



# Soulbury Parish Council Buckinghamshire

## NOTICE OF THE MEETING OF THE PARISH COUNCIL

To: Councillors: Mr J Bennett, Mr MW Cross; Mr N. Kemal, Mr D Morgan; Mrs M Rowe;  
Mr A H Stevens; Mr V Wright;  
Cllr Jilly Jordan - Buckinghamshire Council

You are hereby summoned to the meeting of the Soulbury Parish Council on Monday, 15th September 2025 at 7.30 pm at Soulbury Parish Hall, High Road, Soulbury when the undermentioned business will be transacted.

Date: 9th September 2025

From: Wendy Taylor, Clerk to Soulbury Parish Council

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## AGENDA

- 52/25** To receive apologies for absence and welcome
- 53/25** Public Participation *(to include reports from County Councillor or other external reports).*  
*(Members of the public are invited to address the council. The session will last for a maximum of 20 minutes with any individual contribution lasting a maximum of 5 minutes. Members of the public should address their representations through the chairman of the meeting).*
- 54/25** To receive and approve for signature the minutes of the annual parish council meeting held on 21st July, 2025
- 55/25** To note any matters arising from the minutes not included on this agenda for report only.
- 56/25** To receive declarations of interest related to the business on the agenda.
- 57/25** Finance (as at 9th September 2025, subject to change)  
Financial statement: Business account: £19,131.85
  - a. To approve payment run since last meeting (see attachment)
  - b. To note income received since last meeting (see attachment)
  - c. To discuss GDPR and to agree expenditure to progress project.
  - d. To adopt revised Standing Orders.
  - e. To adopt revised Financial Regulations.
- 58/25** Update from Clerk on parish matters
  - a. To discuss Parish Council Action Plan.
  - b. Update on work relating to 5 High Road.
  - c. Update on letters sent to residents re overgrown hedging and trees.
  - d. To discuss Slowways walking network

- 59/25** To consider new planning applications (*if there are any*) and to receive an update on applications outstanding.
- 25/2066:** Liscombe House, Liscombe Park, Soulbury, LU7 0JN - the installation of a 100kW ground-mounted solar array and associated works.
- 25/2241:** Broad Oak Farm, Leighton Road, 3 Locks, Soulbury, LU7 0DX - Demolition of existing outbuilding and erection of replacement outbuilding comprising a cartshed, external store and home office within roof space.
- 25/2427:** Corner Croft, Hollingdon Road, Soulbury, LU7 0DN - replacement dwelling with associated outbuilding (custom/self build unit).
- 25/3096:** Annex, Stapleford Mill, Stapleford Mill Road, Soulbury, LU7 0DS Revised roof construction to annex from application 23/0039 and conversion of the loft space in main house with insertion of front and rear facing dormers.
- 25/3463:** 34 High Road, Soulbury, LU7 0BX - ~Ash tree, reduce crown back from telephone wire by no more than 2m. Use 3998 standards.
- 60/25** To accept councillors reports on the following areas: (*if there is anything to report*)
- a. Fountain - update
  - b. Allotments - update
  - c. Millennium Green - update
- 61/25** To note correspondence received that requires discussion.
- 62/25** Councillors Open Forum (*forum for parish councillors*)
- 63/25** Date of next meeting:  
Monday 20th October, 2025



# Soulbury Parish Council Buckinghamshire

## Payments and receipts as at 9th September 2025

| Payments                   |                                                             | £      |
|----------------------------|-------------------------------------------------------------|--------|
| G Maynard                  | Hedge clearance at allotments                               | 175.00 |
| Vic Wright                 | Tombola repair                                              | 8.68   |
| Vic Wright                 | Lock Cylinder SMG                                           | 11.49  |
| CS Maintenance             | Grass cutting CSM0536                                       | 200.00 |
| Wendy Taylor               | Reimbursement of monthly Sage Payroll software fee (Jul 25) | 13.20  |
| Vic Wright                 | Kettles for parish hall                                     | 59.97  |
| Harlequin Press            | Parish Mag Aug 25                                           | 156.00 |
| Vic Wright                 | Weedkiller                                                  | 14.00  |
| Wendy Taylor               | SPC domain name                                             | 43.19  |
| Mrs Green                  | Parish hall cleaning July                                   | 50.00  |
| Heart and Soulbury Gardens | HSG-094-021                                                 | 100.00 |
| Heart and Soulbury Gardens | HSG-095-054                                                 | 250.00 |
| British Gas                | Parish Hall Gas                                             | 14.59  |
| Eon Next                   | Parish Hall Power                                           | 29.18  |
| CS Maintenance             | Grass cutting CSM0537                                       | 200.00 |
| Bucks Council              | Election recharge                                           | 254.00 |
| Wendy Taylor               | Reimbursement of monthly Sage Payroll software fee (Aug 25) | 13.20  |
| Harlequin Press            | Parish Mag Sept 25                                          | 127.00 |
| Mrs Green                  | Parish Hall cleaning Aug 25                                 | 50.00  |
| Heart and Soulbury Gardens | HSG-094-022                                                 | 125.00 |
| Heart and Soulbury Gardens | HSG-095-055                                                 | 286.00 |
| British Gas                | Parish Hall gas                                             | 15.08  |
| Receipts                   |                                                             |        |
| Hall hirers                | Parish Hall bookings                                        | 130.00 |
|                            |                                                             |        |
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