

# 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 14<sup>th</sup> April 2025 at 7.30pm.

Present: Cllrs C Lincoln (Chair), P Alderman, R Grimes, M Perry, M Palin, and C Thomas.

Public Attendance: 2 members of the public, plus Buckinghamshire Council Cllr Bond.

Clerk: A Skeggs

Absent: None

25/35	<b>Apologies for Absence</b> Apologies were received from Cllr Ford.
	<b>Open Forum for Residents</b> <ul style="list-style-type: none"><li>• Wildflower Meadow – Bucklands had erroneously mowed the wildflower meadow. They would sow some wildflower seeds in compensation.</li><li>• A resident in Newmans Close requested a new street nameplate that showed which road the house numbers were.</li><li>• The Chair thanked everyone for all their work over the last four years. She was particularly pleased that the Neighbourhood Plan had been delivered.</li><li>• There was no report from the Buckinghamshire Council Cllr Bond.</li></ul>
25/36	<b>Members' Interests:</b> 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. There were no new declarations.
25/37	<b>Approval of Minutes:</b> The minutes of the meeting of the Council held on 10 <sup>th</sup> March 2025, were approved, and signed by the Chair.
25/38	<b>2024/25 Annual Governance Report and Accounting Statements</b> <ul style="list-style-type: none"><li>a) The 2024/25 Annual Governance Statement was presented to the meeting and once it had been <b>APPROVED</b>, the Chair and Clerk signed the return.</li><li>b) The 2024/25 Accounting Statement signed by the clerk was presented to the meeting and was signed by the chair once it had been <b>APPROVED</b> by the meeting. The Annual Governance and Accounting Statement would now be sent to PKF Littlejohn, the external auditors, before the 30<sup>th</sup> June 2024 deadline.</li><li>c) The Accounting Statement for the year ended 31 March was presented to the meeting. It was <b>NOTED</b> that there had been a £4,135 deficit for the year and the reserve balance was £90,799.</li><li>d) It was <b>NOTED</b> that the dates for the Notice of Exercise of Public Rights were:<ul style="list-style-type: none"><li>• Announcement made / published on the website - Friday 20<sup>th</sup> June 2025.</li><li>• Period of Inspection starts - Monday 23<sup>rd</sup> June 2025.</li><li>• Period of Inspection ends – Friday 1<sup>st</sup> August 2025.</li></ul></li></ul>

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	e) The appointment of Bridgit Knight as the internal auditor for 2024/25 was <b>CONFIRMED</b> .
25/39	<b>EV Charging Points in the Playing Field Car Park</b> Cllr Thomas updated the meeting on the project. There was still only one company interested. Cllr Thomas was to provide all the information to the Clerk.
25/40	<b>Newman Close Phase 2 Boundary</b> The meeting had yet to take place, although the boundary had been fenced off.
25/41	<b>Annual Parish Meeting</b> The Annual Parish Meeting was to take place in May. All local organisations would be invited to give a presentation on their group. It was suggested that this year the youth club, local pub and cricket club to be invited.
25/42	<b>Finance</b> a) The list of payments for April were <b>APPROVED</b> , details at the end of the minutes. The receipts for the month, which included the first instalment of the precept, and the VAT refund were <b>NOTED</b> . b) The combined bank account position at the 31 March was <b>NOTED</b> .
25/43	<b>Planning</b> <ul style="list-style-type: none"> <li>• <b>25/00554/CPE – Groom Cottage, Barrettstown Equine Clinic, Oving Road – Use of building for one bed first floor flat.</b> It was queried why this had come back to the Council again.</li> <li>• <b>24/03798/APP – The Barn, 16B Oving Road – Fenestration Alterations.</b> After consideration it was proposed that an extension be asked for from Buckinghamshire Council.</li> <li>• <b>25/00765/APP – 52 Ashgrove Gardens – Single storey side and rear extensions.</b> After consideration it was proposed that an extension be asked for from Buckinghamshire Council.</li> </ul>
25/44	<b>Points of Interest</b> <ul style="list-style-type: none"> <li>• Parish Election - The Clerk reported that there would be no Parish Election. All the current Councillors remained in place until the 6<sup>th</sup> May when they retire from office. The uncontested election candidates will then take office. The process for co-option will be considered at the May meeting. At present the earliest a resident could be co-opted on to the Parish Council is at the June meeting.</li> <li>• The Chair thanked those Councillors that were standing down and thanks Cllrs Alderman and Ford for continuing. Thanks were expressed to the Chair and Vice Chair for their work.</li> </ul>
25/45	<b>Date of Next Meeting:</b> The next meeting would be on Monday 12 <sup>th</sup> May 2025.

The meeting closed at 7.55 pm.

# Whitchurch Parish Council

Chair's Signature ..... Date.....

## Actions List

Minute	Action Required	Action By	Progress
24/120a	Arrange inspection of High Street streetlights.	PC	Outstanding
25/14	Arrange Newman Close site visit.	Cllr Bond	In Progress
25/28	Contact Sparkx for a quote for a new streetlight.	Clerk	Outstanding

## BANK RECONCILIATION

Reconciled Bank Balance At	Account	Bank Balance	Total
31 March 2025	Current Account	£3,689.60	
31 March 2025	Deposit Account	£56,706.29	
31 March 2025	Investment Account	£30,403.89	£90,799.78

## INCOME AND EXPENDITURE LISTING

Income	£
Lloyds Bank – Interest for March.	£43.47
Npower – Refund of Credit on Old E-on Account.	£399.00
Salvation Army – Clothes Bank for February.	£3.33
HMRC – Refund of VAT Paid in 2024/25	£947.16
Buckinghamshire Council – First instalment of Precept	£18,117.50
<b>TOTAL INCOME SINCE THE LAST MEETING IN MARCH</b>	<b>£19,510.46</b>

Expenditure		
Invoices to be approved at Parish Council meeting.	Payment	£
Intelogy Ltd <sup>(01)</sup> - Microsoft Business Basic for March 2025.	FPO	£47.04
Buckland Landscapes <sup>(02)</sup> – March Verges/Recreation Ground.	FPO	£846.81
Whitchurch PCC <sup>(03)</sup> – Hall Hire for April 2025 PC Meeting.	FPO	£25.00
Clerk <sup>(04)</sup> - Salary and Expenses for April 2025.	FPO	£545.22
<b>TOTAL OF PAYMENTS FOR APPROVAL</b>		<b>£1,464.07</b>
Direct Debits		
Lloyds Bank <sup>(DD12)</sup> – February Account Maintenance Charge	DD	£4.25
SSE Swalec <sup>(DD14/05)</sup> - Street Lighting for January & February.	DD	£189.01
<b>TOTAL OF DD PAYMENTS FOR NOTING SINCE THE MARCH MEETING</b>		<b>£193.26</b>
<b>For Information - Reclaimable Vat from 1 November for 2024/25</b>		<b>£947.16</b>