



Soulbury Parish Council Buckinghamshire

Minutes of the Parish Council Meeting 15th September 2025 at 7:30 pm

Those present:

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

Chairman
Vice Chairman

Wendy Taylor

Clerk

2 members of the public (MOP)

52/25	Apologies for absence	
	Apologies received from Cllr Kemal.	
53/25	Public participation	
	Re Green Farm, owners have again been asked to provide another report, which has been done and they are now awaiting a decision re planning app.	
54/25	Minutes of the previous Parish Meeting	
	Cllr Stevens observed that Cllr Cross had not been included on the attendees list. Cllr Wright added this by hand and so the minutes of the meeting held on 21st July 2025 were agreed as correct and signed by the Chairman.	
55/25	Matters arising	
	Item 46/25e - trees have been cut correctly in the hope they will survive. Clerk will approach Cllr Jilly Jordan to get Highways to replace those that don't. If they will not replace, Council agreed to purchase new saplings to restore appearance.	Clerk
	Item 47/25 - Before purchasing new equipment, Cllr Wright will endeavour to get repairs done to existing equipment. Will report back at next meeting.	Cllr Wright
56/25	To receive declarations of interest related to the business on the agenda	
	Cllr Morgan declared personal interest relating his planning application 25/2427.	
57/25	Finance	
	a) Accounts paid Please see attached list. b) Monies received: Please see attached list. Balance at bank as at 15th September 2025 was £18,814.03. Bank statements for July and August 2025 were signed by Cllr Wright. c. Clerk advised that AGAR 2025/26 will require Council to under Assertion 10 to comply with UK GDPR and Data Protection Act. After discussion it was not agreed to enlist the support of Breakthrough Communications. Clerk will enlist support of BMKALC to understand what is actually required.	Clerk

	d. Clerk advised of changes to the Standing Orders from 2018 version to 2025. The 2025 version was agreed and adopted. It will be added to the website. e. Clerk advised of changes to the Financial Regulations The 2025 version was agreed and adopted. It will be added to the website.	Clerk Clerk
58/25	Update from Clerk on parish matters	
	a. Discussed Parish Council Action Plan. Cllr Morgan list work and associated costs to level the football area on the Mount Pleasant play area. His worst case scenario spend of £4K was accepted so the project can go ahead. Cllr Wright will convene a meeting on site to discuss detail. b. Council advised that a meeting has been organised between the resident of 5 High Road to discuss issues relating to work to the property neighbouring the village green. Clerk asked to confirm with solicitor that we can pass a copy of the email from the solicitor to the resident. c. Reminder letter to property opposite the 'stone' has been acted upon. First letter to property in Andrews Close not acted upon so reminder will be sent. d. Clerk read out email from Slowways walking network. Project being officially launched in Spring 2026. Council decided to wait until then to form opinion.	Cllr Wright Clerk Clerk
59/25	Planning	
	25/2066: Liscombe House, Liscombe Park, Soulbury, LU7 0JN - the installation of a 100kW ground-mounted solar array and associated works. No objection. 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. No objection. 25/2427: Corner Croft, Hollingdon Road, Soulbury, LU7 0DN - replacement dwelling with associated outbuilding (custom/self build unit). No objection. 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. No objection. 25/3463: 34 High Road, Soulbury, LU7 0BX - -Ash tree, reduce crown back from telephone wire by no more than 2m. Use 3998 standards. Better left to the specialism of the Council tree officers. Dean Farm Lane - a wooden lodge had appeared on farmland with associated fencing and new road from gate accessing the lane. it has also been observed that utilities have been installed. Owner has been approached who advises that they have approached the Bucks Planning Dept who say they do not need planning permission. However, Clerk has already approached Bucks planners and is awaiting a response.	
60/25	Environment	
	a. Fountain Awaiting Land Registry response. Ongoing. b. Allotments Nothing to report. Revised plot charges to be discussed at the next meeting.	

	c. Millennium Green Bigger job being put together for funding applications to include new signage , the pond and other ancillaries to make it a worthwhile project. Committee members will attend courses on bid writing. It was suggested that they approach Cllr Jordan re pond funding.	
61/25	Correspondence that requires discussion	
	None	
62/25	Councillors Open Forum	
	Nothing brought forward.	
63/25	Next meeting	
	The next Parish Council meeting will be held on Monday, 20th October, 2025 in Soulbury Parish Hall at 7:30 pm. Please note the dates for 2025: 17/11/25, 16/12/25, 19/1/26, 16/2/26, 16/3/26	

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

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