



WENDOVER PARISH COUNCIL

Address: The Clock Tower, High Street, Wendover,
Aylesbury, Buckinghamshire HP22 6DU
Tel: 01296 623056 Email: clerk@wendover-pc.gov.uk

PARISH COUNCIL MEETING AGENDA
Tuesday 1st October 2024 at 7:30pm
St Anne's Hall, Aylesbury Road, Wendover HP22 6JG

Committee Membership: Councillors Ballantine, Gallagher, Goodall, Lloyd-Evans, O'Donnell, Porter, Standen, Thornton, Wales, Walker, Washington and Worth

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.

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 Councillors with declare their interest in relation to this meeting.

3) [MINUTES](#) – *page 4*

Consideration of approval of minutes of the meeting on 3rd September 2024.

4) CHAIR'S ANNOUNCEMENTS

5) PUBLIC PARTICIPATION - A maximum of 3 minutes per speaker will be allowed.

The Council is committed to community engagement and warmly invites members of the public to contribute. Members of the public should note that the Council is only allowed to take decisions on topics that are publicised on the agenda; items not on the agenda can be carried forward for a response later. Members of the public are asked to respect the fact that this is a meeting to conduct Council business and interruptions during the remainder of the meeting are not permitted.

6) REPORTS FROM BUCKINGHAMSHIRE COUNCIL COUNCILLORS

7) [CLERKS REPORT & CORRESPONDENCE](#) – *page 9*

- 8) **[FINANCE AND PAYMENTS](#) – page 12**
- a) To consider the list of payments and sign cheques (these will be sent on the day of the meeting to cover as many payments as possible)
 - b) To receive the latest [I&E reports](#), [Balance Sheet](#) and [EMR reports](#) - pages 13, 17 and 18
 - c) To receive the latest [Flagstone](#) statement after the implementation of the new deposits policy and the second instalment of the Precept from Buckinghamshire Council – page 19
- 9) **REPORTS FROM MEETINGS WITH OUTSIDE BODIES**
- a) [HS2 Mitigation Action Group](#) – page 20
 - b) Other groups
- 10) **REPORTS FROM COMMITTEES**
- a) **AMENITIES**
 - i) To note the draft [minutes](#) of the meeting on 17th September – page 21
 - b) **PLANNING**
 - i) To note the draft [minutes](#) of the meeting on 17th September – page 23
- 11) **REPORTS FROM WORKING GROUPS**
- a) **Transport Working Group**

To receive an update from the Transport working group.
 - b) **Open Spaces Working Group**

To receive an update from the working group.
 - c) **Sustainability and Biodiversity Group**

To receive an update from the working group.
 - d) **Strategic Planning Steering Group**

To receive an update from the working group.
- 12) **OTHER ITEMS**
- a) [Neighbourhood Plan](#)– page 25
 - i) To approve the Council to undertake a review of the current neighbourhood plan
 - ii) To authorise the office to seek quotes from providers for the review
 - iii) That an EMR and budget of £20k be approved to be included in the 2025/26 budget proposal
 - iv) To form a neighbourhood plan task and finish group
 - b) [Insurance](#) – page 29

To approve the renewal of the current insurance and note that this may change after the reinstatement valuations have been received
 - c) [War memorial lights](#) – page 34

To approve work to replace two vandalised uplighters on the war memorial in light of the recent advice on costs

d) [Wendover response to public consultation on a Buckinghamshire-wide Local Cycling and Walking Infrastructure Plan](#) – *page 37*

To approve the Council response to this plan

e) [Nominated Charity for Christmas Event](#) – *page 44*

To consider local charitable organisations and agree who should receive the money raised through the Christmas event

f) [Community Climate Action Planning](#)– *page 46*

To consider authorising the Chair to liaise with the local Parish Councils for a collective action plan for climate projects.

g) [Little Acorns Minor Grant request](#) – *page 48*

To consider and approve the minor grant request for £1000 to put towards their learning garden.

13) NEXT MEETING AND AGENDA ITEMS FOR FUTURE MEETINGS

The next Parish Council meeting 7.30pm on Tuesday 5th November 2024 at St Annes Hall. Items for the agenda are due into the office by 9am on Mon 28th October.

14) CONFIDENTIAL ITEM

The Public Bodies (Admission to Meetings) Act 1960 makes provision for excluding the public by resolution when confidential business is being considered or there are other special reasons and publicity would be prejudicial to the public interest.

a) To move the meeting into confidential session (sensitive personal information)

To consider moving the meeting into confidential session because of the discussion of sensitive personal information.

b) Matters arising from Staffing Committee

To consider the issues referred from Staffing Committee.

15) CLOSURE OF MEETING

Signed by *Andy Smith*

Clerk and Responsible Finance Officer

Date: 26th Sep 2024

WENDOVER PARISH COUNCIL

Minutes of the Parish Council Meeting 3rd September 2024 at 7:30pm St Anne's Hall, Aylesbury Road, Wendover HP22 6JG

Present: Councillors Ballantine, Gallagher, O'Donnell, Standen, Thornton, Wales, Walker, Washington and Worth

In attendance: Buckinghamshire Cllrs Strachan and Newcombe

Clerk: Andy Smith

Members of Public: 4

ELECTION OF CHAIR

PC24/159 Cllr Gallagher was elected unanimously

APOLOGIES FOR ABSENCE

PC24/160 Apologies were received from Councillor Goodall and were APPROVED. Councillor Lloyd Evans was absent.

DECLARATIONS OF INTEREST

PC24/161 None

MINUTES

PC24/162 The minutes of the Parish Council of 6th Aug 2024. were RESOLVED as a true record to be signed by the Chair of the meeting.

CHAIRS ANNOUNCEMENTS

PC24/163 The new Chair thanked Cllr Williams for her excellent service as Chair of the Council and there will be a presentation and social when she returns from travels.

PUBLIC PARTICIPATION

PC24/164 The Chair of Weston Turville Parish Council talked about the importance of the environment and outlined an inspirational talk presented at a national event about having a community climate plan. This starts with a team of all key stakeholders coming together for an eco day and then those ideas are followed up and planned. There is a cost to facilitating the day, with some of the funding comes from the Community Board. The importance was working together with other local Parishes.

PC24/165 A member of the public pointed out that the surgeries at the Library had been cancelled and were being reviewed. They pointed out that engagement with the Parish Council was very important and that the Parish Council should consider that/.

PC24/166 A member of the public highlighted the importance that the new planning framework is discussed and asked for clarity. It is important that the public know about this.

REPORTS FROM BUCKINGHAMSHIRE COUNCILLORS

PC24/167 Regarding the planning, Cllr Strachan assured the Parish Council that when Buckinghamshire Council knows they will pass on the information to Wendover. What is known is that the new National Planning Policy Framework (NPPF) is being consulted on and it will be open until 24th September.

PC24/168 The way that development targets is calculated is changing and this means an increase of about 41% in Buckinghamshire. Buckinghamshire is going to be involved in the consultation process and Buckinghamshire Councillors will keep the Parish Council updated. It is important that Parish Councillors read the new NPPF and looking at the neighbourhood plan to ensure it has been updated in the last 5 years. It is worthwhile reviewing the neighbourhood plan.

PC24/169 The changes of the constituencies mean there will be changes in the number of Councillors and our area will be represented by two Councillors. Councillor Newcombe will be standing down for the Wendover area at the elections next year.

CLERKS REPORT AND CORRESPONDANCE

PC24/170 The report was noted. With the additional notification that the external auditor had written back to confirm they were satisfied with the accounts.

FINANCE AND PAYMENTS

a) Payments to consider.

PC24/171 The Clerk answered questions to clarify some of the payments and Council The payments to consider, totalling £45,008.35, were **RESOLVED** to be approved and signed.

b) Expenditure under Clerk's Authority.

PC24/172 The expenditure was noted and it was **RESOLVED** to approve the expenditure.

c) Latest financial reports

PC24/173 The financial reports were noted and Councillors were happy with the current financial position.

REPORTS FROM MEETINGS WITH OUTSIDE BODIES

a) HS2 Mitigation Action Group

PC24/174 The report was noted. The Wendover HS2 mobile visitor van will be on the manor waste as a part of the October Local Produce Market.

b) Other groups

PC24/175 **Pub business network** – the group met at the Shoulder of Mutton. A lot of new ideas have come from the group There was a concerning incident where a member of staff dealing with a medical emergency in Istanbul was not given access to the defib on the high street during a medical incident. It was felt by Parish Council that the office should look into the issue further.

PC24/176 **Choral Society** – there is a new conductor and want to increase the numbers and looking at new events.

PC24/177 **Wendover Society** – producing an illustrated map of the shops to go on the Manor Waste

REPORTS FROM COMMITTEES

a) FINANCE

PC24/178 The draft minutes of the meeting on 6th August 2024 were noted. It was noted that we need more people on the finance committee and a chair.

ITEMS REFERRED FROM FINANCE

- PC24/179 i) **Financial Regulations** –The new model regulations were considered and it was **RESOLVED** to adopt the regulations as presented in the pack.

REPORTS FROM WORKING GROUPS

a) **Transport Working Group**

PC24/180 No report

b) **Open Spaces Working Group**

PC24/181 Looking to organise another meeting with the group for the next steps action on our open spaces plans.

c) **Sustainability and Biodiversity Group**

PC24/182 No report.

d) **Strategic Planning Steering Group**

PC24/183 **Strategic Framework** – Thanks to the member of project staff as he reaches the end of his project time. It was noted that because of his efforts we now have a framework.

PC24/184 The framework needs to be populated with our projects. Committee Chairs and Working Group leads are now asked to bring together their thoughts on what we should be doing in the future projects and workstreams that can be sent to the Chair. The second week in October the group will look at them and then plot them in line with our strategy.

OTHER ITEMS

a) **New Committee Structure**

PC24/185 The proposal to have two vice chairs was discussed. It was noted that it may be best that each group of three should identify what the strengths of each other in that group so that you could identify a portfolio based on the membership. The original discussion was noted in that the demands of the chair often meant that people with families or full time work were often precluded from the role and that this structure aims to help with that. This would be a way of sharing the workload around.

PC24/186 An amendment to the policy was discussed – It was agreed that the policy could be flexible in line with the needs and demands of the chair at the time. The proposal is that an additional vice chair can be elected should it be needed. It was **RESOLVED** to accept this amendment.

PC24/187 The proposal as amended was **RESOLVED** to be introduced.

PC24/188 The election of the Vice Chair was discussed and three candidates for the role were nominated. Councillors O'Donnell and Ballantine were **ELECTED** as vice chair.

b) **Parish Council Attendance**

PC24/189 The paper was discussed, and it was **RESOLVED** to adopt the recording of Councillor attendance

c) **War memorial lights**

PC24/190 There was concern over the cost to the Parish of this repair. Councillors felt that £2500 for repairing two lights seemed excessive. It was noted that it was an honour to host the war memorial and that we should look after it. One of the Councillors knew a commercial electrician It was **RESOLVED** for the paper to come back to Amenities after the further advice is sought

DATES OF FUTURE MEETINGS

PC24/191 The next Parish Council meeting 7.30pm on Tuesday 1st October 2024 at St Annes Hall. Items for the agenda are due into the office by 9am on Mon 23rd September

CLOSURE OF MEETING

PC24/192 As all business was transacted the meeting was closed at 8.42pm

Signed by

Chair to the Parish Council

Date:

DRAFT

PAYMENTS TO CONSIDER		Sep	Parish Council 03/09/2024
BACS			
Date	To	Amount	Payment for
05/09/2024	Phenom Networks	£204.87	Computer Support
05/09/2024	PawPrint	£140.40	Printer/Copier Costs
05/09/2024	Val Mayland	£80.00	Cleaning
05/09/2024	Marley Design	£200.00	Web and communications
05/09/2024	Numbers	£72.00	Payroll Services
05/09/2024	St Annes Hall Hire	£30.00	Hire of hall for meetings
30/09/2024	Salaries	£11,216.49	Monthly Salaries Bill
30/09/2024	LGPS	£908.33	LGPS Pension Costs
30/09/2024	HMRC	£3,504.14	Payroll Tax and NI
05/09/2024	Sparkx	£345.60	Light repairs - 82, 95
05/09/2024	Sparkx	£636.00	Light repairs - 71 new lantern
05/09/2024	Pat Kernan	£7,700.00	Tree works and maintenance
05/09/2024	R Wright and Son	£198.00	Septic tank empty
05/09/2024	Farol	£846.98	Flail cutting deck repair
05/09/2024	WindowFlowers	£465.60	War memorial planters
05/09/2024	WindowFlowers	£2,305.80	Hanging baskets and planters at white gates
05/09/2024	WindowFlowers	£4,392.00	Manor Waste trees
05/09/2024	M Stevens	£96.00	Repair of Stihl hedge cutter
05/09/2024	Heritage Fruit Tree Co	£558.35	Orchard maintenance
23/08/2024	Frank Fennell Plumbing	£571.00	Water heater for clock tower kitchen
05/09/2024	Strawberry Fieldz	£110.00	Deposit for christmas event staging
21/11/2024	Strawberry Fieldz	£440.00	Outstanding balance for christmas event staging
05/09/2024	Sirensent Medical Services	£240.00	First Aid Cover - picnic in the park
05/09/2024	Sharp Fencing	£6,562.75	Deposit for works at Hampden Park
05/09/2024	Chiltern Secure Shredding	£48.00	Office Shredding
TOTAL BACS AMOUNT		£41,872.31	
CARD			
Date	To	Amount	Payment for
26/08/2024	Adobe	£19.97	Acrobat Pro plan - Sep
13/08/2024	Lebara Mobile	£5.00	Office mobile plan - Sep
30/08/2024	Amazon Business	£23.99	A4 paper
29/08/2024	Amazon Business	£12.74	RCD Socket adapter (events)
29/08/2024	Amazon Business	£41.11	Outdoor weatherproof extension reel
29/08/2024	Amazon EU	£25.96	Award rosettes (dog show)
07/08/2024	Amazon EU	£5.19	Notebook/to do list
07/08/2024	Chiltern View nursery	£100.00	Topsoil for repairs around benches
28/08/2024	Sum Up	£0.30	Transaction fees
27/08/2024	Sum Up	£0.17	Transaction fees
27/08/2024	Lady Grey Tearoom	£64.65	Exit interviews and thank you
15/08/2024	Wendover Post Office	£5.49	Leaving card
15/08/2024	Post Office Ltd	£13.60	2nd class stamps
15/08/2024	Sweeneys	£7.48	Office Supplies
14/08/2024	Lock and Key Centre	£403.54	Repair door top lock and replace keys
08/08/2024	Land registry search	£3.00	Title plan for overgrown land at PMG
TOTAL Debit Card AMOUNT		£732.19	
DD/SO			
Date	To	Amount	Payment for
3 Sep 2024	SIDLEYS CLIENT THE	£135.00	Sidleys garage rent
3 Sep 2024	LEX AUTOLEASE	£444.29	Hilux lease agreement
6 Sep 2024	BE FUELCARDS LTD	£382.38	BP Fuel Card
28 Sep 2024	SMART PENSION LTD	£870.38	SMART pension contributions
15 Sep 2024	BG LITE	£20.36	Manor Waste Electricity
15 Sep 2024	BG LITE	£115.24	Clock Tower Electricity
15 Sep 2024	BG LITE	£19.31	Site Safe Electricity
20/08/2024	MICROSOFT	£126.60	Microsoft 365 Licenses
17/07/2024	CASTLE WATER LTD	£21.87	Clock Tower Water
17 Sep 2024	CASTLE WATER LTD	£9.57	Site Safe Water
05/07/2024	BUCKS COUNCIL	£90.00	Manor Waste Market Rates
30 Sep 2024	BUCKS COUNCIL RECE	£96.85	Waste Container emptying
05/09/2024	RADIUS TELEMATICS	£72.00	Vehicle trackers
TOTAL DD & SO		£2,403.85	
TOTAL PAYMENTS		£45,008.35	SIGNED BY COUNCILLORS:
COUNCIL MINUTE NUMBER			



ITEM 7 – CLERKS REPORT AND CORRESPONDENCE

Library moves into Clock Tower

There is a temporary Library Click and Collect service now running from the Clock Tower on Tue, Thu and Fri between 10am and 2pm. We hope the Library staff and volunteers feel welcome in our humble abode and the service certainly seems popular with people in and out all the time. There is some early teething issues with people trying to access books out of the time slots but this is calming down. We also need to consider the fact that the Library is also getting deliveries on non-library days that we are having to deal with.

Library Car Park charges

Despite all our opposition and feedback into the consultation Bucks Council has now given “notice of making” and it looks like the new charges are coming in at the end of September. The library car park will no longer have free parking for an hour and extended charging periods at the weekends and evenings. We have set out to Buckinghamshire Council that this will impact an already difficult high street trading environment. Since the notice we have already had a web form from a resident asking us to oppose the changes. Unfortunately, we are not able to make changes.

Streetlight working group

A group of local Parish Councils are meeting to combine efforts. The group is looking into the impact of LED streetlighting on humans, wildlife and the overall carbon footprint. The options that the group are looking at are: part night lighting (turning off between 12 and 5am), changing the colour temperature of the lights to match the old sodium lamps, dimming the current lamps. These options are being viewed as and/or and local parish councils can choose the options appropriate for them. Our next step is to look at the total number of lights between us to try and negotiate bulk deals for new units. This will allow us to be able to properly cost any options for Council to make a decision. The final workstream is to produce a common survey we can all use with residents so we can compare and contrast responses.

MP Greg Smith visits LPM

The local produce market was pleased to welcome our local MP Greg Smith. Greg retained his seat at the election but with a newly formed ward of which Wendover became a part of. Greg met with myself, the Estates and Events Manager and Cllr Porter to see the market in operation. He spent about 90 minutes chatting with the stallholders about their challenges and experiences and to the customers about local issues. It will come as no surprise that HS2 came up more than once!

Neighbourhood plan online conference

On the 25th Sep I attended a NALC seminar “the future of neighbourhood planning” it was not as useful as it could be but I got a number of tips and pointers. I will circulate the slides when they come in.

Lone Working Policy

As a result of the Lone Working Policy the Clock Tower now has a new video doorbell and an internal CCTV camera which is covering the entrance doors. The new doorbell has a portable plug in chime which is audible all around the Clock Tower. (Ironically you can be sat at the downstairs desk and miss people at the door with the old bell). It was a simple install, so I undertook the work a couple of weeks ago. The cameras are used mainly for live viewing for anyone working alone in the Clock Tower. They do record but because



of GDPR requirements the recording is only viewable by the Clerk and it can only be shared under specific conditions. We will need to refresh our GDPR policy to ensure that the new camera is covered.

PRS/PPL Licence

We have reviewed all of our events for last year and the forthcoming year. Our PRS/PPL return has to specify the event date, nature of the event, free or ticketed, music being played (live or recorded, covers or original songs etc) and estimated attendance. Even something as simple as the brass band playing Christmas Carols at the LPM is liable for a license. This cost is now factored into our new charging scheme for hire of the space as we are liable to pay a license for any music played by the person hiring the space.

Vandalism update

The vandalism is slowing down in September and the weather has certainly reduced the frequency of incidents. Even so we are still averaging one incident a week. The direct cost of vandalism this financial year is £5,262.42 This is merely the costs of the replacement bits/parts. It does not include any staff time in dealing with the incidents. A rough cost of staff time spent on these issues is difficult; even a conservative estimate would add another £3k to that figure. This equates to 2% of the Precept. Currently we are making efficiencies in other areas of the budget to accommodate this. If we had budgeted for this cost it would have meant increasing the precept last year by over 10% for individual households. We are now recording all vandalism and ASB separately and reporting every instance to the police so they can prioritise our area.

Renewal of phone and broadband

Because of technology changes and the move to full fibre into each residence we are being asked to reconsider the Clock Tower internet and phone options sooner than the contract end in January. This means I need to shuffle this up my agenda a little bit! The options from the current provider are slower speeds for the same money or a little bit more money for the full fibre options. There is a third option and that is to seek an alternative provider. Given the marketplace there are only two providers who own their own cables so it will be an either/or choice to come to the next Council.

Hampden Pond Draft Report

The Hamden Pond management report has been sent to us in a draft format for consideration. This will be considered by Amenities and actions from the report worked up for the ongoing management.

Grant application Consultants

We are reaching out to consultants who help organisations in securing grant funding to get over the line on the skatepark project. When we get some firm proposals, we will put this to Council. Sadly the initial response we have got is “do you have any S106 money coming in” because the funding environment has really dried up for open spaces and park equipment.

Bucks Bra Bank

The Clock Tower is one of the official Bucks Radio drop off points for the Against Breast Cancer Bra Bank appeal. The bright pink collection bin is situated by the entrance, and we are proud to say nearly full. If you have any unused, broken or unwanted bras then please drop them in the bin for this great cause. It saves them going to landfill and helps a great cause.



Location of streetlight vehicle charging

We had an enquiry from a resident about the location of the EV vehicle charging points as they were concerned it will impact on already limited parking spaces in Wendover. Thankfully Cllr Goodall was able to help me out with a response and is liaising with this resident.

Tree on Manor Waste

We have had multiple complaints about the location of one of our new trees on the Manor Waste. The tree was moved from its correct location by the Thu market traders and since being fully watered it is now difficult to move without specialist equipment without risk of damage to the pot. We are fully aware it is in the wrong location and are trying to find the right equipment to move it back to where it should be.

Trees on Dobbins Lane

We have had an enquiry from a resident about the trees on Dobbins Lane. Where two trees were felled the stumps have started growth, which local residents have been thinning down to create 3 viable shoots for regrowth. We cut back all of this growth (as a part of the epicormic growth works) in accordance with our contract with Bucks. The official line from Buckinghamshire Council is that these stumps will be removed and eventually replaced with more suitable trees for the size of road. Next time we cut back on Dobbins Lane we will need to comply with Bucks Council's requirements but keep in touch with the residents.

Overweight vehicles on Halton Lane

The bridge over the canal at Halton Lane is in Halton Parish but has impacts in Wendover from the traffic crossing over. We have been asked to work with Halton PC to try and reduce the amount of HGV traffic using the bridge. In the interim I spotted a contractor who works for HS2 was one of the significant culprits, although they were using the route for non HS2 business I asked HS2 to have a work with them to find alternative routes. Cllr Ballantine will be leading on the other discussions.



ITEM 8 – FINANCE REPORTS

The Aug accounts are midway through the year and present no issues. The accounts presented show the state as at 23/9/24 but does include salary costs which come out at the end of the month. This is a reasonable indication of the completed August position.

There are no changes to the trajectory of the accounts since last month to note:



23/09/2024

Wendover Parish Council Current Year

Page 1

16:11

Detailed Income & Expenditure by Budget Heading 23/09/2024

Month No: 6

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Amenities Income								
1000 Allotment Rent	0	1,251	1,630	379			76.7%	
1005 Charter Fair	0	0	220	220			0.0%	
1010 Cricket Club Lease	75	150	300	150			50.0%	
1021 Markets - Local Produce	70	595	1,500	905			39.7%	
1022 Markets - Weekly Market	0	4,442	10,660	6,218			41.7%	
1030 Other Rental (Ashbrook)	0	1,195	2,045	850			58.4%	
1035 BCC Devolved Footpaths Income	0	19,198	10,158	(9,040)			189.0%	
1214 Christmas Trees	0	0	2,000	2,000			0.0%	
1260 Xmas event income	0	0	500	500			0.0%	
1261 Rifle Club Lease	0	0	100	100			0.0%	
1262 Fundraising income	0	85	0	(85)			0.0%	
1263 Event income (stalls etc)	0	370	0	(370)			0.0%	
Amenities Income :- Income	145	27,286	29,113	1,827			93.7%	0
Net Income	145	27,286	29,113	1,827				
125 Events Expenditure								
4100 AnnualParishMeeting excl refs	0	257	500	243		243	51.3%	
4105 Christmas Decorations	0	0	6,500	6,500		6,500	0.0%	
4109 Promo Materials	0	263	750	487		487	35.1%	
4110 Entertainment & Events	350	2,715	5,000	2,285		2,285	54.3%	
4111 RAF/Remembrance Parade	0	0	500	500		500	0.0%	
4112 Floral Display	5,970	5,970	8,885	2,916		2,916	67.2%	
4113 HS2 Public Meeting	0	254	0	(254)		(254)	0.0%	
4122 Markets - Local Produce	0	169	500	331		331	33.8%	
4124 Markets - Business Rates	90	538	990	452		452	54.4%	
4125 Markets - Water	0	2	50	48		48	3.6%	
4126 Markets - Electric	19	139	380	241		241	36.5%	
4130 Quiz	0	17	400	383		383	4.2%	
4132 Christmas Celebration Event	0	0	2,500	2,500		2,500	0.0%	
Events Expenditure :- Indirect Expenditure	6,429	10,322	26,955	16,633	0	16,633	38.3%	0
Net Expenditure	(6,429)	(10,322)	(26,955)	(16,633)				
130 Highways Expenditure								
4200 Bus Shelters	1,012	1,012	500	(512)		(512)	202.3%	
4210 Refuse Bins	0	0	500	500		500	0.0%	
4211 Sever weather (salt etc	0	0	500	500		500	0.0%	
4215 Street Furniture - Purchase	0	0	1,000	1,000		1,000	0.0%	
Highways Expenditure :- Indirect Expenditure	1,012	1,012	2,500	1,488	0	1,488	40.5%	0
Net Expenditure	(1,012)	(1,012)	(2,500)	(1,488)				

Continued over page



23/09/2024

Wendover Parish Council Current Year

Page 2

16:11

Detailed Income & Expenditure by Budget Heading 23/09/2024

Month No: 6

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
135 Street Lighting Expenditure								
4300 Electricity	1,060	6,501	12,500	5,999		5,999	52.0%	
4305 Maintenance	3,425	7,360	10,000	2,640		2,640	73.6%	
4315 New Columns (not LEDs)	0	0	7,000	7,000		7,000	0.0%	
4320 Streetlighting Inspections	0	0	1,500	1,500		1,500	0.0%	
Street Lighting Expenditure :- Indirect Expenditure	4,485	13,861	31,000	17,139	0	17,139	44.7%	0
Net Expenditure	(4,485)	(13,861)	(31,000)	(17,139)				
140 Recreation Expenditure								
4400 Dog Bin Emptying	0	0	2,200	2,200		2,200	0.0%	
4405 Maintenance - Fences, etc	5,535	5,589	15,000	9,411		9,411	37.3%	
4406 Maintenance - footpaths	0	0	2,000	2,000		2,000	0.0%	
4410 Maintenance - Groundworks	400	4,715	5,000	285		285	94.3%	
4415 Maintenance - Inspections, etc	497	1,819	1,800	(19)		(19)	101.1%	
4416 Pond Works	0	0	1,500	1,500		1,500	0.0%	
4417 Tree Works	7,120	7,120	4,000	(3,120)		(3,120)	178.0%	
4421 Orchard Maintenance	0	531	750	219		219	70.9%	
4425 Capital Expenditure (asset pur	0	0	12,000	12,000		12,000	0.0%	
4426 Estates vehicle lease	370	2,266	4,440	2,174		2,174	51.0%	
4430 Mower Maintenance	706	1,115	2,000	885		885	55.7%	
4435 Play Equipment - Purchase	0	0	5,000	5,000		5,000	0.0%	
4440 Play Equip - Repairs & Maint	1,570	1,570	3,000	1,430		1,430	52.3%	
4450 Premises - Garage Rent	135	810	1,620	810		810	50.0%	
4455 Premises - SiteSafe Electrics	18	192	300	108		108	64.1%	
4465 Premises - SiteSafe Water, etc	8	51	300	249		249	17.1%	
4475 Misc - Fuel	319	2,310	3,200	890		890	72.2%	
4480 Misc - Materials & Tools	60	402	2,500	2,098		2,098	16.1%	
4481 Machinery/Tool Service Repair	80	145	2,500	2,355		2,355	5.8%	
4485 Misc - Protective Clothing	0	204	750	546		546	27.3%	
4490 Misc - Refuse Bins	80	507	1,200	693		693	42.2%	
4495 Misc - Sundries Recreation	3	12	500	488		488	2.4%	
4497 Defibrillators	0	0	500	500		500	0.0%	
Recreation Expenditure :- Indirect Expenditure	16,900	29,360	72,060	42,700	0	42,700	40.7%	0
Net Expenditure	(16,900)	(29,360)	(72,060)	(42,700)				
200 Finance & General Income								
1205 Witcheil Trust Grant	0	131	400	269			32.9%	
1210 Interest Received ex Deposits	0	6,146	3,500	(2,646)			175.6%	
1250 Precept Received	194,223	388,445	388,445	0			100.0%	

Continued over page



23/09/2024

Wendover Parish Council Current Year

Page 3

16:11

Detailed Income & Expenditure by Budget Heading 23/09/2024

Month No: 6

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1266 VAHT Streetlight Income	0	551	800	249			68.8%	
Finance & General Income :- Income	194,223	395,274	393,145	(2,129)			100.5%	0
Net Income	194,223	395,274	393,145	(2,129)				
220 Finance & General Expenditure								
4496 Professional Support (HS2 etc)	0	(34)	2,000	2,034		2,034	(1.7%)	
4550 Communications - Publicity	125	2,350	7,500	5,150		5,150	31.3%	
4555 Communications - Website	75	584	3,000	2,416		2,416	19.5%	
4560 Financial - Bank Charges	0	138	600	462		462	23.0%	
4565 Financial - Fees - Audit	1,050	0	2,300	2,300		2,300	0.0%	
4570 Financial - Fees - Legal	0	0	2,000	2,000		2,000	0.0%	
4575 Financial - Insurance	0	0	7,950	7,950		7,950	0.0%	
4580 Financial - Software	0	720	800	80		80	90.0%	
4615 Office - Broadband/Tel/Fax	121	745	1,750	1,005		1,005	42.5%	
4620 Office - Copier	117	702	1,500	798		798	46.8%	
4621 Office - Equipment - Expend	466	1,927	3,000	1,073		1,073	64.2%	
4625 Office - Equipment Capital	0	457	1,000	543		543	45.7%	
4630 Office - Postage & Stationery	48	168	300	132		132	56.1%	
4640 Office - Testing - Electrical	0	0	100	100		100	0.0%	
4645 Office - Testing - Fire	0	0	300	300		300	0.0%	
4650 Office - Utilities - Electric	110	1,020	2,800	1,780		1,780	36.4%	
4655 Office - Utilities - Water	22	128	150	22		22	85.0%	
4660 Property Mgt - Clock Tower	80	1,473	1,750	277		277	84.1%	
4665 Property Mgt - Manor Waste	0	0	1,000	1,000		1,000	0.0%	
4670 Property Mgt - SiteSafe	165	330	1,000	670		670	33.0%	
4675 Property Mgt - War Memorial	0	0	500	500		500	0.0%	
4685 Subscriptions and Donations	0	1,323	2,250	927		927	58.8%	
4690 Misc - Chairman's Expenses	0	0	1,200	1,200		1,200	0.0%	
4691 Misc - Councillor Expenses	0	0	100	100		100	0.0%	
4695 Misc - Room Hire	30	330	1,200	870		870	27.5%	
4700 Misc Sundry Expenses Finance	16	157	500	343		343	31.4%	
4705 Misc - Travel Staff & Cllrs	0	0	200	200		200	0.0%	
4707 H&S	157	364	3,000	2,636		2,636	12.1%	
Finance & General Expenditure :- Indirect Expenditure	2,581	12,881	49,750	36,869	0	36,869	25.9%	0
Net Expenditure	(2,581)	(12,881)	(49,750)	(36,869)				
230 Grants out - inc S137 exp								
4585 Grant - Churchyard - not S137	0	7,500	7,000	(500)		(500)	107.1%	

Continued over page



23/09/2024

Wendover Parish Council Current Year

Page 4

16:11

Detailed Income & Expenditure by Budget Heading 23/09/2024

Month No: 6

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4586 Grant - Youth Centre -not S137	0	7,500	7,000	(500)		(500)	107.1%	
4590 Grants Out - Major - S137	0	0	15,000	15,000		15,000	0.0%	
4591 Grants Out - Major - not S137	0	5,000	0	(5,000)		(5,000)	0.0%	
4611 Grants Out - Minor - S137	0	0	5,000	5,000		5,000	0.0%	
4613 Grants Out - Minor - not S137	0	1,000	0	(1,000)		(1,000)	0.0%	
Grants out - inc S137 exp :- Indirect Expenditure	<u>0</u>	<u>21,000</u>	<u>34,000</u>	<u>13,000</u>	<u>0</u>	<u>13,000</u>	<u>61.8%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(21,000)</u>	<u>(34,000)</u>	<u>(13,000)</u>				
<u>320 Staffing</u>								
4800 Staffing - Amenities - Wages	5,900	35,077	73,585	38,508		38,508	47.7%	
4801 Staffing - Amenities - NIC	605	3,585	6,795	3,210		3,210	52.8%	
4802 Staffing - Amenities-Pension	826	4,901	10,459	5,558		5,558	46.9%	
4810 Staffing - F&G - Wages	8,099	44,460	91,561	47,101		47,101	48.6%	
4811 Staffing - F&G - NIC	691	4,288	8,243	3,955		3,955	52.0%	
4812 Staffing - F&G - Pension	322	1,930	5,310	3,380		3,380	36.4%	
4816 Staffing F&G Student Loan	56	336	990	654		654	33.9%	
4845 Payroll Charges	60	360	750	390		390	48.0%	
4855 HR Consultancy Fees	0	2,192	3,500	1,308		1,308	62.6%	
4860 Training Staff & Cllrs	0	483	3,500	3,017		3,017	13.8%	
4861 Uniform	0	0	1,000	1,000		1,000	0.0%	
4862 Smart Pension Admin Fee	22	132	300	168		168	44.0%	
Staffing :- Indirect Expenditure	<u>16,581</u>	<u>97,745</u>	<u>205,993</u>	<u>108,248</u>	<u>0</u>	<u>108,248</u>	<u>47.5%</u>	<u>0</u>
Net Expenditure	<u>(16,581)</u>	<u>(97,745)</u>	<u>(205,993)</u>	<u>(108,248)</u>				
Grand Totals:- Income	194,368	422,559	422,258	(301)			100.1%	
Expenditure	47,988	186,180	422,258	236,078	0	236,078	44.1%	
Net Income over Expenditure	<u>146,380</u>	<u>236,380</u>	<u>0</u>	<u>(236,380)</u>				
Movement to/(from) Gen Reserve	<u>146,380</u>	<u>236,380</u>						



23/09/2024

Wendover Parish Council Current Year

Page 1

16:12

Detailed Balance Sheet - Excluding Stock Movement

Month 6 Date 23/09/2024

<u>A/c</u>	<u>Description</u>	<u>Actual</u>	
	<u>Current Assets</u>		
100	Debtors	203	
105	VAT Control A/c	8,515	
200	Current Bank Account	36,631	
202	Flagstone	464,312	
	Total Current Assets		509,660
	<u>Current Liabilities</u>		
515	Allotment Deposits	1,755	
	Total Current Liabilities		1,755
	Net Current Assets		507,906
	Total Assets less Current Liabilities		507,906
	<u>Represented by :-</u>		
300	Current Year Fund	236,380	
310	General Reserves	154,521	
323	Playground Improvements EMR	2,235	
336	Estates equipment replace EMR	240	
338	Hampden Pond EMR	(1,640)	
356	LGPS Cessation EMR	75,000	
357	Skate Park EMR	18,855	
358	Library Extension EMR	8,000	
359	TWG Priorities	9,568	
364	Climate Action EMR	4,748	
	Total Equity		507,906



23/09/2024

Wendover Parish Council Current Year

Page 1

16:11

Earmarked Reserves

<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
323 Playground Improvements EMR	2,235.00		2,235.00
336 Estates equipment replace EMR	240.00		240.00
338 Hampden Pond EMR	-1,639.99		-1,639.99
356 LGPS Cessation EMR	75,000.00		75,000.00
357 Skate Park EMR	18,854.50		18,854.50
358 Library Extension EMR	8,000.00		8,000.00
359 TWG Priorities	9,567.50		9,567.50
364 Climate Action EMR	4,748.12		4,748.12
	117,005.13	0.00	117,005.13



Flagstone
1st Floor, Clareville House
26-27 Oxendon Street
London, SW1Y 4EL
T: +44 (0)20 3745 8130
E: clientservices@flagstoneim.com

Wendover Parish Council
Clock Tower High Street
HP22 6DU
United Kingdom

Client ref: WEND001C

SAVINGS ACCOUNTS STATEMENT

Summary for 23 September 2024

Bank name	Account type	Unpaid interest	Paid interest	Savings accounts balance
Sainsburys Bank	Fixed 6 months	£24.72	£0.00	£32,000.00
HSBC	Instant access	£0.00	£1,211.84	£81,593.27
Aldermore	Notice 95 days	£11.66	£1,250.66	£88,141.55
Hampshire Trust Bank	Instant access	£6.21	£1,064.68	£50,047.06
Santander International	Instant access	£0.00	£953.39	£84,413.33
Arbuthnot Direct - Part of Arbuthnot Latham & Co Ltd	Instant access	£36.32	£0.00	£50,000.00
UBL UK	Instant access	£42.47	£0.00	£50,000.00
OakNorth	Instant access	£12.85	£0.00	£28,968.99
Summary		£134.23	£4,480.57	£465,164.20

Total balances

Total savings accounts
balance **£465,164.20**

Holding account balance **£0.00**

Total portfolio balance £465,164.20



ITEM 10a – WENDOVER HS2 MAG



HS2 Monthly Report, SEP 24

Works update

- Dump trucks are now busily moving clay spoil to a stockpile just north of Ellesborough Road. There is noise from bulldozer tracks managing the pile audible in Wendover, but this is below the council approved levels. The work is expected to stop between November and April due to the weather conditions affecting the haul road.
- There is now a massive excavation just north of Bacombe Lane to accommodate the tunnel boring machine that will be used to create the drainage culvert between Grove Farm and the old cricket ground.
- The temporary traffic lights on the Ellesborough Road diversion are still in place and causing evening rush hour traffic congestion. Their removal has now been escalated to UK Power Networks through Greg Smith MP.
- The works in the fields at the end of Dobbins Lane have been postponed as planning permission for the underground chamber has not been approved. Regrettably also EKFB decided to postpone the burying of the water pipe and removal of the associated security fencing which had been agreed to be undertaken in September.

WPC activity

- The Council has requested a meeting with Bucks Council to discuss three issues about future landscaping and land restoration prior to HS2 submitting their detailed plans which are expected next March.
- Five public issues were handled in the month, including the works at Bacombe Lane; the Ellesborough Road traffic lights; and ongoing work at Dobbins Lane.

Current Issues

- We understand that HS2 has decided against changing the contractor for building the Wendover Green Tunnel, which is possibly good news as it should minimize the time taken to complete the works. We are still trying to get a high level 5 year plan from HS2, but currently anticipate the civil engineering to continue until 2028.
- We are awaiting a quotation for a formal feasibility study for the Hampden Pond artesian well following an initial meeting with a Consultant Hydrogeologist.

23rd September '24



WENDOVER PARISH COUNCIL

Minutes of the Amenities Committee Meeting

17th September 2024 at 7:00pm

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

Present: Councillors Worth (Chair), Standen, Washington, Porter, Ballantine &

Absent:

Clerk & Minutes: Andy Smith

Members of Public:

APPOINT COMMITTEE MEMBER

A24.068. It was RESOLVED unanimously to elect Cllr Wales as a part of the Amenities Committee membership

APOLOGIES FOR ABSENCE

A24.069 Apologies were received from Councillors Gallagher and Walker and they were accepted.

DECLARATIONS OF INTEREST

A24.070 None

MINUTES

A24.071 The minutes of the meeting of 16th July 2024 were **RESOLVED** as a true record to be signed by the Chair.

PUBLIC PARTICIPATION

A24.072 None

UPDATE REPORT FROM THE CLERK

A24.073 The report presented by the Clerk was NOTED. A verbal update on the costs of the vandalism was presented. There was a further NOTE to check whether the pond has blue green algae which may be hazardous to humans and dogs, although dogs should be on a lead around the pond.

FINANCE

To consider the list of payments and sign cheques

A24.074 – The payments to consider totalling £10,860.03 were **RESOLVED** and signed.

OPEN SPACES AND HAMPDEN POND

a) Health and Safety Tree Works

A24.075 – The cost of £500 for the health and safety works was **RESOLVED** to be approved. It was noted that we are now able to look after any further growth ourselves.

b) Playpark equipment removals

A24.076 – It was noted that the work had to be completed as it was an immediate Health and Safety risk. It was **RESOLVED** to approve the £1570 for the removal works

c) Playpark inspection

A24.077 – It was **RESOLVED** to accept the report and it was NOTED that a plan of works based on the reports highlights will be notified to the committee

OTHER MATTERS

Christmas Event Sponsorship

A24.078 It was noted that we are looking at approaching multiple sponsors for the event and the model we used last year was successful. It was **RESOLVED** to authorise the office to negotiate with potential sponsors for the event based on the sponsorship pack in the meeting papers.

Purchase of new PA system

A24.079 The equipment was discussed, the need and usage were noted. It was **RESOLVED** to purchase the speaker unit and separate stand from Company 1 for a total of £329.91 including VAT

Local produce market

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.

CONFIDENTIAL ITEMS

To move the meeting into confidential session

A24.081 It was **RESOLVED** to move the meeting into confidential session on the basis of commercially sensitive information

License for Ashbrook Recreation Ground

A24.082 The license was discussed and it was noted that the final wording of the license had not had professional review so it was **RESOLVED** to bring back the license for final sign off at the next meeting after that review.

ITEMS FOR NEXT AGENDA

A24.083 None discussed

DATE OF NEXT MEETING

A24.084 The next scheduled meeting of the Amenities Committee is 15th October 2024. Any items for the agenda including papers to be with the Estates and Events manager by 9am on Mon 7th October.

CLOSURE OF MEETING

A24.085 As all business was transacted the meeting was closed at 8.04pm

Signed by
Chair to the Amenities Committee

Date: 17th September 2024



WENDOVER PARISH COUNCIL

Minutes of the Planning Committee Meeting 17th September 2024 at 7.00pm St Anne's Hall Aylesbury Road Wendover HP22 6JG

Present: Councillors Ballantine (Chair), Standen, Worth

Clerk & Minutes: Andy Smith

Chair: Councillor Ballantine

Members of Public: 0

2. APOLOGIES FOR ABSENCE

P24/071 Councillors Gallagher, O'Donnell and Walker all sent in their apologies which were **ACCEPTED** by the Committee

3. DECLARATIONS OF INTEREST

P24/072 None.

4. PUBLIC PARTICIPATION

P24/073 None.

5. MINUTES

P24/074 The minutes of the Planning Committee Meeting held on 3rd September 2024 were **RESOLVED** as a true record and the Chair signed the minutes.

6. PLANNING DECISIONS

P24/075 The planning decisions made by Buckinghamshire Council as listed on the agenda of the meeting of the 17th September 2024 were noted.

7. CLERKS REPORT AND CORRESPONDANCE

P24/076 The report was noted.

8. PLANNING APPLICATIONS

P24/077 **24/02488/APP 80 Aylesbury Road Wendover Buckinghamshire HP22 6LB**

Householder application for single storey rear extension

It was **RESOLVED** to support this application

P24/078 **24/02634/APP 24 Thornton Crescent Wendover Buckinghamshire HP22 6DG**

Householder application for conversion of existing loft void to form habitable use, including insertion of dormer windows to front and side roof slopes, rooflights to rear roof slope and changes to fenestration. Erection of open porch.

It was **RESOLVED** to support this application

P24/079 **24/02660/ALB 3 Coldharbour Tring Road Wendover Buckinghamshire HP22 6NR**

Listed building application for removal of modern internal partitions which enclose the stairway and removal of modern plastering to re-expose the former inglenook chimney breast which includes the removal of the water tank contained therein.

Replacement front door and 6no modern windows in the original dwelling with

double glazed timber framed windows. Replacement and reinstatement of thatched



roof including raising the height of the chimney to 1.8m by adding 750mm clay chimney pot to meet building regulations. Full electrical rewiring. This is a dramatic improvement to the property in sympathy with the heritage of the property. It was **RESOLVED** to support this application

- P24/080 24/02707/APP 17 Vicarage Close Wendover Buckinghamshire HP22 6DS**
Householder application for demolition of detached garage and conservatory and erection of single storey front and single/two storey rear extensions
It was **RESOLVED** to support this application.

9. OTHER MATTERS

a) HS2

P24/081 There were no updates for this committee.

b) CLOSURE OF RAF HALTON

P24/082 There were no updates for this committee.

10. DATE OF THE NEXT MEETING AND ITEMS FOR THE AGENDA

P24/083 The meeting on Tue 1st October 2024 at 7pm was noted.

11. CLOSURE OF MEETING

P24/084 As all business had been transacted the meeting was closed at 7.17pm.

Signed by
Chair to the Planning Committee

Date:



ITEM 12a – NEIGHBOURHOOD PLAN REFRESH

BROUGHT BY

Clerk

SUMMARY

- i) To approve the Council to undertake a review of the current neighbourhood plan
- ii) To authorise the office to seek quotes from providers for the review
- iii) That an EMR and budget of £20k be approved to be included in the 2025/26 budget proposal
- iv) To form a neighbourhood plan task and finish group

PARISH COUNCIL BACKGROUND

The most recent neighbourhood plan was made in 2019/20

PARISH COUNCIL 7th MAY 2019

To consider the final Draft Neighbourhood Plan

PC19/035 Cllrs AGREED that Regulation 16 of the Wendover Neighbourhood Plan, Green Spaces and settlement boundary was ready to go to AVDC. Once AVDC have reviewed it the plan will be amended in line with their comments before it becomes final. It was therefore **RESOLVED** for the steering group to forward the documents to AVDC.

The current plan has been circulated prior to the meeting and is available on the website at:

<https://www.wendover-pc.gov.uk/wendover-neighbourhood-plan>

The plan is until 2033

DETAILS

INTRODUCTION

Since the plan was made and introduced there have been significant changes to the physical and legal landscape. The guidance provides several reasons why you should review a neighbourhood plan (below)

- assessing the effectiveness of the current neighbourhood plan
- whether the details now accord with national legislation and policy which includes reference to recent and emerging changes to the NPPF
- whether the current NP is in accordance with the adopted and emerging Local Plan Policies
- whether there are changes to local circumstances and evidence; including economic, social or environmental changes that can be taken into account to identify and assess the impact of that local change. (The situation relating to HS2 and RAF Halton would fall into this category).



- whether there are local issues or concerns that may influence the nature and content of the neighbourhood plan and demand its review (HS2).

It could be comfortably argued that we meet the needs of all of those criteria and the scale and speed of change demonstrates a need to review the plan even though it is only 4 years since it has been made.

Advice from NALC and the local Councillors has also highlighted the need to keep the neighbourhood plan up to date.

Reviewing the plan

As with the original plan there is a statutory process and there may need to be another public referendum on adoption.

The consultant who helped prepare the original plan has provided a suggested road map for the review as follows:

Step 1: Assess the need for modifications

1a Consider changes to national legislation including the NPPF 2021 and recent government statements

1b Consider the most recent adopted and emerging revised details of the Local Plan for Buckinghamshire

1c Consider new evidence which make the current NP policies out of date.

Examples should include:

- undertaking an assessment of 2021 census data
- undertaking an up to date housing needs survey working alongside the Parish Council and community to develop a robust and valid survey and to provide a full quantitative and qualitative analysis of completed surveys using the relative software
- designing and undertaking other surveys of the aspiration of the community
- surveying existing economic trends and assessing future employment needs
- reviewing new information concerning conservation and ecological aspects of the area that might influence the review of the plan.
- Consideration of new planning reports/guidance such as the recent SPD for RAF Halton and
- Consideration of the effects of the abandonment of HS2 on sites in the parish

Step 2: Assessment of the information gathered from section 1 above.

- To identify the significance of the changes listed above
- To determine whether those facts would now require you :
- to review the visions and objectives of the existing plan
- to revise the details that are provided under each topic/chapters of the NP
- to introduce new proposals and policies for the revised neighbourhood plan
- to prepare a new policy support statement that assesses the proposed revisions to the NP in the light of the revised NPPF and the adopted and emerging Local Plan

Step 3 Undertake the review.



Having assessed the data collected from the work undertaken in sections 1 and 2 above you would be then able to identify the “formal” type of review required. These would range from: Minor (Non Material) modifications that do not materially affect the policies of the plan
Material modifications which do not change the nature of the plan but would require examination but not a referendum. Examples might include the addition of a design code, or the introduction of a new site which is not so significant to change the nature of the plan
Material modifications which do change the nature of the plan and would require examination and a referendum. For example this might include a significant new site allocation or a more detailed report that might refer to the recent SPD of the future of RAF Halton. You may also wish to introduce a policy for any recently created brown field sites that might now be left by abandoned HS2 sites.

At this point if updates are proposed by the group that would materially affect policies then the plan would need to go through the later stages of the statutory process from pre-submission consultation (Regulation 14) onwards although a referendum may not be required.

FINANCIAL CONSIDERATIONS

The cost of undertaking a review would be significant and it is not envisaged that we could afford it out of this year’s budget so we would be looking at an April start. The key project stages are as follows:

Desk Review

Review of planning landscape

Review of new/proposed Bucks Local plan

Review of Census data

£3,500

Consultation with local households (note each household will need a communication)

£15,000

Follow up from review and consultation

Set out plan and undertake proposed changes to the current plan based on the previous stages

£7,500

These are approximate values based on previous costs.

These costs are based on a fully consultant led process and are a maximum. If we are able to undertake a lot of the work as a council then these costs will reduce.

It is recommended that an EMR with £20k be established in the 2024/25 Budget. There will be the need for a working group to oversee the project on behalf of Council. There is funding available and this work and the office would need to look into that.

LEGAL IMPLICATIONS AND SUMMARY OF RISKS

For the plan to be legal it will have to follow proper process, especially the Regulation 14 consultation if required



RISKS

- Neighbourhood plans may no longer be relevant under the new government – there is a lot of uncertainty at the moment. However, all the guidance is that they will still be relevant
- Not undertaking a review could lead to the neighbourhood plan being irrelevant to meet the needs of the changing planning landscape
- The tasks required could go over budget as a more detailed plan of action is drafted based on step 1. The budget is set to control that risk.
- Local residents may have unreasonable expectations of what the plan can provide and disengage if these cannot be achieved, therefore it is right that we prioritise community engagement.
- This is a significant expense that may not be understood or appreciated by the parish and seen as a waste of money – again the time spent on engagement should mitigate this risk

PROPOSAL

- i) **To approve the Council to undertake a review of the current neighbourhood plan**
- ii) **To authorise the office to seek quotes from providers for the review**
- iii) **That an EMR and budget of £30k be approved to be proposed for the 2025/26 budget proposal**
- iv) **To form a neighbourhood plan task and finish group and bring terms of reference back to a future council for approval**



ITEM 12b – INSURANCE

BROUGHT BY

Office

SUMMARY

To approve the renewal of the current insurance and note that this may change after the reinstatement valuations have been received

PARISH COUNCIL BACKGROUND

The Parish Council entered into a three year deal for the insurance. This is the final year of that deal.

DETAILS

Introduction

- This is a part of a three year deal
- As discussed at previous meetings we need to check the insured amounts for our key assets and new reinstatement valuations are in progress. This will have to be amended after the renewal
- The cover is the same as a part of the deal and a summary of the cover is supplied in the appendix. The full paperwork has been circulated in advance to Councillors, but is commercially sensitive

FINANCIAL CONSIDERATIONS

- This has been budgeted for in budget code 4575

LEGAL IMPLICATIONS AND SUMMARY OF RISKS

Parish Councils are required to have insurance to cover recognised risks

PROPOSAL

To approve the renewal of the current insurance at £5,331.29

To note that the reinstatement valuation may amend some of these figures



APPENDIX



Local councils and not-for-profit insurance Policy summary

What is a policy summary?

This document provides key information about the insurance policy specifically designed for parish, town and community councils, registered charities and not-for-profit organisations, underwritten by Hiscox. If you have any additional questions, then please contact your insurance broker, Arthur J. Gallagher Insurance Brokers Ltd on 01483 462860.

Policy name: Local councils and not-for-profit insurance

Type of insurance: commercial combined

Underwritten by: Hiscox Underwriting Ltd on behalf of Hiscox Insurance Company Limited

Significant features and benefits

We offer some of the broadest levels of cover available, giving our customers true peace of mind. All communications, including the policy wordings, are written in plain English with no jargon to ensure that you know exactly what is and, as importantly, what is not covered.

The following are included as standard with this insurance.

Contents which covers accidental physical loss or damage to:

- property which belongs to you or for which you are legally responsible at the insured location;
- your money at the insured location, in a locked safe, at your employees' and volunteers' homes and while in transit;
- the personal effects of your councillors, trustees, employees and visitors while at the insured location;
- outdoor furniture, ornaments and statues that are normally left outdoors within the confines of the insured location;
- exhibition stands and exhibition equipment for which you are legally responsible within the UK and Ireland;
- defibrillators and defibrillator cabinets for which you are legally responsible within the UK and Ireland;
- items bequeathed to you, provided that you tell us the values as soon as possible;
- raffle prizes, auction lots, additional stock and equipment hired in by you for any fund-raising event or religious festival;
- your property which is used and kept at the home of any councillor, trustee or employee of yours.

Contents also covers:

- the cost of replacing or reconstituting your electronic data and business documents if they have been lost or destroyed;
- the cost you incur for any metered water and fuel as a direct result of insured damage to any storage tank or piping;
- your direct financial loss as a result of fraud or dishonesty of any councillor, trustee or employee of yours;
- irrecoverable business travel and accommodation expenses following accidental injury or illness of any councillor, trustee or employee of yours.

Property away which covers accidental physical loss or damage to:

- your portable equipment and property anywhere in the EU.

Business interruption which covers your financial losses resulting from an interruption to your activities caused by:

- insured damage to property which belongs to you or for which you are legally responsible;
- insured damage to property within 1km of the insured location which prevents or hinders access to the insured location;
- failure in the supply of water, gas, electricity or telecommunications for more than 24 hours as a result of insured damage;
- your inability to use the insured location due to restrictions imposed by a public authority.

Business interruption also covers:

- the expenses you incur in replacing any of your key personnel following their illness or accidental bodily injury;
- your financial losses due to the unauthorised use of water, gas or electricity or telecommunications by a third-party.

Employers' liability which covers claims brought against you:

- by your employees and volunteers for bodily or mental injury arising out of their work for you.

Public and products liability which covers claims brought against:

- you for bodily injury of any person or damage to any property which does not belong to you as a result of your activities;
- any hirer of the insured location for bodily injury or property damage arising from their use of the insured location;
- your councillors and trustees for bodily injury or property damage as a result of your activities;
- you for defamation or infringement of intellectual property rights as a result of your activities.

PS-HSP-UK-PAC(8)
11572 08/21



Local councils and not-for-profit insurance

Policy summary

Public and products liability also covers:

- the motor vehicle excess and reduction in no claims discount payable by a councillor, trustee or employee of yours as a result of an accident involving a motor vehicle used in connection with your activities.

Officials' and trustees' indemnity which covers claims brought against:

- your trustees, directors, officers and members for errors arising from the performance of their duties in that capacity.

Commercial legal protection which covers legal defence costs in connection with:

- disputes with your employees and voluntary workers, allegations of a criminal offence, civil actions following physical damage to your property, appeal proceedings following assessment by HMRC and contractual disputes relating to goods and services.

Personal accident which provides:

- a capital benefit following death or permanent disablement of any of your councillors, trustees, employees and volunteers;
- a weekly benefit following temporary disablement of any of your councillors, trustees, employees and volunteers.

A flexible approach

The following are also available under this insurance.

Buildings which covers:

- accidental physical loss or damage to insured buildings, including street furniture, memorials and fixed outside equipment;
- the cost of locating and repairing any accidental physical loss or damage to your cables, underground pipes and drains;
- the reasonable and necessary cost you incur to protect insured buildings from imminent insured damage;
- damage to trees, shrubs and plants at the insured location as a result of fire or explosion;
- accidental physical loss or damage to buildings bequeathed to you, provided that you tell us the values as soon as possible;
- accidental physical loss or damage to building works in progress and unfixed materials relating to a building contract

Equipment breakdown which covers:

- electrical or mechanical breakdown or failure of your electrical equipment and computers at the insured location;
- electrical or mechanical breakdown or failure of your computers while temporarily elsewhere in the UK or Ireland;
- the cost of replacing or reconstituting your electronic data if it has been lost or destroyed following breakdown or failure.

Significant or unusual exclusions and limitations

Any claims, circumstances or incidents which you know about or ought reasonably to have known about prior to the inception of the policy are excluded unless notified previously. You have an obligation to take reasonable steps to prevent accident or injury and to protect your property against loss or damage. You must keep any property insured under this policy in good condition and repair and you must also take reasonable steps to maintain back-up copies of data files or programmes.

You will normally have to pay an initial amount for each claim made against you under the policy. These excesses may vary and your individual quotation and policy schedule will show the specific excesses applicable to you. Any special conditions, limitations or terms that may apply to an individual risk will also be clearly shown in your quotation and policy schedule.

Contents and Property away do not cover loss or damage:

- caused by wear and tear, inherent defect, rot, fungus, mould, vermin or infestation;
- caused by theft from an unattended vehicle unless the item is out of sight in a locked boot;
- to property being cleaned, worked on or maintained, other than fine art;
- terrorism, civil commotion in Northern Ireland, war, confiscation, nuclear risks or communicable disease;
- to property while temporarily outside the UK unless it is in your care, custody or control or secured in a locked room or safe.

Equipment breakdown does not cover loss or damage:

- to domestic laundry, kitchen, audio visual and home entertainment equipment used in private living quarters;
- which is recoverable under any maintenance agreement, warranty or guarantee.

Buildings does not cover loss or damage caused by:

- settlement, bedding down or movement of new structures or made-up ground;
- coastal erosion or a rise in the water table;
- storm or flood to gates or fences, other than lych gates;
- terrorism, civil commotion in Northern Ireland, war, confiscation, nuclear risks or communicable disease;



Local councils and not-for-profit insurance

Policy summary

- the building contractor to building works in progress and unfixed materials relating to a building contract.

Business interruption does not cover:

- illness of or injury to any of your key personnel resulting from any medical condition known to them at the inception date of this policy, unless the condition has been without the need for any medical advice during the previous 24 months;
- any interruption to your business caused by any communicable disease or fear or threat of communicable disease except where the interruption is caused by one of the specified diseases at your premises which means that you are unable to use your premises.

Employers' liability does not cover any claim or loss due to:

- bodily or mental injury of any of your employees or volunteers while they are offshore;

Public and products liability does not cover any claim or loss due to:

- defamation which arises out of any statement which you knew was defamatory at the time of publication;
- infringement, use, or disclosure of a patent, or any use, disclosure or misappropriation of a trade secret;
- the ownership or use of any aerial device, hovercraft, watercraft or any mechanically-propelled vehicle or trailer;
- designs, plans, specifications, formulae, directions or advice prepared or given by you;
- the failure of any of your products or any service provided by you to perform its intended function or purpose;
- bodily injury directly or indirectly caused by abuse, assault, harassment, mistreatment or maltreatment.

Officials and trustees' indemnity does not cover any claim or loss due to:

- any act intended to secure a personal profit or advantage to which any insured person was not legally entitled;
- an insured person's operation or administration of any defined benefit pension scheme;
- a breach of or failure to provide professional duties or services;
- any employee's termination of employment, breach of any employment contract or employment related discrimination.

Commercial legal protection does not cover:

- any claim reported more than 180 days after the insured person should have known about the incident;
- any costs and expenses incurred before the written acceptance of a claim by DAS.

Personal accident does not cover:

- any injury or illness resulting from any emotional or psychiatric disorder or condition;
- any injury or illness resulting from pregnancy or any condition connected with pregnancy or childbirth.

Your obligations

Remember, your premium and insurance cover will be based specifically on the details you provide to us. So the information you give us will form a record of your unique combination of demands, needs and circumstances.

Please make sure the information you send us is complete and accurate, and inform us immediately of any changes in circumstances that may affect the services provided by us or the cover provided by your policy. This is particularly important before taking out a policy, but it also applies throughout the life of a policy.

You need to bear in mind:

- if you fail to disclose any information material to the insurance you could invalidate the policy and claims may not be paid;
- you should read and check all insurance documents to ensure that you are aware of the cover, limits and other terms that apply;
- please be aware of all terms and conditions of your policy as failure to comply with them could invalidate it;
- in the event of a claim, you should take note of the required procedures, such as prompt notice to us of the claims, as stated in the policy documentation;
- as with any insurance, you have an obligation to take reasonable steps to mitigate any loss.



Local councils and not-for-profit insurance

Policy summary

Policy length

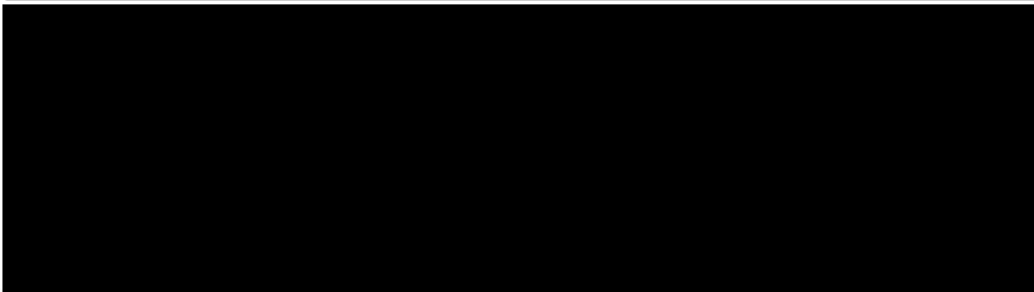
This is not an annual policy. Your policy will run on a continuous basis of insurance and will continue whilst your payments are kept up to date. You must tell us of any changes to your circumstances as described in your insurance policy and we will then have the option of amending the terms of the policy or issuing you with notice of our intention to cancel it.

Cancellation rights

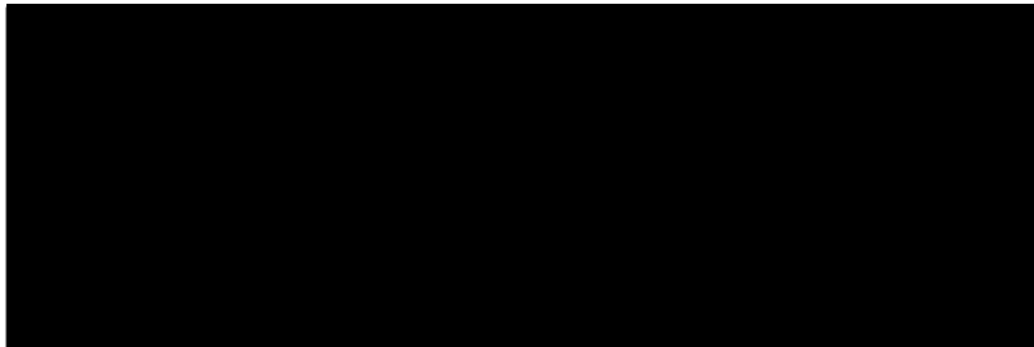
You may cancel the insurance by giving us 30 days' notice in writing of your intention to do so. We may cancel the insurance by giving you 30 days' notice in writing of our intention to do so.

In both cases, we will return to you the amount of premium which relates to the unexpired period, provided that no claims have been notified under the insurance. If a claim or claims have been notified, then we will only return any premium if we (and not you) are cancelling the policy. However, we will not refund any premium under £10.

Claims service



Any questions and complaints



Hiscox
1 Great St Helen's
London EC3A 6HX

T +44 (0)1206 773 777
E customer_relations@hiscox.com
www.hiscoxgroup.com

Hiscox Underwriting Ltd is authorised and regulated by the Financial Conduct Authority. Hiscox Insurance Company Limited is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.

PS-HSP-UK-PAC(8)
11572.08/21



ITEM 12c – WAR MEMORIAL LIGHTS

BROUGHT BY

Office

SUMMARY

To approve work to replace two vandalised uplighters on the war memorial in light of recent advice on costs

PARISH COUNCIL BACKGROUND

n/a

DETAILS

Background

The lights were vandalised at the end of Feb. The work is so specialised, with the light units themselves being specialist uplighters that it has taken this long to get a sufficient number of quotes so we can proceed the work.

Further to the discussion at the previous Council meeting another commercial electrician who is known to a Councillor came to assess the work and confirmed that the quotes were in line with the value of the work. Therefore we are representing the paper for approval. It should be noted that some of the quotes are no longer valid because of the length of time it has taken to undertake the quotes required.

COMPANY CONTACTS

COMPANY 1 – Contacted and did a site visit on 6/3/2024. They isolated the power to the damaged units to make safe. Since chasing through multiple channels they have not provided a quote

COMPANY 2 – Contacted on 25th April and despite multiple chases they have not visited the site or quoted

COMPANY 3 – Contacted in May and provided quote on 25/6/2024

COMPANY 4 – Contacted in Aug and provided quote on 15/08/2024



QUOTES

COMPANY 3

Description	Quantity	Unit Price	VAT	Amount GBP
Supply BEGA matching uplighters	2.00	1250.00	20%	2500.00
Installation of above	2.00	300.00	20%	600.00
			Subtotal	3100.00
			Total VAT 20%	620.00
TOTAL GBP				3720.00

COMPANY 4

Replacement LED uplight at the war memorial

Attend to carry out the following;

Erect a heras fencing around the work area to protect the public while we are working. Remove the old LED fittings and install 4no new LED recessed vandal proof fittings. These are not the same manufacture as installed due to costs and delays in delivery from Germany.

We assume the following and our costs are based on these;

Parking provided free of charge by the client for the duration of the works.

All existing wiring is in place and in full working state which also fully complies to current standards as laid out in BS7671;2022

No costs allowed for a building contractor as we assume we can remove and replace without the need to employ.

We are given clear working access without delays.

Well fare (use of toilet etc) to be made available by the client. If this is not possible we can hire a porta loo for additional cost.

While carrying out the works we find any issues that may affect the cost due to one of the items listed not as first thought, this will be brought to your attention and agreed prior to any additional works being carried out.

Description	Quantity	Unit Price	VAT	Amount GBP
Cost for works as detailed	1.00	1,975.00	20%	1,975.00
Cost for Heras fencing hire (provisional cost to be confirmed)	1.00	170.00	20%	170.00
			Subtotal	2,145.00
TOTAL VAT 20%				429.00

Given the difficulty we have had getting the required 3 quotes we are recommending that we award the work to COMPANY 4 for a total of £2,574 inc VAT



FINANCIAL CONSIDERATIONS

- £2574 will need to come from 4675 Property Management – War Memorial. There is only £500 in that budget so savings will need to be made from other budgets in that cost group.

LEGAL IMPLICATIONS AND SUMMARY OF RISKS

- If we continue to leave the units with smashed glass and open to trip up on then we could be exposed to liability
- There is reputational damage from having broken lights on the war memorial unfixed for so long on a listed structure.

PROPOSAL

- **To waive the requirement for 3 quotes based on the specialist nature and time it has taken trying to get quotes.**
- **To award the work to COMPANY 4 for a total of £2574 inc VAT**
- **To allow the Clerk and RFO discretion to continue with the work if it has increased in value since the quote was issued.**



ITEM 12d – CONSULTATION RESPONSE TO BUCKINGHAMSHIRE WIDE LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN

BROUGHT BY

Clr Goodall

SUMMARY

To approve the Council response to the plans

PARISH COUNCIL BACKGROUND

n/a

DETAILS

Introduction

Information from Bucks Council as follows

Council launches public consultation on a Buckinghamshire-wide Local Cycling and Walking Infrastructure Plan

Buckinghamshire Council is pleased to announce the launch of a public consultation on its proposed Buckinghamshire Local Cycling and Walking Infrastructure Plan (LCWIP). This ambitious plan aims to identify priorities for enhancing and expanding cycling, walking and wheeling networks across Buckinghamshire, with the overall aim of providing increased transport choices, promoting healthier lifestyles, reducing traffic congestion, and contributing to environmental sustainability.

The council has already developed local LCWIPs for Aylesbury Garden Town, Buckingham, and High Wycombe, with each recommending ways to improve walking, cycling and wheeling infrastructure in those towns. However, there is currently no comprehensive LCWIP that covers the whole Buckinghamshire Council area.

The Buckinghamshire LCWIP aims to address this by identifying key priorities for new or improved infrastructure that will connect towns and villages, making cycling, wheeling and walking safer, more accessible, and more convenient for residents and visitors alike. The council is now seeking feedback from the public to ensure that the plan meets the needs and expectations of the community.

Steven Broadbent, Deputy Leader and Cabinet Member for Transport, said:

"We are committed to creating a more sustainable and connected Buckinghamshire. Working with partners, we have delivered several new walking, cycling and wheeling projects in recent years. The Buckinghamshire LCWIP will help us to continue to do this, setting out a network-based plan for providing high-quality infrastructure that encourages more people to choose walking, cycling and wheeling for their everyday journeys.



"The LCWIP has so far been shaped by engagement with Councillors and Community Boards, which has helped to us to identify where new and improved infrastructure may be most needed. However, we value the input of our residents, visitors and stakeholders in shaping this plan. Your feedback will help us identify priority areas, understand local needs and deliver improvements that make a real difference to our communities.

"The delivery of improvements will require us to secure external funding. The Buckinghamshire LCWIP will support applications for funding, guide future investment and help to develop schemes that will all be subject to further development and public consultation as they are taken forward and as funding becomes available."

Key objectives of the Buckinghamshire LCWIP:

- Improving the attractiveness of walking, cycling and wheeling, with a network that links key destinations such as schools, workplaces, shops, public transport and leisure facilities.
- Giving people alternative options for travel other than by car.
- Responding to climate change and tackling emissions.
- Promoting health and wellbeing and access for all, accommodating future growth supporting local economies.

The council invites all residents, businesses, and community groups to participate in the consultation process, which will run from 2 September to 13 October 2024.

The consultation, including the printable survey and address for posting it, are available via buckinghamshire.gov.uk/LCWIP

A series of in-person events will be held to discuss the LCWIP and answer questions. Details of these events can be found on the consultation webpage.

Steven Broadbent added:

"Your insights and experiences are invaluable to us. Whether you currently walk, cycle or wheel a lot or very little, or are interested in travelling more actively, we want to hear from you. Together, we can develop a plan that reflects the main priorities of Buckinghamshire residents."

Following the consultation period, all feedback will be carefully reviewed and incorporated into the final Buckinghamshire LCWIP. The finalised plan will guide future investments and developments in walking, cycling and wheeling infrastructure across Buckinghamshire.



Feedback

The following is proposed as the formal feedback on behalf of Wendover Parish Council based on the proposed plan, which can be downloaded from [Tell us your views on our draft Buckinghamshire Local Cycling and Walking Infrastructure Plan \(LCWIP\) - Your Voice Bucks - Citizen Space](#)

Introduction

We welcome the opportunity provided to us to respond to this consultation. Wendover Parish Council (WPC) is committed to pursuing Climate Action and Sustainability within its parish. Walking, wheeling and cycling forms a key component of delivering a decarbonised sustainable transport network that provides alternatives to using private cars for everyday journeys, important for residents, employees and visitors in Wendover.

Whilst there are currently some good examples of walking and cycling infrastructure in Wendover, this is isolated and not connected to wider networks and our nearest neighbouring villages and towns. As such this reinforces the car reliance of people living within the village and places barriers to greater uptake of walking, wheeling and cycling.

Key Points

WPC are supportive of the Buckinghamshire LCWIP in principle however there are a number of key issues with the document as it currently stands:

- The corridors identified are all straight lines between origin and destination points, which whilst it is noted provides flexibility in the approach to how and where improvements could be located, this is illustrated at such a high-level it is difficult to have any clear views on whether these corridors and the real-world solutions to connect them are appropriate.
- Additionally, no detail on the priority of these links is given, or detail on the propensity to shift towards sustainable modes along these corridors. As professionals in this industry you will be aware of the biases of using existing data sources to extrapolate future demand, especially where there are currently low levels of usage – which is inherently true due to the fact that there are significant barriers to uptake. Alternative data collection techniques to support these assumptions should be used (e.g. has Strava data been used?), and if they have, then more evidence provided. For instance, have the barriers created by construction activity related to HS2 been considered and how this might have manipulated some OD data?
- Development areas and allocated sites should also be mapped to understand where key growth areas are located and where there will be increased demand on the transport network – this would help with the prioritisation challenge outlined above.
- The baseline context section is disappointingly brief and not in-depth enough to understand the unique characteristics of our county. There doesn't seem to be a great deal of local knowledge of the challenges of people travelling by active travel in Buckinghamshire nor has it highlighted some of the opportunities where there are currently well utilised routes and infrastructure. The focus appears to be on nationally available open-source datasets and previous methodologies, which doesn't appear to have delivered a great outcome. This comes across as generic and a 'cookie-cutter' approach to plan production and development. There is no mention of the Chilterns Cycleway for instance, and it is not clear whether any of the corridors are directly aligned to that route – which is again disappointing as its one of the best signed cycle routes in the county.



- There is a disappointing lack of reference to other local area schemes in key towns and villages that could provide the foundations for a successful programme of behaviour change, such as school streets. We know that education trips and the current system of school catchments create severe constraints on the highway network and resolving these issues would support the aims of the overarching LCWIP.
- Infrastructure is more than just tarmac, although that being said – the current quality of the road surface on many of our local, rural routes leaves a lot to be desired and could further improved as a key objective of this plan. Cycle parking provision, hubs, shared mobility and cycle-hire is sorely lacking across the county and introduces another barrier to uptake.
- There needs to be a commitment by Buckinghamshire Council that the delivery of any future infrastructure will be aligned with latest best proactive guidance (e.g. LTN 1/20 and forthcoming Rural Design Guide addendum). We have multiple examples in Wendover where it could be argued that money has been poorly spent by doing the ‘easy’ option rather than taking more difficult decisions that might have delivered better outcomes (e.g. signing the station cycle route up steps rather than deal with some small land ownership issues, putting paint across side roads rather than properly deliver continuous crossings on the new shared route on Aylesbury Road and stopping the shared walking cycling route before the school campus as this would require more challenging design solutions, resulting in abandoning cyclists onto a busy road that is too dangerous to cycle on at school times due to the volume of parked vehicles).

All of these points illustrate that there is a need for more direct engagement with WPC and a need to develop an area specific plan for the Wendover and Villages community board area, to ensure there are future plans for sustainable connectivity between these areas.

Corridor-Specific Feedback

Aston Clinton - Weston Turville – Aylesbury

The public transport linkages between these areas are currently poorly served in frequency and quality. High-quality, segregated off-highway links are required to deliver a step-change in sustainable mobility and avoid a heavily congested road network that has no resilience in this area. This corridor also needs to be closely integrated with Wendover to ensure that all areas that generate trips are well catered for and that a comprehensive network approach is taken.

Aylesbury – Tring

This is currently underserved by all forms of public transport, both bus and rail. East-West connectivity improvements are desperately required and the current lack of links impacts on economic vitality and vibrancy in these areas and reinforces the disparity in the affordable housing offer, locking people into commuting patterns by car and artificially inflating house prices in those areas with good connectivity to other major conurbations (Milton Keynes/ London etc). Villages of Wendover, Weston Turville and Aston Clinton are important parts of this corridor, and it needs to be considered comprehensively.

Aston Clinton - Wendover

There are currently very few highway links between these areas, which constrains the options for looking to integrate and deliver new walking and cycling infrastructure. The highway links that are provided currently do not provide footways or space to cycle safety (50mph roads / national speed



limit). It could be suggested that active travel routes, off-highway set out an excellent opportunity to shift commuting and education trips from car to walking and cycling. There are numerous rural PRoWs between the two areas - but without significant investment, upkeep and maintenance they will not provide a realistic solution for people using these for frequent travel.

Wendover - Weston Turville - Aylesbury

The current walking and cycling network in this area is poorly connected and has many missing links that render some well-designed and delivered infrastructure unusable as the network is not coherent or direct. This impacts on school/education travel as well as commuting and leisure trips. Reliance on off-road and unlit paths for walking and cycling disproportionately impacts those with mobility impairments and those of different demographic and socio-economic groups. Car reliance is baked into these decisions as there is no viable alternative to those wishing to travel sustainably. This needs to be carefully and thoughtfully linked with other corridors such as those to Tring and Aston Clinton.

Halton - Wendover

With significant amounts of new development planned through the regeneration of RAF Halton, sustainable active travel links between these two areas is critical to the success of this project. Reliance upon a canal towpath, whereby usage will be time and season limited is not acceptable mitigation for an additional 1000 homes. Without some large-scale reimagining of the walking and cycling network to link Halton to Wendover, then further car reliance and dominance of the network will be further perpetuated and there will be significant negative impacts. Significant development sites should be illustrated in the plan.

Wendover - Wendover Dean

This will provide a main link between Wendover, wider villages in the area and the Buckinghamshire Greenway. It is imperative that the design and priority of this link is of the highest quality otherwise there will be a significant opportunity missed. This corridor needs to replicate or exceed Greenway quality in order to be viable as an alternative. Currently Dunsmore is segregated from Wendover due to the A413, HS2 line and Chiltern Line. An active travel link between these two places will provide a fantastic alternative for people wanting to access facilities in Wendover, their nearest urban area.

Additional Corridors Not Identified

Wendover – Princes Risborough

East West Connectivity in the county is currently quite poor – and this (whilst still a good idea) will be exacerbated by a focus on a north-south Greenway. Currently there is no way to walk directly between these two settlements and an active travel link between the two would remove the need for people to use public transport and to go into and out of Aylesbury to access both places. Considering that each of these locations provide a rail link to different areas – this corridor has huge potential to take car trips off the network if provided appropriately.

Wendover – Great Missenden



This hopefully will be covered by the Buckinghamshire Greenway – but it is the crucial connections between the Greenway and the villages at either end that will enable longer distance cycling to happen. If safe, convenient, cohesive routes into the village centres, where appropriate parking is provided, is delivered then this corridor has a huge opportunity.

Wendover – Chesham

This route provides a large chunk of the Chiltern Cycleway – which is notable in its absence from the document. It links Dunsmore – Wendover to Tring – Berkhamsted and Chesham. One of the key routes is along Hale Lane in Wendover which is one of the key rural routes not currently dominated by vehicles. It does however experience significant gradient changes and the priority of active travellers using this route will need to be addressed if it is expected this route continues to be a major part of the Chiltern Cycleway route network.

Stoke Mandeville - Wendover - Aylesbury

The consultation draft makes a lot of noise about Stoke Mandeville about being the birth place of the Paralympics, however there are no prioritised corridors that link Stoke Mandeville to its closest neighbours in Wendover and Princes Risborough. Whilst there are currently shared walking and cycling paths provided to Wendover - they are currently in a terrible state of maintenance. They are deprioritised compared to car travel (for example no continuous footways, no formal or informal crossing points, changes between sides of the road with no assistance to cross). On arrival in Aylesbury the inner ring road is a key barrier to access and the lack of wayfinding to demonstrate routes through or where to park cycles in the town centre is currently a barrier to achieving mode shift away from car travel. There is also significant housing growth proposed in this corridor that will need to accommodate even greater levels of movement and will need to focus on active travel infrastructure for key journeys.

Summary

We support the desire of the council to improve walking and cycling links between our villages and towns. However, to achieve the Government's and the Country's ambitions for active travel uptake and more sustainable movement there needs to be a greater focus of design and delivery of new infrastructure and supporting behavioural change. The statement on the consultation website that "We are reliant on external funding to deliver new walking and cycling infrastructure" is disappointing to hear when the delivery of this type of infrastructure is directly within the remit of the Council – a council which has managed to recently find £33 million to build a mile-long new road.

We would welcome more direct consultation with Buckinghamshire Council and their consultants on the delivery of the Buckinghamshire LCWIP to ensure that the opportunities to deliver real change in Wendover are prioritised. Furthermore, we would also welcome discussions with the Council around the development of an area-specific LCWIP for the Wendover and Villages Community Board area (including Halton, Weston Turville, Aston Clinton and many of the key corridors listed in the Buckinghamshire LCWIP) to ensure that this area, which is currently lacking good public transport services and therefore has challenges to uptake of sustainable transport, is recognised and plans are put forward for improvements and funding can be sought.



FINANCIAL CONSIDERATIONS

- n/a

LEGAL IMPLICATIONS AND SUMMARY OF RISKS

It is important to include local Wendover views in the consultation or the plan may not meet the needs of the Parish.

PROPOSAL

To approve the feedback and submit to the review as the official Parish Council position



ITEM 12e – NOMINATED CHARITY FOR CHRISTMAS EVENT

BROUGHT BY

Office

SUMMARY

To consider local charitable organisations and agree who should receive the money raised through the Christmas event.

PARISH COUNCIL BACKGROUND

The Parish Council Christmas event is a fundraiser for a local charity which is agreed each year by council.

DETAILS

Every year the event raises funds for a local good cause. The previous charities and what they were offered as as below:

2023 – Wendover Youth Centre

100% grotto income if they provide a suitable Santa, otherwise 50% of grotto income (to allow us to cover expenses for a Santa provided by the Parish Council.)

Free stall (keeping all income made)

10% of food stalls income in lieu of a pitch fee

2022 – Wendover Shed

Wendover Shed has a free stall at the Xmas Light Switch On. They could sell what they wished and keep all proceeds from the stall.

Wendover Shed will also receive money taken from the grotto

10% of takings from the food traders in lieu of their pitch fees

All monies raised for payment of pitches from the remaining traders.

2021 – Wendover Junior Football Club

50% each of the pitch fees from the rest of the non-food stalls attending

5% each of the takings from the 3 food stalls attending on the night

50% split of the monies from Santa's Grotto

50% split of all the monies you make on your stall



2019 – Wendover Community Car

Free stall

10% of food stalls income

Grotto donations

100% pitch fees

Last year it was resolved to standardise the below offer so that it does not differ year to year:

- 100% grotto income if they provide a suitable Santa, otherwise 50% of grotto income (to allow us to cover expenses for a Santa provided by the Parish Council.)
- Free stall (keeping all income made)
- 10% of food stalls income in lieu of a pitch fee

The following charity has been suggested:

Wendover Dementia Support

FINANCIAL CONSIDERATIONS

- This is all in line with the budget set for the event

LEGAL IMPLICATIONS AND SUMMARY OF RISKS

- n/a

PROPOSAL

To appoint the chosen charity for the 2024 event



ITEM 12f – COMMUNITY CLIMATE ACTION PLAN

BROUGHT BY

Chair

SUMMARY

To consider authorising the Chair to liaise with the local Parish Councils for a collective action plan for climate projects.

PARISH COUNCIL BACKGROUND

n/a

DETAILS

Introduction

Emails, previously circulated to Council have highlighted a current initiative by Weston Turville Parish Council to engage as a community in response to current climate challenges.

There is a meeting on 3rd October to outline in more detail what this means and what Wendover PC can do to get involved and help. The invite to the meeting is as below:

Dear Parish Council Chairs, Clerks, Councillors and community representatives,

We have written to you before about an exciting opportunity for communities covered by the Wendover and Villages Community board to come together and collaborate on a local Climate Action Plan. We now have a unique opportunity for a Zoom consultation with Parish Councillor Julian Thompson who has spearheaded lottery-funded climate action planning within his rural Suffolk community and is now rolling it out across the country. This is supported by the local council facilitation network, the Great Collaboration, the Society of Council Clerks, the Association of Local Councils and Sport England.

Here in Weston Turville, we are looking to engage Julian as facilitator for a Community Climate Action Planning Workshop on 16th November. Ideally, we would like to work with all the parishes covered by the Community Board. We have discussed this with Michelle Parker and she is enthusiastically backing the proposal. This should provide the opportunity for more joined-up, community-wide solutions to the challenges of local sustainable transport, local energy generation and biodiversity loss.

This is collective action between local councils for greater gain. At this stage we are merely asking the chair to represent Wendover in the setup meetings.



FINANCIAL CONSIDERATIONS

- If successful we would be expected to contribute to the cost of the Workshop in November

LEGAL IMPLICATIONS AND SUMMARY OF RISKS

- Wendover Parish Council has declared a climate emergency but could face reputational damage from not getting involved in projects aimed at mitigating climate risk

PROPOSAL

To note Council's view of this project

To authorise the chair to attend the initial meeting and negotiate our involvement in line with that view

To authorise Amenities Committee to make the final decision at the October meeting.



ITEM 12g – MINOR GRANT REQUEST

BROUGHT BY

Little Acorns Kindergarden

SUMMARY

To consider and approve the minor grant request for £1000 to put towards their learning garden.

PARISH COUNCIL BACKGROUND

n/a

DETAILS

Introduction

Please see the appendix for the redacted form

The office has received all the necessary support paperwork including insurance, accounts and constitution which can be viewed on request

If awarded Little Acorns will be required to publicise that the project was part funded by the Parish Council

FINANCIAL CONSIDERATIONS

The current balance on minor grants is £4000. This grant would be S137 expenditure

This money would be granted under the power of S137 expenditure

The money will not be paid until required by the project

PROPOSAL

To award Little Acorns Kindergarten £1000 minor grant to contribute towards the learning garden



APPENDIX



WENDOVER PARISH COUNCIL

The Clock Tower, High Street, Wendover,
Aylesbury, Buckinghamshire, HP22 6DU

Wendover Parish Council Grant Application Form

Name of Organisation	
Little Acorns Kindergarten	
Official / Registered Address of the Organisation	
Little Acorns Kindergarten Wharf Road Wendover Bucks HP22 6HF	
Address to which correspondence should be sent if different from above	
Little Acorns Kindergarten Wharf Road Wendover Bucks HP22 6HF	
Contact details of the person completing this application	
Contact name- Vicky Harman	
Position held – Volunteer	
Daytime telephone number- 07584046570	
Email address- v_james@live.co.uk	
When was your organisation established? 1990	
What is the legal status of your organisation? please tick one of the following	
a) unregistered voluntary or community organisation	<input type="checkbox"/>
b) registered Charity in England or Wales	<input checked="" type="checkbox"/>
c) waiting to be registered as a Charity	<input type="checkbox"/>
d) charity recognised by HMRC in Scotland or Northern Ireland	<input type="checkbox"/>
e) exempt / excepted Charity registered in England and Wales	<input type="checkbox"/>
Registered Charity No (if applicable) 1157426	



WENDOVER PARISH COUNCIL

The Clock Tower, High Street, Wendover,
Aylesbury, Buckinghamshire, HP22 6DU

What does your organisation do?

Little Acorns welcomes children from aged 2 until they go to school. The aim is to provide a wide range of activities and experiences for children to progress in their development and learning at his or her own pace. The nurturing environment provides learning opportunities for all children, where everyone is equally valued.

How many people are involved in your organisation?

Committee/Board Paid Workers Volunteers

Has your organisation received a grant from WPC before? No

If yes, please state when the last grant was given and what it was for

N/A

PROJECT

Project Description (please give start and end dates)

Implementation of learning garden.

Ideally work completed by early 2025.

Project Benefits in relation to Wendover, its residents and visitors

Little Acorns prides itself on providing incredible early years education to the children of Wendover and surrounding villages.

We are seeking funding to create an outdoor learning area that offers our young children a sense of security, peace, and wellness.

Outdoor learning in the early years is widely acknowledged for its positive impact on both educators and young children's development. Spending three hours daily in fresh air enhances brain and body functions. Simply being outside boosts health, social and emotional well-being, immunity, vision, sensory and auditory development, neuro and physical growth, and cognitive skills at a child's own pace.

Children are naturally inclined to learn and explore outdoors, and with the rise of sedentary lifestyles, outdoor learning is becoming increasingly important. A child's innate curiosity and drive to learn, can flourish when they can engage with the world through year-round meaningful activities. The outdoors offers endless STEM (science, technology, engineering and maths) possibilities through natural materials, providing authentic, hands-on experiences that engage both body and mind. This experiential learning fosters awe and wonder, allowing children to revisit their interests and developmental patterns.

Spending ample time outdoors benefits all children, including those with special educational needs and disabilities (SEND), by providing opportunities to explore, embark on adventures, and build confidence, self-esteem, trust, and security through intelligent risk management. Rather



WENDOVER PARISH COUNCIL

The Clock Tower, High Street, Wendover,
Aylesbury, Buckinghamshire, HP22 6DU

than being confined indoors, outdoor learning offers diverse and enriching activities tailored to each child's unique needs, facilitated by interactions with natural elements and sensory experiences.

While children from affluent areas such as Wendover might have more access to resources like parks, gardens, and outdoor activities, this does not automatically translate to greater outdoor experience. Various factors can influence a child's exposure to nature, regardless of their location. Our new garden area aims to bridge this gap, offering children the chance to engage in holistic outdoor activities.

We have already developed an outdoor area over the past few years through fundraising and goodwill. This area provides opportunities for children to run, build, role-play, get messy, and enjoy being a child. While it is vibrant and engaging, we aspire to offer the children even more diverse opportunities.

Our children would greatly benefit from an area that offers peace and tranquillity, allowing them time to connect with nature. Creating a dedicated space for quiet reflection which would include elements such as a sensory garden filled with plants of various textures, scents, and colours; quiet corners with cozy seating for observing nature; gentle water features providing calming sounds; and the use of natural materials like wood and stones to create a soothing environment.

Growing plants offers numerous benefits for children, contributing to their overall development in various ways. Caring for plants teaches children about responsibility as they learn to water, weed, and nurture their garden. Gardening is a slow process, helping children understand the value of patience as they wait for their plants to grow and flourish.

Children gain a deeper appreciation and understanding of nature by learning about plant life cycles, ecosystems, and the importance of environmental stewardship. Gardening involves physical activities such as digging, planting, and watering, which help improve motor skills and overall physical health. Engaging with different textures, smells, and colours in the garden enhances sensory experiences and development.

Growing fruits and vegetables can teach children about healthy eating and the origins of their food, encouraging better dietary habits. Gardening can be a calming and therapeutic activity, reducing stress and promoting a sense of accomplishment and pride. Children learn to troubleshoot and solve problems, such as dealing with pests or ensuring plants receive adequate sunlight and water. Designing and planning a garden allows children to express their creativity and imagination.

Gardening can also be a collaborative activity, fostering teamwork, communication, and cooperation among children. These benefits make gardening a valuable and enriching activity for children's growth and development.

We strongly believe that mental health is crucial for pre-school children. Early childhood is a critical period for social and emotional development, and good mental health lays the foundation for lifelong well-being. Providing this area would allow us to incorporate mindfulness practices into an outdoor setting, greatly enhancing the children's ability to focus, relax, and connect with their surroundings.

Teaching children simple breathing exercises they can perform while sitting quietly in the garden encourages them to focus on their breath and the sensations around them. Guiding them through short meditations, where they close their eyes and listen to the sounds of nature, feel the breeze, and smell the flowers, helps them become more aware of their environment. Encouraging children to use all their senses to explore the garden allows them to touch different textures, smell various plants, listen to the sounds, and observe the colours and shapes around them.



WENDOVER PARISH COUNCIL

The Clock Tower, High Street, Wendover,
Aylesbury, Buckinghamshire, HP22 6DU

Encouraging children to express gratitude for the natural world by sharing what they appreciate about the garden—whether it’s a favourite plant, the feeling of the sun, or the sound of birds—fosters a sense of appreciation. Leading children on a slow, mindful walk around the garden, asking them to pay attention to each step, the feeling of the ground beneath their feet, and the sights and sounds they encounter, enhances their mindfulness.

Incorporating simple yoga poses and stretching exercises that children can perform in the garden helps them connect their bodies with the natural environment. Providing materials for children to create art inspired by the garden, allowing them to draw, paint, or craft using natural materials, focuses on the process rather than the outcome. These activities help children develop a deeper connection to nature, enhance their emotional well-being, and improve their ability to focus and relax.

Understanding the importance of nature can promote healthier lifestyles, as future generations may prioritise outdoor activities, leading to better physical and mental health. Exposure to nature can inspire creativity and innovative thinking, with children who understand natural systems potentially developing new technologies and solutions for environmental challenges.

Teaching children about nature fosters a sense of connection to their community and cultural heritage, strengthening community bonds and promoting collective efforts to preserve local environments. Understanding natural processes can help children develop resilience and adaptability, essential in a rapidly changing world. Nature education instils ethical values such as respect, empathy, and compassion, guiding future generations in making ethical decisions that benefit society and the planet.

By teaching children about nature, we equip them with the knowledge, skills, and values needed to create a sustainable and thriving future, not just in Wendover but globally.

How will you know if you have achieved what you set out to do?

The garden described above has multiple aims and objectives, by implementing this kind of learning into our curriculum we will know we have achieved what we set out too by-

- Recording our children’s greater understanding of the environment they live in
- Having a thriving garden throughout the seasons, successful and longevity of planting and creating habitats for nature to thrive
- Proven multiple use of our outdoor classroom area, throughout the year
- Adapting our learning to what is best taught outside
- Positive physical and mental health and wellbeing on both staff and teachers

EQUAL OPPORTUNITIES

Equal Opportunities seek to help all people receive fair and equitable access to the services our organisations provide. The Council has a legal duty to promote equality whether on grounds or race, disability, age, gender and other grounds where good relations and the elimination of discrimination can increase opportunities.

Does your organisation have an equal opportunities policy? If **yes**, please enclose a copy.

No

FINANCIAL INFORMATION

You must include a copy / extract of your organisation’s latest annual accounts with this



WENDOVER PARISH COUNCIL

The Clock Tower, High Street, Wendover,
Aylesbury, Buckinghamshire, HP22 6DU

application		
Please give a breakdown of total costs for the project (relevant items can be grouped):		
Item	Detail	Cost £
Landscaping	Complete refit of the existing outdoor area, this will include removal of existing fence, levelling of ground, fence replacement, turf fitted, new fencing, outdoor classroom area created, refurbishment of existing path way	£14,795
Additional items	This is to include- Bug hotel Compost wormery Magnifying station Seating Animal figures set Plants and seeds	£1,645
Total cost of project £16,440		
Grant request total £1000		
If your reserves or surplus are more than the amount of grant you want, please explain why you are making this application. Our reserves there for the event that the preschool faces closure and staff are therefore redundant.		
Please attach an additional sheet(s) (if required) to include any other supporting information in respect of this application. Please note that we cannot process your application unless you have included: <ul style="list-style-type: none">• A copy of your constitution or set of rules for your organisation• Information about your finances such as audited accounts/ 2 years of income & expenditure records or copies of bank statements for new organisations• Evidence of appropriate insurance• Relevant policies (your organisation must agree with the Wendover Parish Council Antibribery policy and must have an Equal Opportunities policy at minimum)• Appropriate signatures		



WENDOVER PARISH COUNCIL

The Clock Tower, High Street, Wendover,
Aylesbury, Buckinghamshire, HP22 6DU

DECLARATION
<p>Please read the following declaration carefully and sign it. The conditions will apply to you if your application for a grant is successful.</p>
<p>I accept the following conditions will be attached to any funding received:</p> <p style="margin-left: 20px;">All of the organisation's promotional material will acknowledge the support of Wendover Parish Council.</p> <p style="margin-left: 20px;">If the Council logo is to appear on your literature, assistance on correct usage can be obtained from the Clerk's office on 01296 623056 or email clerk@wendover-pc.gov.uk.</p> <p>We confirm that the information given in this application is correct. We understand that we will be required to submit a brief report within 6 weeks of the completion of the project, including photographs where appropriate if applying for a grant over £1000. We agree the information about the funded project may be included in Wendover Parish Council's publications, website and social media.</p>
<p>Signed..... [REDACTED] Date [REDACTED]</p>
<p>Name [REDACTED]</p>
<p>Position within organisation..... [REDACTED]</p>
<p>Signed.. [REDACTED]</p>
<p>Name .. [REDACTED]</p>
<p>Position within organisation [REDACTED]</p>
<p>Wendover Parish Council is a data controller under the Data Protection Act. We hold information for the purposes specified in our nomination to the Information Commissioner and may use this information for any of them. We may obtain information about you and others, or we may give information to them. If we do it will only be as the laws permits, to check the accuracy of information, prevent fraud or detect crime or to protect public funds.</p>