

Whitchurch Parish Council

Clerk to the Council – Mr. Tony Skeggs

Minutes of the Meeting of Whitchurch Parish Council held at the St Johns Hall On Monday 8th September 2025 at 7.30pm.

Present: Cllrs A Bond (Chair), P Alderman, L Davies, S Ford, R Shuffill, and A White.

Public Attendance: 6 members of the public. Buckinghamshire Council Cllr Gomm was present.

Clerk: A Skeggs

Absent: None

25/79	Apologies for Absence There were no apologies.
	Open Forum for Residents • A resident requested that rumble strips be placed across the roads to help reduce the speed of vehicles and could White Horse Lane be resurfaced. • There was a request for a pedestrian crossing outside the Doctors surgery. • Several Rights of Ways needed clearing. • Planning Application 25/01533 – No response from Buckinghamshire Council yet. • There was an update from Buckinghamshire Council councillor Gomm: • Speeding Issues – Could the MVAS data be sent to him. Looking at getting Speedwatch back up and running. • He requested that the Parish Council nominate a councillor to be responsible for Rights of Way issues and another to attend the Community Board. • The central reservation on the High Street was being repaired. • He would investigate why the new planning portal didn't seem to be working as a resident couldn't access his application. • The Local Plan consultation started on the 17th September. The number of houses that Bucks had to accommodate had gone up from 60,000 to 95,000. • The daycare facilities in Buckingham were to close due to low numbers with the provision transferring to Aylesbury.
25/81	Members' Interests: Members were invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Whitchurch Parish Council Code of Conduct for Members and by the Localism Act 2011.
25/82	Approval of Minutes: The minutes of the meeting of the Council held on 14 th July 2025, were approved, and signed by the Chair.
25/83	Streetlight Invoice The meeting considered the invoice for the new column on the High Street, which had been installed without the Parish Council's knowledge. After consideration it was proposed that 50% of the invoice be paid. This was unanimously AGREED . Cllr White agreed to talk to the company, if required.

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25/84	Bus Shelter The Clerk had circulated three quotes for a replacement bus shelter on the Oving Road, following the existing one being hit by a lorry. After consideration, it was AGREED to accept the quote from Alotek Shelters for £3,610 plus VAT as the design was the same as the previous shelter.
25/85	Maintenance Issues a) The Clerk had circulated a quote for the annual cut of the wildflower meadow. The Chair informed the meeting that he had met with Robin Moore where it was agreed that due to the hot summer a cut was not required this year, instead Bucklands would be asked for a quote to cut the pathways in the orchard. b) The Chair reported that some residents in Ashgrove Gardens had been dumping rubbish in the playing field. The Clerk was to write to all properties that backed on to the playing field reminding them not to dispose of rubbish in the playing field. c) The grass verge in Keinches Lane had become overgrown as it was no longer being maintained. It was proposed by Cllr Bond that T Lynch be asked to cut the verge back. This was AGREED with 5 votes in favour and 1 against.
25/86	Hire of the Playing Field The Clerk had been approached by North Marston & Granborough FC to hire the playing football for training sessions and organised matches. After consideration it was AGREED, with one against, that the football club could use the playing field free of charge for a trial period once an agreement had been put in place.
25/87	2024/25 External Audit Report a) The external audit report for 2024/25 was considered and it was NOTED that nothing had been drawn to the Councillors attention. It was unanimously AGREED to accept the external auditor report. b) It was NOTED that the “Notice of the Conclusion of the Audit” had been issued. The Notice was now required to be displayed on the website and noticeboards.
25/88	Finance a) The list of payments for August and September were APPROVED, details at the end of the minutes. b) It was NOTED that NALC had agreed a pay award for council staff for 2025/26, effective from the 1 April 2025. It was AGREED to apply the pay award to the Clerk's salary. c) The Clerk had requested applying for a debit card. After consideration it was AGREED that an application could be made and that a maximum spend limit to be £500.
25/89	Planning – There were no applications for consideration.

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25/90	Date of Next Meeting: The next meeting would be on Monday 13 th October 2025.
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The meeting closed at 8.30pm.

Chair's Signature Date.....

Actions List

Minute	Action Required	Action By	Progress
25/74	Clerk to contact UKPN for disconnection quote.	Clerk	In Progress
25/84	Notify Alotek of decision for new bus shelter.	Clerk	Completed
25/85	Write to residents of Ashgrove Gardens.	Clerk	To Be Done
25/88c	Apply for debit card.	Clerk	In Progress

BANK POSITION

Reconciled Bank Balance At	Account	Bank Balance	Total
31 August 2025	Current Account	£4,753.67	
31 August 2025	Deposit Account	£67,360.55	
31 August 2025	Investment Account	£30,403.89	£102,518.11

INCOME AND EXPENDITURE LISTING

Income	£
Lloyds Bank – Interest for July.	£41.58
Lloyds Bank – Interest for August.	£45.77
TOTAL INCOME SINCE THE LAST MEETING IN JULY	£87.35

Expenditure		
Invoices to be approved at Parish Council meeting.	Payment	£
ENC Ltd ⁽²¹⁾ – Emergency Call Out to High Street Column.	FPO	£345.60
Three Counties Property Services ⁽²²⁾ – Remove Bus Shelter.	FPO	£600.00
Buckland Landscapes ⁽²³⁾ – July Verges/Recreation Ground.	FPO	£889.15
Clerk ⁽²⁴⁾ - Salary and Expenses for August 2025.	FPO	£616.47
Buckinghamshire Council ⁽²⁵⁾ – Replacement Litter Bin Oving Rd.	FPO	£146.00
Lloyds Bank ⁽²⁶⁾ – July Account Maintenance Charge.	DD	£4.25
PKF Littlejohn ⁽²⁷⁾ – External Audit of the 2024/25 AGAR Returns.	FPO	£378.00
Buckinghamshire Council ⁽²⁸⁾ – Uncontested Election Costs.	FPO	£316.00
David Hartshorn ⁽²⁹⁾ – Cutting of Sandpath Hedge.	FPO	£250.00
Whitchurch PCC ⁽³⁰⁾ – Hall Hire for September 2025 PC Meeting.	FPO	£25.00
Lloyds Bank ⁽³¹⁾ – August Account Maintenance Charge.	FPO	£4.25
Buckland Landscapes ⁽³²⁾ – August Verges/Recreation Ground.	FPO	£889.15
TOTAL OF PAYMENTS FOR APPROVAL		£4,463.87
For Information - Reclaimable Vat from 1 April for 2025/26		£1,109.42