVED to adopt the Scheme of Delegation It was noted that the Emergency Plan will need to be reviewed at a future date. It was noted that all policies should be redistributed	Clerk
26.097	FINANCES a) To approve the payments The receipts totaling £18,792.80, payments totaling £10,913.85 and multipay card payments of £827.26 were considered and it was RESOLVED to approved these payments b) To review and confirm subscriptions for 2026-27. The following subscriptions were considered, and it was RESOLVED to approve these subscriptions. • Bucks & Milton Keynes Association • Employee Assistance Programme (covers staff and councillors) • SLCC membership • Breakthrough Communications Council Hive • Parish Online – mapping software • Open Spaces Society • CANVA	
26.098	PARISH COUNCILLOR VACANCIES The applications for the position of Parish Council were considered. Applicants were invited to introduce themselves to the committee. It was RESOLVED to co-opt George Danelatos and Clive Dawkins as Parish Councillors for Weston Turville.	
26.099	CLERK VACANCY The resignation of the Clerk and Responsible Finance Officer was noted. The arrangements were considered. It was noted that there will be an interim clerk during the recruitment process and the costs approved.	
26.100	ASTON REACH The purchase of a defibrillator was considered and it was RESOLVED to purchase a defibrillator for £1,509 from defibworld and locate the unit on Aston Manor to the left hand side as you face the building.	
26.101	THE PADDOCKS The proposal to adopt the streetlights was considered, with the commuted sum of £440 per light for 13 lights It was RESOLVED to adopt the lights and noted that when bulbs go they will be replaced with red colour lights	
26.102	ENVIRONMENT a) Weston Turville Wombles The monthly litter pick was considered, and Cllr Jones would like to lead on this. It will happen every 4th Sun of the month at 10am b) The Glebe Field Community Wildbelt.	

	A verbal report on engagement was noted, it was noted that this would be combined on the future agenda with the Barley Close. Cllr Jones and Lait to look into the different wild areas in the parish	Cllr Jones, Cllr Lait
26.103	WESTON TURVILLE TIMES a) To consider format of the magazine in the future and the costs of printing 100 hard copies and revise advertising rates It was noted there was nobody to do this work and the decision would be deferred to a future meeting b) To agree the editor for 2026-27 It was noted there was nobody to do this work and the decision would be deferred to a future meeting	
26.104	EQUIPMENT SAFETY INSPECTIONS The quote was considered and it was RESOLVED to approve The Play Inspection Company at £380 per quarter.	
26.105	CLIMATE ACTION a) Update from Cllr Blackmore The update was noted b) EV hire scheme. The scheme at Haddenham was referenced where they own 2 EV vehicles that you can hire. All four parishes agreed in principle to progress and the next step is to undertake a survey to assess need and then a proposal will come back to Council.	
26.106	BUS SERVICES The update from Cllr Willmin was noted. There is bus company that is prepared to run a bus from Aston Reach to Kingsbrook for the school service. 12 have signed up and need 16 to full the bus. It will be a private service and starts in September. It was noted that the carrier is licensed to carry the children.	
26.107	WEBSITE The three quotes were considered. It was noted that the navigation of the site was important, whilst keeping the information accessible. It was RESOLVED that a working group would be established and Cllrs C Dawkins, Popovici-Birkby, Willmin and Danelatos would look into the matter further	Working group
26.108	MATTERS FOR INFORMATION • Cllr Popovici-Birkby had a surgery and there was a question from a resident about the lights on New Road. It is unlit and none of the lights work. • Cllr Popovici-Birkby Visited the Aston Manor care home and looked into the ownership of the strip of land between the home and the hedge • Cllr Collins has a meeting with the Hampden Fields Project Manager on 27th May and will raise the New road layout and lights • Cllr Lait was at a meeting regarding a community bookcase at Aston Reach with donations from residents. Cllr Lait will undertake more work on this to bring back a proposal • Cllr Lait has been donated 12 trees – indigenous species about 2m high which need spaces to be planted soon. • A noticeboard for Weston Grove will be on the next agenda • Cllr Collins offered apologies as he needed to leave	
26.109	DATE OF NEXT MEETING The next scheduled meeting would be on Thursday 18th June 2026 at 7pm.	

26.110	CONFIDENTIAL ITEMS 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	
26.111	LAND TRANSFER A piece of land has potentially been offered to the Parish Council. The Council were asked if, in principle, it should continue the negotiations. Of consideration were legal fees, dealing with land encroachments, rights of way and ongoing maintenance costs. It was RESOLVED that the Parish Council would be prepared to take on the land, and authorised the council to engage in discussions to bring back a full proposal to secure the land.	

Signed: _____ Date: 18th June 2026

Actions List

Ref	Action	Who	Update / Complete
26.10	Place orders for supplies for orchard	Clerk	
26.13	Arrange for council to join the Bucks energy contract	Clerk	
26.34d	Open Flagstone account	Clerk	New clerk to action
26.38a	Diarise to arrange for new limestone in summer	Clerk	New clerk to action
26.38c	Investigate grants for hall roof	Clerk	
26.41	Finalise welcome pack and get 100 copies printed	Clerk	
26.55a	Write to Bucks Council, First Port and Taylor Wimpey asking that they address rat running through Aston Reach	Clerk	
26.57	Neighbourhood plan to be proofread and submitted for s14 consultation	NP steering group	
26.094d e	Ensure information submitted to external auditor and publicise electors rights on 1 st June	Clerk	✓
26.095b	Authorise new bank signatories	Existing full signatory	
26.096	Distribute all policies to Councillors and review Emergency Plan	Clerk	✓
26.100	Arrange purchase of defibrillator	Clerk	
26.101	Notify developer of Council's decision to adopt streetlights	Clerk	✓
26.102	Review all current and potential wildlife areas in the Parish	HJ/GL	
26.104	Book play inspections for next 12 months	Clerk	✓
26.107	Create a website review working group	Working group	✓

Appendix 1 – Payments list

RECEIPTS AND PAYMENTS MAY 2026

RECEIPTS

Date	Who	Detail	Ref	Net	Vat	Total
17/04/2026	Bucks Council	S106 - AV equipment		£17,730.00		£17,730.00
23/04/2026	HMRC	VAT Reclaim for Mar 26		£1,062.80		£1,062.80
TOTAL				£18,792.80	£0.00	£18,792.80

PAYMENTS

Date	Who	Detail	Ref	Net	Vat	Total
28/04/2026	Vodafone	mobile phone bill	DD	£25.07	£5.01	£30.08
01/05/2026	Cloudy IT	Software licences and support	DD	£181.96	£36.40	£218.36
13/05/2026	Mr Brownlee	Workshop Facilitation	electronic	£200.00		£200.00
19/05/2026	DRAX	streetlight electric	DD	£517.24	£103.44	£620.68
19/05/2026	Lloyds Bank	Multipay card - see breakdown below	DD	£696.72	£130.54	£827.26
19/05/2026	5G Communications	landline and broadband for office	DD	£68.53	£13.71	£82.24
22/05/2026	Shield Maintenance	Dog/litter bin maintenance	electronic	£602.33	£120.47	£722.80
22/05/2026	BALC	Clerk seminar	electronic	£25.00		£25.00
22/05/2026	BALC	Annual subscription fee	electronic	£915.36		£915.36
22/05/2026	Cllr Terry	Cost claim - APM refreshments	electronic	£75.30		£75.30
22/05/2026	JW Mowing Services	removal of fallen tree	electronic	£155.00		£155.00
22/05/2026	ONH Planning	Spatial plan - 1st payment	electronic	£1,500.00	£300.00	£1,800.00
22/05/2026	Lengthsman	Village tidying - April	electronic	£255.00		£255.00
22/05/2026	Eldridge electrical	replacement streetlight	electronic	£550.00	£110.00	£660.00
22/05/2026	Bucks Council Pensions	pension contribution May	electronic	£597.66		£597.66
22/05/2026	Parish Warden	mileage claim	electronic	£40.54		£40.54
22/05/2026	Buxton Press	WTT summer edition printing	electronic	£1,027.96		£1,027.96
22/05/2026	Payroll	May Salaries	electronic	£2,412.12		£2,412.12
31/05/2026	Unity Bank	banking fees April	DD	£10.90		£10.90
31/05/2026	HMRC	PAYE & NI April	DD	£237.59		£237.59
						£0.00
TOTAL				£10,094.28	£819.57	£10,913.85

Multipay Card - 5th May 2026 statement

Date	Paid To	Detail	Net	Vat	Total
08/04/2026	Amazon	Laptop for new clerk	£617.32	£123.46	£740.78
17/04/2026	Amazon	laptop stand, keyboard and mouse for new clerk	£35.40	£7.08	£42.48
21/04/2026	B&Q	compost and padlocks (for stables)	£27.00		£27.00
22/04/2026	Land Registry	Title search	£14.00		£14.00
05/05/2026	Lloyds Bank	Card Fee	£3.00		£3.00
Total			£696.72	£130.54	£827.26

All invoices listed above have been examined, verified and certified for payment by the RFO for the Signed RFO to the Council

Payments authorised by Parish Council at its meeting on 21st May 2026 Signed (Meeting Chairman)

These payments were authorised online by Cllrs and