







WENDOVER PARISH COUNCIL

Address: The Clock Tower, High Street, Wendover,
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COUNCIL VISION AND MISSION

Wendover is a thriving market town in which people want to live trade and visit

 Develop Community	 Enhance Environment	 Promote Prosperity	 Functioning Council
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PARISH COUNCIL MEETING AGENDA

Tuesday 4th March 2025 at 7:45pm

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






Committee Membership: Councillors Ballantine, Gallagher, Goodall, O'Donnell, Porter, Standen, Thornton, Wales, Walker, Washington, Campbell, Tipper 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 4th February 2025.
- 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 8* ●
- 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, 18 and 19*
 - c) To receive the latest [Flagstone](#) statement– *page 20*
 - d) To receive the [end of year](#) forecast– *page 21*
- 9) **REPORTS FROM MEETINGS WITH OUTSIDE BODIES** ●
- a) [HS2 Mitigation Action Group](#) – *page 27*
 - b) [Wendover Community Board](#) – *page 28*
 - c) **Other Groups**
- 10) **REPORTS FROM COMMITTEES**
- a) **FINANCE COMMITTEE** ●
 - i) To note the draft [minutes](#) of the meeting on 18th February 2025 – *page 34*
 - ii) [To consider the standing grants referred from Finance Committee](#) – *page 37*
 - (a) Wendover Youth Centre
 - (b) St Mary’s Church
 - b) **PLANNING COMMITTEE** ● ● ●
 - i) To note the draft [minutes](#) of the meeting on 18th February 2025 – *page 50*
 - (a) [To consider the planning application as submitted by HS2 regarding the Spring Chamber](#) – *page 52*
- 11) **REPORTS FROM WORKING GROUPS**
- a) **Transport Working Group** ●
 - i) To receive an update from the 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) [Internal Audit](#)– *page 57* ●
 - To formally note the outcome of the internal audit and response to the findings.

b) [Community Climate Workshop](#)– **page 63** ● ●

To nominate Councillors to represent the Council at the workshop and identify other potential partners.

13) **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. This staffing meeting deals with sensitive personal information and confidential staffing matters as a part of the discussion on the agenda items.

- a) **To consider moving the meeting into confidential session.**
- b) **To consider staffing arrangements for the office**

14) **NEXT MEETING AND AGENDA ITEMS FOR FUTURE MEETINGS**

The next Parish Council meeting 7.30pm on Tuesday 1st April 2025 at St Annes Hall. Items for the agenda are due into the office by 9am on Mon 24th March.

15) **CLOSURE OF MEETING**

Signed by *Andy Smith*

Clerk and Responsible Finance Officer

Date: 27/02/2025

WENDOVER PARISH COUNCIL

Minutes of the Parish Council Meeting 4th February 2025 at 7:30pm St Anne's Hall, Aylesbury Road, Wendover HP22 6JG

Present: Councillors Ballantine, Goodall, O'Donnell, Porter, Thornton, Wales, Walker, Washington, Tipper and Worth

Clerk: Andy Smith

Members of Public: 3

APOLOGIES FOR ABSENCE

PC24/351 Apologies were received from Cllr Gallagher and Campbell, and were **APPROVED**

DECLARATIONS OF INTEREST

PC24/352 None

MINUTES

PC24/353 The minutes of the Parish Council of 7th January 2025 were **RESOLVED** as a true record to be signed by the Chair of the meeting.

CHAIRS ANNOUNCEMENTS

PC24/354 The Chair outlined the new coding of the agenda against the strategic objectives

PUBLIC PARTICIPATION

PC24/355 A member of the public talked about the school gates and explained that they were originally erected in 1951 for the young men who died in the war. They highlighted that they should not be dumped outside behind a caretakers shed leant against the wall. It was noted that money could be raised through the community board

REPORTS FROM BUCKINGHAMSHIRE COUNCILLORS

PC24/356 There was an apology for not attending the previous meeting this was due to a lot of budgetary meetings at the same time and could not have been helped. It is very rare that nobody will be able to attend.

PC24/357 It was noted that a planning application has not gone in for Dobbins Lane access and the spring chamber. It was stated that the Buckinghamshire Councillors representing Wendover would be opposed to HGVs using Dobbins Lane for construction in the field at the end.

PC24/358 From April there will be new funding available from the Community Board and community groups were encouraged to make applications.

PC24/359 The Parish Council asked if there was any information about the devolution white paper and how it will impact Bucks. It was noted there is no further information available at the moment

PC24/360 The Parish Council asked if there was any way that the hour of free parking could be reviewed as locals and businesses are really starting to suffer because of the change of policy. Anecdotally it was noted the car park seemed empty because of the policy. It was noted that the Parish Council would write and ask for the figures before and after the new charges came in

CLERKS REPORT AND CORRESPONDANCE

PC24/361 The report was noted. Questions on the Witchell Trust and the Canal Towpath were answered. It was noted that the Benefactors of the Witchell Trust should be recognised in the Witchell Trust paperwork and that we should continue to be updated on works to secure the future of the canal towpath.

FINANCE AND PAYMENTS

a) Payments to consider.

PC24/362 The payments to consider totalling £14,114.09 were discussed and questions were answered on the transactions. It was **RESOLVED** to approve the payments.

b) Latest financial reports

PC24/363 The financial reports were discussed and formally noted.

c) Flagstone Statement

PC24/364 The statements from the Flagstone accounts were discussed and questions around interest payments were answered. The statements were formally noted.

d) End of year forecast

PC24/365 The end of year forecast was formally noted.

REPORTS FROM MEETINGS WITH OUTSIDE BODIES

a) HS2 Mitigation Action Group

PC24/366 The deck slide over the Small Dean Viaduct was interesting from an engineering perspective, the issue with Dobbins Lane would be discussed in more detail at a meeting with HS2 and Buckinghamshire Council on the 6th Feb.

b) Other groups

PC24/367 Community Library Trustees Meeting – The work on the library proceeding well and looks to be on schedule

PC24/368 Wendover Memorial Hall – there is a major issue with potential damage from tree roots from trees owned by the Buckinghamshire Council

PC24/369 Business Network – The network is growing. Theft from vans was discussed and was an ongoing concern. Next meeting will be at Andrew Gardeners on the 27th Feb

REPORTS FROM COMMITTEES

a) STAFFING COMMITTEE

PC24/328 The draft minutes of the meeting on 5th November 2024 were noted.

PC24/329 The draft minutes of the meeting on 30th January 2025 were noted.

b) PLANNING COMMITTEE

PC24/330 The draft minutes of the meeting on 21st January 2025 were noted.

REPORTS FROM WORKING GROUPS

a) Transport Working Group

PC24/331 It was noted that a traffic survey around the school campus has been issued and has had 300 responses so far. There is a campus meeting tomorrow that will discuss the outcomes of the surveys

PC24/332 The speeding data on South St was noted after the police operation.

PC24/333 The Electric Vehicle charging traffic consultation is still live

b) Open Spaces Working Group

PC24/334 The Buckinghamshire Community Board confirmed their £15k funding for the skate park. Lottery Reapplication and Sport England bids have been made. We have been invited to apply to EKFB for money towards the skatepark

- c) **Sustainability and Biodiversity Group**
PC24/335 No report.
- d) **Strategic Planning Steering Group**
PC24/336 There will be a March meeting to progress

OTHER ITEMS

- a) **Local Government Pension Scheme**
 - PC24/337 It was **RESOLVED** to waive the financial regulations requiring 3 quotes based on the highly specialised and bespoke nature of the request.
 - PC24/338 It was **RESOLVED** to obtain a current valuation of our LGPS liability at a cost of £2250 + VAT to come from budget line 4496
- b) **Memorial School Gates**
PC24/339 It was **RESOLVED** to authorise the office to request quotes for any restoration work, an information board and supports for the gate. It was noted that it would be desirable to complete this work by the remembrance service in November.
- c) **Approve appointment of representative to Wendover Action Group**
PC24/340 It was **RESOLVED** to approve the appointment of Cllr Tipper to be the liaison with the Wendover Action Group
- d) **2025 Events programme**
 - PC24/341 It was **RESOLVED** to delegate the organisation of the 2025 events in line with this paper to the Estates and Events Manager in partnership with the Events Working Group
 - PC24/342 It was **RESOLVED** to authorise the expenditure up to the budgets listed in the paper
 - PC24/343 It was **RESOLVED** to enter the Best Kept Village Competition
- e) **2025/26 Parish Council Meetings**
 - PC24/344 It was **RESOLVED** to set the Annual Parish Meeting date to 7pm on Thu 17th April 2025
 - PC24/345 It was **RESOLVED** to set the Annual Meeting of Council to 7pm on 6th May 2025
 - PC24/346 It was **RESOLVED** to agree the notice of meetings as set out in the paper
 - PC24/347 It was **RESOLVED** to authorise the Clerk to book the venues based on availability and suitability
- f) **Open Space Hire Request – Hampden Meadow**
PC24/348 This item was discussed at the start of other business. A member of the public outlined the proposal and answered questions from the Parish Council. There was discussion over parking in the local area and the state of the ground if it is wet and that was noted to be covered when planning the event. Local residents would be notified and engaged with by the event organiser. It was **RESOLVED** to accept the hire request for Hampden Meadow as set out in the paper and note the charge as per the charging schedule.

CONFIDENTIAL ITEM

- a) **To consider moving the meeting into confidential session**
PC24/349 It was **RESOLVED** to approve the larger equipment store on the Witchell Grounds.
- b) **To consider staffing arrangements for the Estates and Grounds Team**

- PC24/350** The paper was discussed and the two new roles were considered. It was **RESOLVED** to approve the updated Job descriptions and salary scales for the two Estates and Grounds roles
- PC24/351** It was noted that the jobs should be offered internally and then advertised externally if required and the office would undertake this
- PC24/352** It was **RESOLVED** to authorise the Clerk and Chair of Staffing Committee to appoint the new roles on the appropriate level on the salary scales agreed for the roles.

DATES OF FUTURE MEETINGS

- PC24/353** The next Parish Council meeting 7.30pm on Tuesday 4th March 2025 at St Annes Hall. Items for the agenda are due into the office by 9am on Mon 24th February.

CLOSURE OF MEETING

- PC24/354** As all business was transacted the meeting was closed at 8:47 pm

Signed by
Chair to the Parish Council

Date:



ITEM 7 – CLERKS REPORT AND CORRESPONDENCE

Recruitment to Estates and Grounds position

The recruitment process is in full swing. We have advertised through our own channels and indeed.co.uk as this seems to be the primary recruitment channel for this sort of work. To date we have had over 90 applicants. This is good news and bad news in that it means we have a good number of candidates to select from, but the shortlisting process will take longer than anticipated. We have also encouraged candidates to come in for an informal chat with Stef and view our open spaces as we are keen for candidates to understand the role they are applying for. This all takes up time now, but will be worth it to find the right candidate. Whilst unlikely, given the number and quality of some of the candidates on paper, not recruiting is still an option to ensure that we have a member of staff with the right attitude and approach.

Hampden Pond

For just over a month the pond has had a blue tinge to it. It was initially attributed to petrol/diesel run of in high rainfall. The persistence of the colouration and the cloudiness of the pond have warranted further investigation and an incident report being made to the Environment Agency. Thankfully there are no signs of a reduction in wildlife and no evidence such as dead fish which means the risk of what is in the pond is low, we are progressing whether we need to do some sample testing. The initial response from the Environment agency has not pointed to any concrete answers but has reduced concerns about any danger it may pose.

- It does look as though it could be a dye (for water tracing).
- It may be a treatment to suppress weeds – (which it isn't as we haven't undertaken any such treatments).
- The other possibility is that there's been an increase in fine suspended solids, which can cause this colouration especially in brighter conditions with diffraction of light. This could just be from heavy rain stirring up solids in the shallower areas.

They concluded that they are not too concerned that there's any potentially toxic contamination, given the lack of likely source and no evident impact to wildlife. We are asking HS2 if they can match this issue in the pond to any of their activities.

Meetings regarding Spring Chamber

Whilst this is on the agenda there have been multiple meetings that I have attended to ensure that Council have all of the information needed to make a decision on the planning application. This included a site visit of where the chamber is to be constructed and the route to be taken to get there.

Churchyard

Again this is on the agenda but has taken a number of meetings and working with the Estates and Grounds Team to bring the information to Council.

Field at Halton Lane/Worlds End Lane

A member of the public has seen surveyors on the field at Halton Lane/Worlds End Lane and enquired to any potential development and planning. I replied with what we know and the headwinds are not good.



The land is not currently identified by Buckinghamshire Council in their land supply map under the Vale of Aylesbury Local Plan and it is not identified as suitable for development in the Wendover Neighbourhood Plan. However, both plans are considered "out of date" and Buckinghamshire are rewriting a unitary Local Plan, this may change.

Because of the increased housing targets and Bucks being behind in the number being built we are now in a position where any speculative application has to be given significant consideration - (known as tilted balance) The half of the field within the Wendover Parish Boundary has attracted developer interest and land registry shows that whilst it is still owned by a local farmer, in Feb 23 Rectory Homes entered an option agreement with the landowner on that land. The Parish Council don't know the precise details of that agreement, It likely means should planning be available Rectory Homes will agree to buy the land and the Landowner cannot sell to any other party without Rectory Homes consent.

The field is on the wrong side of the roads to be in either the Chilterns National Landscape (AONB) or Weston Turville SSSI

A developer has tried for permission before (not sure if it is the same developer) and failed. It went to appeal and failed again. This was c. 2017. This application was for the full field - not just the half by the roads. The views of the then AONB and traffic flows I think prevented it progressing to a full planning application.

Office Display Screen Equipment review

A regular review of our Display Screen Equipment highlighted some issues with the heights and adjustability of the monitors because of dual screen usage that had not been picked up before. The monitors are relatively new and their heights slightly different to our old monitors. This is being resolved with a new monitor bracket for both desks.

Site safe humidity and black mould

The site safe has got patches of black mould, these patches have been dealt with, but it has been discovered that the humidity in the site safe is over 70%. This has resulted in having to buy an industrial sized dehumidifier and we are monitoring humidity and mould in the space.

New vehicle for Parish Council

I have been investigating all options for the Parish Council to replace the current HiLux. This has involved engaging with multiple companies comparing Lease v Purchase and Electric v Fuel. A paper will be delivered to the March Amenities Committee for their first consideration to come the April full council meeting.

Streetlight electricity bills

Our energy provider for the streetlights in Wendover has (along with other providers) been changing the metering so that our supplies can get 30 minute breakdowns of energy usage. This has meant we have not been issued a bill for 3 months and I have been chasing this down.

Last week it seemed we had a resolution and the bills were released. We were expecting charges totalling £3600 but were issued a bill for £18k. I immediately put the bill into dispute and with very little investigation required the company credited that bill and claimed further work was required on our billing.



Tablets for Councillors

The two new councillors would like tablets for their work and emails. We have discovered that all the current tablets are now no longer supported because of their age and you can no longer download the Microsoft office apps to them. Many people use their own devices and we have a Bring Your Own Device BYOD policy. However as we should be offering IT support to those who need it I am investigating replacements. Our IT management contractor did specify some devices from Amazon as being budget friendly options. I am looking at using a Wendover based retailer to provide our IT needs. There is a lot to consider and a request for new equipment should be coming to the next Council meeting

Walnut Tree Meadow

I am working with the Chair to gather information for the application.

Re-enrolment of pension scheme and declaration of compliance

Every 3 years the Council needs to check compliance and look to re-enrol any employees who are not employed. This is a legal requirement, but thankfully with our staff team not too onerous. However, this is just to note the exercise has been completed and submitted.

Wendover Library

It is with great sadness that we say farewell to the Library, with their last day being Friday 21st March. It has been a joy to see many different members of the Community using our space and occasionally offering a guided tour (any money in the cap at the end will be declared!) which includes a brief history of Wendover.

Advertising on community noticeboards

We have had a number of enquiries around advertising on the community noticeboards. We have a board at Ashbrook and a board facing the Craftyard on the reverse of the parish council notices. These are self-policing and can be opened by anyone wishing to advertise an event or community group.

Fires on Purssell Path 17th Feb

We received a notification from a member of the public that there were fires on the Purssell Path on the 17th February. This was not through any works we were doing and we could not see any issues on the path the following morning.

Private Hedge to be cut by HS2

A hedge that needs cutting back because access has been blocked by HS2 fencing has been causing issues and upset for the resident that owns the hedge. Because of the time it was taking HS2 to resolve the issue the Parish Council offered to get one of our contractors to cut the hedge. Unfortunately, our contractors would only undertake the work if the Parish Council paid for the works as they did not want to work for HS2 and have delayed payment. Sadly, our offer of help actually delayed resolution in this case. I have advised the resident that we will continue to lobby HS2, but they should also focus on HS2 for their complaints. Naturally this is incredibly frustrating for the resident concerned and we may have made the situation worse with our offer of help. We are aware from HS2 that the works are close to being completed.



Refuse collection

We have had some issues with refuse collection, in particular the collection of the recycling bin where new and varying crews are not able to find the bin at Sidleys. This has happened over a number of weeks and taken multiple calls to try and resolve. Sadly, with the volume of rubbish being left over the course of weeks we have attracted some rodent friends to the bin, which have required acquiring some traps. We are monitoring the situation and in touch with the waste team at Buckinghamshire Council.



ITEM 8 – FINANCE REPORTS

The accounts presented show the state as at 25/02/25 but do include salary costs which come out at the end of the month. This is a reasonable indication of the completed February position.

There are no changes to the trajectory of the accounts since last month to note. The end of year projections incorporates some changes of position financially but these manage to cancel each other so we are still targeting to hit the bottom line budget.



25/02/2025

Wendover Parish Council Current Year

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Detailed Income & Expenditure by Budget Heading 25/02/2025

Month No: 11

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	1,261	1,630	369			77.4%	
1005 Charter Fair	0	110	220	110			50.0%	
1010 Cricket Club Lease	0	225	300	75			75.0%	
1021 Markets - Local Produce	175	1,243	1,500	258			82.8%	
1022 Markets - Weekly Market	2,665	9,772	10,660	888			91.7%	
1030 Other Rental (Ashbrook)	50	2,219	2,045	(174)			108.5%	
1035 BCC Devolved Footpaths Income	0	19,198	10,158	(9,040)			189.0%	
1214 Christmas Trees	99	1,518	2,000	482			75.9%	
1260 Xmas event income	400	1,651	500	(1,151)			330.2%	
1261 Rifle Club Lease	0	0	100	100			0.0%	
1262 Fundraising income	1,783	2,011	0	(2,011)			0.0%	1,783
1263 Event income (stalls etc)	0	388	0	(388)			0.0%	
Amenities Income :- Income	5,172	39,595	29,113	(10,482)			136.0%	1,783
Net Income	5,172	39,595	29,113	(10,482)				
6001 less Transfer to EMR	1,783	1,783						
Movement to/(from) Gen Reserve	3,389	37,812						
125 Events Expenditure								
4100 Annual Parish Meeting excl refs	0	257	500	243		243	51.3%	
4105 Christmas Decorations	0	4,898	6,500	1,602		1,602	75.4%	
4109 Promo Materials	25	508	750	242		242	67.7%	
4110 Entertainment & Events	0	3,887	5,000	1,113		1,113	77.7%	
4111 RAF/Remembrance Parade	0	394	500	106		106	78.8%	
4112 Floral Display	0	8,279	8,885	606		606	93.2%	
4113 HS2 Public Meeting	0	254	0	(254)		(254)	0.0%	
4122 Markets - Local Produce	0	319	500	181		181	63.8%	
4124 Markets - Business Rates	0	898	990	92		92	90.7%	
4125 Markets - Water	0	2	50	48		48	3.6%	
4126 Markets - Electric	43	337	380	43		43	88.7%	
4130 Quiz	0	117	400	283		283	29.3%	
4132 Christmas Celebration Event	0	2,039	2,500	461		461	81.6%	
Events Expenditure :- Indirect Expenditure	68	22,188	26,955	4,767	0	4,767	82.3%	0
Net Expenditure	(68)	(22,188)	(26,955)	(4,767)				
130 Highways Expenditure								
4200 Bus Shelters	0	1,012	500	(512)		(512)	202.3%	
4210 Refuse Bins	0	0	500	500		500	0.0%	

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Wendover Parish Council Current Year

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Detailed Income & Expenditure by Budget Heading 25/02/2025

Month No: 11

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
4211 Sever weather (salt etc	0	0	500	500		500	0.0%	
4215 Street Furniture - Purchase	0	36	1,000	964		964	3.6%	
Highways Expenditure :- Indirect Expenditure	0	1,048	2,500	1,453	0	1,453	41.9%	0
Net Expenditure	0	(1,048)	(2,500)	(1,453)				
<u>135 Street Lighting Expenditure</u>								
4300 Electricity	0	8,586	12,500	3,914		3,914	68.7%	
4305 Maintenance	657	18,250	10,000	(8,250)		(8,250)	182.5%	
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	657	26,836	31,000	4,164	0	4,164	86.6%	0
Net Expenditure	(657)	(26,836)	(31,000)	(4,164)				
<u>140 Recreation Expenditure</u>								
4400 Dog Bin Emptying	0	2,423	2,200	(223)		(223)	110.1%	
4405 Maintenance - Open spaces F&F	87	5,675	15,000	9,325		9,325	37.8%	
4406 Maintenance - footpaths	0	0	2,000	2,000		2,000	0.0%	
4410 Maintenance - Groundworks	0	6,043	5,000	(1,043)		(1,043)	120.9%	
4415 Maintenance - Inspections, etc	0	2,316	1,800	(516)		(516)	128.7%	
4416 Pond Works	0	0	1,500	1,500		1,500	0.0%	
4417 Tree Works	0	8,693	4,000	(4,693)		(4,693)	217.3%	
4421 Orchard Maintenance	0	1,090	750	(340)		(340)	145.3%	
4425 Capital Expenditure (asset pur	0	0	12,000	12,000		12,000	0.0%	
4426 Estates vehicle lease	382	4,391	4,440	49		49	98.9%	
4430 Mower Maintenance	0	1,872	2,000	128		128	93.6%	
4435 Play Equipment - Purchase	0	0	5,000	5,000		5,000	0.0%	
4440 Play Equip - Repairs & Maint	0	2,313	3,000	687		687	77.1%	
4450 Premises - Garage Rent	135	1,485	1,620	135		135	91.7%	
4455 Premises - SiteSafe Electrics	71	407	300	(107)		(107)	135.7%	
4465 Premises - SiteSafe Water, etc	21	104	300	196		196	34.8%	
4475 Misc - Fuel	128	3,464	3,200	(264)		(264)	108.3%	
4480 Misc - Materials & Tools	16	1,610	2,500	890		890	64.4%	
4481 Machinery/Tool Service Repair	229	384	2,500	2,116		2,116	15.4%	
4485 Misc - Protective Clothing	100	450	750	300		300	60.0%	
4490 Misc - Refuse Bins	165	1,630	1,200	(430)		(430)	135.9%	
4495 Misc - Sundries Recreation	0	42	500	458		458	8.4%	
4497 Defibrillators	0	187	500	313		313	37.4%	
Recreation Expenditure :- Indirect Expenditure	1,335	44,579	72,060	27,481	0	27,481	61.9%	0
Net Expenditure	(1,335)	(44,579)	(72,060)	(27,481)				

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Wendover Parish Council Current Year

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Detailed Income & Expenditure by Budget Heading 25/02/2025

Month No: 11

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
200 Finance & General Income								
1205	0	199	400	201			49.7%	
1210	0	12,352	3,500	(8,852)			352.9%	
1215	0	735	0	(735)			0.0%	
1250	0	388,445	388,445	0			100.0%	
1266	0	551	800	249			68.8%	
Finance & General Income :- Income	0	402,282	393,145	(9,137)			102.3%	0
Net Income	0	402,282	393,145	(9,137)				
220 Finance & General Expenditure								
4496	0	716	2,000	1,284		1,284	35.8%	
4550	113	5,087	7,500	2,413		2,413	67.8%	
4555	63	1,092	3,000	1,908		1,908	36.4%	
4560	3	151	600	449		449	25.2%	
4565	0	0	2,300	2,300		2,300	0.0%	
4570	0	554	2,000	1,446		1,446	27.7%	
4575	0	7,227	7,950	723		723	90.9%	
4580	0	720	800	80		80	90.0%	
4615	125	1,353	1,750	397		397	77.3%	
4620	117	1,334	1,500	166		166	88.9%	
4621	237	3,607	3,000	(607)		(607)	120.2%	
4625	28	514	1,000	486		486	51.4%	
4630	9	341	300	(41)		(41)	113.6%	
4640	0	0	100	100		100	0.0%	
4645	0	0	300	300		300	0.0%	
4650	538	2,568	2,800	232		232	91.7%	
4655	22	239	150	(89)		(89)	159.4%	
4660	40	2,609	1,750	(859)		(859)	149.1%	
4665	0	0	1,000	1,000		1,000	0.0%	
4670	0	505	1,000	495		495	50.5%	
4675	0	2,887	500	(2,387)		(2,387)	577.4%	
4685	0	1,419	2,250	831		831	63.1%	
4690	0	365	1,200	835		835	30.4%	
4691	0	0	100	100		100	0.0%	
4695	185	755	1,200	445		445	62.9%	
4700	31	316	500	184		184	63.2%	
4705	0	46	200	154		154	22.9%	
4707	374	1,392	3,000	1,608		1,608	46.4%	
Finance & General Expenditure :- Indirect Expenditure	1,886	35,797	49,750	13,953	0	13,953	72.0%	0
Net Expenditure	(1,886)	(35,797)	(49,750)	(13,953)				

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Wendover Parish Council Current Year

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Detailed Income & Expenditure by Budget Heading 25/02/2025

Month No: 11

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
<u>230 Grants out - inc S137 exp</u>								
4585 Grant - Churchyard - not S137	0	7,500	7,000	(500)		(500)	107.1%	
4586 Grant - Youth Centre -not S137	0	7,500	7,000	(500)		(500)	107.1%	
4590 Grants Out - Major - S137	0	5,000	15,000	10,000		10,000	33.3%	
4591 Grants Out - Major - not S137	0	5,000	0	(5,000)		(5,000)	0.0%	
4611 Grants Out - Minor - S137	0	1,000	5,000	4,000		4,000	20.0%	
4613 Grants Out - Minor - not S137	0	1,000	0	(1,000)		(1,000)	0.0%	
Grants out - inc S137 exp :- Indirect Expenditure	0	27,000	34,000	7,000	0	7,000	79.4%	0
Net Expenditure	0	(27,000)	(34,000)	(7,000)				
<u>320 Staffing</u>								
4800 Staffing - Amenities - Wages	2,823	70,233	73,585	3,352		3,352	95.4%	
4801 Staffing - Amenities - NIC	285	6,638	6,795	157		157	97.7%	
4802 Staffing - Amenities-Pension	115	8,043	10,459	2,416		2,416	76.9%	
4810 Staffing - F&G - Wages	6,670	79,666	91,561	11,895		11,895	87.0%	
4811 Staffing - F&G - NIC	720	8,254	8,243	(11)		(11)	100.1%	
4812 Staffing - F&G - Pension	335	4,234	5,310	1,076		1,076	79.7%	
4816 Staffing F&G Student Loan	66	745	990	245		245	75.3%	
4845 Payroll Charges	60	660	750	90		90	88.0%	
4855 HR Consultancy Fees	0	2,192	3,500	1,308		1,308	62.6%	
4860 Training Staff & Cllrs	0	515	3,500	2,985		2,985	14.7%	
4861 Uniform	150	150	1,000	850		850	15.0%	
4862 Smart Pension Admin Fee	22	242	300	58		58	80.7%	
Staffing :- Indirect Expenditure	11,247	181,571	205,993	24,422	0	24,422	88.1%	0
Net Expenditure	(11,247)	(181,571)	(205,993)	(24,422)				
<u>980 Amenities EMR projects</u>								
9123 EMR - TWG Priorities	0	2,500	0	(2,500)		(2,500)	0.0%	2,500
9128 EMR - Climate Action	0	1,000	0	(1,000)		(1,000)	0.0%	1,000
Amenities EMR projects :- Indirect Expenditure	0	3,500	0	(3,500)	0	(3,500)		3,500
Net Expenditure	0	(3,500)	0	3,500				
6000 plus Transfer From EMR	0	3,500						
Movement to/(from) Gen Reserve	0	0						

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Wendover Parish Council Current Year

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Detailed Income & Expenditure by Budget Heading 25/02/2025

Month No: 11

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
Grand Totals:- Income	5,172	441,877	422,258	(19,619)			104.6%	
Expenditure	15,193	342,519	422,258	79,739	0	79,739	81.1%	
Net Income over Expenditure	(10,021)	99,358	0	(99,358)				
plus Transfer From EMR	0	3,500						
less Transfer to EMR	1,783	1,783						
Movement to/(from) Gen Reserve	(11,804)	101,075						



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Wendover Parish Council Current Year

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Detailed Balance Sheet - Excluding Stock Movement

Month 11 Date 25/02/2025

<u>A/c</u>	<u>Description</u>	<u>Actual</u>	
	<u>Current Assets</u>		
100	Debtors	203	
105	VAT Control A/c	1,828	
200	Current Bank Account	24,865	
202	Flagstone	345,698	
	Total Current Assets		372,593
	<u>Current Liabilities</u>		
515	Allotment Deposits	1,710	
	Total Current Liabilities		1,710
	Net Current Assets		370,884
	Total Assets less Current Liabilities		370,884
	<u>Represented by :-</u>		
300	Current Year Fund	99,358	
310	General Reserves	156,238	
323	Playground Improvements EMR	2,235	
336	Estates equipment replace EMR	240	
338	Hampden Pond EMR	143	
356	LGPS Cessation EMR	75,000	
357	Skate Park EMR	18,855	
358	Library Extension EMR	8,000	
359	TWG Priorities	7,068	
364	Climate Action EMR	3,748	
	Total Equity		370,884



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**Wendover Parish Council Current Year
Earmarked Reserves**

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<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	1,783.00	143.01
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	-2,500.00	7,067.50
364 Climate Action EMR	4,748.12	-1,000.00	3,748.12
	<u>117,005.13</u>	<u>-1,717.00</u>	<u>115,288.13</u>



Flagstone
1st Floor, Clareville House
26-27 Oxendon Street
London, SW1Y 4EL

Wendover Parish Council
Clock Tower
High Street
Wendover
Wendover
HP226DU
United Kingdom

Client ref: WEND001C

SAVINGS ACCOUNTS STATEMENT

Summary from 01 February 2025 to 04 February 2025

£0.01 Holding account balance (as at 04 February 2025)	£346,142.91 Savings accounts balance (as at 04 February 2025)	£445.21 Total interest paid (from 01 February 2025 to 04 February 2025)	£53.00 Total interest unpaid (from 01 February 2025 to 04 February 2025)
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Bank name	Account type	Account status (as at 04 February 2025)	Unpaid interest (1)	Paid interest (2)	Savings accounts balance (as at 04 February 2025)
Sainsburys Bank	Fixed 6 months	Active	£16.48	£0.00	£32,000.00
Sainsburys Bank	Fixed 6 months	Active	£13.44	£0.00	£27,319.45
HSBC	Instant access	Active	£0.00	£41.18	£82,986.98
Aldermore	Notice 95 days	Active	£0.00	£25.80	£51,415.30
Hampshire Trust Bank	Instant access	Active	£0.00	£21.90	£50,843.20
Arbuthnot Direct - Part of Arbuthnot Latham & Co Ltd	Instant access	Active	£17.32	£178.39	£50,790.65
UBL UK	Instant access	Active	£5.76	£177.94	£50,787.33

(1) Unpaid interest is indicative and may vary when it is credited to your account. We refer to unpaid interest as 'profit' for Sharia bank accounts.

(2) We refer to paid interest as 'profit' for Sharia bank accounts



Wendover Parish Council Current Year

Detailed Income & Expenditure by Budget Heading

MONTH: 11

Forecast made on current YTD figures for month 11

	Actual		Budget		Forecast		Basis of forecast and notes
	Last Yr	YTD	Annual	Variance	Expenditure	Clerk	
100 Amenities Income							
1000 Allotment Rent	1,743	1,261	1,630	369	1,376	1,261	(369)
1005 Charter Fair	220	110	220	110	120	110	(110)
1010 Cricket Club Lease	300	225	300	75	245	300	0
1021 Markets - Local Produce	840	1,243	1,500	257	1,356	1,200	(300)
1022 Markets - Weekly Market	11,548	9,772	10,660	888	10,660	10,660	0
1030 Other Rental (Ashbrook)	1,248	2,219	2,045	(174)	2,421	2,300	255
1035 BCC Devoived Footpaths Income	19,198	19,198	10,158	(9,040)	20,943	19,198	9,040 As discussed
1214 Christmas Trees	1,601	1,518	2,000	482	1,656	1,750	(250)
1260 Xmas event income	1,446	1,651	500	(1,151)	1,801	1,651	1,151
1261 Rifle Club Lease	100	0	100	100	0	100	0
1262 Fundraising income	25,195	2,011	0	(2,011)	2,194	228	228 Income from HS2 grant - tfr to EMR
1263 Event income (stalls etc)	0	388	0	(388)	423	388	388
AMENITIES INCOME TOTAL	63,439	39,596	29,113	(10,483)	43,196	39,146	(10,033)

	Actual		Budget		Forecast		Basis of forecast and notes
	Last Yr	YTD	Annual	Variance	Expenditure	Clerk	
125 Events Expenditure							
4100 Annual Parish Meeting excl refs	512	257	500	243	280	257	(243)
4105 Christmas Decorations	5,078	4,898	6,500	1,602	5,343	6,500	0 christmas decoration "removal" invoice outstanding
4109 Promo Materials	1,009	508	750	242	554	750	0
4110 Entertainment & Events	2,107	3,887	5,000	1,113	4,240	4,500	(500)
4111 RAF/Remembrance Parade	3,667	394	500	106	430	394	(106)
4112 Floral Display	4,400	8,279	8,885	606	9,032	8,279	(606)
4113 HS2 Public Meeting	889	254	0	(254)	277	500	500
4122 Markets - Local Produce	425	319	500	181	348	500	0
4124 Markets - Business Rates	898	898	990	92	980	1076	86
4125 Markets - Water	62	2	50	48	2	2	(48)
4126 Markets - Electric	441	337	380	43	368	400	20
4130 Quiz	40	117	400	283	128	400	0
4132 Christmas Celebration Event	2,679	2,039	2,500	461	2,224	2,039	(461)
EVENTS EXPENDITURE TOTAL	22,207	22,189	26,955	4,766	24,206	25,597	(1,358)
6000 TFR FROM EMR	3,667	0	0	0	0	0	0
Net movement to gen reserve	(18,540)	(22,189)					



	Actual		Budget		Forecast		Basis of forecast and notes
	Last Yr	YTD	Annual	Variance	Expenditure	Clerk	
130 Highways Expenditure							
4200 Bus Shelters	0	1,012	500	(512)	1,104	1,012	512
4210 Refuse Bins	0	0	500	500	0	0	(500)
4211 Sewer weather (salt etc	0	0	500	500	0	0	(500)
4215 Street Furniture - Purchase	0	36	1,000	964	39	36	(964)
HIGHWAY EXPENDITURE TOTAL	0	1,048	2,500	1,452	1,143	1,048	(1,452)
6000 TFR FROM EMR	0	(1,048)					
Net movement to gen reserve							
135 Street Lighting Expenditure							
4300 Electricity	11,451	8,586	12,500	3,914	9,367	13,000	500 the power company have not invoiced for 3 months and are aware of the error
4305 Maintenance	20,119	18,250	10,000	(8,250)	19,909	20,000	10,000 This is in line with current fault reports and is on par with last year but is still way above budget
4315 New Columns (not LEDs)	2,900	0	7,000	7,000	0	0	(7,000)
4320 Streetlighting Inspections	0	0	1,500	1,500	0	1,500	0
STREET LIGHT TOTAL	34,470	26,836	31,000	4,164	29,276	34,500	3,500
6000 TFR FROM EMR	(34,470)	(26,836)					
Net movement to gen reserve							



	Actual		YTD	Budget		%	Forecast		Basis of forecast and notes
	Last Yr	YTD		Annual	Variance		Expenditure	Clerk	
140 Recreation Expenditure									
4400 Dog Bin Emptying	2,581	2,423	2,200	(223)	110.1%	2,643	2600	400	
4405 Maintenance - Fences, etc	1,372	5,675	15,000	9,325	37.8%	6,191	16000	1,000	Playpark fences in Hampden being done in Feb
4406 Maintenance - footpaths	0	0	2,000	2,000	0.0%	0	500	(1,500)	This operates as one budget with the groundworks and we should recognise that in future budgets we should be doing a lot of 'catch up' work to get on top of jobs - require 1,500 since staffing changes. We have been doing a lot of 'catch up' work to get on top of jobs - require 1,000 increase in playground external inspections
4410 Maintenance - Groundworks	4,054	6,043	5,000	(1,043)	120.9%	6,592	6500	1,000	
4415 Maintenance - Inspections, etc	90	2,316	1,800	(516)	128.7%	2,527	2800	0	
4416 Pond Works	50	0	1,500	1,500	0.0%	0	1500	1,500	Path repairs some fencing
4417 Tree Works	5,750	8,693	4,000	(4,693)	217.3%	9,483	9500	5,500	Invoice including previous years work is impacting on this figure
4418 Tree Inspections	1,680	0	0	0		0	0	0	
4421 Orchard Maintenance	721	1,090	750	(340)	145.3%	1,189	1090	340	
4425 Capital Expenditure (asset purchase)	9,760	0	12,000	12,000	0.0%	0	0	(12,000)	We have put the Grillo on hold because of the Dev Svcs Contract and current yr pressures
4426 Estates vehicle lease	0	4,391	4,440	49	98.9%	4,790	4500	60	
4430 Mower Maintenance	2,979	1,872	2,000	128	93.6%	2,042	2500	500	We have had a number of mower faults this year - it is 6 years old and this is expected for its age
4435 Play Equipment - Purchase	0	0	5,000	5,000	0.0%	0	15000	10,000	need to start replacing obsolete equipment
4440 Play Equip - Repairs & Maint	5,764	2,313	3,000	687	77.1%	2,523	3000	0	
4450 Premises - Garage Rent	1,620	1,485	1,620	135	91.7%	1,620	1620	0	
4455 Premises - SiteSafe Electrics	168	407	300	(107)	135.7%	444	384	84	
4465 Premises - SiteSafe Water, etc	188	104	300	196	34.7%	113	150	(150)	
4475 Misc - Fuel	3,449	3,464	3,200	(264)	108.3%	3,779	3800	600	Fuel costs are on the rise - we now have a new fuelcard that should cut costs
4480 Misc - Materials & Tools	915	1,610	2,500	890	64.4%	1,756	1800	(700)	
4481 Machinery/Tool Service Repair	388	384	2,500	2,116	15.4%	419	1000	(1,500)	
4485 Misc - Protective Clothing	831	450	750	300	60.0%	491	450	(300)	
4490 Misc - Refuse Bins	985	1,630	1,200	(430)	135.8%	1,778	1800	600	Commercial waste rates were increased mid year
4495 Misc - Sundries Recreation	268	42	500	458	8.4%	46	50	(450)	
4497 Defibrillators	0	187	500	313	37.4%	204	500	0	
RECREATION TOTAL	43,773	44,579	72,060	27,481	61.9%	48,632	77,044	4,984	
6000 TFR FROM EMR									
Net movement to gen reserve	(43,773)	(44,579)							



	Actual		Budget		Forecast Clerk	Variance	Basis of forecast and notes
	Last Yr	YTD	Annual	Variance			
200 Finance & General Income							
1205 Witchell Trust Grant	261	199	400	201	217	262	(138)
1210 Interest Received ex Deposits	16,663	12,352	3,500	(8,852)	13,475	13,000	9,500
1215 Miscellaneous Income	1,675	735	0	(735)	802	735	735
1250 Precept Received	359,078	388,445	388,445	0	423,758	388,445	0
1266 VAHT Streetlight Income	1,058	551	800	249	601	816	16
F&G INCOME TOTAL	378,735	402,282	393,145	(9,137)	438,636	402,996	10,251
220 Finance & General Expenditure							
4496 Professional Support (HS2 etc)	1,526	716	2,000	1,284	781	3,000	1,000 LGFS valuation report
4550 Communications - Publicity	7,219	5,087	7,500	2,413	5,549	6,500	(1,000) Now a lot of new initiatives such as the W2W website have been embedded these costs are
4555 Communications - Website	2,509	1,092	3,000	1,908	1,191	1,750	(1,250) under better control
4560 Financial - Bank Charges	604	151	600	449	165	500	(100)
4565 Financial - Fees - Audit	1,735	0	2,300	2,300	0	1,800	(500)
4570 Financial - Fees - Legal	606	554	2,000	1,446	604	1,000	(1,000)
4575 Financial - Insurance	7,111	7,227	7,950	723	7,884	7,227	(723)
4580 Financial - Software	566	720	800	80	785	800	0
4582 End of Year Support RBS	(558)	0	0	0	0	0	0
4583 Election Costs							
4615 Office - Broadband/Tel/Fax	1,439	1,353	1,750	397	1,476	1,750	0 BT are changing their services and this will see some small price rises
4620 Office - Copier	1,287	1,334	1,500	166	1,455	1,500	0
4621 Office - Equipment - Expend	3,964	3,607	3,000	(607)	3,935	3,500	500
4625 Office - Equipment Capital	450	514	1,000	486	561	700	(300) Hedge enforcement letter are now sent via royal mail which has resulted in better outcomes
4630 Office - Postage & Stationery	482	341	300	(41)	372	390	90
4640 Office - Testing - Electrical	0	0	100	100	0	100	0
4645 Office - Testing - Fire	0	0	300	300	0	300	0
4650 Office - Utilities - Electric	2,673	2,568	2,800	232	2,801	3,300	500
4655 Office - Utilities - Water	139	239	150	(89)	261	275	125
4660 Property Mgt - Clock Tower	2,079	2,609	1,750	(859)	2,846	2,900	1,150 Lots of clock maintenance required and work on the windows.
4665 Property Mgt - Manor Waste	20	0	1,000	1,000	0	0	(1,000)
4670 Property Mgt - SiteSafe	511	505	1,000	495	551	1,000	0
4675 Property Mgt - War Memorial	0	2,887	500	(2,387)	3,149	3,000	2,500 A clean is required - not sure if in this financial year?
4685 Subscriptions and Donations	1,910	1,419	2,250	831	1,548	2,052	(198)
4690 Misc - Chairman's Expenses	473	365	1,200	835	398	600	(600)
4691 Misc - Councillor Expenses	0	0	100	100	0	100	0
4695 Misc - Room Hire	725	755	1,200	445	824	1,200	0
4700 Misc Sundry Expenses Finance	524	316	500	184	345	500	0
4705 Misc - Travel Staff & Cllrs	0	46	200	154	50	200	0
4707 I&S	117	1,392	3,000	1,608	1,519	1,500	(1,500)
FINANCE AND GENERAL TOTAL	36,669	35,797	49,750	13,953	39,051	47,444	(2,306)
6000 TFR FROM EMR							
Net movement to gen reserve	(38,669)	(35,797)					



	Actual		YTD	Budget		%	Forecast	Variance	Basis of forecast and notes
	Last Yr	YTD		Annual	Variance				
230 Grants out - INC S137									
4585 Grant - Churchyard - not S137	7,000	7,500	7,000	(500)	107.1%	7,500	500	500 Grants split out to identify S137 spend a lot easier	
4586 Grant - Youth Centre -not S137	7,000	7,500	7,000	(500)	107.1%	7,500	500		
4590 Grants Out - Major - S137	20,000	5,000	15,000	10,000	33.3%	5,455	10,000	(5,000)	
4591 Grants Out - Major - not S137	0	5,000	0	(5,000)		5,455	5,000	5,000	
4611 Grants Out - Minor - S137	2,270	1,000	5,000	4,000	20.0%	1,091	3,000	(2,000)	
4613 Grants Out - Minor - not S137	0	1,000	0	(1,000)		1,091	2,000	2,000	
FINANCE AND GENERAL TOTAL	36,270	27,000	34,000	7,000	79.4%	29,455	35,000	1,000	
6000 TFR FROM EMR	(36,270)	(27,000)							
<i>Net movement to gen reserve</i>									
320 Staffing									
4800 Staffing - Amenities - Wages	70,769	70,233	73,585	3,352	95.4%	76,618	76,745	3,160 Impact of in year staff changes	
4801 Staffing - Amenities - NIC	7,135	6,638	6,795	157	97.7%	7,241	6,174	(621)	
4802 Staffing - Amenities-Pension	9,434	8,043	10,459	2,416	76.9%	8,774	9,000	(1,459)	
4810 Staffing - F&G - Wages	75,826	79,666	91,561	11,895	87.0%	86,908	87,500	(4,061) savings on project staff coming in lower than budgeted	
4811 Staffing - F&G - NIC	8,084	8,254	8,243	(11)	100.1%	9,004	8,028	(215)	
4812 Staffing - F&G - Pension	3,754	4,234	5,310	1,076	79.7%	4,619	4,748	(562)	
4816 Staffing F&G Student Loan	499	745	990	245	75.3%	813	990	0	
4845 Payroll Charges	720	660	750	90	88.0%	720	720	(30)	
4855 HR Consultancy Fees	3,383	2,192	3,500	1,308	62.6%	2,391	2,500	(1,000) New HR provider	
4860 Training Staff & Cllrs	3,218	515	3,500	2,985	14.7%	562	1,000	(2,500)	
4861 Uniform	135	150	1,000	850	15.0%	164	1,000	0	
4862 Smart Pension Admin Fee	215	242	300	58	80.7%	264	220	(80)	
STAFFING TOTAL	183,182	181,572	205,993	24,421	88.1%	198,079	198,625	(7,368)	
6000 TFR FROM EMR	(183,182)	(181,572)							
<i>Net movement to gen reserve</i>									



ITEM 9a – WENDOVER HS2 MAG HS2 Monthly Report, Feb 24

Works update

- Rocky Lane has been closed for six months to allow the road and utilities to be diverted to the new HS2 underbridge. Bucks Council have dismissed our concerns about consequent rat run traffic attempting to use Hale Lane.
- Concrete slab foundations for the Wendover Green Tunnel are being created in the 200m section just north of Ellesborough Road. Excavation further north is delayed pending construction of the Dobbins Lane spring chamber as required by the Environment Agency. Now that the diversion of the sewer and water main which has been completed, excavation of the 18m deep cutting through Ellesborough Road is expected from late March depending on the weather.
- The Small Dean Viaduct deck was launched over the A413 and Chiltern Line; and lowered into position onto the pier bearings. Further night time closures of the A413 are anticipated during 2025 as the deck is stiffened and parapets are installed.

Dobbins Lane / South Street HGV Access

- Councillors Strachan, Newcombe and Porter attended a site visit meeting where HS2 and EKFB explained the mitigation measures that they had developed in response to the complaints received from local residents. This includes reduction in the scale of the track across the fields which significantly reduces the amount of aggregate that needs to be delivered. The total number of HGV truck round trips has come down from about 170 to 60, and with a shorter 12 week project results in an average of about 1 trip per working day. The trucks will now be escorted by a safety vehicle to ensure speed restriction to 20mph, and timing between 09:30 and 14:45 to avoid school children commuting to/from the station.
- The planning application (ref 25/00406/APP) was submitted with a public consultation period expected between 20th February and 13th March.
- We briefed the WPC Planning Committee about the project, and it is expected that a decision will be made at the 4th March full Council meeting. Councillors noted concerns raised by Residents that the option of creating an alternative access to the worksite from Nash Lee End (which would avoid any need for HS2 HGVs to use Dobbins Lane) had not been fully considered. It is proposed that the application will be “called in” for decision by Bucks Councillors at a public Planning Meeting, rather than being delegated to officers.
- We have produced guidance for the public about how to access the planning application and provide feedback to the Council on our website at <https://tinyurl.com/DLnextsteps>.

19th February '25



ITEM 9b – WENDOVER COMMUNITY BOARD

Meeting Report, Feb 24

Copied in below are two reports to discuss. It is worth noting that the Community Boards are facing budget pressures and will be merging to reduce the number of Boards after the elections, which will mean our current board will cover a larger area. It is not certain of the impact.

A presentation was also made by Active In The Community Bucks (AITC). AITC make physical activity accessible and affordable across Buckinghamshire, Hertfordshire and Berkshire.

Through Local Authority and Public Health activity services and a fully managed school lettings service, the team ensure that everyone has the opportunity to be more physically active in an accessible and affordable way.

They undertake a wide range of activities and have programmes for everyone to get involved

[Active in the Community - Active In The Community](#)



Community Policing
Newsletter
Issue 2025/2

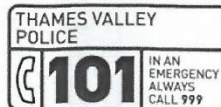
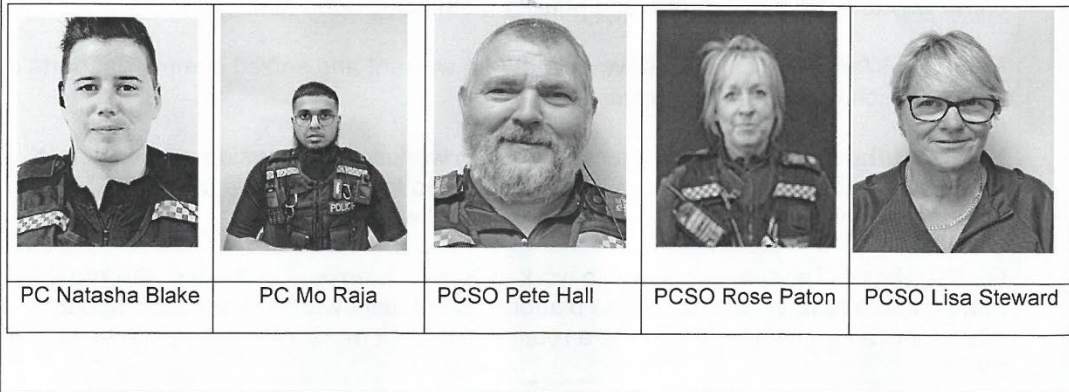
Wendover

Welcome to the new community newsletter

This is our first Newsletter of 2025 and wish you all a happy and healthy new year. This is the second edition since we relaunched our newsletters and due to feedback we have chosen to provide a newsletter specific to each of the neighbourhood areas.

Meet the team..

Our dedicated Neighbourhood Policing Team is here to serve and support you. The team is led by Inspector James Davies. Inspector Davies has responsibility for the teams in the North of Buckinghamshire. Police Sergeant Clare Farrow leads Aylesbury town centre along with Princes Risborough and Wendover Neighbourhood teams





Community Policing
Newsletter
Issue 2025/2

Our neighbourhood officers are committed to addressing local issues and work collaboratively with partner agencies, including the council, housing associations, and other emergency services, to tackle long-term challenges. You might often see them patrolling your area, ensuring your safety and well-being. ***Please note that if you report a crime or incident via '999', '101', or an online report, you will likely be assisted by our response officers or detectives, who are different from the Neighbourhood Team.

Community Priorities

Our teams are focused on community-identified priorities, gathered through an online survey, to direct their efforts over the next three months. The current issues that have been raised as priorities are as follows:

- Anti Social Behaviour
- Burglary
- Speeding.

You will be able to find updates on our response to these priorities on www.police.uk.

Other News

The below is just a snapshot of what each of the neighbourhood team has been doing over the last few months:

Exposure series update: The suspect is currently still on bail due to further investigative enquiries. The suspect is now subjected to a Sexual Harm Prevention Order which goes some way to protecting women and placing restrictions upon him.

Firearms Warrant: The team have executed a warrant and seized component parts of a firearm which was found at the location.

Neighbourhood dispute: The team have been working with housing association to obtain a junction against a male who has continued to cause ASB against neighbours. This has involved a significant amount of work but we are proud

Op Purchase: The team continue to work with retail premises in the area with regards to retail crime. We now have an online platform for retailers where information about offenders can be shared. If you are a retailer and want more information please contact the team.





Community Policing
Newsletter
Issue 2025/2

Speeding: You may have seen the team out completing speeding survey's. This allows us to understand where to target speeding operations. We will be looking to complete targeted operations within the area over the coming months.

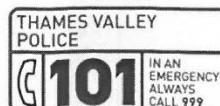
Have your Says: The team ran 9 Have your Says within Aylesbury over the last 3 months, these events offer a platform for you to raise your concerns to the local team. Please sign up to TV alerts or follow us on Facebook 'TVP AylesburyVale' for information about future events.

Events: The team have been proud to represent Thames Valley Police at the Wendover's remembrance service. The team also provided a presence at the Christmas lights switch on alongside our Police Cadets.

Volunteers: Police Sergeant Clare Farrow is looking to set up a Community team of volunteers to support our local Neighbourhood team. More information will be share in coming months through Neighbourhood watch, TV alerts and the Thames Valley police recruitment pages.

If you need to discuss any concerns or issues with your local police team, or if you have local events you'd like the neighbourhood team to attend, please reach out to them via the following email address: WendoverNHPT@thamesvalley.police.uk

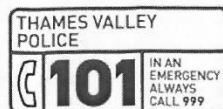
Important: Do not use these email addresses to report crimes, as they are not constantly monitored. For emergencies, call 999. For non-emergencies, call 101 or use the Thames Valley Police online reporting portal.





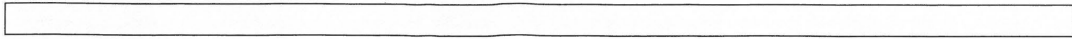
THAMES VALLEY POLICE






Community Policing
Newsletter
Issue 2025/2

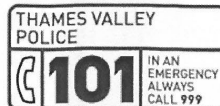




Community Policing
Newsletter
Issue 2025/2



	@TVP Bucks X
	TVP Aylesbury Vale Facebook
	https://communityspeedwatch.org
	https://www.ourwatch.org.uk/thamesvalley
 CRIMESTOPPERS 0800 555 111 <small>Call anonymously with information about crime</small>	Giving information anonymously





WENDOVER PARISH COUNCIL

Minutes of the Finance Committee Meeting 18th February 2025 at 7:30pm

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

Present: Councillors Gallagher (Chair), O'Donnell, Walker and Worth

Clerk and Minutes: Andy Smith

Members of Public: 1

1. APOLOGIES FOR ABSENCE

F24/74 Apologies were received and **ACCEPTED** from Cllr Goodall

2. DECLARATIONS OF INTEREST

F24/75 None

3. PUBLIC PARTICIPATION

F24/76 A member of the public highlighted that Lindengate is not in Wendover and the majority of the clients and volunteers are not from Wendover. It is a national charity and whilst their website does not show current accounts the Charity Commission Accounts from 2023 show the charity to be well provisioned. The member of public pointed out that they deeply respect the work the charity does, which is excellent but that with scarce resources grant money should concentrate on more Wendover focused causes.

4. MINUTES

F24/77 The minutes of the Finance Committee 19th November 2024 were **RESOLVED** as a true record and signed by the Chair.

5. CLERKS REPORT AND CORRESPONDANCE

F24/78 None

6. STATE OF THE FINANCE AND REPORTS

F24/79 **Review of the I&E report, EMRs and balance sheet for Jan 2025**

The report was reviewed and comments on LPM income and the streetlighting electricity noted. The I&E was noted that it covered a different time frame than the Balance Sheet, which was a more up to date snapshot.

F24/80 **To review the over £1000 report and VAT reclaim for Oct-Dec 2024**

The report was reviewed and noted.



F24/81 To review the bank reconciliations for Nov 2024-Jan 2025

The reconciliations reports were reviewed and noted.

F24/82 To review the end of year projections

The end of year projections were reviewed and it was noted that there should be a small end of year surplus.

F24/83 To receive an update on project costs up to Jan 2025

The report was reviewed and noted.

F24/84 To review the Flagstone account statements

The report was reviewed and noted.

F24/85 To review the internal control checklist

The report was reviewed and noted.

F24/86 To receive an update on the LGPS pension fund deficit and cessation value

It was NOTED that discussions had been had with the Buckinghamshire Council Pension Team. A report will cost £2250 and we have two options, a final cessation figure or indicative figure. The worry is that a cessation figure will only support a cessation decision and the indicative figure may not be accurate to make a cessation decision and we may need to get another report at additional cost so we are seeking further guidance before committing the expenditure.

7. OTHER MATTERS

a) Major Grant Requests

F24/87 Wendover Shed Association

It was noted that the bid needed further details before a decision could be made. It was further noted that the Shed does good work and we would, in principle, like to support this request. It was **RESOLVED** that the Clerk would work with the group to get more information to bring to the full Council

F24/88 Wendover Dementia Society

The application was discussed. It was **RESOLVED** to provide the money for this project and the grant was approved.

F24/89 Lindengate

The comments from the member of the public were taken into consideration. It would require further information on the application, specifically how this project can be demonstrated that it will only benefit Wendover residents. We will require further financial information to find out why reserves are not being used to cover this cost. It was **RESOLVED** that the clerk will find out this additional information before bringing it back to a meeting.



b) Minor Grant Requests

F24/90 Wendover Ashbrook Allotments

It was noted that this was for an organic composting toilet. It was **RESOLVED** to support this application

c) Standing Grant Requests

F24/91 St Mary's Churchyard

it was noted that we are not looking at withdrawing support, but further information is required. It was **RESOLVED** to progress the details of the support in negotiation with the Church.

F24/92 Wendover Youth Centre

It was noted that there is not a Parish Councillor representative on their board and that would be helpful in our relationship. It was further noted we should continue to support this organisation. It was **RESOLVED** to support this application and to recommend to full council for approval. It was further **RESOLVED** to look at updated financial information and our relationship with the board at the meeting of full Council.

8. ITEMS FOR NEXT AGENDA

F24/93 No specific items were noted

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

F24/94 The meeting on Tue 20th May 2025 was noted. It was further noted that agenda items would need to be with the office by 12 noon on Mon 12th May 2025.

10. CLOSURE OF MEETING

F24/95 As all business was transacted the meeting was closed at: 20:10

Signed by
Chair to the Finance Committee

Date:



ITEM 10a(ii) – STANDING GRANTS REFERRED FROM FINANCE COMMITTEE

BROUGHT BY

Finance Committee

SUMMARY

To consider the request for grants referred by Finance Committee

PARISH COUNCIL BACKGROUND

Finance Committee 18th February 2025

c) Standing Grant Requests

F24/91 St Mary's Churchyard

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F24/92 Wendover Youth Centre

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DETAILS

Wendover Youth Centre

The original grant request is enclosed. Since the finance meeting we have learned that the latest financials will be presented at the next Youth Centre Trustee Meeting on the 31st March 2025 and an invite to the Clerk and Chair of Council has been extended. Members of the Parish Council are invited to apply for the open trustee roles at the Youth Centre.



WENDOVER PARISH COUNCIL

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Aylesbury, Buckinghamshire, HP22 6DU

people in Wendover and the surrounding areas.

We run a variety of different activities for young people aged 9-18 years old.

We aspire to engage, inspire, and empower young people. We support and enable their learning and development by being a central hub of information, and activities, which we partly deliver in partnership with others and by working closely with the local community.

This has been made possible through the continued funding from within the community, working with partners and most importantly the hard work from the youth workers and volunteers.

The Youth Centre was originally opened in 1986. The current structure was created in 2011, when BCC funding was withdrawn from Youth Centres in the County. Wendover Youth Centre operates as a Community organisation. The Centre is governed by a Board of Trustees, who are responsible for the overall running of the Centre, including income generation.

How many people are involved in your organisation?

Committee/Board Paid Workers Volunteers

Has your organisation received a grant from WPC before? **Yes**

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

In 2024/25 WPC provided the financial support for the resources required for the core programme of WYC activities: Clubs on Tuesday, Wednesday and Friday – running during term-time throughout the year.

During 2024 WYC has:

- Christmas lights switch on – this is a fantastic opportunity for our young people to give back to the community by supporting Santa’s grotto.
- Youth Festival 2024 – we were lucky to receive a grant from the National Lottery for this event. We had over 150 young people attend.
- Recruited a new Lead Youth Worker and SEN support youth worker
- Provided 12 courses to students at the John Colet in each academic year covering a range of mental health needs.



WENDOVER PARISH COUNCIL

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- Participated in the HAF Summer programme providing hot meals to those young people who qualify for free school meals plus a range of activities and external trips.

PROJECT

2024 has been a challenging year for WYC with a period of staff and session changes causing a reduction in the Young People attending our core Clubs. In addition, we had to close our Tuesday Youth Cafe when John Colet stopped their early finish time.

However, you do not need to look far (nationally and locally) to realise that services for Young People are much needed.

We are embracing the new opportunities being developed for 2025 with, amongst other things, the introduction of a new Children in Need neuro divergent project to start in February/March.

Project Benefits in relation to Wendover, it's residents and visitors

The Centre has become more than just a provider of evening youth clubs.

In the Summer we ran a successful Holiday Activities Fund (HAF) programme in conjunction with Bucks Council which allowed low- income families in receipt of HAF funding to attend four weekly evenings at WYC with a healthy meal provided for them which they helped to prepare. We also ran some external trips : a BBQ in Wendover Woods, a bowling trip and a Go Ape session and picnic.

We continue to deliver our successful mental wellbeing courses to the John Colet school and are in the process of introducing a Children In Need neurodivergent project throughout the year to include :

Evening Cafe

A safe, unstructured, and welcoming space for neurodivergent young people, particularly those without formal diagnoses. The aim is to help participants build self-regulation skills, confidence, and a sense of accomplishment through activities such as board games, sensory experiences, and creative projects.

Overload

A new course developed in partnership with BM Associates to support neurodivergent young people in managing overwhelm caused by internal feelings, external challenges, or environmental factors. After initial run and reflection at WYC, we would like to offer this course to other providers



WENDOVER PARISH COUNCIL

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and youth groups.

Parent support group

A weekly support group for parents to share strategies, socialise, and enjoy protected downtime while their young people engage in activities. This would run alongside the Overload course.

In addition to our own activities we hire out the Centre to the wider community:

The local U3A Table Tennis group use the Centre three times a week which gives the older residents of Wendover and beyond the valuable opportunity to meet up, do some exercise and gain some valuable interaction over coffee and biscuits.

Drama Hub – a twice weekly Drama club run by one of our Trustees.

We also hire out one of our meeting rooms to Bucks SEND tutors for the alternative education provision of a school refuser with special needs.

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

We hope this funding will enable us to continue to run our busy Centre in 2025 that is now catering for many different ages and demographics within Wendover and the surrounding areas.

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.

Yes



WENDOVER PARISH COUNCIL

The Clock Tower, High Street, Wendover,
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FINANCIAL INFORMATION		
You must include a copy / extract of your organisation's latest annual accounts with this application		
Please give a breakdown of total costs for the project (relevant items can be grouped):		
Item	Detail	Cost £
Staff and Youth Activities		54,043
Premises expenses		21,420
Office costs		5,535
Equipment costs		1,000
Total cost of project £81,998		
Grant request total £7000		
If your reserves or surplus are more than the amount of grant you want, please explain why you are making this application.		
<p>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:</p> <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

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DECLARATION
Please read the following declaration carefully and sign it. The conditions will apply to you if your application for a grant is successful.
<p>I accept the following conditions will be attached to any funding received:</p> <ul style="list-style-type: none">All of the organisation's promotional material will acknowledge the support of Wendover Parish Council.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>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> <div style="background-color: black; height: 150px; width: 100%;"></div>
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.



(b) Wendover Churchyard

A meeting was held with the Churchyard representatives after the Finance Committee and it was discussed that to move to a zero grant with the Parish Council fully maintaining the Churchyard was not the desired outcome. The Parish Council would like to take on Churchyard maintenance but respect the hard work of the volunteers from the community who support the maintenance and upkeep.

The proposal is that for this year we maintain the grant but look for jobs where the Council can support the churchyard with a review at the end of the year to see if we can step up Parish Council support.

Wendover Parish Council Grant Application Form

Name of Organisation	
Wendover Churchyard Committee	
Official / Registered Address of the Organisation	
Church Lane, Wendover, Bucks HP22 6NL	
Address to which correspondence should be sent if different from above	
c/o Just Shop 11 High Street Wendover HP22 6DU	
Contact details of the person completing this application	
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)	1131299



What does your organisation do?

The Wendover Churchyard Committee is a committee convened jointly between St Mary's Wendover Church and Wendover Parish Council for the care and maintenance of the grounds of the churchyard at Church Lane. The Parish Council nominate councillors to sit on the committee alongside representatives from St Mary's Church. [Currently Jennifer Ballantine and Diana Washington]

How many people are involved in your organisation?

Committee/Board Paid Workers Volunteers

Has your organisation received a grant from WPC before? Yes No

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

Grant was provided for grounds maintenance of the churchyard in 2024-25

PROJECT

Project Description (please give start and end dates)

Churchyard grounds maintenance is an ongoing commitment.

Will be carried out throughout the year from April 2025 to March 2026

Project Benefits in relation to Wendover, it's residents and visitors

- 1) The churchyard provides burial sites and places for the interment of ashes for members of the local community. i.e. anyone in the parish of Wendover, or as agreed with the Vicar.
- 2) The committee ensures the ongoing and regular maintenance of the grounds to support those visiting family graves and those using the church for weddings, funerals or visiting for general sightseeing. It also indirectly supports community use of the church – U3A groups, Wendover Choral Society, Concerts etc.

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

- We will have provided adequate provision for burial plots to all those in the local community seeking to be buried or for their ashes to be interred.
- There will be a safe and well-maintained environment for members of the local community entering the churchyard.
- The condition of the churchyard will positively contribute to the way Wendover is perceived by residents and visitors.

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.

Yes No

A copy of the Church of England Equal Opportunity policy was provided in 2021

FINANCIAL INFORMATION

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

Please give a breakdown of total costs for the project (relevant items can be grouped):

Item	Detail	Cost £
Maintenance of green areas	Mowing/strimming/weeding etc	£2,400 *
Tree work	Essential tree maintenance **	£ 3,600
Maintenance of paths / ground / general maintenance	General repairs	£ 1000
Petrol/Oil/Tools & Materials ***		£ 500

Total cost of project £7,500

Grant request total £7,500

We have given a lot of thought to the level of the grant that we are requesting of the Parish Council.

In the past year we had major difficulties in maintaining the churchyard due to the withdrawal of a key contractor and the unusual growing conditions during the year.

As a result, we have looked at different ways of covering our commitment and ensuring that the churchyard remains well-maintained at all times.

Our initial thoughts were to employ a contractor for more hours which would have resulted in a substantial increase to our grant request for this coming year. However, we then explored other ways of ensuring that the work would be done at a more reasonable cost.



Since January 2025 we now have a Community Payback team engaged who will ensure that some of the heavier clearing activity in the churchyard will be undertaken on a regular basis. We are confident that this can cover part of the core maintenance activities.

We have also been offered some help from Men in Sheds who are doing occasional low level tasks like clearing ivy from gravestones.

However, we still need to cover some additional maintenance work and the grass cutting.

To cover those activities, we are looking to engage the services of a contractor on an occasional basis to supplement the work of the Community Payback team.

* We have been able to keep the day cost the same for this contractor and this amount is made up of 20 days work spread across the year, with a greater allocation in the summer months.

We also need to consider how to cover the grass cutting activity and it is proposed that we will purchase a small mower which we can store, and our existing volunteers will continue to cut the grass and strim between the gravestones as previously.

We also propose that Stephan from the Parish Council team helps maintain the height of the hedges around the churchyard on an ongoing basis to prevent additional costs being incurred with Pat Kernan on that activity.

The grant will also cover a small amount of Eco activity in the churchyard in line with the Church's EcoChurch aims.

** N.B. Although we had hoped that tree work would only occur every other year, with the increase in the number of storms we now realise that we need to set aside an amount for regular tree work each year.

*** We have agreed with the Cricket Club that we will no longer make use of their mower, so will not pay any additional monies to them from this grant.

N.B. At the end of the last financial year to 31/3/24 we had a level of reserves left of just over £6K.

However, during the current financial year a number of key expenses, and additional unplanned for tree work. will have reduced this down to a projected amount of about £2,000 by 31/3/25.

We believe that this level of reserves will cover any emergency tree or other works but we will still need the full grant to continue to maintain the churchyard to a high standard on the basis explained above.

We are therefore applying this year for the same level of grant as last year - £7,500.



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:

- A copy of your constitution or set of rules for your organisation

[We are governed by the Church of England]

- Information about your finances such as audited accounts/ 2 years of income & expenditure records or copies of bank statements for new organisations

[Please see attached a copy of the last accounts for the committee]

- Evidence of appropriate insurance

[We are covered by the insurance policy for St Mary's Church]

- Relevant policies (your organisation must agree with the Wendover Parish Council Antibribery policy and must have an Equal Opportunities policy at minimum)

[We are governed by the Church of England Equal Opportunity Policy. At our meeting on 12/5/21 we formally approved the Wendover Parish Council Antibribery policy]

- Appropriate signatures

[This application is signed by one Committee Member of St Mary's Churchyard Care Committee and also by the Treasurer of St Mary's Churchyard Care Committee]

DECLARATION

Please read the following declaration carefully and sign it. The conditions will apply to you if your application for a grant is successful.

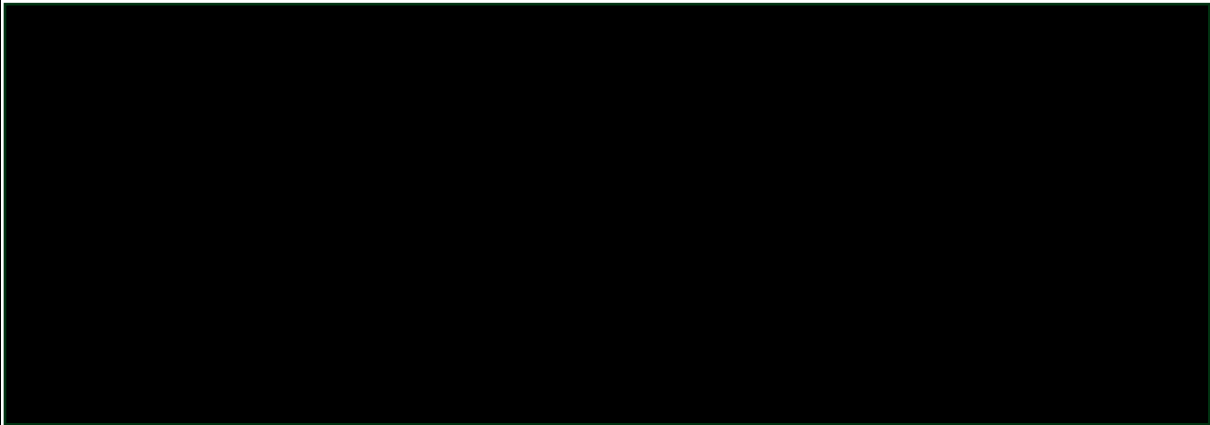
I accept the following conditions will be attached to any funding received:

All of the organisation's promotional material will acknowledge the support of Wendover Parish Council.

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.



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.



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.

FINANCIAL CONSIDERATIONS

- The requests are currently within the budget

LEGAL AND OTHER IMPLICATIONS

- n/a

PROPOSAL

- To approve the Wendover Youth Centre Grant of £7000 for the 2025/26 financial year to come from 4586 awarded under the power of Local Gov (Misc Provisions) Act 1976 s19.
- To continue discussions with the Churchyard and provide ongoing support for Churchyard Maintenance with a review in the winter.
- To approve the Churchyard Committee grant of £7500 to come from 4585 awarded under the power of the Local Government Act 1972, s.214(6).



WENDOVER PARISH COUNCIL

Minutes of the Planning Committee Meeting 18th February 2025 at 7.00pm St Anne's Hall, Aylesbury Road, Wendover HP22 6JG

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

Clerk & Minutes: Andy Smith

Chair: Councillor Ballantine

Members of Public: 10

11. APOLOGIES FOR ABSENCE

P24/137 None

12. DECLARATIONS OF INTEREST

P24/138 None.

13. PUBLIC PARTICIPATION

P24/139 none

14. MINUTES

P24/140 The minutes of the Planning Committee Meeting held on 4th February 2025 were **RESOLVED** as a true record and the Chair signed the minutes.

15. PLANNING DECISIONS

P24/141 The planning decisions made by Buckinghamshire Council as listed on the agenda of the meeting of the 18th February 2025 were noted.

16. CLERKS REPORT AND CORRESPONDANCE

P24/142 There was nothing to update.

17. PLANNING APPLICATIONS

P24/143 **25/00331/CPE Farthings London Road Wendover Buckinghamshire HP22 6PN**

Certificate of Lawfulness for existing use of rear extension

It was noted that this had been withdrawn on the 17th February 2025

P24/144 **25/00374/AAD Buckinghamshire County Council Wendover Library High Street Wendover Buckinghamshire HP22 6DU**

Remove existing signs and display of new sign 'Wendover Community Library' in stainless steel letters

It was **RESOLVED** to support this application.

P24/145 **25/00278/APP 18 Hale Road Wendover Buckinghamshire HP22 6NF**

Householder application for demolition of single storey side extensions and garage. Erection of front, side and rear extensions and raising of roof to create first floor living accommodation

It was **RESOLVED** to support this application.

18. OTHER MATTERS

d) HS2



- P24/146** An update was given by Wendover HS2 MAG on the spring chamber works and use of Dobbins Lane for HGVs. There were some questions from the Councillors and members of the public about the current situation.
- P24/147** A member of the public stated that they had been informed by EKFB that other route options to the spring chamber had been carefully considered. However, they have not seen any due diligence or report on that, which they felt did not exist. The member of the public described some of the reasons cited for not using the Nash Lee End route included newts, bats and watercourses. There is no evidence that these exist. It has been further confirmed that the landowner had not been approached regarding access via this route. It is felt that this would be a beneficial route to all Wendover residents as it would prevent HGV traffic from having to come into Wendover.
- P24/148** A member of the public highlighted the size of the hole that was required for the works and did not understand how that equated to 60 trucks. They felt the volume of traffic was not necessary for the work being specified.
- P24/149** A member of the public highlighted that they felt the decision-making process was not based on any serious research and that the company had not even considered a traffic management plan. It was felt that there was an assumption that they could proceed.
- P24/150** The Chair of the Parish Council highlighted that when the Planning submission is available it will be discussed by full council, which is likely to be on March 4th at 7:30pm
- P24/151** It was noted that this planning application will be called in.

e) CLOSURE OF RAF HALTON

P24/152 No updates.

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

P24/153 The meeting on Tue 18th February 2025 at 7pm was noted.

20. CLOSURE OF MEETING

P24/154 As all business had been transacted the meeting was closed at 7.30pm.

Signed by
Chair to the Planning Committee
e:

Date:



ITEM 10b ii) – PLANNING APPLICATION SPRING CHAMBER

BROUGHT BY

Planning Committee

SUMMARY

To consider the following planning applications:

[25/00406/APP Mogford Chamber Bridleways Wendover HP22 6DN](#)

Installation of a spring chamber and flow monitoring chamber with associated pipework for the requirements of HS2, including an attached power box with roof-mounted solar panel, a headwall outflow structure, the reprofiling of an existing drainage ditch, stock-proof fencing, an upgrade and extension to an existing access track, and a temporary laydown area for construction.

PARISH COUNCIL BACKGROUND

The Amenities Committee, Planning Committee and Parish Council have been updated on this issue.

PARISH COUNCIL 7th JANUARY 2025

c) AMENITIES COMMITTEE UPDATE

PC24/355 The draft minutes of the meeting on 17th December 2024 were noted.

ii) Dobbins Lane

PC24/356 It was **RESOLVED** to amend the statement (and position expressed) to say “there are major safety concerns”.

PC24/357 It was **RESOLVED** to approve the statement (and position expressed) as amended.

PC24/358 It was **RESOLVED** to authorise the office to publish the statement as amended and signpost the issues as appropriate.

PC24/359 It was **RESOLVED** to authorise the office to engage with the Buckinghamshire Councillors to ask for the planning decision to be “called in”

PC24/360 It was **RESOLVED** to publicise when the issue comes to planning and provide links of where residents can make comments on the planning applications.

PC24/361 It was **RESOLVED** to continue to represent this position to EKFB and Buckinghamshire Council when planning applications are submitted.

The statement from the papers was as follows:

The Parish Council position

The Parish Council stance on HGVs and HS2 works traffic has been discussed – we are opposed to any of this traffic in Wendover and work with all parties to ensure it does not happen.

No planning application has been submitted for these works yet. Council are asked to consider issuing the following statement on the issue:

PARISH COUNCIL PACK PAGE 52

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We are aware of HS2's intentions to use Dobbins Lane as a route for HGV's to access the land to the rear of Lionel Avenue, for the purpose of building a spring chamber to help balance water flows in the area. Working with the Wendover HS2 Mitigation Group we have raised our concerns with Buckinghamshire Council and our local MP. This has led to correspondence from the MP and a significant number of complaints that have been shared with us.

Sadly, we have no responsibility for determining if Dobbins Lane can be used by HGV traffic. However, WPC wishes to make it clear that we remain steadfastly opposed to any HS2 Heavy Goods Vehicles entering Wendover for multiple reasons, not least safety concerns and will continue to work with all parties to try and find alternative solutions to this situation.

We continue to work with the Wendover HS2 Mitigation Group to try and minimise the impact of HS2 on all residents.

DETAILS

Background

- There is no planning committee in time to fully consider this planning application and as practice this planning application is therefore being considered by full Council. This has happened on numerous occasions previously.
- However, this is locally significant and has been discussed over multiple meetings and comments from members of the public about this issue have been noted.
- There are two broad approaches
 - That we put in as much mitigation as possible but this work needs to happen to prevent the project taking longer and having an even bigger impact on the whole of Wendover
 - The route to the works has been so ill thought through and presents such a high risk that not a single lorry should pass through South St/Dobbins Lane and an alternative route should be found.
- HS2 have reviewed the track design and reduced the required traffic movements of HGVs
- HS2 appear to not have reviewed alternative options in the detail we would have liked as a community
- It appears the planning application does not reflect all the mitigation options that have been discussed as a part of the recent consultation.
- The application also includes an above ground construction for solar energy collection. This may have been part of the plans all along, but the focus of the discussion has not been around this issue.
- Buckinghamshire Councillors Strachan and Bowles have formally requested that this planning application be “called in” so it is discussed at a public meeting.



Summary of the options

We are now in a process governed by the Town and Country Planning Act not the HS2 Act – as such we can only comment on the planning application in front of us. It is not an iterative process where we can recommend Buckinghamshire Council go back to HS2 and make some changes.

The Parish Council can:

- Support/Object/Remain Neutral on the planning application
 - Any objection will only be successful if backed up with material planning considerations
- Recommend conditions be placed on the planning application if it is approved
- “call in” the planning application so it is discussed at a public meeting and make a 3 minute representation to the planning committee

As can be seen by previous resolutions the Parish Council has a policy statement on HGVs in Wendover and has already resolved to make sure this planning application is called in. The decision to “call in” the planning application is not a position on the application in itself, but a desire to see that it is fully debated in public committee.

Planning Response and Material Considerations

In line with previous Parish Council discussions and dealing with the planning application that has been submitted the following considerations are relevant for discussion:

1. Highways issues – this will generate significant traffic during construction and for ongoing access. The plans do not reassure residents that there is sufficient safety measures for HGV traffic using narrow highways and a complex junction involving multi way traffic and pedestrians during the construction and the plans do not detail the additional non HGV traffic which could be significantly more than the HGV traffic
2. Highways issues – access will be along a tree lined road with significant risk of damage to the trees or vehicles
3. Construction work in the Chilterns National Landscape – this level of work with a permanent above ground construction to power the valves is a clear and permanent impact on the local landscape. It will become a focal point for vandalism, further impacting on the National Landscape.
4. Building a track significant enough to warrant the vehicle movements proposed in the Chilterns National Landscape will have a permanent impact on that landscape even if most of the route is already a “farm track”. Despite the findings of the Ecological Impact Report this has the potential to permanently detriment the landscape.

The following planning considerations have been suggested in previous committee discussion

1. That a works traffic management plan be agreed prior to permission to start works. This traffic management should consider all vehicular traffic to and from the work site or the track entrance. The plan should explain how the works would integrate with any road closures and provide a guarantee that no HGV traffic other than specifically for the Spring Chamber works (and how this will be monitored)
2. That the above traffic management plan sets the current proposed number of journeys as a maximum and that EKFB continue to seek reductions in movements throughout the project and report those reductions to the community on a weekly basis with penalties for non-compliance.



3. That a previous voluntary ban on HS2 related HGV traffic through Wendover be formalised into the HS2 Bucks Local Traffic Management plan and all “No HGV Traffic” signage around Wendover be reinstated, including the sign at the A413 Small Dean Roundabout, South St Exit
4. That any and all meeting notes and materials be provided in a report which informs the community in detail as to why the Dobbins Lane route was chosen over the Nash Lee End route, given the initial report has been discredited by local community pressure groups
5. That a welfare unit be brought to the work site to reduce the number of ancillary traffic movements (such as breaks and toilet trips)
6. That alternative powering of the spring chamber be required thus reducing the need for fencing/solar panels and a box unit
7. That the “temporary” Wendover Brook water discharge pipe be buried and security fencing be removed at the soonest opportunity
8. That HS2 fund highways works along the route before any HGV movement. This includes:
 - Tree works along Dobbins Lane to prevent damage during the construction
 - Reinforcing the bank along South St by the Witchell Car Park to restore the footpath to full width
 - A full survey of footways and crossing points along the route to ensure risk of pedestrians from HGVs is minimised. This may involve the addition of a pedestrian crossing point at the entrance to Dobbins lane or the top end of the High Street
9. That Dobbins Lane be resurfaced at the expense of HS2 after the completion of works.
10. The Ecological Impacted Assessment has a redacted section 3.4.8 in the baseline and 5.4.1 under significance of residual impacts. Both have the potential to be important to the planning process even if the report effectively green lights the project from an Ecological Impact. We request a condition that more reassurance should be given as a condition of the planning.

FINANCIAL CONSIDERATIONS

- There are no direct financial implications to the Parish Council

LEGAL AND RISKS

The risks are quite complex and are stated for consideration, because a risk is identified it does not mean that this should prevent the Parish Council from taking that position. Key risks in this decision are:

- If the work is undertaken as set out in the planning this could significantly impact travel around Wendover, resident safety on the route and the road surfaces involved will be prone to failure.
- There has been little discussion of the impact of the above surface works and the impact on the Chilterns National Landscape (AONB)
- If the planning is rejected this will prolong the HS2 construction works in the Wendover area and mean that HS2 are in the area for longer than required, with the ongoing issues of traffic/noise/pollution
- If the planning goes to appeal and succeeds then costs will come from Buckinghamshire Council budgets, it may also impact Buckinghamshire Councils ability to consult on future HS2 works
- There is a risk of being seen as not supporting the community and local views against this plan are well known and understood.



- Equally it has been highlighted by members of the public that it could look like we are being led by mob rule. There are people in the community who are concerned about further delays getting added to the project if the access route needs to be redesigned, and a wish that EKFB should just get on with the job and get it finished as soon as possible.

PROPOSAL

- **The full Parish Council should consider the planning application and response**



ITEM 12a – INTERNAL AUDIT

BROUGHT BY

Clerk/Finance Committee

SUMMARY

To formally note the outcome of the internal audit and response to the findings.

PARISH COUNCIL BACKGROUND

- n/a

DETAILS

Background

- The Parish Council undergoes 2 internal audits per financial year. These audits are undertaken by an independent qualified external auditor and reviews not only the accounts but the governance.
- The report has to be formally noted by Council and the actions resulting from the audit approved.
- There were no non-compliances, this would be significant and serious
- This audit was a relatively simple process but as ever there are some recommendations. All of which are in hand or completed

See the reports in the Appendices.

FINANCIAL CONSIDERATIONS

- n/a

LEGAL AND RISKS

- There is nothing coming out of this audit

PROPOSAL

- **To formally note the audit**
- **To consider approval of all follow up actions.**



Andrew Smith
Clerk and RFO
Wendover Parish Council
The Clock Tower
High Street
Wendover
Aylesbury
Buckinghamshire
HP22 6DU

12th February 2025

Dear Andy,

Interim Internal Audit

An audit was carried out by Kevin Rose on Tuesday 28 January 2025. This was the interim internal audit, part of the annual internal audit coverage of the Council. Prior to the audit a 'Pre-Audit' was carried out remotely which tested items which are required to be published on the Council's website.

The audit was undertaken using the standard IAC Audit Checklist, that we use for all Local Councils, which has 208 items. A total of 113 items were tested during this audit, including items that were examined and tested as part of the pre-audit process. A balance of 95 items remain to be tested.

The following 'Internal Control Objectives' of the Annual Internal Audit Report (part of the AGAR) were checked and confirmed as being Not Applicable to your Council for this financial year.

- Petty cash (Box F)
- Exemption from External Audit (Box K)
- the Transparency Code (for Smaller Authorities) (Box L)

Areas subject to audit were;

- the Accounting system and records (Box A)
- the Payment system (Box B)
- Risk and insurance (Box C)
- Budget and precept setting and monitoring (Box D)
- Income billing, collection and VAT (Box E)
- Bank reconciliations (Box I)
- Accounting Statements (Box J)

Of the 105 applicable items tested a Positive response was obtained in respect of 101 tests. There were 4 Negative responses identified and 5 Observations were made, details of which are set out in the attached Interim Internal Audit Observations.

IAC Audit & Consultancy Ltd.
Registered in England No 09753929 VAT Reg No 220 6715 38
23 Westbury Road, Yarnbrook, Wiltshire, BA14 6AG
Email: admin@audit-iac.com Tel:01225 775511

Appendix



Summary of tests undertaken during this audit

Positive response	101
Negative response	4
Not Applicable to your Council	8
Total tests carried out	113

I am pleased to advise that no 'Non-Compliances' were identified at this stage that would give rise to a negative response on the statutory Annual Internal Audit Report.

I would like to express my thanks for the assistance provided to me during my audit.

Yours sincerely,

Kevin Rose ACMA
Director



Interim audit summary Wendover Parish Council

(shaded Internal Control Objectives are not applicable to your Council)



Audit 1 Date 28 January 2025

Internal Control Objective	N/A	Tested	Positive	Negative	Observations	Non Compliance
Box A <i>Appropriate accounting records have been properly kept throughout the financial year.</i>	-	6	6	-	-	
Box B <i>This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.</i>	2	39	35	2	3	
Box C <i>This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.</i>	1	10	9	-	-	
Box D <i>The precept or rates requirement resulted from an adequate budgetary process, progress against the budget was regularly monitored, and reserves were appropriate.</i>	2	17	15	-	-	
Box E <i>Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for.</i>	1	16	14	1	1	
Box F <i>Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.</i>	-	-	-	-	-	
Box G <i>Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.</i>	-	-	-	-	-	
Box H <i>Asset and investments registers were complete and accurate and properly maintained.</i>	-	-	-	-	-	
Box I <i>Periodic bank account reconciliations were properly carried out during the year.</i>	1	7	6	-	-	
Box J <i>Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.</i>	-	2	2	-	-	
Box K <i>If the authority certified itself as exempt from a limited assurance review in 2023/24, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2023/24 AGAR tick "not covered")</i>	-	-	-	-	-	
Box L <i>The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.</i>	-	1	-	1	1	
Box M <i>The authority, during the previous year (2023/24) correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations (evidenced by the notice published on the website and/or authority approved minutes confirming the dates set).</i>	-	5	5	-	-	
Box N <i>The authority has complied with the publication requirements for 2023/24 AGAR (see AGAR Page 1 Guidance Notes).</i>	-	7	7	-	-	
Box O <i>(For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee</i>	1	3	2	-	-	
Totals	8	113	101	4	5	-



Wendover Parish Council Financial Year 2024-25		IAC ✓ IAC Audit and Consultancy Ltd Audit date: 28 January 2025									
Visit 1 Internal Audit Observations											
B This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.											
No.	Audit Test	Response	Observation	Recommendation	Priority	Comments	Complete Y/N				
1	Is the tender threshold set at £25,000 consistent with the Public Contract Regulations?	No	Tender limit in Financial Regulations is set at £60,000, however in Standing Orders it is stated as £25,000.	The Council to review the two documents and ensure that the same tender level is specified in each.	Medium	This is because a new financial regulations template was issued with the new value and the conflict with the SO will be reviewed at the next finance committee	N				
2	Is Clerk CILCA qualified?	No	It is understood that Council is in the process of undertaking the CILCA qualification.	Council to note.	Medium		N				
3	Have payments been approved as required under Council Financial Regulations?	Yes	<p>The Council has a process whereby payments are approved by either a Committee or Full Council. During the audit a sample was selected of payments made during the week beginning 9th September, initially it was difficult to verify how these payments were approved. It was eventually determined that they had been approved by the Amenities Committee. There were two specific issues identified during this process.</p> <p>1) It was noted that the Agenda pack of the Amenities Committee does not include a listing of the payments approved at the prior meeting unlike the Agendas for Full Council.</p> <p>2) It is unclear why payments, for example Debit Card or Direct Debits, which are in any case approved retrospectively cannot all go to Full Council for approval.</p>	<p>The Council should ensure that the listing of payments approved is included with agenda packs for committees as it is for Full Council.</p> <p>The Council should consider only using committees for payments requiring prior authorisation with all retrospective approvals remaining with Full Council.</p>	High	This is a change in practice that has been immediately implemented	Y				



E		Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.								Complete Y/N	
No.	Audit Test	Response	Observation	Recommendation	Priority	Comments					
1	Has the Investment Strategy been subject to annual review?	No	The Council's Investment Policy states a review frequency of every two years, however the Statutory Guidance on Investment requires that this is reviewed annually.	Council to ensure that its Investment Strategy is subject to annual review (this could be carried out as part of the budget process)	High	Investment strategy is reviewed every year, and was last reviewed on 7th January 2025. The document on the website has not had the review date updated and so this is where the issue arose and it is now all resolved					Y
<p>L <i>The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.</i></p>											
No.	Audit Test	Response	Observation	Recommendation	Priority	Comments					Complete Y/N
1	The Council has complied with the publication requirements of the ICO Model Publication Scheme for Parish Councils. (This includes a requirement to publish the Annual Internal Audit Report).	No	The Council has adopted the ICO Model Publication Scheme but the version in use is not the current version, Version 3.	The Council should review and update the Model Publication Scheme to Version 3.	Advisory	To be reviewed and brought to Council in April					
<p>D <i>The precept or rates requirement resulted from an adequate budgetary process, progress against the budget was regularly monitored, and reserves were appropriate.</i></p>											
No.	Audit Test	Response	Observation	Recommendation	Priority	Comments					Complete Y/N
17	The Minutes of the meeting of Full Council, in which the precept was set, clearly states the value of the precept to be raised	No	The Minutes of the meeting in which the precept was set, do not state the value of the precept to be raised.	In future the Council should ensure that the value of the Precept to be raised is clearly recorded in the Minutes of the meeting in which the Precept is set. The Council to formally confirm the value of the precept raised for the year.	High	The minutes clearly state the precept and will be signed on 9th Jan					Y



ITEM 12b – COMMUNITY CLIMATE WORKSHOP

BROUGHT BY

Office/Council

SUMMARY

To nominate Councillors to represent the Council at the workshop and identify other potential partners.

PARISH COUNCIL BACKGROUND

Parish Council – 3rd December 2024

g) Community Climate Action

- PC24/270** The chair agreed to move the agenda so this proposal was discussed following the public participation.
- PC24/271** It was noted that there it is not just the cost, but the Council needs to commit time and resource into this project. It was further noted that our efforts in sustainability and biodiversity have been lacking recently.
- PC24/272** It was **RESOLVED** to approve engaging with this project and funding the £1000 contribution from the 364 Climate Action EMR.
- PC24/273** It was **RESOLVED** that Cllrs Standen and Worth would lead on this project on behalf of Council

DETAILS

Introduction

Please refer to the previously sent out PDF about the project.

It was agreed that Councillors Standen and Worth take the lead directly on behalf of Wendover Parish Council. The event date has now been set as: Saturday 29th March 10am to 3pm, Weston Turville Village Hall

The Parish Council needs to review who will attend so the Clerk can register them and decide who else to invite to represent Wendover.

FINANCIAL CONSIDERATIONS

- Wendover Parish Council has made a contribution of £1000 and needs to demonstrate value for that money

LEGAL AND RISKS

- The risk of not making real progress could mean not achieving value for money for our contribution.



PROPOSAL

- **To confirm attendees on behalf of Wendover Parish Council**
- **To confirm local groups that will be invited to attend to represent Wendover**