



# Soulbury Parish Council Buckinghamshire

## Minutes of the Annual Parish Meeting 19 May 2025 at 7:00 pm

Those present: Cllr Victor Wright Chairman  
Cllr Nigel Kemal  
Cllr Margaret Rowe  
Cllr Maurice Cross  
Cllr John Bennett  
Cllr David Morgan

Wendy Taylor Clerk

3 members of the public (MOP)

|       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                      |
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| 13/25 | Apologies for absence                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                      |
|       | Apologies received from Cllr Alan Stevens and were accepted.                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                      |
| 14/25 | Minutes of the previous Parish Meeting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                      |
|       | Minutes of the meeting held on 22nd April 2025 were agreed as correct and signed by the Chairman.                                                                                                                                                                                                                                                                                                                                                                                                                     |                      |
| 15/25 | Matters arising                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                      |
|       | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                      |
| 16/25 | To elect a Chair                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                      |
|       | Cllr Wright declared he was happy to stand for election. Cllr Kemal proposed he be elected as Chair, seconded by Cllr Cross. All in favour.                                                                                                                                                                                                                                                                                                                                                                           |                      |
| 17/25 | To elect a Vice-Chair                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                      |
|       | Cllr Bennett declared he was happy to stand for election. Cllr Kemal proposed he be elected as Vice Chair, seconded by Cllr Rowe. All in favour.                                                                                                                                                                                                                                                                                                                                                                      |                      |
| 18/25 | Public participation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                      |
|       | <p>This month updates from community groups were included with a report of the year's activities of the WI delivered by Andrea Hamilton and Soulbury Millennium Green by Cllr Kemal, both of which are attached.</p> <p>Question from the floor:<br/>What is the current situation regarding levelling the playing field at Mount Pleasant. Reported that rolling proved unsatisfactory. Discussion took place and Cllr Morgan offered to look at the problem and advise. Clerk will add this to the Action Plan.</p> | Cllr Morgan<br>Clerk |
| 19/25 | To receive declarations of interest related to the business on the agenda                                                                                                                                                                                                                                                                                                                                                                                                                                             |                      |
|       | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                      |

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| 20/25 | Finance                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |     |
|       | <p>a) Accounts paid<br/>Please see attached list.</p> <p>b) Monies received:<br/>Please see attached list.</p> <p>Balance at bank as at 15th April 2025 was £27,929.58. Balance as at 19th May is £28,012.59. Bank statement for April 2025 was signed by Cllr Wright.</p> <p>c) The year end accounts were approved.</p> <p>d) The Annual Internal Audit report 2024/25 was circulated and noted.</p> <p>e) Section 1 - AGS 2024/2025 was presented to Council. The Chairman and Clerk/RFO both signed the document as being approved.</p> <p>f) Section 2 - Accounting Statements 2024/25 were presented to Council. The Chairman signed the document as being approved.</p> <p>g) Council noted the dates for the Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return which are Tuesday 3rd June - Monday 14 July 2025.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |     |
| 21/25 | Update from Clerk on parish matters                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |     |
|       | <p>a) Parish Council Action Plan - MOP reported that the finger post has been sandblasted and powder coated. It is now with Signs of the Times to finish the lettering. The collar has also been sandblasted and powder coated. The post will be painted with Hammerite.</p> <p>b) The clerk emphasised that the agenda is not her document but the document of the Council. She highlighted that discussion and decisions cannot be carried out unless the item is on the agenda. Any items for discussion need to be with the clerk by the Monday preceding the meeting together with any information relating to the topic to enable councillors to have a full and fair discussion.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | All |
| 22/25 | Planning                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |     |
|       | <p><b>25/01440/CPL:</b> The Stables House, Grove Farm Lane, Hollingdon, Soulbury LU7 0DN - certificate of lawfulness for proposed installation of recessed solar panels on the south west roof elevation. No objection.</p> <p><b>24/A0467/DIS:</b> Manor Cottage, 59 High Road, Soulbury, LU7 0BT - application for approval of details subject to condition 10 (ecological assessment) 11 (European protected species) 12 (aboricultural impact assessment) 13 (tree protection measures) relating to planning permission 24/00467/APP. No comment.</p> <p><b>25/01120/APP:</b> Three Locks Golf Club, Partridge Hill, Great Brickhill, MK17 9BH - change of use for siting of up to 46 holiday lodges and extensions to golf clubhouse landscaping, car parks, drainage and ancilliary works. Whilst this application is not within the Soulbury Parish boundary it will have a big effect on the character of the area and traffic generation for Soulbury. It was decided to contact Great Brickhill Parish Council and work with them. Post meeting note: Cllr Wright contacted Gt Brickhill parish chair who has invited Soulbury Parish Council to their next meeting on 3 June 2025. He also mentioned there has been an extension in timescales to respond as the closing date fell before the Gt Brickhill parish council meeting.</p> |     |
| 23/25 | Environment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |     |
|       | <p><b>a. Fountain</b><br/>Awaiting Land Registry response. Ongoing.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |     |

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|       | <p><b>b. Allotments</b></p> <p>Issue around uncultivated plots has been resolved with one plot holder relinquishing the plot. The weed situation on this plot was dealt with and the plot has subsequently been relet.</p> <p><b>c. Millennium Green</b></p> <p>Please see attached report from Cllr Kemal.</p>                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                           |
| 24/25 | Correspondence                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                           |
|       | <p>a. Cottage adjacent village green: further work to be carried out and to be reported back to council. Ongoing.</p> <p>b. The overgrown hedge at Kirkview and the birch impacting the wall to the pavement in High Road opposite Laburnum Cottages - both these come under the Devolution Agreement which contains template letters to use to inform the respective residents of their obligations. If this doesn't illicit a response then the Bucks Council legal team will need to resolve.</p> <p>c. Received email from BMKALC re training course now available for chairing skills - Cllr Wright wanted to be included.</p> <p>d. Clerk will be attending a free webinar on Employment Law Essentials for Small Employers.</p> | <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>       |
| 25/25 | Councillors Open Forum                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                           |
|       | <p>a. Cllr Wright and others tried to clean the outside walls of the Parish Hall. Inside tap not up to the pressure washer and toilets became flooded. It was agreed that an outside tap with stopcock to it on inside of the hall should be acquired.</p> <p>b. Cllr Wright thought another speed camera is necessary. This will be added to the next agenda.</p> <p>c. Cllr Rowe and all agreed that the VE Day 80 celebrations were a huge success. It was suggested that a letter of thanks go to Paul Cragg, Roger Rolls and Sir Alex Bonsor.</p> <p>d. Cllr Bennett asked that we check the new mower is insured. Clerk confirmed it will be added to the asset register.</p>                                                    | <p>Cllr Wright</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> |
| 26/25 | Next meeting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                           |
|       | <p>The next Parish Council meeting will be held on Monday, 16 June, 2025 in Soulbury Parish Hall at 7:30 pm.</p> <p>Please note the dates for 2025:<br/>21/7/25, 15/9/25, 20/10/25, 17/11/25, 16/12/25.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | All                                                       |

Distribution: All Councillors/Parish Website/Parish News (a resume)

### Payments and receipts as at 13th May 2025

| <b>Payments</b>            |                                         | <b>£</b> |
|----------------------------|-----------------------------------------|----------|
| Wendy Taylor               | Reimbursement for Small Society Lottery | 20.00    |
| Wendy Taylor               | Sage Payroll licence (May 2025)         | 12.00    |
| Harlequin Press            | Parish mag printing - May 25            | 156.00   |
| Eon Next                   | Parish hall power                       | 34.32    |
| Cleaner                    | Parish Hall (April 2025)                | 50.00    |
| CS Maintenance             | CSM0533                                 | 200.00   |
| Heart and Soulbury Gardens | Cemetary HSG-094-018                    | 100.00   |
| Heart and Soulbury Gardens | Village HSG-095-051                     | 180.00   |
| British Gas                | Parish hall gas                         | 42.33    |
|                            |                                         |          |
| <b>Receipts</b>            |                                         |          |
| Hall hirers                | Parish Hall bookings                    | 60.00    |
|                            |                                         |          |

## **SMG Parish Report Period 08/7/24 - 13/5/25**

**OFFICERS:** Chairman - Nigel Kemal, Treasurer/Secretary - Wendy Taylor.

**Committee Members:** Alan Stevens, Carla Bennett, Geoff Kiddle, \*Richard Caplan resigned 20/01/24\* (5 committee members).

Sadly, Richard Caplan resigned from serving on our committee earlier this year, although he has recently taken up a Sunday maintenance contract supervising the Sunday Community Payback Team with us. We thank Richard for all his past support on this committee.

**AGM Date:** Tuesday 15<sup>th</sup> July 2024 @ 7:30 pm in the Parish Hall.

**Bank Account:** The Bank A/c balance as at the 08/7/24 AGM was £12645.02.

Current Bank A/c balance as at 13/5/25 meeting is £13920.48.

### **EVENTS:**

**22/06/24 - Soulfest 2024** really set Soulbury on the map this year with great music, lovely food, quality tea and coffee provided by House of Coffee, a local Coffee roasting business. A mobile licenced bar, fairground trampoline and bouncy slide completed our site offering to entrants. The highlight for the day was having BBC Three Counties Radio roving reporter, Luke, in attendance plugging Soulfest and conducting live interviews on site. The event was very well supported with around 500 people attending. The event raised a very respectful profit of £4227.89 towards our SMG funds

**02/11/24 - Fireworks Night** was hugely successful again with 427 entrants attending the event. R & H Leisure provided fairground children entertainment rides, with the SMG committee providing our traditional barbecue faire of burgers and hotdogs. The Boot Inn provided a revolutionary inflatable bar which was hugely successful, donating an agreed site fee towards the event. The event raised £2385.00 profit towards SMG funds. Thanks to all who helped organise and assist with manning this event. Our thanks and appreciation also goes out to all those in our community who sponsored the event with monetary donations.

**19/04/24 - Easter Egg Hunt** was very well attended by local families with 18 children participating in the treasure hunt with an estimated 30 family members accompanying also. Weather was good (dry and sunny) and a good time was had by all, with Easter Eggs presented to children on completion of the hunt. The community event raised £107.23 towards SMG funds through refreshment sales and our donations bucket. A big thank you to all who supported this community event including our lady bakers for providing some lovely cakes.

**08/05/24 - VE Day 80<sup>th</sup> Anniversary** commemoration day was organised by a small group of the "Dream Team". The day commenced with the raising of the VE Day flag followed by the Social Group hosting a Tea and Cake party in the afternoon. Church bells were rung at 6:30 pm at All Saints Church, as they were nationally at other churches and a Fish and Chip meal (not subject to rationing during the war) organised at the Boot Inn. Evening commemorations then moved onto the village Green where a large marque had been erected with the Boot Inn's Inflatable Bar providing liquid refreshments. The proclamation was read out at 9:00 am by our acting Town Crier (Paul Cragg) followed by Sir Alex Bonsor reading the national Tribute. Roger Rolls lit the beacon at 9:30 pm following the Pageant Master's national timeframe. Singing hymns and wartime songs were led by Cheryl Upson accompanied by David Philips on Keyboard. Donations were collected in support of the Royal British Legion raising £205.00. Thanks to all who organised and participated to commemorate this event.

### **FUTURE EVENTS:**

**21/06/25 - Soulfest 2025** gate opens at 12:30 pm with music commencing 1:00 pm on the SMG. 5 Performers booked providing a wide range of music genres catering for all tastes. Advance adult ticket price set at £8.00 with children under 16 admission free. Gate entry fee on the day price set at £10.00 for adult entry.

**08/11/25 - Fireworks** Planned date.

**FUND RAISING:** We generate funds for SMG through planned events, marquee hire, charitable donations and 100 Club lottery.

## REPORT FOR SOULBURY PARISH COUNCIL

### RE SOULBURY W.I.

Good evening everyone. I have been asked to prepare a Report on the events covering the year for Soulbury W.I.

2025 is a very special year for our W.I. as it is our 50<sup>th</sup> Birthday. Our W.I has met in the Parish Hall from the very beginning in May 1975. We decided to have a traditional Birthday Tea Party with all the trimmings and have just enjoyed this very lovely day here with all our members.

We started the year with a talk from Shelterbox, the Charity who raise funds for international disaster relief - a very moving talk and wonderful work done all over the world. In February we had a talk on Thankful Villages, those few places around the Country who didn't lose their soldiers in the First and Second World Wars. In March we heard hair raising stories about the Ladies of the Grand Tour, who from the 15<sup>th</sup> and 16<sup>th</sup> Century travelled the world, usually following husbands and lovers, at a time when foreign travel was a rare and dangerous thing to do. April brought a Downton Abbey fanatic, who told us of the local connections to the making of the programme throughout Beds, Herts and Bucks. As I reported, May is our birthday month, and everyone enjoyed the party. We are looking forward to an outing in July to the Tiggywinkles Animal Rescue Hospital and we will be learning about the history of radio in June, in a talk entitled "Dots to DAB". We take a break in August before getting back in September to hear about Boudicca - Warrior Queen or Rebel - something to look forward to! We will also be welcoming a keen railway enthusiast in October who will tell us about a Great Railway Journey round the UK. Our Annual meeting in November usually ends with a few glasses of wine to keep everyone on side and Christmas of course means mince pies and carol singing.

We try over the course of the year to encourage new village residents to join us here in the Hall. We meet up with other local W.I's a few times a year and try and organize get togethers with a speaker in these villages. We are very aware that our village has few social opportunities, with no school, shop or even good transport facilities, and we would like to welcome more ladies into our group so that they can get to know the village better, make new friends and take part in any activities over the year. With our 50<sup>th</sup> Birthday in mind, we are currently trying to arrange for a tree to be planted on the Millennium Green as a memory of the day. We know the village needs more people to join in and help keep things moving along and support the Parish Council and hope we can actively assist in this respect.