



Longwick-cum-Ilmer
Parish Council

LONGWICK PARISH COUNCIL

To: Cllr McPherson (Chairman), Cllr Myers (Vice Chairman), Cllr Rogers,
Cllr Richards, Cllr Barter and Cllr Molson

You are hereby summoned to the Parish Council Meeting taking place at Longwick Village Hall
on Tuesday 21st January 2025 at 7.30pm.

AGENDA

Public Forum: The first fifteen minutes will be available for the public to express their view or ask questions on matters on the following agenda. The formal meeting will commence at the end of the public forum or at 7.45pm, whichever is earlier.

130. Welcome and Apologies for Absence
131. To Receive any Declarations of Interest
132. Acceptance of Minutes of the Parish Council Meeting held on the Tuesday 17th December 2024
133. Update from Buckinghamshire Councillor
134. To consider outstanding and completed actions from previous meetings
135. Planning Applications:
 - a. To consider and approve comments for New Planning Applications
 - b. To Receive Notice of Planning Applications Approved and Refused
136. To approve payments in accordance with the budget
137. To note quarter 3 accounts
138. To consider quotes for grass cutting in the Parish including devolved services cutting
139. To consider how to celebrate the 80th anniversary of VE Day and allocate a budget.
140. To consider and set precept for 2025-2026
141. To discuss and decide on any responses to correspondence received and/or issued by the Parish Council
142. To receive Reports from Councillors on meetings that they have participated in on behalf of the Parish Council
143. To confirm the date of the next Parish Council meeting: The next meeting will be Tuesday 18th February 2025 at 7.30pm at Longwick Village Hall

Tracey Martin
Clerk, Longwick Parish Council
clerk@longwickcumilmer.org.uk

14th January 2025

MINUTES FOR APPROVAL



*Longwick-cum-Ilmer
Parish Council*

**LONGWICK-CUM-ILMER PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL HELD ON
TUESDAY 17TH DECEMBER 2024 AT 7.30PM AT LONGWICK VILLAGE HALL**

PRESENT: Cllr McPherson BEM (Chairman), Cllr Myers (Vice Chairman), Brian Richards, Alex Barter, Mark Molson, and Jane Rogers.
Tracey Martin (Clerk)
Buckinghamshire Councillor: Matthew Walsh

- 115. WELCOME AND APOLOGIES FOR ABSENCE:** Apologies were received from Buckinghamshire Councillors: Gary Hall and Alan Turner.
- 116. DECLARATIONS OF INTEREST:** None declared
- 117. APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD TUESDAY 19TH NOVEMBER 2024:** It was **resolved** by all those present to approve the minutes and the minutes were signed.
- 118. UPDATE FROM BUCKINGHAMSHIRE COUNCILLOR:**
- Budget preparations are ongoing.
 - Bar Lane was due to be resurfaced on the 4th of December but works had to be rescheduled due to the weather conditions.
 - There have been a few issues with blocked drains on the Longwick Road, these should now have been rectified but if there are any issues, please do report these on FixMyStreet.
 - Cllr Richards reported an issue with the green waste bin collections in Meadle where some properties were missed on the 2nd December. This was reported on the Wednesday morning but unfortunately it was too late as it was more than 24 hours after the collection should have been. Cllr Walsh will raise this with the contractor and report back. **Action: Cllr Walsh**
 - Cllr Molson raised a query regarding Princes Risborough Library and an assurance as to whether it will continue due to recent experiences. Cllr Walsh responded that the library had had to recently make some savings which means there will be a reduction in the number of hours the library is physically manned but the actual opening hours will be increased.
 - Cllr Myers asked when Buckinghamshire Council will announce where the additional housing will be located in the Local Plan. Cllr Walsh responded that it would most certainly be after the elections in 2025.
- 119. TO CONSIDER OUTSTANDING AND COMPLETED ACTIONS FROM PREVIOUS MEETINGS:**
- Details of fly tipping and littering to be added to website and Facebook. Detailed added by Clerk
 - Check Insurance requirements for a Community Market: The Clerk has confirmed that this would be covered under the Parish Council insurance. Stall holders would need their own insurance and risk assessments would need to be carried out.
 - Order Christmas Tree and Lights: This has been completed and tree erected.
- 120. PLANNING - TO CONSIDER AND APPROVE COMMENTS:**
- APP/K0425/W/24/3354530 (24/06482/FUL): Ivy Farm Lower Icknield Way Longwick: Stand by original objection submitted,
24/07701/FUL: 6 Sawmill Road Longwick: No comment
24/07706/ADRC: Appletrees Meadle Village Road Meadle: For information only, no comment required
24/07708/ADRC: Appletrees Meadle Village Road Meadle: For information only, no comment required
PR202411-358954 (Premises License): Bumpers Farm, Ilmer: No comment
24/07801/ADRC: Orchard View Farm Stockwell Lane Little Meadle: For information only, no comment required
- The following applications status has changed:
- 24/07193/FUL: Stables Chadwell Hill Farm Lower Icknield Way Longwick: Application Permitted
24/07548/FUL: Seagrams Chestnut Way Longwick: Application Permitted
24/07345/FUL: Meadle Farm Meadle Village Road Meadle: Application Permitted
24/07346/LBC: Meadle Farm Meadle Village Road Meadle: Application Permitted
24/07587/FUL: Quercus Owlswick Buckinghamshire: Application Withdrawn

121. TO NOTE PAYMENTS IN ACCORDANCE WITH THE BUDGET:

Payee	Net	VAT	Gross	Comment
Tracey Martin	£927.34		£927.34	Clerk Salary & back pay
HMRC	£160.96		£160.96	PAYE
Longwick Village Hall	£387.50		£387.50	Hall Hire 2024
Shield Maintenance	£169.22	£33.84	£203.06	Bin emptying
BALC	£90.00		£90.00	Cllr Training
D Hounslow field	£500.00		£500.00	Hedge cutting at playing field
D Hounslow	£480.00		£480.00	Ad-hoc duties
PRTC	£857.80	£171.56	£1,029.36	Playing field and Ilmer
Safeplay	£111.10	£22.22	£133.32	Cross-trainer Repairs
Greenbarnes Ltd	£836.52	£167.30	£1,003.82	Community Noticeboard
Thomas Design	£2,902.77	£580.55	£3,483.32	NP Professional Services
Orchard View Farm	£30.07	£6.03	£36.10	Meeting
Zempler Card Payments				
Amazon (returned)	£25.99	£5.20	£31.19	Christmas lights
Amazon	£44.98	£9.00	£53.98	Christmas lights
Directs Debits / Standing orders				
EDF	£48.00		£48.00	Electricity
Nest	£60.23		£60.23	Pension Contribution
GiffGaff	£5.00	£1.00	£6.00	Mobile Top Up

122. TO CONSIDER AND APPROVE 2025-2026 BUDGET: The budget was discussed and it was **resolved** to approve the budget with an income of £47,148 and an expenditure of £439,703, from which up to possibly £380,000 could be spent from CIL funds. The precept was briefly discussed and there will be a small increase which will be decided at the January 2025 meeting. The budget will be published on the Parish Council website.

123. TO NOTE THAT VILLAGE HALL ACCOUNTS HAVE STILL NOT BEEN RECEIVED AND AGM NOT TAKEN PLACE: This was discussed and it was agreed that the Clerk will write to the Village Hall again.

124. TO CONSIDER ADDITIONAL PLAYGROUND EQUIPMENT SURVEY RESULTS AND ACTIONS REQUIRED: The Clerk will arrange for quotes from playground companies and initially will focus on football goals, a trim trail and then recommendations from the playground companies. **Action: Clerk**

125. TO CONSIDER LOOKING AT ALTERNATIVE GRASS CUTTING SUPPLIERS FOLLOWING NOTIFICATION THAT THE SERVICE WILL NOT BE PROVIDED BY THE CURRENT CONTRACTOR: The Clerk will look for alternative contractors for quotes and report back to Councillors. **Action: Clerk**

126. TO CONSIDER QUOTE FOR INSPECTION OF TREES AT THE PLAYING FIELD: The quote from Duckworth Associates was considered and it was **resolved** to approve the quote at a cost of £580 plus VAT.

127. TO DISCUSS AND DECIDE ON ANY RESPONSES TO CORRESPONDENCE RECEIVED AND / OR ISSUED BY THE PARISH COUNCIL:

- a. A request had been received from a resident to ask for a local business whose light shines onto the playing field to be moved. Councillors felt that it was more appropriate for the resident to write directly to the business concerned. Councillors also stated that the resident was welcome to attend the meeting to discuss any concerns with Councillors.

128. TO RECEIVE REPORTS FROM COUNCILLORS ON MEETINGS THAT THEY HAVE PARTICIPATED IN ON BEHALF OF THE PARISH COUNCIL:

- a. Cllr Barter had been approached by the preschool regarding a possible grant application for funding towards a forest school. In principle Councillors were in favour with the limited information that was available. Cllr Barter will discuss with the preschool and report back to the Parish Council.

129. TO CONFIRM THE DATE AND TIME OF THE NEXT PARISH COUNCIL MEETING: The next meeting will be Tuesday 21st January 2025 at 7.30pm at Longwick Village Hall

There being no further business the meeting 8.31pm.

Chair..... Date.....

TO CONSIDER OUTSTANDING FROM PREVIOUS MEETINGS

Date	Min Ref	Details	Whom	Progress	Completed
17/12/24	118d	Issue with bin collections	Cllr Walsh		
17/12/24	124	Consider additional playground equipment	Clerk	The Clerk has met with 3 companies and will have quotes for the February meeting	✓
17/12/24	125	Obtain quotes for grass cutting	Clerk	The Clerk has contacted 4 contractors but so far has only received 2 quotes	

PAYMENTS FOR APPROVAL

Payee	Net	VAT	Gross	Comment
Tracey Martin	£739.57		£739.57	Clerk Salary
HMRC	£105.60		£105.60	PAYE
Shield Maintenance	£169.22	£33.84	£203.06	Bin Emptying
Playground Inspection	£237.00	£47.40	£284.40	Annual RoSPA
The Chiltern Society	£653.80		£653.80	Footpaths (D/S)
Zempler Bank	£392.39		£392.39	Reinstate balance on debit card
Longwick Evening WI	£45.50		£45.50	Grant - Carol Concert

Directs Debits, Standing orders & Card Payments

GiffGaff	£5.00	£1.00	£6.00	Mobile Top Up
Royal Mail	£294.50	£58.90	£353.40	PO Box Renewal
EDF	£45.53	£2.47	£48.00	Electricity
Nest	£46.77		£46.77	Pension Contribution

TO NOTE QUARTER 3 ACCOUNTS:

7 January 2025 (2024-2025)

Longwick-cum-Ilmer Parish Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 31/12/2024			
	Cash in Hand 01/04/2024		646,059.59
	ADD Receipts 01/04/2024 - 31/12/2024		80,171.93
			726,231.52
	SUBTRACT Payments 01/04/2024 - 31/12/2024		37,794.83
A	Cash in Hand 31/12/2024 (per Cash Book)		688,436.69
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	Cash in hand per Bank Statements		
	Petty Cash 31/12/2024	0.00	
	Redwood 31/12/2024	85,000.00	
	Nationwide 31/12/2024	80,000.77	
	Hampshire Trust 31/12/2024	85,637.52	
	Lloyds Current Account 30/11/2024	145,305.50	
	Lloyds Savings Account 31/12/2024	68,572.47	
	Zempler Bank 31/12/2024	461.01	
	The Cambridge Building Society 31/12/2024	80,912.22	
	Charity Bank 31/12/2024	62,707.16	
	Skipton Building Society 31/12/2024	80,000.00	
			688,596.65
	Less unrepresented payments		637.52
			687,959.13
	Plus unrepresented receipts		477.56
B	Adjusted Bank Balance		688,436.69
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	A = B Checks out OK		

TO CONSIDER QUOTES FROM CONTRACTORS FOR DEVOLVED SERVICES:

Quote 1: Grass cutting as per maps for Devolved Services, Grass cutting at Longwick Playing Field and Ilmer Green. £437.50 monthly, total £5250

Quote 2: To cut the grass verges highlighted on the map you sent me and the 2 privately owned areas, strim round and street furniture and obstacles and blow arisings off the paths/driveways would cost £250 plus VAT per cut.

TO CONSIDER AND SET PRECEPT FOR 2025-2026

Option A: If the Parish Council keep the Bank D rate at £37.19 this will result in a precept of £35,526.86 for 2025-2026 which is an increase of £233.55 on 2024-2025.

Table - Summary of Results		Do not enter data below	
Year	2024-25	2025-26	Difference
Precept	£35,293.31	£35,526.86	£233.55
Income	£35,293.31	£35,526.86	£233.55
Tax Base	949	955.28	6.28
Band D Tax (Estimated)	£37.19	£37.19	0.00%

Option B: If the Parish Council keep the precept amount the same as 2024-2025 it would result in a precept of £35,293.31 which is a decrease for Band D of 0.65%.

Table - Summary of Results		Do not enter data below	
Year	2024-25	2025-26	Difference
Precept	£35,293.31	£35,293.31	£0.00
Income	£35,293.31	£35,293.31	£0.00
Tax Base	949	955.28	6.28
Band D Tax (Estimated)	£37.19	£36.95	-0.65%

Option C: If the Parish Council increase the precept by £1,000 this will result in a precept of £36,293.31 which is a 2.15% increase on Band D for 2025-2026.

Table - Summary of Results		Do not enter data below	
Year	2024-25	2025-26	Difference
Precept	£35,293.31	£36,293.31	£1,000.00
Income	£35,293.31	£36,293.31	£1,000.00
Tax Base	949	955.28	6.28
Band D Tax (Estimated)	£37.19	£37.99	2.15%

Note: The above are options only and the final precept will be discussed at the meeting and other options may be explored.

CORRESPONDENCE:

The Clerk has received the following correspondence: