

CHEDDINGTON PARISH COUNCIL

MINUTES OF THE AUGUST MONTHLY MEETING

HELD ON WEDNESDAY 6th AUGUST 2025 AT 7PM IN THE PAVILION



099/25 ATTENDANCE AND APOLOGIES

Present - Cllr C. Fee in the Chair, Cllr A Hollett Vice Chair, Cllr D Bevan, Cllr M Kehoe, Cllr D Nabbs and Roz Roberts, Clerk

Cllr Chris Poll – Buckinghamshire Council

Cllr Peter Brazier - Buckinghamshire Council

No members of the public were in attendance.

Apologies:-

Cllr L Firmin - Holiday

Cllr T Richards – Not available

Cllr K Oastler – Unwell

100/25 PUBLIC FORUM

There was no public forum.

101/25 DECLARATIONS OF INTEREST

There were no declarations made.

102/25 APPROVAL OF MINUTES

The minutes of the Parish Council's July Monthly meeting held on the 2nd July 2025 were approved and signed by the Chair.

103/25 TO RECEIVE ANY UPDATES FROM BUCKINGHAMSHIRE COUNCILLORS

Cllr Poll

Cllr Poll's monthly report had been circulated by the Clerk prior to the meeting.

Clerk confirmed that she was arranging a meeting with Cllr Fee and Michelle Parker, East Bucks Community Board Manager to discuss Cheddington's priorities in terms of needs/opportunities.

Cllr Brazier raised 3 issues: -

1. Yellow notices for planning – advised there was now no obligation for these to be displayed re. small planning application. Instead, planning is going to sending letters to immediate neighbours.
2. Changes to S106 claims – requests now must be made quarterly.
3. Four-year devolution deals – now annual.

104/25 CLERK'S UPDATE REPORT - to note updates to ongoing matters:

- **Cheddington Neighbourhood plan** - Nothing to report.
 - **Barratts - Land at Gooseacre - Tree** – Nothing to report.
 - **Connecting Path Suggestion at Recreation Ground** – On hold.
 - **Cheddington Roll of Honour plaque** – Nothing to report.
 - **AGAR and Internal Audit for Year 24-25** – Nothing to Report.
 - **MUGA Update** – Clerk waiting on feedback from Mark Davis from Bernhards Sports Surfaces (Hugo Hardy's contact) regarding a multi-use MUGA and the surface type.
 - **Café at Recreation Ground** – Clerk had contacted 2 other specialist container café conversion companies - New Forest Containers and Space Containers. Waiting on quote from one. Will arrange a meeting to discuss all three options once received.
- Clerk had calculated the VAT monies claimed from the S016 monies for projects such as the café container or floodlighting for MUGA. This totalled £60,875.80.
- **Youth Café** – With Committee to progress.
 - **N Power Billing** – Still awaiting transfer confirmation to new system.
 - **Kissing Gate/other type of gate, off Station Road** – Advised Installation 7th August 2025.

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- **Speedhump at village hall** – Waiting on installation date.
- **Relining Recreation Ground Car Park** – See finances.
- **Freight Strategy** – See correspondence.
- **Tennis Club Netting** – To note that at the last meeting Cllr Hollett had asked Cllr Richards if the Tennis Club courts netting could be repaired as it looked very untidy. Cllr Richards advised she hoped that repairs would be carried out in the future.
- **Poppy Appeal Wreath** - £53.50 with badge – Agreed.
- **Clerk Increase in Hourly Payrate** - Clerk advised that the National Joint Council for Local Government Services (NJC) had reached an agreement on 24th July 2025 on rates of pay from 1 April 2025 to 31 March 2026. It was agreed that the pay award would be implemented from 1st August, back paid to 1 April 2025.
- **Election Recharges** – Clerk advised that CPC would be charged £620 for the 01.05.25 election even though it was uncontested. These charges covered the admin costs.
- **BBKV won Tindall Cup 2025** – Clerk would get Sword of Excellence and DeFraine cup ready for collection.
- **Community Board Meeting with Michelle Parker** – To arrange a meeting with Chair after 18th August.
- **New school site manager/caretaker** – Stuart Moss appointed. Will continue to maintain School Clock.
- **Village Fete update** – All agreed it went very well. Lots of positive feedback.
- **Model Financial Regulations 25-26 and Standing Orders** - To Be Approved for 2025. Clerk will update if necessary for the October meeting.
- **Clerk Annual Leave** - Clerk advised she will not be able to attend the September meeting. Cllr Fee will stand in as Clerk and Cllr Hollett will Chair the meeting.

105/25 CORRESPONDENCE, CONSULTATIONS AND CIRCULARS

17.07.25 - Linda Smith, Resident re. email – Request to plant a tree in memory of Irene Johnson at The Green – Agreed.

22.07.25 - Adrian Wilson, Cheddington Bowls Club re. email - Cheddington Bowls Club lease agreement dated 1/8/2004 – Clerk to arrange a site visit for the Chair to discuss and to then request formal letter from the Bowls Club.

30.07.25 - Linda Smith, OBO MacMillan re. email - MacMillan bake sale – Agreed.

01.08.25 - Graham Hillary, Buckinghamshire Council re. email - Ivinghoe Freight Zone - ANPR Survey Results – Noted.

04.08.25 - Graham Hillary, Buckinghamshire Council re. email - Ivinghoe Freight Zone local access and permit holder's restrictions – Consultation – Clerk to put on village Facebook pages.

106/25 REPORTS FROM OUTSIDE ORGANISATIONS/MEETINGS ATTENDED

Nothing to report.

107/25 UPDATE FROM CLLR NABBS REGARDING NEW PC/VILLAGE WEBSITE – FORMAL APPROVAL TO PROCEED

Cllr Nabbs confirmed that the current village website was not compliant for posting any Parish Council documents and if we wanted to publish any documents, legally we need to have a Parish Council and GDPR compliant website. The new Parish Council website will also include all of the village information as in the Cheddington.org website.

Cllr Nabbs, Cllr Kehoe and the Clerk met with Mark Tompkins of Aubergine on the 11th June. A new site was recommended which Aubergine would manage, host and maintain. Aubergine will also provide full training.

Cllr Nabbs advised that the initial set up cost would be £499.

Link to Bucks Council planning - £100

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Training - £199

Once set up, each subsequent year, there would be a charge of £299.

A contingency figure of say £100 for any extra pages to be moved across i.e. businesses /organisations. Clerk will discuss with Aubergine the best way to do this.

Cllr Hollett proposed to proceed, and Cllr Kehoe seconded.

Clerk will formally advise Aubergine to begin the 'build'.

Clerk advised she had put together the initial site map for the new website and will forward it.

Clerk to ensure all the PC policy statements are up to date before 'going live' –

GDPR/Access Policy /Privacy Policy/IT Policy etc.

108/25 PLANTING OF TREES ON THE GREEN

Cllr Hollett proposed the planting of 2 trees at The Green and Cllr Nabbs seconded.

Cllr Hollett suggested contacting Majestic Trees in Flamstead to discuss.

109/25 FINANCIAL MATTERS

i The August 2025 payments, in accordance with the financial report, were checked and signed off prior to the meeting by Cllr Fee and then countersigned by Cllr Bevan and returned to the Clerk.

ii The Wicksteed quote no. WLLQ18102, in the sum of £12,900, for a piece of new multi-use play equipment at the Recreation Ground was approved – Cllr Fee proposed, and Cllr Bevan seconded.

iii Relining Recreation Ground Car Park – Quote from CCL Surfacing in sum of £3000 plus VAT (includes marking of hatched areas in yellow and 2 disabled parking spaces) – was agreed.

110/25 PLANNING MATTERS

To Consider Applications Received via Buckinghamshire Council: -

25/02136/APP - Falcon House High Street, Cheddington, Buckinghamshire LU7 9AA
- Householder application for outbuilding – ***Withdrawn/Not Proceeded With on Fri 01 Aug 2025***

To Receive Determinations by Buckinghamshire Council:

25/01463/APP -7 Berryfield Cheddington Buckinghamshire LU7 0ST - Householder application for construction of single storey rear/side extension – ***Approved 21.07.25***

111/25 REPORT ON ANY URGENT MATTERS

Nothing to report.

112/25 DATE OF NEXT MEETING

The next Parish Council meeting will be the September monthly meeting on Wednesday 3rd September 2025.

The meeting finished at 8.35 pm.

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FINANCIAL APPENDIX

MONTH 5

AS AT 04/08/2025

VCHR	DATE	PAYMENTS - CURRENT ACCOUNT	NET	VAT	TOTAL	PAVILION INCOME TO 04.08.25 FYI
DIRECT DEBIT PAYMENTS DEBITED						
DD077	03.07.25	Bucks Council - Pavilion Waste May 25	£ 16.60	£ -	£ 16.60	
DD078	21.07.25	BT re. wifi - Pavilion July 25	£ 45.87	£ 9.17	£ 55.04	
DD079	22.07.25	Epson - Printer Subscription 18.07.25-17.08.25	£ 33.16	£ 6.63	£ 39.79	
DD080	22.07.25	Bank Charges to 30 June 25	£ 5.80	£ -	£ 5.80	
DD081	24.07.25	Nest - Clerk Pension July 25	£ 130.67	£ -	£ 130.67	
DD082	29.07.25	02 - Clerk's Mobile 13.07.25-12.08.25	£ 15.31	£ 3.06	£ 18.37	
DD099	04.08.25	Bucks Council - Pavilion Waste June 25	£ 14.40	£ -	£ 14.40	
		TOTAL DDs Made	£ 261.81	£ 18.86	£ 280.67	
DD PAYMENTS TO BE MADE						
		TOTAL DDs To Be Made/Clear	£ -	£ -	£ -	
ONLINE PAYMENTS MADE						
OL083	03.07.25	E R Roberts - Allots Covers	£ 86.97	£ -	£ 86.97	
OL084	09.07.25	No Butts Bin - Memorial Bench	£ 505.00	£ 101.00	£ 606.00	
OL085	10.07.25	MR B D Matthews (B & D Landscaping) Inv No 1776 - Hillside	£ 992.00	£ 198.40	£ 1,190.40	
OL086	15.07.25	Amp'd Up Inv No 3093 - Pavilion PAT Testing	£ 90.00	£ 18.00	£ 108.00	
OL087	15.07.25	E R Roberts - McAfee & Pavilion	£ 78.95	£ 0.79	£ 79.74	
OL088	15.07.25	Leighton Hire Centre Inv No 82186 - Pavilion Hire June 25	£ 109.20	£ 21.84	£ 131.04	
OL089	25.07.25	E R Roberts - Clerks Salary July 25	£ 1,562.83	£ -	£ 1,562.83	
OL090	25.07.25	HMRC (06.07-05.08.25)	£ 446.77	£ -	£ 446.77	
OL091	29.07.25	Simon Barrow - July 25 Grasscutting	£ 2,283.33	£ 456.67	£ 2,740.00	
OL092	29.07.25	Web Labs - Web Site Hosting Renewal - Cheddington.org	£ 200.00	£ 50.00	£ 250.00	
OL093	29.07.25	E R Roberts Expenses July 25	£ 113.78	£ 22.77	£ 136.55	
		TOTAL OL Payments Made	£ 6,468.83	£ 869.47	£ 7,338.30	
ONLINE PAYMENTS TO BE MADE						
OL094	07.08.25	Keith Malcolm Inv No 037	£ 463.71	£ -	£ 463.71	
OL095	07.08.25	Lucy Lawson Inv No 025	£ 425.75	£ -	£ 425.75	
OL096	07.08.25	Lamps & Tubes Inv No 72132	£ 237.00	£ 47.40	£ 284.40	
OL097	07.08.25	E R Roberts - Handyfolk General	£ 12.62	£ 2.52	£ 15.14	
OL098	07.08.25	MKPA Inv 19918 (Play Session 27.08.25)	£ 533.59	£ -	£ 533.59	
		TOTAL OL Payments To Be Made	£ 1,672.67	£ 49.92	£ 1,722.59	
CURRENT ACCOUNT - Community						
R28	01.07.25	Julie Campbell Inv No 2025 353	£ 93.33	£ 18.67	£ 112.00	£ 112.00
R29	01.07.25	C Cleland Inv No 2025 359	£ 46.67	£ 9.33	£ 56.00	£ 56.00
R30	01.07.25	H Holmes Inv No 2025 354	£ 46.67	£ 9.33	£ 56.00	£ 56.00
R31	02.07.25	Yoga With Nini Inv No 2025 356	£ 46.67	£ 9.33	£ 56.00	£ 56.00
R32	02.07.25	Cheddington Tennis Club Inv 2025 355	£ 207.08	£ 41.42	£ 248.50	£ 248.50
R33	07.07.25	M & C Wills Inv no 2025 360 - Allotment Deposit/Rent	£ 34.50	£ -	£ 34.50	
R34	08.07.25	Susan Day Inv No 2025 366	£ 505.00	£ 101.00	£ 606.00	
R35	09.07.25	Jack Sanglster Inv 2025 357	£ 32.08	£ 6.42	£ 38.50	£ 38.50
T10	10.07.25	Transfer from Savings Account	£ 3,000.00	£ -	£ 3,000.00	£ -
R36	23.07.25	HMRC VAT	£ 8,423.21	£ -	£ 8,423.21	
R37	01.08.25	OFGEM RHI - Pavilion ASHP	£ 188.97	£ -	£ 188.97	£ 188.97
R38	01.08.25	Yoga With Nini Inv No 2025 363	£ 58.33	£ 11.67	£ 70.00	£ 70.00
R39	01.08.25	Julie Campbell Inv No 2025 361	£ 70.00	£ 14.00	£ 84.00	£ 84.00
			£ 12,752.51	£ 221.17	£ 12,973.68	£ 909.97
SAVINGS ACCOUNT - BMM						
T10	10.07.25	Transfer to Current Account	-£ 3,000.00	£ -	-£ 3,000.00	
			-£ 3,000.00	£ -	-£ 3,000.00	
BALANCES 04.08.25						
		Current A/c			£ 8,219.68	
		Savings A/c			£ 128,161.82	
		TOTAL			£ 136,381.50	
		Less DDs to be paid			£ -	
		Less Online Payments to be made			£ 1,722.59	
		CURRENT BALANCE			£ 134,658.91	