

Minutes of the Meeting of Weston Turville Parish Council held on 16th October 2025 at the Parish Meeting Room, Weston Turville Village Hall.

PRESENT:

Parish Cllrs: M Baylis, M Collins, S Dawkins, G Lait, C Popovici-Birkby and C Terry

Clerks: Sarah Copley and Francesca Beato

Public Attendance: Two members of the public, Bucks Cllr Mark Winn

Minute	Action
<p>OPEN FORUM FOR PARISHIONERS</p> <p>Two members of Aston Reach Residents Association (ARRA) said ARRA continued to meet monthly and the Holiday Inn were providing the venue. They had also met with local PCSOs.</p>	
<p>25.160 APOLOGIES</p> <p>Apologies were received from Cllrs Blackmore, Cook and Robertson. Cllr Baylis was elected chair for the meeting.</p>	
<p>25.161 DECLARATIONS OF INTEREST</p> <p>a) There were no declarations of interest. b) There were no dispensation requests.</p>	
<p>25.162 MINUTES OF PREVIOUS MEETING</p> <p>It was unanimously agreed, with one abstention, to approve the minutes of the meeting held on 18th September as an accurate record. The minutes were signed by the Chair.</p>	
<p>25.163 PARISH COUNCILLOR VACANCY</p> <p>a) The resignation of Cllr Peter Routledge was noted. b) The Clerk reported that the vacancy had been advertised in accordance with legislation and if there was no request for an election, the vacancy would then be filled by co-option.</p>	
<p>25.164 FINANCIAL MATTERS</p> <p>a) The list of payments totalling £7,509.11 was APPROVED and are attached to these minutes as appendix 1. b) The bank reconciliation was noted. The Clerk was asked to look for an interest bearing account for the recent commuted sum payment.</p>	Clerk
<p>25.165 ASTON REACH</p> <p>a) Cllr Popovici-Birkby proposed that the Parish Council write to Buckinghamshire Council requesting a pedestrian crossing be installed across Broughton Lane from Aston Reach to allow safe passage for pedestrians to access routes to Aylesbury and Kingsbrook. It was unanimously AGREED to write to Buckinghamshire Council requesting a pelican crossing at Broughton Lane.</p> <p>b) Joint meeting – it was noted that Bucks Councillors, parish councillors, Bucks Highways and First Port had confirmed they would attend a joint meeting on 22nd October. Planning Enforcement were not able to send a representative but had agreed to provide an update. Taylor Wimpey had not responded to repeated requests.</p>	Clerk

25.166	BUCKINGHAMSHIRE LOCAL PLAN The consultation on the draft local plan was discussed and the draft response considered. It was agreed that the Clerk would finalise the response with Cllr Cook and circulate to all councillors prior to submitting to Bucks Council.	Clerk
25.167	NEIGHBOURHOOD PLAN a) The Clerk reported that the design code had been completed by AECOM. The consultant had provided an initial revised plan based on points raised during consultations held at the monthly repair café and feedback from the steering group. The Clerk would be creating maps to be included in the plan and look at the next steps to get the plan adopted. b) Joint spatial settlement plan – The Chair had attended a meeting with Wendover, Stoke Mandeville and Halton parish councils to discuss producing a joint spatial settlement plan to support individual neighbourhood plans and would provide an update at a later date.	Clerk
25.168	GROUND MAINTENANCE CONTRACT The draft tender document for the grounds maintenance contract for the period April 2026 – March 2029 was reviewed and approved. The Clerk would post the tender on the contract finder website.	
25.169	TREES The three quotes for tree maintenance identified during the recent tree inspection were considered and it was agreed to accept the quote of £2350 from JW Services. Cllr Lait raised a tree in School Lane that had grown around the power cables. This had been reported to FixMyStreet but Highways had advised that it belonged to Fairhive.	Clerk
25.170	THE GLEBE a) Information Board – the quote for the design of an information board was accepted. It was agreed to ask Lindengate for a quote for the frame. b) The next volunteer work day at the Glebe would be on 20 th November. The volunteers had been on site earlier that day to start cutting back, they had also assisted with locations for the two wildlife cameras that were now in situ.	
25.171	STREETLIGHTS a) Utility Aid had been asked to obtain quotes for the electricity supply for streetlights, just one company had been willing to provide a quote. This was considered along with the variable rate offered by DRAX and it was unanimously agreed to remain on the variable rate and review again in the new year. b) Consultation on future streetlighting – an article had been placed in the Weston Turville Times a year ago asking for views on turning lights off or dimming them overnight, there had been a very low response. It was agreed to rerun this consultation, the Clerk would draw up a survey for residents.	Clerk Clerk
25.172	VILLAGE HALL AND RECREATION GROUND Two people had separately approached the Council to request putting a dog wash at the village hall. The proposal was considered but it was AGREED not to permit this.	Clerk
25.173	PROJECTS a) Cricket – representatives from Bucks Cricket and Dinton Cricket Club had visited the recreation ground the previous day. Dinton were keen to bring youth cricket to Weston Turville, Bucks Cricket confirmed that they provided grants that cricket clubs could apply for, but not parish councils. The cost for an artificial cricket strip to be installed in the far field would be approximately £10,000, the cost for a grassed cricket square would be in the region of £50,000. The Clerk would be get	Clerk

	<p>further information from Dinton and Bucks Cricket for the working group to put together a proposal for the Parish Council to consider at a future meeting.</p> <p>It was recognised that parking provision need to be included in the proposal.</p> <p>b) Youth Council – a survey had been created and posted on website, social media and circulated to local schools. Just one response had been received. It was agreed to speak to the Scouts to ask them to find out what their members would like in the way of council or youth club.</p>	Clerk
25.174	<p>COMMUNITY CLIMATE ACTION PLAN</p> <p>The event held on 11th October had been well attended and went well. Cllr Blackmore would provide a full update at a future meeting.</p>	
25.175	<p>CLERKS REPORT</p> <p>The Clerk's report was noted.</p>	
25.176	<p>MATTERS FOR INFORMATION</p> <p>a) Councillor Surgeries – these continued to be quite well attended, most queries were being directed to FixMyStreet. A resident had asked to use the village hall to play the piano, they would be advised to book the hall.</p> <p>b) Cllr Baylis reported that he and Cllr Dawkins had attended the Hampden Fields liaison meeting and met the new project manager.</p> <p>c) Cllr Lair reported that he had attended BALC's training on improving standards.</p>	
25.177	<p>2026 MEETING DATES</p> <p>The draft schedule of meeting dates had been circulated. It was asked that meetings be held on Tuesdays rather than Thursdays and also about scheduling meetings in August and December. It was noted that if a meeting was required in these months they would be called.</p> <p>After discussion it was agreed to circulate a survey to all existing councillors and defer the decision on the schedule to the November meeting.</p> <p><i>Cllr Collins left the meeting.</i></p>	
25.178	<p>DATE OF NEXT MEETING</p> <p>The next meeting would be on Thursday 20th November at 7pm.</p>	
25.179	<p>CONFIDENTIAL ITEMS</p> <p>It was resolved under the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.</p>	
25.180	<p>LENGTHSMAN CONTRACT</p> <p>The request from the lengthsmen was considered and it was agreed to offer a 1 year contract for the reduced services they would provide. The remaining work would be either added to the grounds maintenance contract or allocated to the Parish Warden.</p>	

Signed: _____ Date: _____ 20th November 2025

Actions List

Ref	Action	Who	Update / Complete
24.142	Investigate options for flood lighting	Clerk	
25.25d	Arrange meeting with CCLA	Clerk	On hold
25.119c	Quotes for additional planter outside office	Clerk	
25.140f	Put Vodafone account in Parish Council name and order phone for Parish Warden	Clerk	
25.164	Investigate interest bearing account for commuted sums	Clerk	✓
25.165	Write to Bucks Council to request crossing	Clerk	✓
25.166	Finalise response to Bucks Local Plan consultation	Clerk	✓
25.168	Publish Grounds Maintenance contract	Clerk	✓
25.169	Arrange tree work	Clerk	✓
25.170	Place order for Glebe information board	Clerk	✓
25.171a	Move streetlights to variable contract	Clerk	✓
25.171b	Draw up streetlight consultation	Clerk	✓
25.173a	Cricket proposal documentation	Work group	
25.173b	Contact Scouts re youth council or other activities	Clerk	✓
25.177	Draw up revised meeting schedule for 2026	Clerk	✓

APPENDIX 1 – PAYMENTS

PAYMENTS

Date	Paid to	Detail	Ref	Net	Vat	Total
30/09/2025	Unity Bank	Cheque handling fee	DD	£0.30		£0.30
07/10/2025	Cloudy IT	Software licences and support	DD	£232.38	£46.48	£278.86
10/10/2025	BAS Associates	Payroll fees Q3	DD	£209.00	£41.80	£250.80
16/10/2025	Multipay card	see breakdown below	DD	£255.43	£46.57	£302.00
16/10/2025	Shield Maintenance	Empty dog bins	electronic	£368.33	£73.67	£442.00
16/10/2025	Cllr Dawkins	Cost claim - Halloween event	electronic	£28.48		£28.48
16/10/2025	Cllr Terry	Cost claim - replacement tree for Brookside	electronic	£64.16	£12.84	£77.00
16/10/2025	JW Mowing services	install gate post at Barley Close field	electronic	£185.00		£185.00
16/10/2025	ARRA	Reimburse costs for posters (min 25.144a)	electronic	£67.07		£67.07
16/10/2025	BALC	EAP Membership 25-26	electronic	£105.30		£105.30
16/10/2025	BALC	Course fee - Conduct in local councils - Cllr Lait	electronic	£90.00		£90.00
16/10/2025	BALC	Course fee - Conduct in local councils - Clerk	electronic	£90.00		£90.00
16/10/2025	Payroll	October salaries	electronic	£3,627.01		£3,627.01
16/10/2025	Bucks Council Pensions	Pension contribution	electronic	£1,058.15		£1,058.15
16/10/2025	Assistant Clerk	Mileage and parking	electronic	£30.79		£30.79
20/10/2025	Castle Water	Water supply - Barley Close field	DD	£5.55	£1.11	£6.66
21/10/2025	5G Communications	Landline and broadband	DD	£49.08	£9.82	£58.90
31/10/2025	Unity Bank	bank fees	DD	£10.65		£10.65
31/10/2025	HMRC	October PAYE & NI	DD	£800.15		£800.15
TOTAL				£7,276.83	£232.28	£7,509.11

Multipay Card

Date	Paid To	Detail	Net	Vat	Total
17/09/2025	B&Q	Screws/nails, tools, items for Halloween	£50.13	£10.02	£60.15
17/09/2025	B&Q	roller and tray (halloween)	£9.58	£1.92	£11.50
23/09/2025	Defibstore	Replacement pads for defibrillator at hall	£112.00	£22.40	£134.40
24/09/2025	WH Smith	Stamps	£19.56		£19.56
24/09/2025	Printworld	A1 laminated map	£34.50	£6.90	£41.40
26/09/2025	Amazonn	A3 laminator	£26.66	£5.33	£31.99
30/09/2025	Multipay card	card fee	£3.00		£3.00
Total			£255.43	£46.57	£302.00

APPENDIX 2 – Clerk's Report

Below are updates on issues that are ongoing where no decision or minimal expenditure is required. The purpose of this document is to keep councillors and the public up to date on various matters.

- **Logs for School Approach and car park**

Hampden Fields have provided some logs which have been put along the edge of the car park, reminder will need to be done during school holidays

- **White Gates**

The white gates will now be installed 18-20 November, it has been delayed due to the closure of New Road.

- **Summer Play sessions**

Milton Keynes Play have provided information on the numbers that attended the two play sessions. 40 children attended the morning session on 5th August and 100 attended on the afternoon of 21st August.

- **Replacement gates**

The ramblers have replaced gates in the Glebe field, Manor Farm field and Barley Close, photos available. Some of the replacement gates are metal and complaints received about the noise. The ramblers will be fitting some sort of rubber buffer to reduce the noise.

The Clerk and Assistant Clerk have attended the following:

- Buckinghamshire Highways and Transport Conference (Asst Clerk)
- CILCA course and coursework (Asst Clerk)
- Improving Conduct in Local Councils course (Clerk)

Upcoming Events

30th October – Halloween Family Fun day at the Village Hall

9th November – Remembrance Sunday at the War Memorial, Worlds End Lane

6th December – Christmas Carols at the Village Hall