



Soulbury Parish Council Buckinghamshire

Minutes of the Parish Council Meeting 21 July 2025 at 7:30 pm

Those present:

Cllr Victor Wright
Cllr John Bennett
Cllr Maurice Cross
Cllr Nigel Kemal
Cllr Margaret Rowe
Cllr Alan Stevens

Chairman
Vice Chairman

Wendy Taylor

Clerk

2 members of the public (MOP)

40/25	Apologies for absence	
	Apologies recieved from Cllrs Morgan and Jordan, and Mrs L Russell.	
41/25	Public participation	
	Nothing brought forward. Cllr Jordan's report has been received and will be added to the website.	
42/25	Minutes of the previous Parish Meeting	
	Minutes of the meeting held on 16th June 2025 were agreed as correct and signed by the Chairman.	
43/25	Matters arising	
	None	
44/25	To receive declarations of interest related to the business on the agenda	
	None	
45/25	Finance	
	a) Accounts paid Please see attached list. b) Monies received: Please see attached list. Balance at bank as at 21st July 2025 was £22,852.43. Bank statement for June 2025 was signed by Cllr Wright. c) Re the gardening contracts, on discussion Cllr Wright announced that the price per hour was now £25. Clerk pointed out this price increase should have been brought forward at the time the budget was being set before the Precept amount was requested. It was agreed by all councillors that the Parish Council contract would reflect the increase and the contract relating to the cemetary would stay as it is. Councillors also noted that changes like this need to be agreed at budget time. d) Bank mandate completed and Barclays has confirmed all changes requested. Clerk also advised of a banking glitch where payments were set up but were not paid. Some payments have appeared on the list again because they were eventually paid after the last meeting.	

	e) Electoral Service team advised the parish election recharge for Soulbury will be £254.	
46/25	Update from Clerk on parish matters	
	a) Parish Council Action Plan - no further changes made. Cllr Morgan, when sending apologies, commented that he is working on the Childrens Play area. b) re 5 High Road - Clerk received and read out contents of an email from the solicitor who specialises in village green matters. It was decided that a meeting should be set up with the homeowner to go through the issues and discuss resolution. c) Hedge/tree trimming: second letter to go out to homeowner of house opposite the 'Stone' as it appears no response to the first. Clerk also pointed out that trees need cutting back along road between the houses and bungalows at Andrews Close at the back of the first house. A letter will be sent to homeowner. d) Cllr Stevens asked that it be recorded in the minutes that Cllr Morgan responded to a call for new parish concillors at the time of the election, and as Soulbury did not have a contested election Cllr Morgan took office as there were 7 people who contending 7 seats. e) Trees planted opposite Soulbury Road to Wing junction to Brook Cottages - since discussion about moving one tree, 5 trees have since been snapped off at the level of the supporting structure. Highways has asked the Council if we could arrange for the break to be cut properly so the trees have a chance of sprouting again which has been agreed would be done. As the same time the council will arrange for the dead tree to be removed and the tree planted too close the Oak will be moved to that site.	Cllr Morgan Clerk Clerk Clerk
47/25	New MVAS for Stewkley Road	
	Discussion took place on the acquisition of a new MVAS or getting the gates put in. Because Highways have to do the job of obtaining and sighting the gates it would cost £6,000 per pair and we would need 3 pairs. Cllr Wright will obtain the current price of a new MVAS but as it appears to be in the region of £3,700 the decision was to go for the MVAS with a vote of 5 for and 1 against.	Cllr Wright
48/25	Planning	
	25/01795: 2 The Courtyard, Liscombe Park, Soulbury, LU7 0GY - LimeTree - reduce by one third (6-8m). No comment.	
49/25	Environment	
	a. Fountain Awaiting Land Registry response. Ongoing. b. Allotments Hedges trimmed along the driveway to the allotments. c. Millennium Green SMG had their AGM on 15 July. Good turnout for it. Jo Nicholas has agreed to take the role of treasurer/secretary. Paul Cragg and Erica McDonald agreed to become committee members. Soulfest finances were discussed.	
50/25	Correspondence that requires discussion	

	a. Clerk read out contents of email relating to a survey (NALC partnered with ACRE) designed to help parish councils enhance flood resilience. Clerk asked anyone interested to contact her for details.	
	b. Clerk advised that the new Buckinghamshire Care Service Directory will be published in October and has asked for a six printed reference copies and 1 digital version.	
51/25	Councillors Open Forum	
	Nothing brought forward.	
52/25	Next meeting	
	The next Parish Council meeting will be held on Monday, 15th September, 2025 in Soulbury Parish Hall at 7:30 pm. Cllr Kemal gave his apologies as he will be unable to attend this meeting. Please note the dates for 2025: 20/10/25, 17/11/25, 16/12/25.	

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

Payments and receipts as at 15th July 2025

Payments		£
CS Maintenance	CSM0535	200.00
Heart and Soulbury Gardens	Cemetary HSG-094-020	100.00
Heart and Soulbury Gardens	Village HSG-095-053	225.00
British Gas	Parish hall gas	15.57
Wendy Taylor	Reimbursement of monthly Sage Payroll software fee (Jun 25)	12.00
Harlequin Press	Parish Mag and VEDay banner	262.80
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Harlequin Press	Parish Mag July 25	156.00
Mrs Green	Parish hall cleaning (June)	50.00
Soulbury Mill Green	Support donation	600.00
Andrew Wood	Accountancy fee for internal audit	120.00
RoSPA	Play area - annual inspections	192.00
Receipts		
Hall hirers	Parish Hall bookings	120.00
Bucks Council	Devolution payment	1,894.14
Harlequin Press	Return of overpayment	262.80