



Clerk: Mrs Sarah Copley
Email: clerk@westonturville-pc.gov.uk
Telephone: 01296 612838

Minutes of the Meeting of Weston Turville Parish Council held on 15th January 2026 at the Parish Meeting Room, Weston Turville Village Hall.

PRESENT:

Parish Cllrs: M Baylis, R Blackmore (Chair), M Collins, L Cook, S Dawkins, C Popovici-Birkby and M Robertson and C Terry

Clerks: Sarah Copley and Francesca Beato

Public Attendance: Seven members of the public

OPEN FORUM FOR PARISHIONERS

Seven members of the public attended and spoke about application 20/02583/APP, rubbish in ditches along New Road, trees in Walton Place and clarifying the result of the co-option vote at the November meeting. Cllr Popovici-Birkby read out a note from ARRA.

Minute	Action
26.1 APOLOGIES Apologies were received from Cllr Lait.	
26.2 DECLARATIONS OF INTEREST a) There were no declarations of interest. b) There were no dispensation requests.	
26.3 MINUTES OF PREVIOUS MEETING It was AGREED by a majority, with one objection and 2 abstentions to approve the minutes of the meeting held on 20 th November as an accurate record. The minutes were signed by the Chair.	
26.4 PARISH COUNCILLOR VACANCY a) It was noted that John Kelly had resigned as parish councillor. b) The vacancy had been advertised in accordance with legislation, if there was no request for an election then the vacancy would be filled by co-option.	
26.5 DEVOLVED SERVICES The correspondence from Aylesbury Town Council was noted. After discussion it was agreed to continue with devolved services and pay the shortfall between funds provided by Buckinghamshire Council and the actual cost of carrying out the work. It was agreed to remain with Aylesbury Town for 2026-27 but to tender for future years. <i>Cllr Robertson Left the meeting.</i>	Clerk
26.6 BUDGET AND PROJECTS FOR 2026-27 a) The draft budget for 2026-27 was considered and agreed. b) It was AGREED to set the precept at £172,500 which equated to an increase of 15%, raising the Band D equivalent to £74.38 per annum. It was further agreed to communicate the reasons for the increase to the parish in the next issue of the Weston Turville Times.	Clerk

<p>26.7 FINANCIAL MATTERS</p> <p>a) The list of payments totalling £30,829.96 was APPROVED and are attached to these minutes as appendix 1.</p> <p>b) The bank reconciliation was noted.</p> <p>c) It was noted that Cllr Popovici-Birkby had requested to be removed a bank signatory. The signatories were Cllrs Blackmore, Baylis, Dawkins and Terry. It was agreed to give access to the Assistant Clerk to set up payments.</p> <p>d) It was AGREED to appoint Mrs Bridget Knight as internal auditor for 2025-26 accounts.</p>	Clerk
<p>26.8 FINANCE, GOVERNANCE AND PERSONNEL COMMITTEE</p> <p>a) It was noted that Cllr Popovici-Brikby had resigned as a member of this committee, members were Cllrs R Blackmore, M Collins, S Dawkins and C Terry. It was agreed to defer this item until the vacancy had been filled.</p> <p>b) It was noted that the Council had received two Subject Access Requests which were taking up staff time.</p>	
<p>26.9 S106 PROJECTS</p> <p>a) It was noted that Buckinghamshire Council have now approved use of S106 funds for the following projects:</p> <p>£150,000: Recreation Ground path improvements £25,000: Village Hall audio-visual equipment £50,000: Recreation Ground play & seating improvements</p> <p>b) Audio Visual Equipment – the quotes for the AV equipment were considered and it was agreed to accept the quote of £17,330 from Creative Audio-Visual Systems.</p> <p>c) Recreation ground improvements – the tender documentation was reviewed and some amendments agreed. The tender would go live the following week with a deadline of 12th February for submissions.</p> <p>d) Drainage and path improvements – it was agreed to obtain quotes to remove the mounds and dig out the ditch along the far side of the football field.</p> <p>e) Outdoor gym for Aston Reach – It was unanimously agreed to submit a request for £50,000 of S106 funds to provide outdoor gym equipment at Aston Reach, subject to authorisation from Taylor Wimpey.</p>	Clerk Clerk Clerk Clerk Clerk
<p>26.10 BARLEY CLOSE FIELD</p> <p>a) The following was agreed:</p> <ul style="list-style-type: none"> • the proposed layout of the field was approved • trees – it was AGREED that the preferred quote was from Bernwode Fruit trees, although it was noted that some varieties would not be available until later in the year. Cllr Collins would get some advice from a tree expert on whether the proposed varieties were suitable for the soil type before the order was placed. • stable repairs and water troughs – one quote had been received to date, two further had been requested. The Clerk was delegated to accept the most favourable quote in consultation with the Chair and Vice Chair. • Equipment – the list of equipment to be purchased was approved with the addition of a ride on mower and a flame vault for safe storage of fuel. <p>b) Dead Hedge – it was AGREED to locate the dead hedge near the wild area and entrance to the Glebe field. If there was enough for two hedges, the other would be located near the Elm Close entrance alongside the existing fence.</p>	MC / Clerk

26.11 THE GLEBE FIELD The draft layouts for the information board were considered and it was agreed to opt for board 2. The Clerk and Cllr Cook were delegated authority to finalise the wording with support from Chiltern Wildbelt.	
26.12 JOINT SPACIAL PLAN The production of a joint special plan with neighbouring parish was discussed. It was agreed to go ahead with this at a cost of up to £3000 provided the consultation currently running indicated support from residents.	
26.13 STREETLIGHTS The information on the Buckinghamshire Council Energy Contract was considered and it was AGREED to join this scheme which gave access to excellent rates.	Clerk
26.14 VILLAGE HALL The recent drainage issues at the hall and work taken to date to resolve this was noted. It was AGREED to get the hole in the drain repaired by All about Drainage at a cost of £400 plus VAT.	Clerk
26.15 RECREATION GROUND <ul style="list-style-type: none"> <li data-bbox="271 833 1314 945">a) The request to provide pickleball markings and nets at the recreation ground was considered. It was agreed to monitor use of the courts at the rugby club and revisit this request should the rugby club courts not cope with local demand. <li data-bbox="271 961 1314 1073">b) A resident had requested that the roots of a tree that had been felled be removed in order to make the path easier to navigate. It was agreed to get the roots removed at a cost of £150. 	Clerk
26.16 HAMPDEN FIELDS Cllr Blackmore gave an update on the Community Action Plan workstream relating to cycle routes in the area. The Council was asked to consider supporting the introduction of a cycle route from Hampden Fields to West End, this would have the benefit of connecting the village to cycle routes to Aylesbury and Wendover. It was AGREED to support this initiative and advise Hampden Fields of the Council's support.	
26.17 COMMUNITY ENGAGEMENT EVENTS FOR 2026 <ul style="list-style-type: none"> <li data-bbox="271 1372 1314 1664">a) Councillor Surgeries – after discussion it was proposed by Cllr Popovici-Birkby that monthly surgeries continue to be held at the parish office and a second session be run at the Holiday Inn every other month. This was unanimously AGREED. Cllrs Blackmore and Popovici-Birkby agreed to run the bi monthly session and Cllrs Lait and Robertson would be asked if they were happy to continue running the village monthly session. It was further agreed that logs should be kept of numbers attending and issues raised in order to review provision of councillor surgeries in six months time. <li data-bbox="271 1686 1314 1911">b) Events – the proposed list of events were AGREED and budgets set as follows: <ul style="list-style-type: none"> <li data-bbox="319 1709 1314 1742">• Easter family fun day - £400 <li data-bbox="319 1745 1314 1778">• Summer play sessions x 2 - £1,092 <li data-bbox="319 1781 1314 1814">• Remembrance Sunday - £150 <li data-bbox="319 1817 1314 1850">• Halloween family fun day - £400 <li data-bbox="319 1852 1314 1886">• Christmas tree and carols event - £950 	
26.18 GRIT BIN It was unanimously AGREED to purchase a grit bin at the cost of £224.79 to be located at the village hall car park. The parish warden would be responsible for monitoring level of grit supplies. It was further agreed to get a quote for a grit spreader.	Clerk

26.19	CLERKS REPORT The Clerk's report was noted.	
26.20	MATTERS FOR INFORMATION Cllr Cook reported that she wished to reduce her commitment to the wombles and looking for volunteers to lead some sessions. Cllr Popovici-Birkby reported that he was attending the monthly ARRA meetings which were now being held at the Aston Manor care home. Cllr Blackmore offered to attend some meetings when she could.	
26.21	DATE OF NEXT MEETING The next meeting would be on Thursday 19 th February 2026 at 7pm.	
26.22	CONFIDENTIAL ITEMS	
26.23	GROUNDS MAINTENANCE CONTRACT It was unanimously AGREED to award a grounds maintenance contract for three years to Total Landscapes at a cost of £10,000 per annum for year one.	

Signed: _____ Date: _____ 29th January 2026

Actions List

Ref	Action	Who	Update / Complete
24.142	Investigate options for flood lighting	Clerk	
25.119c	Quotes for additional planter outside office	Clerk	
25.173a	Cricket proposal documentation	Work group	
25.191	Request quotes from Lindengate for a planter	Clerk	
25.194a	Create Welcome pack	Clerk / CPB	
26.5	Relay decision re devolved services to Aylesbury Town Council	Clerk	✓
26.6	Submit precept demand	Clerk	✓
26.7c	Make changes to bank account signatories	Clerk	
26.7d	Book internal audit	Clerk	
26.9b	Place order for AV equipment	Clerk	✓
26.9c	Publicise tender for playground	Clerk	✓
26.9d	Quotes for earth works to improve drainage	Clerk	
26.9e	Submit request for use of s106 for outdoor gym	Clerk	
26.10	Place orders for supplies for orchard	Clerk	
26.11	Place order for info board for the Glebe	Clerk	✓
26.13	Arrange for council to join the Bucks energy contract	Clerk	
26.14	Arrange for drain repairs	Clerk	✓
26.15	Arrange for removal of roots	Clerk	✓
26.18	Order grit bin and get quotes for spreader	Clerk	
26.23	Notify companies of tender award decision	Clerk	✓

APPENDIX 1 – PAYMENTS

PAYMENTS

01/12/2025	Cloudy IT	Software licences and support December	DD	£143.74	£28.75	£172.49
10/12/2025	Premier Windows	25% deposit for new window	Electronic	£140.12		£140.12
10/12/2025	Buxton	WT Times winter edition printing	Electronic	£1,027.96		£1,027.96
15/12/2025	The Arbor Crew	tree maintenance (50%)	Electronic	£1,190.00		£1,190.00
15/12/2025	Shield Maintenance	Dog and litter bin collection - Nov	Electronic	£602.33	£120.47	£722.80
15/12/2025	Play Inspection Company	quarterly park inspections	Electronic	£365.00	£73.00	£438.00
15/12/2025	All About Drainage	unblock overflowing drains	Electronic	£200.00	£40.00	£240.00
15/12/2025	All About Drainage	Investigation works, clear chamber	Electronic	£150.00	£30.00	£180.00
15/12/2025	Clerk	Cost claim - (Christmas event)	Electronic	£34.97	£6.99	£41.96
15/12/2025	BALC	Training courses - Clerk & Cllr Cook	Electronic	£150.00		£150.00
15/12/2025	Parish Online	Mapping software	Electronic	£162.00	£32.40	£194.40
15/12/2026	Bucks Council	Pension contribution December	electronic	£1,249.31		£1,249.31
16/12/2025	Multipay card	see below	DD	£88.12	£17.02	£105.14
16/12/2025	DRAX	Streetlight electricity November	DD	£673.59	£134.71	£808.30
17/12/2025	Payroll	December salaries	Electronic	£3,591.00		£3,591.00
18/12/2025	5G Communications	Office landline and broadband	DD	£49.00	£9.80	£58.80
19/12/2026	Castle Water	Barley Close water November	DD	£5.55	£1.11	£6.66
31/12/2025	Unity Bank	Monthly banking fee	DD	£10.80		£10.80
31/12/2025	HMRC	PAYE & NI December	DD	£800.15		£800.15
01/01/2026	Cloudy IT	Software licences and support January	DD	£143.74	£28.75	£172.49
10/01/2026	BAS Associates	Payroll Q4	DD	£171.00	£34.20	£205.20
15/01/2026	Cllr Dawkins	Cost claim - mince pies for Carols event	Electronic	£16.09		£16.09
15/01/2026	Breakthrough Communications	Compliant Council Hub	Electronic	£645.00	£129.00	£774.00
29/12/2025	The Arbor Crew	tree maintenance - balancing payment	Electronic	£1,190.00		£1,190.00
15/01/2026	Assistant Clerk	Cost claim - coffee/milk for carols event	Electronic	£11.30		£11.30
15/01/2026	Assistant Clerk	Mileage and parking claim	Electronic	£11.44		£11.44
15/01/2026	Parish Warden	mileage claim 1 Nov - 14 Jan	Electronic	£45.65		£45.65
15/01/2026	SignWizzard	Dogs on Leads signs	Electronic	£84.60	£16.92	£101.52
15/01/2026	SignWizzard	Paddocks Playground sign	Electronic	£157.20	£31.44	£188.64
15/01/2026	SLCC Enterprises	Local Council Administration book	Electronic	£148.50	£0.90	£149.40
15/01/2026	SparkX	Connect new streetlights	Electronic	£6,550.00	£1,310.00	£7,860.00
15/01/2026	Lengthsman	Village tidying November	Electronic	£330.00		£330.00
15/01/2026	SLCC	Clerk membership fee	Electronic	£253.00		£253.00
15/01/2026	Shield Maintenance	Dog and litter bin collection - Dec	Electronic	£602.33	£120.47	£722.80
15/01/2026	St John Ambulance	Defib pads (Chandos defib)	Electronic	£120.95	£24.19	£145.14
15/01/2026	Windowflowers	planter maintenance	Electronic	£618.62	£123.72	£742.34
15/01/2026	BALC	Training courses - Clerk & Cllr Cook	Electronic	£120.00		£120.00
15/01/2026	Bucks Council - Pensions	Pension contribution January	Electronic	£1,249.31		£1,249.31
15/01/2026	Payroll	Salaries January	Electronic	£3,591.00		£3,591.00
16/01/2026	Lloyds card	See below	DD	£44.66	£8.33	£52.99
16/01/2026	Castle Water	Barley Close water December	DD	£5.73	£1.15	£6.88
19/01/2026	DRAX	Streetlight electricity December	DD	£733.28	£146.66	£879.94
21/01/2026	5G Communications	Office landline and broadband	DD	£60.63	£12.13	£72.76
31/01/2026	HMRC	PAYE & NI January	DD	£800.15		£800.15
31/01/2026	Unity Bank	Banking fees for December	DD	£10.05		£10.05

TOTAL **£28,347.87** **£2,482.09** **£30,829.96**

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.

- **Westonmead Farm – SANG**

Following approval of the Kingsbrook Meadows Strategic SANG, the developer decided that it would be preferable to utilise credits from this strategic SANG as opposed to providing an on-site SANG. As such permission was granted before Christmas on the Westonmead Farm reserved matters application following completion of a legal agreement securing the matters in respect of the SANG contributions.

- **Litter Picks**

A community group has contacted the council to advise they will be carrying out litter picks on the following days and asking for the Council to help advertise the event and for councillor assistance on the days:

- Sunday 22nd March - Aston Reach (meeting Holiday Inn)
- Sunday 1st March - Weston Turville (meeting in the village)

- **HS2 Community Engagement**

HS2 would like to hold another community engagement session in the village hall car park on Tuesday 24th March, 12 – 3pm

Update on Actions

- The process has started to move the mobile phone account from the village hall to the Parish Council, once this is complete then a third phone will be added to the account for the Parish Warden.
- The office window has been replaced with a single frame of glass and the new electronic noticeboard can now be installed in the window and set up.
- New sign has been installed at The Paddocks playground with the Parish Council’s details.
- Dogs on leads signs have been purchased and the Parish Warden will put them up next week.
- The school were delighted to accept the old ipads for the children to use.