



Longwick-cum-Ilmer Parish Council

LONGWICK-CUM-ILMER PARISH COUNCIL PARISH COUNCIL MEETING HELD ON TUESDAY 16th SEPTEMBER 2025 AT 7.30PM AT LONGWICK VILLAGE HALL

PRESENT: Cllr Smith (Chairman), Cllr Livingston (Vice-Chair), Cllr van Apeldoorn, Cllr Gummer, Cllr Greengrass, Cllr Goodchild, Cllr Atkinson, Cllr Ayre and Cllr Pennell
Buckinghamshire Councillor: Matthew Walsh
13 members of the public present at the start of the meeting

- A resident raised a concern with an apple tree near Blenheim Place which is shedding and causing the pavement to be slippery.
- A resident asked if the stream clearance is still taking place. Cllr Smith confirmed works are taking place this week.
- A concern was raised that the play area on Wickfields is still unusable after 3 months.

87. WELCOME AND APOLOGIES FOR ABSENCE: Cllr Smith welcomed all to the meeting. Apologies were received from Buckinghamshire Councillor Cllr Hall.

88. DECLARATIONS OF INTEREST: No interests were declared.

89. APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD TUESDAY 15TH JULY 2025: It was proposed by Cllr Livingston seconded by Cllr Pennell and it was **resolved** by all those present to approve the minutes and the minutes were signed.

90. UPDATE FROM BUCKINGHAMSHIRE COUNCILLOR MATTHEW WALSH:

Cllr Walsh thanked Parish Councillors for their time at the recent meeting.

- Buckinghamshire Councillors opposed the Bloor Homes application however; the scheme has been approved. Conditions have been attached regarding road and traffic management.
- Buckinghamshire Council have announced a consultation on the local plan and Cllr Walsh encourages all residents to take a look at the consultation and submit their comments.
- Thames Water have not yet responded, this is being followed up.
- Cllr Walsh has provided information to Cllr Smith on ring fenced funding for bus services; a meeting has been arranged to progress this.
- Stockwell Lane: Cllr Walsh is following up on this.
- Toucan Crossing: The Clerk reported that additional funding has been requested and will be discussed later in the meeting.
- Dog waste bin in Walnut Tree Lane: The Clerk reported that this site has now been approved by Buckinghamshire Council and it is expected to be installed in the next couple of weeks.
- Traffic calming discussions took place. The Clerk will provide Cllr Smith with the last emails that have been received.

91. TO CONSIDER ACTIONS FROM PREVIOUS MEETING:

- Review of playing field hire charges (60): Cllr Smith is reviewing these. **Action: Cllr Smith**
- Arrange meeting between PC and Buckinghamshire Cllrs (75d): This meeting has taken place
- Linking of Longwick Playing Field and Wickfield Play Area (83c): Clerk has made enquiries with the management company and they raised the following questions:
 - * Would this require planning
 - * Would the S106 agreement permit this?Clerk contacted Bucks Cllrs and they offered to make enquiries with regards to the s106 agreement but planning would need an official enquiry. Awaiting response from Cllr Walsh. **Action: Cllr Walsh**

92. TO NOTE PLANNING APPLICATION RESPONSES MADE UNDER DELEGATED AUTHORITY IN AUGUST 2025

New Applications:

25/06349/ADRC: Appletrees Meadle Village Road Meadle: No comment required, for information only
APP/K0425/D/25/3369335: Mulberry House Meadle Village Road Meadle: No comments to make
25/06689/FUL: 10 Bell Crescent Longwick: No objection providing the extension does not adversely affect the lighting to neighbouring properties.

Changing of Status:

25/06300/AGD: OS Parcels 2521 And 2927 Horsenden Lane: Details Approved

25/06109/ADRC: Stables Chadwell Hill Farm Lower Icknield Way Longwick: Permit - detail Reserved by Condition

93. PLANNING - TO CONSIDER AND APPROVE COMMENTS:

PL/25/2648/EU: Millbrook Cottage, Lower Icknield Way, Longwick: No objection

Following a proposal by Cllr Greengrass, seconded by Cllr Livingston a vote was taken and all Councillors were in favour and it was **resolved** to approve the comment.

CHANGE OF STATUS:

25/06613/HPDN: Tall Trees Lower Icknield Way: Details Not Required to be Submitted

94. TO NOTE PAYMENTS MADE UNDER DELEGATED AUTHORITY IN AUGUST 2025:

Payee	Net	VAT	Gross	Comment
Tracey Martin	£739.37		£739.37	Clerk Salary
HMRC	£105.80		£105.80	PAYE
Shield Maintenance	£169.22	£33.84	£203.06	Bin Emptying
J van Apeldoorn	£77.09	£12.83	£89.92	Community Meeting Expenses
S Gummer	£17.12	£3.43	£20.55	Community Meeting Expenses
J Greengrass	£73.05		£73.05	Community Meeting Expenses
PKF Littlejohn	£315.00	£63.00	£378.00	AGAR 24-25
Bucks Council	£3,776.00		£3,776.00	Election costs 2025
Blades	£1,300.00	£260.00	£1,560.00	Grass cutting

Note: The payment to S Gummer was not added to the bank in August 2025 so will be added to the payment run in September 2025.

Directs Debits, Standing orders & Card

GiffGaff	£5.00	£1.00	£6.00	Mobile Top Up
EDF	£45.83	£2.17	£48.00	Electricity
Nest	£46.77		£46.77	Pension Contribution

Receipts

Bucks Council	£360.00		£360.00	Tree Works
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95. PAYMENTS FOR APPROVAL SEPTEMBER 2025:

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
TEEC	£189.99	£38.00	£227.99	Website hosting & Domain
Tracey Martin	£82.49		£82.49	Expenses
S Gummer	£17.12	£3.43	£20.55	Community Meeting Expenses
JR Sports Group	£800	£160.00	£960.00	Play in the park sessions
Blades	£1,300.00	£60.00	£1,360.00	Grass cutting

Following a proposal by Cllr van Apeldoorn seconded by Cllr Ayre it was **resolved** to approve the payments.

Directs Debits, Standing orders & Card

GiffGaff	£5.00	£1.00	£6.00	Mobile Top Up
EDF	£45.83	£2.17	£48.00	Electricity
Nest	£46.77		£46.77	Pension Contribution

96. TO CONFIRM THAT THE QUARTER 1 AUDIT OF THE ACCOUNTS HAS BEEN CARRIED OUT: Cllr Ayre has carried out the quarter 1 check of the accounts and the audit form has been signed off.

- 97. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN:**
- a. To review except for matters noted on the finalised AGAR for 2024-2025:
An investment policy has now been produced and adopted
Missing invoices for payment, the Council will ensure that all payments are approved at Council Meetings
An internal controls policy has now been produced and adopted
A reserves policy has now been produced and adopted
 - b. To confirm that the conclusion of audit was published: The notice of conclusion of audit was published on the 29th July 2025.
- 98. TO CONSIDER APPOINTMENT OF INTERNAL AUDITOR FOR 2025-2026 FINANCIAL YEAR:** Following a proposal by Cllr Pennell, seconded by Cllr Atkinson a vote was taken and it was **resolved** to appoint T Goss at a cost of £275.
- 99. TO CONSIDER QUOTE FOR WHITE GATES FOR ILMER INCLUDING NAMEPLATE SIGNAGE:** Discussions were had on the quote which had been circulated. Following a proposal by Cllr Livingston, seconded by Cllr Atkinson all Councillors were in favour and it was **resolved** to approve the quote from Buckinghamshire Council at a cost of £6,975.10. This expenditure will come from CIL funds. Cllr Walsh left the meeting at 7.55pm.
- 100. TO CONSIDER QUOTES FOR VERGE MANAGEMENT AND BOLLARDS IN ILMER:** Discussions were had on the quote which had been circulated specifically the spacing of the verge markers. Following a proposal by Cllr Gummer, seconded by Cllr Greengrass it was **resolved** to approve the following:
Verge Markers from Birstall Garden Leisure Lucas x 30: £1,680 including delivery
Do not park on grass signs from Amazon: £50
Total amount: £1,730.
It was agreed that the Clerk will purchase these for delivery to the residents group arranging and this expenditure will come from CIL funds. **Action: Clerk**
The residents will arrange for the reflectors on the markers.
- 101. TO CONSIDER ADDITIONAL DOG WASTE BINS AND ASSOCIATED COSTS:** It has been confirmed that the dog waste bin in Walnut Tree Lane is due to be installed in the next few weeks. It was felt that no more bins are required on the playing field. Discussions were had on whether the Parish Council should consider providing dog waste bags, no decision was made. Discussions were had on an additional dog bin as you exit the playing field, exact location to be marked up on a map and sent through to the Clerk for the Clerk to make enquiries with Buckinghamshire Council. **Action: Cllr Pennell & Clerk**
- 102. TO CONSIDER APPROVING AN ADDITIONAL £1667.35 FOR THE FEASIBILITY STUDY ON THE LOWER ICKNIELD WAY:** Following discussions there was a proposal by Cllr Pennell, seconded by Cllr Smith a vote was taken and it was **resolved** to approve the additional expenditure of £1,667.35. It was also **resolved** that the payment be added to the September payment run. Clerk will request confirmation of the start date of the project.
- 103. TO CONSIDER OBTAINING QUOTES FOR WEED & FEED TO THE PLAYING FIELD:** Discussions were had on the quote which had been circulated. Concerns were raised about the type of weed killer which will be used. Following a proposal by Cllr Goodchild seconded by Cllr Atkinson a vote was taken and it was **resolved** to agree the quote from Blades Turf Care **in principle** at a total cost of £2,670. This will be subject to clarification on what type of weed killer is being used. The Clerk will enquire with the Contractor and circulate information to Councillors. If Councillors are satisfied with the specification the works will be scheduled. **Action: Clerk**
- 104. FOOTPATHS: TO RECEIVE AN UPDATE ON PROGRESS ON SURFACES AND POTENTIAL CUTTING REGIME FOR 2026:** Members discussed footpaths within the Parish, with particular attention to those leading to the Phoenix Trail. The Clerk has contacted Buckinghamshire Council's Rights of Way team to enquire whether the installation of an all-weather surface on footpath LCI/5/1 would be permitted. Consideration of additional paths may follow, subject to the response received. Discussions were also had on how often footpaths should be cut back. It was agreed that maps should be included in the meeting pack when further discussions are required so Councillors and residents are clear on the areas being discussed.
- 105. SPEEDWATCH: UPDATE AND NEXT STEPS:** Clerk will send to Cllr Goodchild information on who is the current co-ordinator. **Action: Clerk**
- 106. TO REVIEW PLAYING FIELD HIRE REGULATIONS AND CHARGES:** This will be deferred to the October meeting. Clerk to add to agenda. **Action: Clerk**

107. **TO DISCUSS AND DECIDE ON ANY RESPONSES TO CORRESPONDENCE RECEIVED AND/OR ISSUED BY THE PARISH COUNCIL:** None received
108. **TO RECEIVE REPORTS FROM COUNCILLORS ON MEETINGS THAT THEY HAVE PARTICIPATED IN ON BEHALF OF THE PARISH COUNCIL:**
- a. Cllr Smith reported that he had liaised with the Local Community Policing Team, conversations focussed on speeding and how we can work together. They have confirmed that the Parish should see an increase in police speed presence in October. The Officer has also offered to attend a Parish Council meeting.
109. **PURSUANT TO SECTION 1 (2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, A RESOLUTION IS REQUIRED TO EXCLUDE THE PUBLIC AND PRESS TO PROTECT THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED DURING CONSIDERATION OF ITEM 110 ON THE AGENDA:** Following a proposal by Cllr Greengrass seconded by Cllr Gummer it was **resolved** to exclude the press and public.
110. **TO NOTE NEW NJC PAY SCALE BACKDATED TO 1ST APRIL 2025:** The NCJ pay scale was noted by all Councillors and the payment will be backdated to April 2025.
111. **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960: TO RESOLVE THAT THE PUBLIC AND PRESS BE RE-ADMITTED TO THE MEETING:** Following a proposal by Cllr Goodchild seconded by Cllr Ayre it was **resolved** to re-admit the press and public.
112. **TO CONFIRM THE DATE AND TIME OF THE NEXT PARISH COUNCIL MEETING:** The next Parish Council meeting will be on Tuesday 21st October 2025 at 7.30pm at Longwick Village Hall.

There being no further business the meeting closed at 8.49pm

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