



Soulbury Parish Council Buckinghamshire

Minutes of the Parish Council Meeting 16 June 2025 at 7:30 pm

Those present:

Cllr Victor Wright
Cllr John Bennett
Cllr Nigel Kemal
Cllr David Morgan
Cllr Margaret Rowe
Cllr Alan Stevens

Chairman
Vice Chairman

Wendy Taylor

Clerk

1 member of the public (MOP)

27/25	Apologies for absence	
	None received.	
28/25	Public participation	
	Cllr Jilly Jordan was re-elected to Buckinghamshire Council and remains our contact. She read out her report to Council and will forward a copy to the Clerk for inclusion on our website. Cllr Stevens again raised with Cllr Jordan the condition of the roads in the parish. Cllr Jordan asked Cllr Stevens to provide a list of, say, 4 roads which really are bad so she can address this with Matt Whincup at a meeting she is having with him on 18 June. Thames Valley Police were asked to attend in light of some suspicious activity in the village. None could attend so sent a report covering the last 4 months which the Clerk read out to Council. A member of the public again raised the problem of vehicles parking on the white line outside the parish hall making it difficult to see traffic when exiting the lane onto the High Road particularly in low cars. The owners will be approached.	Cllr Stevens Cllr Wright
29/25	Minutes of the previous Parish Meeting	
	Minutes of the meeting held on 19th May 2025 were agreed as correct and signed by the Chairman.	
30/25	Matters arising	
	None	
31/25	To receive declarations of interest related to the business on the agenda	
	None	
32/25	Finance	
	a) Accounts paid Please see attached list. b) Monies received: Please see attached list. Balance at bank as at 10th June 2025 and day of meeting was £23,454.17. Bank statement for May 2025 was signed by Cllr Wright.	

	c) Both gardening contracts with Heart and Soulbury Gardens which cover work within the village and work at the cemetery of All Saints Church, Soulbury were agreed by all. Cllr Wright will now discuss this with the provider prior to signing. d) Salary increase for the clerk was discussed and an increase of 3% was unanimously agreed. This will take effect from July 2025. e) In light of the recent elections one signatory will have to be taken off the mandate (Miss Salina Darbyshire-Mackay). There remains two signatories. Discussion took place and it was agreed to have a third. Cllr Morgan offered to be the third and this was unanimously agreed. Clerk will arrange for mandates to be completed.	Cllr Wright Clerk
33/25	Update from Clerk on parish matters	
	a) Parish Council Action Plan - Clerk added items mentioned at the last meeting and will take off the item relating to the fingerpost as this has been completed. b) re 5 High Road - Clerk advised that as the council is a member of BMKALC we are entitled to 20 mins free consultation with a partner firm of solicitors - Wellers. Documentation has been sent to Wellers and we are awaiting a response. c) re Birch tree causing the wall opposite Laburnam Cottage to bow, this has been reported to Highways so a letter to the homeowner was not sent. Letter sent to homeowner for hedging around the corner opposite the Soulbury 'Stone'. It appears no action has been taken so a second will be sent. d) Bucks Council Devolution department wants complete breakdown of actions and costs to the parish council. e) Trees planted opposite Soulbury Road to Wing junction to Brook Cottages - one nearest Brook Cottages has now died and as Council want the tree planted far too near the huge Oak to be moved it seems appropriate to relocate the tree to replace the dead one, at the right time of year. Clerk to advise Dave Roberts of Highways Head of Service at Bucks Council.	Clerk Clerk Clerk Clerk
34/25	New MVAS for Stewkley Road	
	A new Mobile Vehicle Activated Sign (MVAS) will cost £3,750 plus cost of new pole. Suggestions put forward for traffic calming measures but as Soulbury does not have a school there would be no funding for this. Discussion re putting gates either side of the road (similar to those in Stoke Hammond) at roads entering the village. Costs to be looked at as well as possible sites.	Cllr Wright
35/25	Planning	
	25/01510: Stockgrove Farm, Stockgrove Park, Soulbury, LU7 0BB - prior notification application (Part 3, Class Q) for change of use and conversion of an existing agricultural barn into 1 no. dwelling. No comment 25/01582: The Grove, Stockgrove Park, Soulbury, LU7 0BB - Redwood suffering from dieback needs taking down and to be replaced with a lime tree either this year or next. No comment 25/01726: Manor Cottage, 59 High Road, Soulbury, LU7 0BT - Variation of condition 2 (external materials) relating to application 24/00467 (erection replacement dwelling). Support.	
36/25	Environment	
	a. Fountain Awaiting Land Registry response. Ongoing.	

	b. Allotments New plot holders for plot 13. All plots now let. c. Millennium Green Treasurer/Secretary has resigned from the committee as of the AGM. Approaching people with a view to take the role over. Soulfest - everything in place for this year's event. Cllr Kemal highlighted the Soulbury Millennium Green Committee AGM is 15 July 2025 at 7:30pm and is an open meeting at the parish hall for anyone to attend. d. Childrens Play Area - Mount Pleasant The football area was looked at. The area needs levelling, new top soil and reseeding. Cllr Morgan has the equipment to do the job and will provide a list of what needs to be done and any associated costs. The information will be added to the action plan.	Cllr Morgan
37/25	Correspondence that requires discussion	
	a. Council has a membership with the Open Spaces Society whose AGM is on 3 July 2025 in person and online. b. The UK Government has confirmed its support for remote and hybrid meetings. It was felt that for the immediate future it is not something the Council wants to pursue as the IT implications are huge and as there is no expertise it would be an oncost for the Council.	
38/25	Councillors Open Forum	
	a. The new mower is on the asset register. b. Letters were sent to Paul Cragg, Roger Rolls and Sir Alex Bonsor. c. Cllr Stevens confirmed the ownership of Church Lane was Mr Pargeter. Clerk confirmed she too had this information and had written to Mr Pargeter, copying in the Recycling and Waste Dept of Bucks Council so they can correspond between each other. d. Cllr Stevens voiced concern over vehicles parking on the pavement opposite Laburnum Cottages. They belong to carers who visit one of the residents. However they park so mobility scooters cannot use the pavement so Cllr Stevens is seeking the name of the care company to address the issue. e. Cllr Kemal raised the parking issue in the area of the bus shelter in Stewkley Road. The bus layby is frequently used as a parking lot for 4x4 and trailers - attached or otherwise and some such vehicles are parking over the pavement preventing use by walkers, and on the grass verge.	Cllr Stevens Cllr Wright
39/25	Next meeting	
	The next Parish Council meeting will be held on Monday, 21 July, 2025 in Soulbury Parish Hall at 7:30 pm. Please note the dates for 2025: 15/9/25, 20/10/25, 17/11/25, 16/12/25.	All

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

Payments and receipts as at 10th June 2025

Payments		£
Vic Wright	TEN for Soulfest	21.00
Vic Wright	Propane gas cylinder	21.52
A Aioanei	Internal and external taps for parish hall	160.00
George Browns	Purchase of ride-on mower	3,999.00
ELATS	Take down and removal of fallen tree limb	350.00
CS Maintenance	CSM0534	200.00
Heart and Soulbury Gardens	Cemetary HSG-094-019	100.00
Heart and Soulbury Gardens	Village HSG-095-052	225.00
British Gas	Parish hall gas	19.63
Wendy Taylor	Postage - audit documents/VAT reclaim	11.20
Wendy Taylor	Reimbursement of monthly Sage Payroll software fee	12.00
Eon Energy Solutions	New feeder pillar on village green	2,314.80
Harlequin Press	Parish Mag and VEDay banner	262.80
Mrs Green	Parish hall cleaning (May)	50.00
Soulbury Mill Green	Support donation	600.00
Eon Next	Parish hall power (April)	34.32
Eon Next	Parish hall power (May)	40.44
Andrew Wood	Accountancy fee for internal audit	120.00
RoSPA	Play area - annual inspections	192.00
British Gas	Parish hall gas	19.63
Receipts		
Hall hirers	Parish Hall bookings	110.00
Allotment rents	Plot 13	8.33
Bucks Council	Hall hire for elections	275.00
UKPN	Wayleave	33.01
Soulbury Mill Green	Share of purchase of new mower	1,666.25
Soulbury Mill Green	SMG share of play area inspection fee	80.00
HMRC	VAT reclaim	2,860.44