



Soulbury Parish Council Buckinghamshire

NOTICE OF THE MEETING OF THE PARISH COUNCIL

To: Councillors: Mr J Bennett, Mr M W 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, 20th October 2025 at 7.30 pm at Soulbury Parish Hall, High Road, Soulbury when the undermentioned business will be transacted.

Date: 15th October 2025

From: Wendy Taylor, Clerk to Soulbury Parish Council

AGENDA

- 64/25** To receive apologies for absence and welcome
- 65/25** 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).
- 66/25** To receive and approve for signature the minutes of the annual parish council meeting held on 15th September, 2025
- 67/25** To note any matters arising from the minutes not included on this agenda for report only.
- 68/25** To receive declarations of interest related to the business on the agenda.
- 69/25** Finance (as at 15th October 2025, subject to change)
Financial statement: Business account: £29,477.23
 - a. To approve payment run since last meeting (see attachment)
 - b. To note income received since last meeting (see attachment)
 - c. Local Council Explained book and Arnold-Baker on Local Council admin known as 'the bible'
 - d. AGAR 2024/25
- 70/25** 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.
- 71/25** To consider new planning applications *(if there are any)* and to receive an update on applications outstanding.

25/2830: The Old Stables, Dean Farm Lane, Soulbury, LU7 0DE - single storey rear extension and relocation of chimney.

Due to upgrade of planning system we are unable to view planning applications or comment on them at the moment.

72/25 To accept councillors reports on the following areas: *(if there is anything to report)*

- a. Fountain - update
- b. Allotments - discuss increase in rental fees
- c. Millennium Green - update
- d. Childrens Play Area, Mount Pleasant

73/25 To note correspondence received that requires discussion.

- a. Neighbourhood Plans for Leighton Linlade and Wing
- b. FixMy Street working group
- c. Planning Demystified training.
- d. Procurement workshop.

74/25 Councillors Open Forum *(forum for parish councillors)*

75/25 Date of next meeting:
Monday 17th November, 2025



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Payments and receipts as at 15th October 2025

Payments		£
Mrs Green	Parish hall cleaning Sept	50.00
CS Maintenance	Grass cutting CSM0538	200.00
CS Maintenance	Grass cutting CSM0539	200.00
SMG	Donation towards upkeep	600.00
Wendy Taylor	Reimbursement of monthly Sage Payroll software fee (Sept 25)	13.20
Harlequin Press	Parish Mag Oct 25	225.00
Npower	Streetlighting	317.82
Npower	Streetlighting	66.03
Open Spaces	Annual membership	45.00
Victor Wright	New defib battery	278.40
Heart and Soulbury Gardens	HSG-094-023	112.00
Heart and Soulbury Gardens	HSG-095-055	286.00
Heart and Soulbury Gardens	HSG-095-055	286.00
Eon Next	Parish Hall power	28.66
British Gas	Parish Hall gas	16.01
Receipts		
Hall hirers	Parish Hall bookings	160.00
Allotment plots	Rental	50.00
Heart and Soulbury Gardens	Amount paid in error	36.00
Heart and Soulbury Gardens	Refund of duplicate payment	286.00
Magazine	Advertising	240.00
Bucks Council	Precept - seocnd half	13,125.00