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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 |
|---|--------|
| OPEN FORUM FOR PARISHIONERS 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. | |
| 25.160 APOLOGIES Apologies were received from Cllrs Blackmore, Cook and Robertson. Cllr Baylis was elected chair for the meeting. | |
| 25.161 DECLARATIONS OF INTEREST a) There were no declarations of interest. b) There were no dispensation requests. | |
| 25.162 MINUTES OF PREVIOUS MEETING It was unanimously agreed, with one abstention, to approve the minutes of the meeting held on 18 th September as an accurate record. The minutes were signed by the Chair. | |
| 25.163 PARISH COUNCILLOR VACANCY 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. | |
| 25.164 FINANCIAL MATTERS 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. | Clerk |
| 25.165 ASTON REACH 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. 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 22 nd 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. | Clerk |

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| 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 <ul style="list-style-type: none"> 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 GROUNDS 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 <ul style="list-style-type: none"> 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 20th 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 <ul style="list-style-type: none"> 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 <ul style="list-style-type: none"> 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 |

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| <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 |
| <p>25.174 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> | |
| <p>25.175 CLERKS REPORT</p> <p>The Clerk's report was noted.</p> | |
| <p>25.176 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> | |
| <p>25.177 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> | |
| <p>25.178 DATE OF NEXT MEETING</p> <p>The next meeting would be on Thursday 20th November at 7pm.</p> | |
| <p>25.179 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> | |
| <p>25.180 LENGTHSMAN CONTRACT</p> <p>The request from the lengthsman 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