

Drayton Parslow Parish Council

PO Box 6444
Leighton Buzzard
LU7 6FX

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Email: draytonparslowclerk@gmail.com

Website: www.draytonparslowparishcouncil.org.uk

Dated: 27th January 2025

MINUTES OF THE PARISH COUNCIL MEETING – 27th JANUARY 2025

Name	Position	Present	Absent	Tally
James Bruce	Chairman	✓		7/7
Dave Wheeler	Vice Chairman	✓		7/7
Steven Colborne-Baber	Councillor	✓		7/7
David Perry	Councillor	✓		7/7
Richard Wemyss	Councillor	✓		7/7
Carol Wemyss	Councillor	✓		6/6
Grahame Williams	Councillor	✓		1/1
Jilly Jordan	Unitary Councillor		✓	N/A
Chloe Collins	Clerk	✓		N/A
Huw Perry	RFO	✓		N/A
Members of Public		0		

Papers circulated in advance of meeting

- January Agenda
- Draft November 2024 Minutes
- January 2024 Meeting Bundle

Meeting Opened: 19:30 Closed: 21:20

The Chairman opened the meeting.

001/25 Apologies for Absence

RESOLVED

To note apologies received from Cllr Jilly Jordan due to weather.

002/25 Declarations of Interest

RESOLVED

To note declaration of Interest received from Cllr Richard Wemyss and Cllr Carol Wemyss declaring interests in the Allotments, Greenacre Hall and Cllr Richard Wemyss the Church. c

003/25 Dispensations for Disclosable Pecuniary Interests

RESOLVED

To note none received

004/25 Public Participation

RESOLVED

To adjourn the formal business of the meeting for 15 minutes to allow members of the public to make representation on the business items on the agenda and to register public comments received via email.

None in attendance

005/25 Co-option of new councillor

Councillors to vote on co-opting a new councillor. If passed by a majority, said new councillor to sign acceptance of office and to complete Register of Interests to be submitted to Buckinghamshire Council.

RESOLVED

a) To co-opt Grahame Williams as a Parish Councillor.

006/24 Reports from Unitary Councillors

RESOLVED

To receive reports from Buckinghamshire Council to be sent via email.

007/24 Minutes

RESOLVED

To receive and approve the draft minutes of the full parish council meeting held on 28th November 2024 as a true and accurate record to be signed by the Chair. A copy of the draft minutes is available on the website: <https://draytonparslowparishcouncil.org.uk/meetings/>

008/25 Planning and Licensing Matters

RESOLVED

- 8.1.1 To note that no of planning applications were considered for comment since the last meeting and delegated to the Clerk in consultation with Members and due to meeting the statutory consultation deadline.
- 8.1.2 To note that no planning applications were received for consideration within the Drayton Parslow parish on the Buckinghamshire Council planning portal.
- 8.1.3 To note planning decisions from Buckinghamshire Council [attached].

009/25 Allotments

RESOLVED

- 9.1 To receive update on Accounts for the Allotments all account are now paid.
- 9.2 To approve the Allotment request to dived plot 9a Cllr Richard Wemyss agrees to measure the plot for costing

010/25 Finance

10.1 Financial Reports – Quarter 3

RESOLVED

- 10.1.1 To receive and approve the bank reconciliation statements for the Deposit and Current Account for the months of October, November, December 2024.
- 10.1.2 To approve the enclosed budget monitoring report for Quarter 3, period ending December 2024.
- 10.1.3 To note the updated statement on council reserves held at December 2024.

10.2 Financial Matters - Payments Schedule

RESOLVED

To approve the schedule of payments and receipts as tabled or presented at the meeting that require authorisation for payment in accordance with the Financial Regulations (enclosed) and to note the payments authorised in accordance with the delegation to the RFO.

10.3 Budget and Precept

RESOLVED

- 10.3.1 To approve the Budget for 2025/26 to include precept levied at £40,000.00
- 10.3.2 To confirm the submission of the Precept Form as presented.

011/25 Action Log

RESOLVED

To receive updated Action Log note changes and additions for next meeting.

012/25 Website

RESOLVED

To note reports from two website specialists
To update website to accessibility standards (Cllr David Perry)
To transition to .gov.uk domain

013/25 Open Space Maintenance

13.1 Street Lights Upgrade

RESOLVED

To note the completion of new LED Lights are now install there was an uplift on quotation and final invoice totalled £11,948.72. The new lamps have a 5 year warranty with the manufacture which is through Edmundson electrical wholesaler in Leighton Buzzard and a further 2 year warranty for the electrical work carried out by SMR Electrical Contractor Leighton Buzzard.

13.2 Grass Cutting Contracts

RESOLVED

To defer decision to the next meeting whist Council awaits further quotes.

13.3 Training and expenses for Warden

RESOLVED

To approve the attendance of the Warden at a Training Course Playground Inspection - Operational Inspections with RPII at the cost of £700 plus VAT together with two nights accommodation, travel and meals.

014/25 Reports from Representatives on Outside Bodies/Working Parties

RESOLVED

14.1 To note receipt of wardens reports.

015/25 Clerk Correspondence

RESOLVED

To note items of correspondence or communication as detailed in the correspondence report.

To note Cllr Wemyss is meeting with perspective cricket pitch hirers for the next season.

016/25 Any items of Discussion for a Future Meeting

RESOLVED

To note the following matters for inclusion on the agenda of the next meeting.

Flooding on the main road

Culvert is obstructed report to fix my street .

Cross Roads

017/25 Date of Next Parish Council Meeting

RESOLVED

To note the date, time and venue of the next council meeting scheduled for 24th February 2025 at the Carrington Room, Greenacre Hall.

DRAYTON PARSLow PARISH COUNCIL

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Report to Members of the Parish Council

TO:	Members of the Parish Council
MEETING DATE:	25 th November 2024
SUBJECT:	Planning
REPORT AUTHOR:	Chloe Collins

Agenda item No: 7

7.1 To note the list of planning applications considered for comment since the last meeting and delegated to the Clerk in consultation with Members and due to meeting the statutory consultation deadline.

7.2 To consider and comment on planning applications within the Drayton Parslow parish on the Buckinghamshire Council planning portal. Any applications received by the Clerk after publishing the agenda will be tabled at the meeting).

7.3 To receive notification of planning decisions from Buckinghamshire Council [attached].

7.4 To receive application considered for comment for a Disabled Parking Bay.

7.1 - None

7.2 – To note and consider for comment Planning Appeal 24/00076/REF - Planning Appeal - APP/J0405/W/24/3354282 - Broadways Farm, Newton Road, Drayton Parslow

7.3 - None

7.4 – See attached application for Disabled Bay

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Report to Members of the Parish Council

TO:	Members of the Parish Council
MEETING DATE:	25 th November 2024
SUBJECT:	Allotments
REPORT AUTHOR:	Chloe Collins

Agenda item No: 8. Allotments

8.1 To consider Allotment requests

8.1 To receive update on tenancies and rent dues

8.2 To consider Allotment requests

8.1 To receive update on tenancies and rent dues

8.2 To consider Allotment requests

None received

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Report to Members of the Parish Council

TO:	Members of the Parish Council
MEETING DATE:	25 th November 2024
SUBJECT:	Finance
REPORT AUTHOR:	Chloe Collins

Agenda item No: 9. Finance

9.1 Financial Reports

To receive finance report and approve the bank reconciliation statements for the Deposit and Current Account

9.2 Payments Schedule

To receive and approve the schedule of payments and receipts as tabled or presented at the meeting that require authorisation for payment in accordance with the Financial Regulations (enclosed) and to note the payments authorised in accordance with the delegation to the RFO.

9.3 Budget

To receive draft Budget and consider for approval 2025/26

DRAYTON PARSLOW PARISH COUNCIL BANK RECONCILIATION													
	31/03/2024	30/04/2024	31/05/2024	30/06/2024	31/07/2024	31/08/2024	30/09/2024	31/10/2024	30/11/2024	31/12/2024	31/01/2025	28/02/2025	31/03/2025
Lloyds Current A/c 30-91-39 0441	19,888.82	17,650.55	15,903.26	2,283.08	1,668.18	385.39	1,459.42	2,033.54					
Lloyds Deposit A/c 30-91-39 0557	87,918.74	88,009.55	88,103.59	88,204.00	88,295.10	88,382.43	88,457.49	88,530.19					
Unity Current A/c 60-83-01 8415	82.36	13,216.19	13,216.19	11,738.68	6,775.91	6,710.43	17,491.75	14,119.19					
Unity Savings A/c 60-83-01 8428	1,058.40	1,058.40	3,719.31	3,733.18	3,733.18	3,733.18	3,759.06	3,759.06					
Total	108,948.32	119,934.69	120,942.35	105,958.94	100,472.37	99,211.43	111,167.72	108,441.98	0.00	0.00	0.00	0.00	0.00
Change in Bank Balance (A)		10,986.37	1,007.66	-14,983.41	-5,486.57	-1,260.94	11,956.29	-2,725.74	-108,441.98	0.00	0.00	0.00	0.00
Receipts		19,592.30	2,754.95	114.28	91.10	87.33	18,114.14	130.06					
Payments		7,337.69	15,304.44	2,945.15	3,931.88	2,639.54	4,775.98	2,855.80					
Difference(B)		12,254.61	-12,549.49	-2,830.87	-3,840.78	-2,552.21	13,338.16	-2,725.74	0.00	0.00	0.00	0.00	0.00
Difference (A-B)		-1,268.24	13,557.15	-12,152.54	-1,645.79	1,291.27	-1,381.87	0.00	-108,441.98	0.00	0.00	0.00	0.00
Cheques now paid		Cheque 1197 £477.60 Cheque 1198 £1000.00 Cheque 1201 £147.42	Cheque 1203 £86.80 Cheque 1204 £269.98	U070 £115.00 U071 £263.10 U072 £176.50 U073 £216.00 U074 £379.90 U075 £96.11 U076 £147.42 Cheque 1205 £12,429.30 Cheque 1206 £90.60	Cheque 1209 £90.40 U078 £465.00 U079 £55.00 U080 £72.00 U081 £343.20 U082 £92.03 U083 £380.10 U084 £137.30 U085 £126.36	Cheque 1210 £90.60	U096 £22.98 U097 £228.80 U098 £395.00 U099 £380.10 U100 £96.11 U101 £168.48 U102 £90.40						
TOTAL		£1,625.02	£356.78	£13,913.93	£1,761.39	£90.60	£1,381.87						
Cheques not yet presented		Cheque 1197 £477.60 Cheque 1198 £1000.00 Cheque 1201 £147.42	Cheque 1203 £86.80 Cheque 1204 £269.98	U070 £115.00 U071 £263.10 U072 £176.50 U073 £216.00 U074 £379.90 U075 £96.11 U076 £147.42 Cheque 1205 £12,429.30 Cheque 1206 £90.60	Cheque 1209 £90.40 U078 £465.00 U079 £55.00 U080 £72.00 U081 £343.20 U082 £92.03 U083 £380.10 U084 £137.30 U085 £126.36	Cheque 1210 £90.60 Cheque 1211 £25.00	U096 £22.98 U097 £228.80 U098 £395.00 U099 £380.10 U100 £96.11 U101 £168.48 U102 £90.40						
TOTAL		£1,625.02	£356.78	£13,913.93	£1,761.39	£115.60	£1,381.87						
NET TOTAL AGREES TO DIFFERENCE (A-B above)			-£1,268.24	£13,557.15	-£12,152.54	-£1,645.79	£1,291.27	-£1,381.87	£0.00	£0.00	£0.00	£0.00	£0.00

Drayton Parslow Parish Council	278.85		284.32	
	128.21		125.74	-1.92%
	2023/24	2023/24	2024/25	2024/25
	Budget	Year End 31/03/24	Budget	YTD 2024/25
Opening Bank Balance	100,589.22	100,589.22	108,948.32	108,948.32
Unpresented chq	3,223.81	3,223.81	1,625.02	1,625.02
Opening Book Balance	97,365.41	97,365.41	107,323.30	107,323.30
Mower replacement fund earmarked	11,000.00		12,000.00	
Street Lighting replacement fund	10,000.00		11,000.00	
Cluster services BCC shortfall - longterm post 2022	8,000.00		8,000.00	
Cluster Equipment replacement fund	3,000.00		3,500.00	
Cricket Pitch levelling contingency	2,000.00		2,000.00	
MUGA netting replacement	8,000.00		10,000.00	
MUGA surface replacement	2,000.00		3,500.00	
Legal Costs Rec lease renewal	1,500.00		1,500.00	
Legal Costs - gen reserve	4,430.00		4,430.00	
Upper Rec access repair reserve	9,000.00		10,500.00	
Neighbourhood Plan	1,832.00		1,832.00	
War Memorial	0.00		0.00	
Election fund	880.00		880.00	
Opening book balance available for spend	35,723.41		38,181.30	
RECEIPTS				
Precept	35,750.00	35,750.00	35,750.00	35,750.00
Greenacre Hall	0.00	0.00	0.00	0.00
Interest	40.00	1,001.34	600.00	651.20
Allotment Rent	250.00	227.78	250.00	195.56
Cluster Allowance for Devolved Services	1,449.00	1,626.49	1,630.00	1,626.49
Grants & donations	0.00	1,000.00	0.00	0.00
Neighbourhood Plan Grant from DCLG	0.00	0.00	0.00	0.00
Miscellaneous	0.00	13.11	0.00	0.00
Reclaimable VAT	0.00	6,139.73	2,000.00	2,660.91
TOTAL	37,489.00	45,758.45	40,230.00	40,884.16
ROUTINE PAYMENTS				
Rec & Play Area maintenance/grass cutting	1,800.00	1,830.50	2,000.00	4,803.58
Recreation Ground & Playground rent Carington	2,200.00	2,136.34	2,200.00	1,111.17
Playground equipment and maintenance	1,500.00	426.00	3,000.00	10,537.75
Burial Ground footpath maintenance GPC	750.00	1,000.00	1,000.00	0.00
Expenses for Cluster Devolved Services	2,000.00	2,818.24	2,000.00	2,382.39
War Memorial	500.00	0.00	500.00	
Allotment rent and maintenance	400.00	85.06	400.00	45.51
Upper rec Mower servicing & repairs (Tractor mower)	2,000.00	0.00	2,000.00	2,539.51
Purchase of equipment/servicing for Cluster Services	600.00	0.00	600.00	0.00
Clerk/RFO/Warden's Pay	7,000.00	7,678.58	7,500.00	4,193.89
HMRC PAYE	750.00	1,089.60	1,000.00	629.80
Office Expenses	800.00	455.83	800.00	144.77
Insurance	1,300.00	900.09	1,000.00	896.86
Subscriptions / publications / training	750.00	992.49	1,000.00	423.47
Website	240.00	603.46	300.00	31.18
Hire of DPSSC (PC Meetings)	200.00	216.00	200.00	0.00
Audit Fee	250.00	265.00	300.00	55.00
Street lighting (power and repairs)	3,000.00	6,079.74	4,500.00	4,225.44
Dog Bin collection (AVDC)	550.00	420.35	550.00	585.43
Post Box hire	-	-	-	176.50
Post Office - use of DPSSC	600.00	600.00	600.00	600.00
Parish Elections	0.00	0.00	1,500.00	0.00
BT/Broadband	800.00	606.20	800.00	506.82
Cllr Expenses/Training	360.00	104.88	360.00	40.98
Document Storage Greenacre	25.00	30.00	25.00	
Repairs/Sundries	2,500.00	0.00	2,500.00	
Unity service payments	-	-	-	41.40
VAT	0.00	2,660.91	0.00	3,895.54
TOTAL	30,875.00	30,999.27	36,635.00	37,866.99

Refund from 2018

Carried over from 2017/18

Carried over from 2020 Elections
General Reserve

Fully paid until 2100

EXCEPTIONAL PAYMENTS	2023/24	2023/24	2024/25	2024/25
GPC: Poppy Wreath	25.00	111.29	25.00	25.00
Xmas lights electricity cost	-	-	60.00	
MUGA & Rec Security	250.00	0.00	250.00	0.00
Youth Amenity Projects/New play equip/MUGA refurb	500.00	0.00	500.00	
Misc bins	50.00	0.00	50.00	76.69
Legal costs re. Recreation Ground leases	0.00	0.00	0.00	
Legal Costs	0.00	0.00	0.00	
Defibrillator replacement battery & pads	350.00	0.00	350.00	750.00
Neighbourhood Planning expenses	0.00	0.00	0.00	46.80
Kerbing project	1,500.00	0.00	1,500.00	
Best Kept Village	-	25.00	-	0.00
Misc payments	4,500.00	4,665.00	0.00	1,000.00
Recreation ground access / car park security	0.00	0.00	0.00	
Public Events (ie Fetes, etc)	-	-	-	25.00
MVAS payments	-	-	-	
TOTAL	7,175.00	4,801.29	2,735.00	1,923.49
Street Lighting Reserve Fund	1,000.00		1,000.00	
Tractor/Mower replacement fund	1,000.00		1,000.00	
Cluster Equipment replacement fund	500.00		500.00	
Devolved Services 2020 and beyond	1,500.00		1,500.00	
Recreation ground access - replacement reserve	1,500.00		1,500.00	
MUGA surface replacement 2021/22	1,500.00		1,500.00	
MUGA netting replacement	2,000.00		2,000.00	
TOTAL PAYMENTS	38,050.00	35,800.56	39,370.00	39,790.48
Incl Reserve payments	47,050.00		48,370.00	
TOTAL RECEIPTS LESS TOTAL ACTUAL PAYMENTS & RESERVE ACCRUALS	-9,561.00	9,957.89	-8,140.00	1,093.68
CLOSING BOOK BALANCE	96,804.41	107,323.30	108,183.30	108,416.98
Cheques/Payments not yet presented		477.60		£0.00
		1,000.00		£25.00
		147.42		
CLOSING BANK BALANCE	96,804.41	108,948.32	108,183.30	108,441.98

(Includes MVAS)

Unity
Cheques

2024 DRAYTON PARLSLOW PARISH COUNCIL		Lloyds		Unify		Expenditure Income														
31st Mar.	balances	current	£19,888.82	£82.36																
		deposit	£87,918.74	£1,058.40																
		total	£107,807.56	£1,140.76	£108,948.32															
date	description	ref	Lloyds current ac	Unify current ac	Lloyds current ac	Lloyds deposit ac	Unify current ac	Unify savings ac	Precept	Rents	Allowments	VAT	Interest	Devolved Services	Grants /donation	Neighbourhood Plan Grant	Receipts misc.			
09-Apr	Interest					£90.81														
09-Apr	Devolved Services payment							£1,626.49						£1,626.49						
12-Apr	Precept (1/2)							£17,875.00		£17,875.00										
15-Apr	Npower - MPAN1 (1/2/24-29/2/24)		£585.00																	
15-Apr	Npower - MPAN2 (1/2/24-29/2/24)		£28.25																	
29-Apr	BT - Broadband	U057		£119.28																
29-Apr	Forde & McHugh - Streetlight repairs	U058		£192.00																
29-Apr	George Browns - Mower repairs	U059		£3,047.41																
29-Apr	Clear Councils - Insurance payment (Year 2/3)	U060		£896.86																
29-Apr	DP SSC - Post Office & Electricity	U061		£740.00																
29-Apr	BMKALC - Annual Sub & NALC fees	U062		£108.99																
29-Apr	SEA - March mowing & insurance fees	U063		£346.99																
29-Apr	Tring Rural PC - Clerk adobe sub (half)	U064		£99.48																
29-Apr	Best Kept Village - Entry Fee	U065		£25.00																
29-Apr		U066		£383.70																
29-Apr		U067		£105.42																
29-Apr		U068		£157.95																
29-Apr	BT - Broadband	U069		£145.48																
29-Apr	HMRC - April PAYE	1203	£86.80																	
29-Apr	R.P. Smith - Mowing, Strimming & fuel costs	1204	£269.98																	
09-May	Interest					£94.04														
16-May	Npower - MPAN1 (1/3/24-31/3/24)		£599.50																	
16-May	Npower - MPAN2 (1/3/24-31/3/24)		£29.69																	
20-May	Anglian Water - 3/2/24-2/8/24 water rates		£20.22																	
27-May	SEA - Rec mowing	U070		£115.00																
27-May	SEA - April mowing & accounting costs	U071		£263.10																
27-May	Tring Rural PC - PO Box shared cost	U072		£176.50																
27-May	Playsafety - Inspection	U073		£216.00																
27-May		U074		£379.90																
27-May		U075		£96.11																
27-May	Online Playgrounds - MUGA repairs	U076		£147.42																
27-May	HMRC - May PAYE	1205	£12,429.30																	
27-May	R.P. Smith - Mowing, Strimming & fuel costs	1206	£90.60																	
27-May	R.P. Smith - Mowing, Strimming & fuel costs	1207	£741.10																	
29-May	VAT reclaim (2023/24)							£2,660.91						£2,660.91						
04-Jun	BT - Broadband	U077		£65.48																
10-Jun	Interest					£100.41														
17-Jun	Npower - MPAN1 (1/4/24-30/4/24)		£535.16																	
17-Jun	Npower - MPAN2 (1/4/24-30/4/24)		£28.62																	
24-Jun		U078		£465.00																
24-Jun	B. Fludgate - Internal audit	U079		£55.00																
24-Jun	Geosphere - Mapping software renewal	U080		£72.00																
24-Jun	SEA - May mowing	U081		£343.20																
24-Jun	Glasdon UK - Bin bags	U082		£92.03																
24-Jun		U083		£380.10																
24-Jun		U084		£137.36																
24-Jun		U085		£126.36																
24-Jun	R. Smith - Mowing & strimming	1208	£536.50																	
24-Jun	HMRC - June PAYE	1209	£90.40																	
30-Jun	Unify charge			£18.00																
30-Jun	Interest																			
05-Jul	BT - Broadband			£65.48				£13.87												
09-Jul	Interest					£91.10														
16-Jul	Npower - MPAN1 (1/5/24-31/5/24)		£495.62																	
16-Jul	Npower - MPAN2 (1/5/24-31/5/24)		£28.88																	
28-Jul	NBPCC - Membership fee renewal	U086		£20.00																
28-Jul	NSALG - Membership fee renewal	U087		£66.00																
28-Jul	Village News - Grant payment	U088		£1,000.00																
28-Jul	Tring Rural PC - Share of antiviral software	U089		£45.00																
28-Jul	SEA - June mowing	U090		£343.20																
28-Jul	R. Smith - Mowing & strimming	U091		£668.00																
28-Jul		U092		£379.90																
28-Jul		U093		£68.85																
28-Jul		U094		£157.95																
28-Jul	HMRC - July PAYE	1210		£90.60																
28-Jul	RBL - Remembrance Wreath	1211		£25.00																
29-Jul	Forde & McHugh - Streetlight replacement	U095		£477.60																
05-Aug	BT - Broadband			£65.48																
05-Aug	Bucks Council - Dog bin replacements (3 total)		£702.52																	
09-Aug	Interest					£87.33														
15-Aug	Npower - MPAN1 (1/6/24-30/6/24)		£436.37																	
15-Aug	Npower - MPAN2 (1/6/24-30/6/24)		£28.01																	
19-Aug	Anglian Water - 3/6/24-2/8/24 water rates		£25.29																	
30-Aug	D. Perry - Gloves for Warden	U096		£22.98																
30-Aug	SEA - July mowing	U097		£228.80																
30-Aug	A. Burden - Mowing, spraying & hedge cutting	U098		£395.00																
30-Aug		U099		£380.10																
30-Aug		U100		£96.11																
30-Aug		U101		£168.48																
30-Aug	HMRC - August PAYE	U102		£90.40																
05-Sep	BT - Broadband			£65.48																
09-Sep	Interest					£75.06														
13-Sep	Precept (2/2)							£17,875.00		£17,875.00										
16-Sep	R. Smith - Mowing & strimming	U103		£668.00																
16-Sep	Npower - MPAN2 (1/7/24-31/7/24)		£29.17																	
23-Sep	Hon RFJ Carington - Half yearly rents	U104		£1,333.40																

DRAYTON PARSLow PARISH COUNCIL

PO Box 6444 - Leighton Buzzard - LU7 6FX

T: 07516344248

E: draytonparslowclerk@gmail.com

W: www.draytonparslowparishcouncil.org.uk

Report to Members of the Parish Council

TO:	Members of the Parish Council
MEETING DATE:	25 th November 2024
SUBJECT:	Christmas Lights
REPORT AUTHOR:	Chloe Collins

Agenda item No: 10. Christmas Lights

To receive report and approve the financial contribution towards the cost of electrical supply for the village Christmas Lights

Members are asked to approve the contribution towards the cost of electrical supply for the village Christmas Lights.

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Report to Members of the Parish Council

TO:	Members of the Parish Council
MEETING DATE:	25 th November 2024
SUBJECT:	Christmas Lights
REPORT AUTHOR:	Chloe Collins

Agenda item No: 11. Cross Road

To receive update on the Cross Road project from Buckinghamshire Council and agree next steps.

11. Cross Road

To receive update on the Cross Road project from Buckinghamshire Council and agree next steps.

Email received from Buckinghamshire Council Cllr Jilly Jordan – Wednesday 6th December 2024.

Following on from the question at the recent Parish council the following is the latest update on the crossroads:

Confirmation that we have commissioned a design option to reconfigure the junction to reduce the frequency and severity of collisions; as I'm sure you are aware the previous changes to signs, and lines have had limited success. There have been some delays in getting the outline design to a level we can then accurately cost; this will bring us to a point where we can determine if we can fund the scheme. We have a limited budget and based on my experience the most effective option is likely to exceed my annual budget, so would potentially need additional funding, but until we have some confidence in cost we are not in a position to determine what is feasible.

We are likely to be in possession of the required information to be able to make the decision to proceed or not in the new year, at that time I can contact you with any potential "next steps" if you wish?

I have made a request to be kept updated.

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Report to Members of the Parish Council

TO:	Members of the Parish Council
MEETING DATE:	28 th October 2024
SUBJECT:	13. Open Spaces Maintenance and Street Lights
REPORT AUTHOR:	Chloe Collins

Agenda item No:

13. Open Spaces Maintenance and Street Lights

- 13.1 To receive correspondence relating to devolved services and to agree next steps
- 13.2 To receive progress report on OS Map
- 13.3 To receive quotes for replacement street lights and consider for approval.

13. Open Spaces Maintenance and Street Lights

13.1 To receive correspondence relating to devolved services and to agree next steps

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Report to Members of the Parish Council

TO:	Members of the Parish Council
MEETING DATE:	25 th November 2024
SUBJECT:	14. Play Equipment
REPORT AUTHOR:	Chloe Collins

Agenda item No: 14. Play Equipment

14.1 To receive update on remedials of play equipment

14.2 To receive update on training for Warden to undertake play area maintenance

14.1 Report is noted

Summary Report of Works to be Completed

Based on the safety inspection reports for **Main Road Play Area** and **Outdoor Gym Equipment** from May 2024, the following works have been identified as necessary for maintaining safety and compliance:

Main Road Play Area

1. **MUGA (Multi-Use Games Area)**

- **Issue:** Item is bent, with cracked welds.
- **Action:** Reattach netting cable and repair or replace the bent panel

2. **Swing - Nest**

- **Issue:** Timber is decayed, and supporting components need regular inspection.
- **Action:** Dismantle and inspect the swing according to the manufacturer's instructions

3. **Signage**

- **Issue:** Ownership signage is unreadable.
- **Action:** Modify or replace the sign

Outdoor Gym Equipment

1. **Adult Fitness - Hip Twister**

- **Issue:** Loose or missing fixtures.
- **Action:** Tighten all fixtures

2. **Adult Fitness - Dip Station**

- **Issue:** Loose bolts.
- **Action:** Tighten the bolts to ensure stability

14.2 To receive update on training for Warden to undertake play area maintenance

DRAYTON PARSLOW PARISH COUNCIL

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Report to Members of the Parish Council

TO:	Members of the Parish Council
MEETING DATE:	27 th January 2025
SUBJECT:	Planning
REPORT AUTHOR:	Chloe Collins

Agenda item No: 8

8.1 To note the list of planning applications considered for comment since the last meeting and delegated to the Clerk in consultation with Members and due to meeting the statutory consultation deadline.

8.2 To consider and comment on planning applications within the Drayton Parslow parish on the Buckinghamshire Council planning portal. Any applications received by the Clerk after publishing the agenda will be tabled at the meeting).

8.3 To receive notification of planning decisions from Buckinghamshire Council [attached].

8.1 - None

8.2 – None

8.3 -

Removal on chimney breast

9 New Road Drayton Parslow Buckinghamshire MK17 0JH

Ref. No: 24/02427/BN | Deposited: Mon 23 Dec 2024 | Decided: Fri 27 Dec 2024 | Status: Building Work Complete

Conversion of existing garage to a gym, home office and utility room.

Kingsdene Church End Drayton Parslow Buckinghamshire MK17 0JJ

Ref. No: 24/02381/BN | Deposited: Mon 09 Dec 2024 | Decided: Wed 11 Dec 2024 | Status: Accept

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Report to Members of the Parish Council

TO:	Members of the Parish Council
MEETING DATE:	27 th January 2025
SUBJECT:	Allotments
REPORT AUTHOR:	Chloe Collins

Agenda item No: 9. Allotments

9.1 To receive update on tenancies and rent dues

9.2 To consider Allotment requests

9.1 To receive update on tenancies and rent dues

9.2 To consider Allotment requests

“9A unfortunately I know longer need all of the ground and would like to give up half. The plot is already divided into two by a path, I want to give up the half nearest the road , the rent is all paid for and I will clear it the best I can. It can be made available almost immediately.”

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Report to Members of the Parish Council

TO:	Members of the Parish Council
MEETING DATE:	27 th January 2025
SUBJECT:	Website
REPORT AUTHOR:	Chloe Collins

Agenda item No:

12. Website

To receive report and quotations for works to Website and consider any action to be taken.

12. Website

To receive report and quotations for works to Website and consider any action to be taken.

Whitstable Design

Good morning Chloe,

How are you?

Thank you for getting in touch.

Yes of course, no problem at all. I have taken a look at the site this morning and also run a quick accessibility check

here: <https://www.accessibilitychecker.org/audit/?website=draytonparslowparishcouncil.org.uk&flag=uk>

There are two accessibility issues that are showing up for the site at the moment.

We tend not to do ad-hoc work on sites that other people have built however as part of our annual package, we do include a free design update and web site build so if the parish council were interested in that, we could create a brand new design for the site and ensure that it was completely compliant.

Our parish council web site package includes the build of the web site, the migration of all of your information / documents, as many parish e-mail accounts as you require e.g. clerk@draytonparslowparishcouncil.org.uk, annual hosting and crucially, ongoing support to ensure that the site is updated and maintained.

We also include updates to the site content as well so if you would prefer that we upload new policies, minutes of meetings and create new pages for you, we do that at no additional cost so hopefully we can save you some admin time as well. There is no set up fee for this package, it's just £180 a year fully inclusive.

Finally, if you were interested in moving over to a [.gov.uk](https://www.gov.uk) domain name e.g. draytonparslowparishcouncil.gov.uk we can register that domain for you at an additional £30 a year.

I hope that all helps but if you have any questions or need anything else, please just let me know.

I hope you are having a good day.

Speak to you soon

Aubergine

I will get the domain registration process underway today. It's possible it will be approved before Christmas but failing that, it will be by early January. Once registered, we can then 'point' the domain to whichever web and email services you wish.

The grant of £100 covers that initial registration and set up. The cost for year two onwards is £100 + VAT per year. We will send you renewals at the appropriate time.

In regard to your website and my concerns about its compliance, here are a few notes for review along with a full WCAG2.2AA standard scan & report of the accessibility compliance and issues.

As I mentioned on the phone, and I know that you are aware, a parish council's website must meet accessibility standards WCAG2.2AA and this requirement is part of the Public Sector requirements. In addition to this, the terms & conditions of use of a .gov.uk domain are that the website meets its legal requirements – of which, meeting the accessibility regulations are part. The other key aspect part of those T&Cs are for the council official (the clerk or RFO) to operate from domain-based email – i.e clerk@draytonparislowparishcouncil.gov.uk).

It is not a requirement for any other officers or councillors to have domain-based email but it is a requirement, as defined in JPAG, that councillors do not use their personal email addresses for council communications. This is to avoid personal information needing to be made public should you receive a SAR or FOI. The council clerk must also have unhindered access to council email addresses so that they can perform the task of a SAR or FOI – which is why personal addresses should not be used.

I have performed 3 tests on the website – a manual one (using my desktop application 'JAWS' which is the most commonly used software for people who are loss of sight) and an automatic text – using our compliance scanning service, called POPE. In addition to this, I have also used the free browser-based checking tool 'WAVE' that provides a middle ground check.

As you will see from the report, there are a significant number of issues – some can be addressed by changing the content publishing and others are more code and layout-based. Here is the report: <https://www.dropbox.com/scl/fi/uvewd6cua8u7vo32mybdf/WCAG22AA-Drayton-Parslow-PC-20-12-2024-report.pdf?rlkey=cfk5ewapmltay2yi63cyxsbu4&st=ln99ry60&dl=0>

Hopefully this report will provide some additional help. This page on the SLCC website may also help: <https://www.slcc.co.uk/wcag-website-compliance-for-councils/>

In terms of my proposition of providing a new, fully compliant website – the platform would give you full Wordpress admin area access. You would be able to make as many new pages as you like and upload the documents and images. You would not be able to edit the base ‘theme’ as that is built by us and is in place to ensure accessibility compliance. Our service and commitment is that we are providing you with a website that meets the current and future accessibility standards without needing to make system or software changes. As you know, we also provide free training both at the start and each month to learn how to get the best from the system and to learn about best practice accessibility publishing techniques.

I have also attached a formal proposal for the provision of a new, fully compliant website and would be very happy to provide a demo to you and your council.

Once aspect of the scan that can’t be checked automatically are the documents (PDFs). I have reviewed a selection from various years and noticed that a lot of documents are not accessible as they use tables for formatting. Tables are not accessible as they do not have any form of navigation.

Using a screenreader on a document that has tables is very hard and does not navigate well. Not that many of the documents used sequential headings through them either and this is a fundamental aspect for good accessible publishing techniques as it provides a way for assistive tech users to navigate through the document more easily.

I’d be very happy to provide you with some free training and guidance on accessible document production if you like.

I hope you find this helpful and please do get back in touch if you have any questions – I will also let you know once the domain is registered and ready to use.

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Report to Members of the Parish Council

TO:	Members of the Parish Council
MEETING DATE:	27 th January 2025
SUBJECT:	Open Spaces
REPORT AUTHOR:	Chloe Collins

Agenda item No:

13. Open Space Maintenance

13.1 To receive report on the installation of new LED Lights

13.2 To receive quotations for Grass Cutting Contracts

13.3 To approve training and expenses for Warden

13. Open Space Maintenance

13.1 To receive report on the installation of new LED Lights

To receive update from Cllr Wheeler

13.2 To receive quotations for Grass Cutting Contracts

Defer

13.3 To approve training and expenses for Warden

To approve the cost of training £700 plus VAT together with hotel and travel



DraytonParslow Clerk <draytonparslowclerk@gmail.com>

Routine playground and MUGA visual inspection report January 2025

1 message

Alec Perry

3 January 2025 at 15:12

To: DraytonParslow Clerk <draytonparslowclerk@gmail.com>

Dear Mrs Collins,

Here is this year's first inspection report.

Date: 03/01/2025**Inspector: Alec Perry****Type: routine visual****Location; Drayton Parslow playground, Outdoor gym, and MUGA****Planting:**

Roadside:

No problems.

Upper playground:

No problems.

Near outdoor gym and bench:

No problems.

Fencing:

Roadside:

There are brambles growing in both corners of the playground but especially in the east corner, medium risk, they should be removed, especially the east corner brambles as they are much larger and starting to encroach on the carousel and rocker area.

Upper:

No problems.

Gates:

Roadside:

No problems.

Upper:

When swung open to its fullest it creates a small pinch point, low risk, its unlikely to cause an accident but some method of preventing the gate from fully opening should be implemented.

Seating:

Playground Bench:

No problems.

MUGA bench:

No problems.

Bench next to containers:

No problems.

Outdoor gym bench:

No problems.

Bins:

Roadside:
No problems.

MUGA bins:
No problems.

Carousel and Rocker area:

Carousel:
No problems

Rocker cow:
No problems.

Rocker tractor:
No problems.

Safer Surface:
No problems.

Multiplay area:

Tower with slide:
Minor vandalism on the floor, no risk, it's inoffensive but should be cleaned at some point.

Slide:
No problems.

Cable ladder:
No problems.

Bridge:
No problems.

Middle tower:
Two screws are missing from the floor panel, low risk, it's not enough to cause an issue but it would be best to replace them quickly.

Tunnel:
No problems.

Tower with climbing slope:
Minor vandalism in a few places, no risk, this should be cleaned.

Climbing slope:
No problems.

Safer surface:
Surface is starting to shrink at the edges creating trip hazards. Medium risk, I believe it should definitely be possible to pull the edge back into place for this surface.

Swings, regular seats:

Swings:
No problems.

Safer surface:
No problems.

Swings, baby seats:

Swings:
No problems.

Safer surface:

No problems.

Swing nest:

Swing:

Minor vandalism on one of the supports, no risk, should be easy to clean.

Safer surface:

No problems.

Trim trail:

Trail:

Many of the wooden posts are rotted and contain alarmingly deep splits, high risk, someone more qualified should make the final call however I do not believe these posts are fit for purpose anymore.

Some of the cables are badly worn exposing the metal wires within, medium risk, these cables should be replaced before they become a hazard.

Some of the wooden footholds have rotted at the top and are falling apart, the larger ones have had toppers screwed into them which may be ok for now, however the smaller footholds have not, low risk, I don't think the damage will get worse immediately however if it does it could potentially cause an accident. The offending footholds should probably be replaced.

Safer surface:

No problems.

Grass:

Playground:

There are a few nettles growing near the trim trail, and swing nest, low risk, they should be removed or cut back.

Rec:

No problems.

MUGA:

Panels and supports:

Many supports are leaning and the attached panels have become warped. It seems unchanged compared to last month, Medium risk, someone more qualified should take a look at this.

Two smaller panels are broken on the south side above and to the right of the basketball net, medium risk, they need to be repaired or replaced.

Netting:

Last month's storms have caused some minor damage to the net but not enough to be an issue.

Gates:

No problems.

Basketball hoops:

No problems.

Football goals:

No problems.

Turf:

No problems.

Outdoor gym:

No problems.

From,
Alec



DraytonParslow Clerk <draytonparslowclerk@gmail.com>

Community and Sports Facilities – Parish Survey update

1 message

>

12 December 2024 at 11:46

Dear Clerk,

Community and Sports Facilities – Parish Survey update

We are collecting evidence on the provision of community and sports facilities across Buckinghamshire to use as evidence in developing the Local Plan. The Local Plan will set out how and where future development should take place for the next 15 years. To find out more please see our webpage [Local development plans and guidance | Buckinghamshire Council](#).

We wrote to you in December 2022 asking for an audit of local services and facilities in your parish area, following this initial engagement we are now asking for an update to ensure our audit is correct. Additional facilities for indoor sports provision and cemetery capacity is now also included.

Please can you review the three spreadsheets attached which you can add in or change existing data. Please search by settlement name or parish name in columns A and B.

- **Spreadsheet 1: Community Facilities and Outdoor Recreational Facilities** - the data we hold is based on responses received to our previous survey and secondary data obtained from online research.
- **Spreadsheet 2: Indoor Sports Halls** - to update information gathered by consultants for the Indoor Facilities Study undertaken in 2020/21. The spreadsheet attached only shows parishes we know have indoor facilities.
- **Spreadsheet 3: Responses to request for information on Cemetery capacity** - asking specific questions about these, we would be grateful if every parish council responds to those questions, so the council can get a picture of future burial capacity within the county.

Please can you can send the amended spreadsheets back to this email address planningpolicy.bc@buckinghamshire.gov.uk and we will amend our records accordingly.

If we have not heard from you by **February 14th**, we will assume that our data is correct and will use the current figures or secondary data for our local plan work going forward. If the deadline is problematic please do contact us using the above email address.

Thank you for your collaboration, we are looking forward to hearing from you.

Yours sincerely

David Waker
Senior Planning Policy officer
Buckinghamshire Council

We have over 500 children in Buckinghamshire who need support, guidance and caring families.

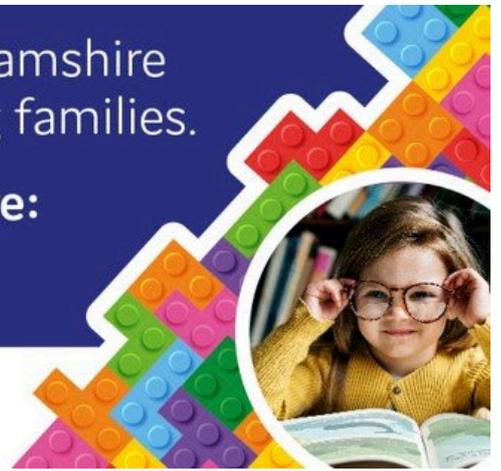
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3 attachments

-  **Community and Outdoors Sports Facilities.csv**
52K
-  **Indoors Sports Halls.csv**
2K
-  **Cemetery capacity.csv**
1K



DraytonParslow Clerk <draytonparslowclerk@gmail.com>

East West Rail scoping report consultation

1 message

East West Rail <EastWestRail@planninginspectorate.gov.uk>
To: "Wilkinson, Karen" <KAREN.WILKINSON@planninginspectorate.gov.uk>

2 January 2025 at 15:04

Dear Sir/Madam

Please see attached correspondence on the proposed East West Railway.

The Applicant for the Proposed Development intends to make an application for Development Consent under the Planning Act 2008. The Applicant has sought a Scoping Opinion from the Planning Inspectorate, on behalf of the Secretary of State, as to the scope and level of detail of the information to be provided within the Environmental Statement that will accompany its future application.

The Planning Inspectorate has identified you as a consultation body to inform the Scoping Opinion and is therefore inviting you to submit comments by 31 January 2025. The deadline is a statutory requirement that cannot be extended.

Further information is included within the attached letter.

Regards
Karen Wilkinson



The Planning
Inspectorate

Karen Wilkinson (She/Her)

Senior EIA Advisor

The Planning Inspectorate

T 0303 444 5072

Helpline 0303 444 5000



@PINSgov



The Planning Inspectorate



planninginspectorate.gov.uk

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DPC:76616c646f72



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EWR Letter to stat cons_Scoping & Reg 11 Notification.docx

87K



DraytonParslow Clerk <draytonparslowclerk@gmail.com>

Important! NALC Survey - your input on the government's consultation on standards

1 message

Lorraine Morton <lorraine@bucksalc.gov.uk>
Cc: BALC Mailbox <BALC@bucksalc.gov.uk>

20 January 2025 at 17:17

Dear Clerk,

NALC to respond will respond to the Ministry of Housing, Communities and Local Government's consultation on strengthening the standards and conduct framework for local authorities (including parish and town councils) in England.

To help inform our response, we opened a survey to collect views and insights from parish and town councils and county associations. The survey will run until 2 February 2025.

This consultation seeks views on introducing measures to strengthen the standards and conduct regime in England and ensure consistency of approach amongst councils investigating serious breaches of their member codes of conduct, including introducing the power of suspension.

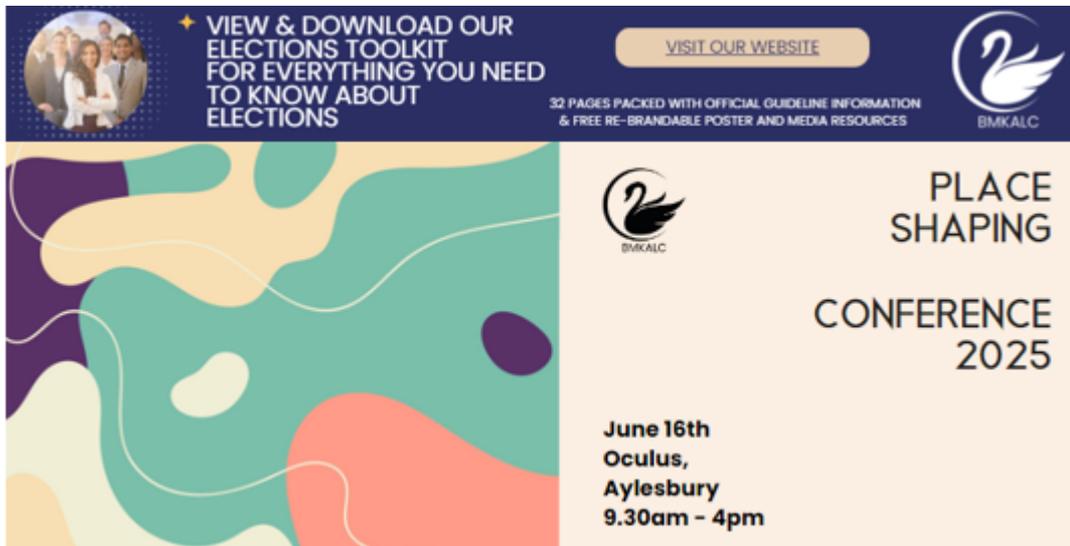
The consultation covers topics such as introducing a mandatory minimum code of conduct, standards committees, the power of suspension, a new category of disqualification, and a national body to deal with appeals. It also seeks views on empowering victims affected by councillor misconduct to come forward and what additional support would be appropriate to consider.

NALC has accordingly published and produced the following standards sector survey (<https://forms.office.com/pages/responsepage.aspx?id=XI10-kGBhESEUZ2oBPD-MXcDGgACcfVLo9lsczFoTXpUQjhJR1VOVVRIV1EyVzZHMk9SNFNCOUMwTCQIQCN0PWcu&route=shorturl>) to help inform its response. The final sector survey response deadline is 23:45 on 2/2.

Kind regards,

Lorraine

Lorraine Morton



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VISIT OUR WEBSITE

32 PAGES PACKED WITH OFFICIAL GUIDELINE INFORMATION & FREE RE-BRANDABLE POSTER AND MEDIA RESOURCES

BMKALC

PLACE SHAPING CONFERENCE 2025

**June 16th
Oculus,
Aylesbury
9.30am - 4pm**

Lorraine Morton
Events & Communications Manager



County Offices,
Walton Street,
Aylesbury HP20 1UA

Balc@bucksalc.gov.uk
www.bucksalc.gov.uk
01296 383154

I work part time hours, flexibly with compressed hours over longer days - I may email you outside of your working hours, this does not mean I am expecting a reply at that time.

Buckinghamshire & Milton Keynes Association of Local Councils

Our Privacy Statement may be viewed [here](#)



CLlr Jilly Jordan

Drayton Parslow Parish Council Meeting Monday 27th Jan 2025

Buckinghamshire Council reports significant progress in climate change and air quality efforts

Buckinghamshire Council has released its third annual Climate Change and Air Quality Progress Report, highlighting substantial achievements in its ongoing environmental initiatives. The Climate Change & Air Quality Strategy 2023-2024 Progress Report outlines the strides made since the strategy's adoption on 19 October 2021.

One of the key highlights of the report is a remarkable 78% reduction in net emissions for 2023/24 compared to baseline emissions from 1990. This means that the Council has achieved its goal of reducing emissions by 75% by 2030, five years ahead of schedule.

Buckinghamshire Council has continued its de-carbonisation efforts, including a successful project to install solar PV and battery storage across four sites.

The Council's tree planting programme has also made significant progress, with almost 193,000 trees planted in the first three years of a ten-year mission. Councillor Broom noted that transport remains the biggest source of emissions in Buckinghamshire, followed by domestic sources. He encouraged residents to embrace alternative means of travel and reduce energy use at home, highlighting several initiatives to help residents with their energy bills.

Looking ahead, the Council is working on a new Bucks-wide Local Travel Plan and a new Bucks Local Plan, both of which have clear commitments to sustainability and climate change mitigation. Recent consultations have also been held on draft proposals for a Local Walking & Infrastructure Plan.

For those interested in the full report, it is available here: [Report for Climate Change Air Quality Strategy - Annual Progress Report](#)

For tips on reducing your own carbon emissions, see the [Bucks Climate Challenge webpage](#).

—

Next phase of Moving Traffic Enforcement cameras goes live this month

After Buckinghamshire Council was granted powers to ensure motorists comply with Moving Traffic restrictions and installed enforcement cameras last year (2023), cameras in 14 further traffic trouble hotspots nominated by locals are set to go live in this month.

Moving Traffic Offences are actions taken by drivers that break the rules of the road. Examples include driving through a no entry sign, making banned turns, entering a yellow box junction when the exit isn't clear and driving on routes that are for buses and taxis only.

The cameras will enable the Council to issue a penalty charge notice (PCN) to motorists who commit a Moving Traffic Offence, and will go live where restrictions already apply at the following locations where additional signage will be put in place to give warning of the cameras:

Padbury – Lower Way – No entry into Lower Way

Chesham – St Mary's Way (A416) – Banned right turn from Bellingdon Lane

Chesham – Moor Road – No entry into Moor Road

Iver – Bangors Road North – No goods vehicles exceeding 7.5t weight limit except for loading

Iver – Bangors Road South – No goods vehicles exceeding 7.5t weight limit except for loading

Aylesbury – A41 Exchange Street – No right turn from the A41 Exchange Street (North East bound carriageway) into Waitrose Car Park

Aylesbury – A41 Exchange Street – No right turn from the Exchange Street Car Park onto A41 Exchange Street (South West bound carriageway)

Aylesbury – Oxford Road – Bus lane **Aylesbury** – Oxford Road – Yellow box junction

Denham – Oxford Road – No right turn into Oxford Road

Denham – A412 North Orbital – No right turn from North Orbital Road

High Wycombe – A40 London Road – Bus lane

High Wycombe – Oxford Road – Yellow box junction

High Wycombe – Amersham Hill – Yellow box junction

All 14 of these new camera locations were nominated by residents and businesses as trouble spots or recognised as being areas of low compliance where motorists are more likely to break Moving Traffic restrictions. Installing these enforcement cameras will help reinforce the rules of the road, keep traffic moving and make all road users safer. We understand this is a significant change, so during the first six months, motorists caught breaking the rules at these locations will be sent a warning letter for their first offence. If you are caught again though, you will receive a fine.

Funds generated from penalty charge notices will be restricted for use only for specific measures including highway repairs, public transport provision and other environmental projects.

[Find out more about how the Council is enforcing moving traffic orders.](#)

New and improved Library Flex model approved for eight Bucks libraries

Eight libraries across Buckinghamshire are set to benefit from a new style of operation following approval by councillors at the Cabinet meeting on Thursday 2 January.

Library Flex is Buckinghamshire's new model which will introduce technology to increase opening hours at these sites and enable customers to use library services without staff being present during quieter times. Staff will then be available to offer assistance and answer enquiries at busier times.

The new way of operating will see opening hours in Aylesbury, Beaconsfield, Buckingham, Chesham, Hazlemere, Marlow and Princes Risborough libraries increase by 23% from June. Amersham Library will pilot enhanced opening times with the library open seven days a week from 7am to 9pm on weekdays and from 7am to 7pm at weekends, an increase of 129%.

The decision to adopt Library Flex follows an extensive 10-week consultation which ran between July and September last year. The consultation sought to understand demand for library services and the need for staff assistance across the different sites.

Two of the key topics raised in the consultation included queries on safety during the times when staff would not be present and how the new model would address inclusion for those with additional needs. To address concerns about safety, new arrangements will include enhanced live monitoring of CCTV, upgraded fire and intruder alarms, occupancy management, electronic locks and safety information to be available in a range of formats including video, QR and braille.

Comments and suggestions from disabled individuals and groups have been particularly helpful in ensuring facilities are inclusive. Some groups have offered to work with the library service to trial new arrangements, test the induction process, provide accessible information materials and deliver in-person training, to ensure that people with disabilities and special educational needs are informed and supported.

"We know how important local library services are to so many people. With this in mind, we wanted to explore ways to improve accessibility and provision for the wider community. Traditional opening hours don't suit everybody, but our new offer means more people will now be able to access our services at times that better suit them.

"Whilst some of the drive for change arises from a need to make budget saving, one of our key priorities in designing the new service has been to ensure that staff are available at the times when they are most needed and to provide a service that is safe and inclusive. We hope that local communities will welcome these exciting new changes and the many positives they bring."

A different approach has been taken with Burnham Library and High Wycombe Library, where due to building layouts the Library Flex format is not suitable. Within the same consultation last year, people were able to give their opinion on the proposals for these two libraries.

In High Wycombe, the layout will be modified, and the library will open on a Monday instead of a Sunday, to better meet customer needs, with no change in the overall number of opening hours.

In Burnham, hours will reduce from 38 to 27 per week to ensure effective delivery of a sustainable service. Options to engage volunteers to enable the library to remain open for longer were explored but were not successful.

The consultation ran from 10 July to 18 September 2024. A total of 1,212 responses were received, including 221 paper surveys. A number of focus groups were held, and engagement took place with over 200 local services and organisations as well as library staff.

The cost of implementing Library Flex will be £500k and this will deliver a year on year saving of £550,000. The saving will be delivered through reduced staffing. Work is taking place to reduce the scope for compulsory redundancies and promote redeployment opportunities for affected staff.

Work to undertake building alterations and install self-service technology will now take place with the launch of Library Flex from June onwards.

Council produces balanced budget amidst financial challenges

Buckinghamshire Council has published its updated medium-term financial plan which details how it will balance its budget for the next three years.

In a continuing acutely challenging financial context for local government, the council has worked hard to identify the further savings needed during the next financial year to balance the books until 2028. It's also produced a detailed budget proposal for 2025/26 including how much it's planning to spend on major projects and services, following consultation with residents.

The current financial year has seen demand rise further still particularly in four key services, namely adult social care, children's social care, transporting higher needs children to and from school and providing temporary accommodation for homeless people and families. Cost and demand for these services mean they're considerably overspent, particularly where 'high needs' children's services are concerned as the cost to the council is higher than the grant provided by government for these services. Given that nearly 80% of the council's budget is funded through council tax, the budget proposals recommend raising the base rate of council tax by 2.99%, alongside a 2% rise in the Adult Social Care precept, meaning a total 4.99% rise in bills next year, which represents an extra £1.77 per week for the average Band D home in 2025/26.

The council has worked extremely hard to find further savings, efficiencies and other mitigations to allow it to produce a balanced budget and is offsetting the rising costs by identifying £115.6 million in further savings and income. Alongside the savings made through becoming a unitary council, overall Buckinghamshire Council will have made savings of more than £230 million from the time it came into being in 2020 through to the end of this budget period in 2028.

The updated budget proposals for 2025/26 include a commitment to dedicate significant funding to key projects and priorities for residents. These include:

- Extra funding for our roads, taking the total investment to £120 million
- £24.8 million to support regeneration
- £10.7 million on climate change and flood management
- £24.8 million to support housing and homelessness
- £188.8 million on schools and school improvement projects
- £30.4 million on our Household Recycling Centres, Waste vehicles and other waste projects

Buckinghamshire Council Leader Martin Tett said:

"We remain in a period of extreme turbulence with the local government sector as a whole currently on a financially unsustainable footing. We know the new government is proposing sweeping change to how local government functions but the truth remains at the moment that there simply is not enough money in the sector to pay for the services local councils must deliver however local government is organised, and particularly where there are key services that we are legally obliged to provide and upon which central government inspects us.

"We are working incredibly hard to find efficiencies and redesign local services to allow us to produce a balanced budget and still invest in our county and the services we provide to our residents. We're developing our own children's homes and recruiting more foster carers to save nearly £40 million on placements for children we are looking after. We're building our own temporary accommodation units to save more than £2 million paying for expensive accommodation for people who need it.

"Doing things differently like this is allowing us to put major funding behind our road network, schools and improving our town centres, focussing on the future of our county and making improvements for our residents.

"The reality is that we cannot keep chipping away or using dwindling reserves to pay for the essential services that our residents need. We are also seeing the new government directing funding and resource away from the South East northwards to cities and towns in the Midlands and the north of England. This negatively impacts us here in Buckinghamshire; I remain proud however of our financial prudence and am pleased our budget plans demonstrate significant investment where our residents want us to spend their tax."

- The Medium Term Financial Plan was considered by Cabinet on 2 January.
- Full details of the Cabinet meeting is available on the [council's website](#).
- Some changes may be required as a result of the final Local Government Settlement.
- After that, the budget proposals will go through a series of cross-party scrutiny meetings in which residents can submit questions about the budget. To do this, residents should email their questions to budget.scrutiny@buckinghamshire.gov.uk
- Following the scrutiny process, the final budget proposal will be put to the Full Council during February.

Buckinghamshire branches out and creates its eighth Tiny Forest

Tree planting season is in full swing and has seen a new Tiny Forest created at Desborough Recreation Ground in West Wycombe.

A Tiny Forest is a dense, fast-growing, woodland made up of 600 native deciduous trees planted in a tennis court-sized plot. They not only create a great home for butterflies, birds, bees and other local wildlife, but are an inspiring resource for people to enjoy, and can provide a range of benefits in the fight against climate change.

Funded by the Forestry Commission's Local Authority Treescape Fund, Buckinghamshire Council worked with environmental organisation Earthwatch Europe to design and prepare this new woodland, with volunteers coming together on Tuesday 3 December to plant the Tiny Forest.

Planting involved volunteers from Wycombe's Millbrook Combined School's school council, students from Uxbridge High School (who were studying the riverbank in the park), local residents, passing community police officers and Councillor Thomas Broom, Cabinet Member for Climate Change and Environment and Deputy Cabinet Member for Environment, Councillor Jilly Jordan.

Other areas in Buckinghamshire that have already benefitted from the creation of Tiny Forests include:

Cannock Road – Aylesbury North
Walton Court – Aylesbury South-West
Totteridge Rec – Totteridge and Bowerdean
Booker Rec – Booker and Cressex
Hamilton Academy – Wycombe
Bourton Park – Buckingham
Princes Risborough School

Five of these Tiny Forests have been planted in wards identified by the county's [Opportunity Bucks programme](#), a flagship programme to improve opportunities for people in Buckinghamshire. The benefits of creating Tiny Forests in Opportunity Bucks wards (Aylesbury North, Aylesbury South-West, Totteridge and Bowerdean, Booker and Cressex, and now West Wycombe), and collaborating with local schools, supports three of the programmes' key themes; education and youth engagement, health and wellbeing, and quality of public realm. To read more about Opportunity Bucks, visit: www.buckinghamshire.gov.uk/opportunity-bucks

For more information on Buckinghamshire Council's tree planting programme or to find out how to get involved, visit: www.buckinghamshire.gov.uk/tree-planting

In 2023 the Council secured over £264k from the Forestry Commission's Local Authorities Treescape Fund. The fund aims to restore tree cover in non-woodland areas affected by disease, habitat loss or ageing tree stock.

Buckinghamshire Council has successfully bid for over £650,000 of [Local Authority Treescapes Fund \(LATF\)](#) over 3 rounds of funding, benefitting projects led by:

- 2 charities
- 3 parish councils
- 3 town councils
- 3 environmental groups or organisations
- Buckinghamshire Highways

Community groups and volunteers will use the funds to target neglected landscapes such as ecologically damaged areas or areas affected by tree diseases.

This includes £135,000 in 2023 for Earthwatch to create five further Tiny Forests, including those at Desborough, Booker and Totteridge Recreation Grounds, Walton Court and Cannock Road.

[Local Authority Treescapes Fund | Buckinghamshire Council](#)

Council reminds garden waste subscribers of upcoming service suspension

Buckinghamshire Council is reminding subscribers to its garden waste service that collections will soon be suspended for a 6-week period. This is an annual suspension that comes in during the winter when garden waste is at a minimal.

The last possible collection date for garden waste is Friday 13 December (normal collection days apply) and collections will resume from week commencing Monday 27 January.

Residents who need to dispose of garden waste during the suspension period can still do so at any of our 10 Household Recycling Centres free of charge. All sites are open 9am to 4pm.

To find out which days your local Household Recycling Centre is open and further details of what can and cannot be taken to a centre, visit: www.buckinghamshire.gov.uk/waste-and-recycling

Garden waste collected from homes across Buckinghamshire or taken to Household Recycling Centres is processed locally into high-quality compost. Residents can buy [Community Compost](#) at all of our Household Recycling Centres. All the proceeds from the sales of the Community Compost are set aside for good causes with an annual funding award expected in April 2025.

For more information on changes to recycling and waste services over the Christmas period, please visit: www.buckinghamshire.gov.uk/waste-and-recycling/changes-to-recycling-and-waste-services-christmas



New Year, New Career

Buckinghamshire Council launches next batch of free Skills Bootcamps

Buckinghamshire Council is encouraging residents to kickstart their careers in 2025 with free Skills Bootcamps. Whether you're looking for a job, aiming for a promotion, or considering a career change, these bootcamps offer a unique opportunity to land your dream job. Spaces are still available for courses starting later this month (January), February, and March.

The Skills Bootcamps are designed for adults aged 19 and over and cover a wide range of growth industries in Buckinghamshire, including TV & Film Production, Green Technology, Construction, and Automotive. These short courses, run by experienced training providers, offer 60 to 100 hours of free, flexible learning, allowing participants to study around their current work commitments. Additionally, the courses do not impact Universal Credit, and participants are guaranteed an interview upon completion.

Pete Mills took part in the recent 'Becoming a third assistant director' Skills Bootcamp and had this to say: "Attending the skills bootcamp was an incredible experience, Not only did it sharpen my understanding of the 3rd AD role but also gave me practical skills that I've already started to apply as a trainee AD. The team's professionalism and enthusiasm made it a truly inspiring course."

Martin Tett, Leader of Buckinghamshire Council said: "Skills Bootcamps are not only designed to upskill individuals but also to provide a wider boost to the local economy. By offering training in sectors that are in high demand, we ensure that local employers can access people with the right skills for their business or sector within the local employment market."

For more information and to enrol, visit [Skills Bootcamps](#)

Welcoming Spaces in Bucks: Stay warm, stay connected, stay supported

As the winter months approach, Buckinghamshire Council is announcing its Welcoming Spaces offer – warm, free, safe, and supportive environments available to all residents. These spaces are designed to provide a safe space where individuals can stay warm, save on heating costs, and access a range of beneficial services.

Welcoming Spaces offer:

- **Warmth and comfort:** Escape the cold and enjoy a cosy atmosphere.
- **Cost savings:** Reduce your heating bills by spending time in a heated space.
- **Health and wellbeing:** Look after your physical and mental health with a supportive environment.
- **Support and advice:** Access valuable support and advice on a variety of topics.
- **Connectivity:** Free Wi-Fi to stay connected with loved ones and access online resources.

This is the third winter since we launched Welcoming Spaces in response to the cost of living crisis. Sadly, cost of living pressures are still having an impact on residents and if you are worried about putting your heating on at home, please remember you can come to one of our Welcoming Spaces. Not only can you relax in comfort, but anyone also seeking a bit of company can meet with others and staff are on hand with information and advice on a range of topics.

The initiative worked so well last year that we are keen to ensure that everyone knows that Welcoming Spaces are open again this year. Please spread the word. Tell your friends, neighbours and family that Welcoming Spaces are here to help people stay warm, connected, and healthy throughout the winter months.

Welcoming Spaces are now available at Buckinghamshire Council's main libraries and community libraries, as well as at some local churches and halls.

An online directory provides a [map and full list of local Welcoming Spaces](#) including their location and facilities.

You can also find out more, by visiting: buckinghamshire.gov.uk/welcoming-spaces or calling **0300 131 6000** (Monday to Thursday 9am to 5:30pm, Friday 9am to 5pm.)

If you are struggling to heat your home or know someone else who is, contact the council's Helping Hand team: buckinghamshire.gov.uk/helping-hand or call **01296 531151**.

Planning Town & Parish Council Representatives’ Liaison Surgeries (January to March 2025)

The dates have now been announced for the latest Planning Town & Parish Council Representatives’ Liaison Surgeries:

- **Monday 6 January** 10-11:15am – North Planning Area Surgery Appointments
 - **Monday 6 January** 11:30-12:45pm – West Planning Area Surgery Appointments
 - **Tuesday 7 January** 10-11:15am – East Planning Area Surgery Appointments
 - **Tuesday 7 January** 12-1:15pm – Central Planning Area Surgery Appointments
 - **Wednesday 8 January** 10-11:15am – South Planning Area Surgery Appointments
 - **Monday 20 January** 10-11:15am – North Planning Area Surgery Appointments
 - **Monday 20 January** 11:30-12:45pm – West Planning Area Surgery Appointments
 - **Tuesday 21 January** 10-11:15am – East Planning Area Surgery Appointments
 - **Tuesday 21 January** 12-1:15pm – Central Planning Area Surgery Appointments
 - **Wednesday 22 January** 10-11:15am – South Planning Area Surgery Appointments
 - **Monday 3 February** 10-11:15am – North Planning Area Surgery Appointments
 - **Monday 3 February** 11:30-12:45pm – West Planning Area Surgery Appointments
 - **Tuesday 4 February** 10-11:15am – East Planning Area Surgery Appointments
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- **Tuesday 4 February** 12-1:15pm – Central Planning Area Surgery Appointments
- **Wednesday 5 February** 10-11:15am – South Planning Area Surgery Appointments
- **Monday 17 February** 10-11:15am – North Planning Area Surgery Appointments
- **Monday 17 February** 11:30-12:45pm – West Planning Area Surgery Appointments
- **Tuesday 18 February** 10-11:15am – East Planning Area Surgery Appointments
- **Tuesday 18 February** 12-1:15pm – Central Planning Area Surgery Appointments
- **Wednesday 19 February** 10-11:15am – South Planning Area Surgery Appointments
- **Monday 3 March** 10-11:15am – North Planning Area Surgery Appointments
- **Monday 3 March** 11:30-12:45pm – West Planning Area Surgery Appointments
- **Tuesday 4 March** 10-11:15am – East Planning Area Surgery Appointments
- **Tuesday 4 March** 12-1:15pm – Central Planning Area Surgery Appointments
- **Wednesday 5 March** 10-11:15am – South Planning Area Surgery Appointments
- **Monday 17 March** 10-11:15am – North Planning Area Surgery Appointments
- **Monday 17 March** 11:30-12:45pm – West Planning Area Surgery Appointments
- **Tuesday 18 March** 10-11:15am – East Planning Area Surgery Appointments
- **Tuesday 18 March** 12-1:15pm – Central Planning Area Surgery Appointments
- **Wednesday 19 March** 10-11:15am – South Planning Area Surgery Appointment

If you would like to take part in one of the surgery appointments, then please confirm your nominated representative and their email address. This representative could be any of the following: Chairman, Clerk, or Planning Chairman.

Town & Parish Councils in the first instance would take any points of discussion/issues to the nominated representative of their individual Town or Parish council.

Your nominated representative only can request a 20-minute appointment by emailing memberliaison@buckinghamshire.gov.uk.

You will receive a Request Booking form by automatic reply that you will need to complete and return to the above email address. The completed form is required at least two working days prior to the requested surgery date.

Surgery meetings are held via MS Teams. An invitation and link to the online meeting will be sent to your representative prior to the meeting.

Town and Parish Council customer service VIP line

You can make contact with us via the following email address:

parishsupport@buckinghamshire.gov.uk

And you can access Buckinghamshire Highways information [here](#).

There is also a dedicated Town and Parish Council customer service VIP phonenumber where you can reach a member of our customer team on 0300 303 5640, 9am to 5:30pm Monday to Thursday, and 9am to 5pm on Friday.
