



Soulbury Parish Council Buckinghamshire

Minutes of the Parish Council Meeting 15th December 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
Cllr Jilly Jordan

Chairman
Vice Chairman

Buckinghamshire Council

Wendy Taylor

Clerk

1 member of the public (MOP)

88/25	Apologies for absence	
	Apologies received from Cllr Morgan. These were accepted.	
89/25	Public participation	
	Nothing brought forward from the public. Cllr Jordan gave a resume of her report covering: Disabled parking bays in Chapel Hill. Council has had notice from the Roads team that these are no longer valid and they would be painted over. This has not happened which meant a resident was extremely rude to a plumber who parked there whilst dealing with an emergency at another house. This will not be tolerate so Cllr Jordan has taken it in hand to finally put this behaviour to an end. Cllr Jordan also asked for the location (What Three Words) of gullies for clearing out to help keep the roads from flooding. Cllr Jordan has asked for areas where Community tree planting can be put in place. Full report will be added to the website.	Clerk
90/25	Minutes of the previous Parish Meeting	
	Minutes of the meeting held on 17th November 2025 were agreed as correct and signed by the Chairman.	
91/25	Matters arising	
	Clerk neglected to add Cllr Morgan to the attendees list of last meeting for which she apologises.	Clerk
92/25	To receive declarations of interest related to the business on the agenda	
	None	
93/25	Finance	
	a) Accounts paid Please see attached list. b) Monies received: Please see attached list.	

	Balance at bank as at 20th October 2025 was £15635.42. Bank statement for November 2025 was signed by Cllr Wright. The clerk noted that £4,224.90 has been received from SMG. She also noted that another £20 received for hall hire. c) Precept: Clerk has received the Excel spreadsheet from Buckinghamshire Council to enable her to request the precept for 2025-26	Clerk
94/25	Update from Clerk on parish matters	
	a. Parish Council Action Plan: Defib training added to Action Plan. Cllr Wright has obtained quotes for the training. Most reasonable is £10 per delegate. A message will be put onto the Soulbury hub to establish interest. b. Village green boundary - email sent but no responses to date.	Cllr Wright Clerk
95/25	Planning	
	25/4793: The Paddocks, Stewkley Road, Soulbury, LU7 0DJ - conversion of barn to dwelling. Neutral 25/4763: 2 The Courtyard, Rock Lane Farm, Liscombe Park, LU7 0GY - crown reduction of 4m and clean out 70% of epicormic growth to 1 Line tree and re-pollard to top of crown to below decaying stem of 1 Walnut tree. Specialist work so Council did not feel they had the knowledge to respond.	
96/25	Environment	
	a. Fountain Awaiting Land Registry response. The clerk wrote to the solicitor to chase what action they have taken. Still nothing has been forthcoming. Repeat email will be sent. b. Allotments Clerk composed letter regarding the ground conditions of the entrance and site manager has forwarded it to all plot holders. c. Millennium Green Fireworks made £2819 overall from which £233.80 went to Soulbury Village Cricket Club for their help. 2 bench seats have been repaired as has the chair around Oak Tree. 20 June for Soulfest next year. 15 Jan 2026 for new organising committee meeting. d. Childrens Play Area, Mount Pleasant Grass is growing well. The moles seem to like it as it appears their molehills will have now to be sorted. One of the fences around the area needs some work to stabilize it. Cllr Morgan offered to fix it. Awaiting information on progress.	Cllr Morgan
97/25	Correspondence that requires discussion	
	The Clerk advised that the grass seed and bulbs have arrived and will be given to Richard Caplan for planting. Tree planting call covered in Cllr Jordan's report. ICO FOI Act 2000: Clerk received a template guide requiring completion. Council must adopt the model scheme in full as it will be in breach of the FOI Act if it is not adopted. Clerk will work her way through the form in time for next meeting to officially adopt it. Clerk advised that there is now a Clerks Seminar on 20 April 2026. Clerk offered to go and agreed the expenditure of £25.	Clerk Clerk Clerk

98/25	Councillors Open Forum	
	Scrapped old speed indicator sign as it was beyond repair and has been taken off the asset register.	
99/25	Next meeting	
	The next Parish Council meeting will be held on Monday, 19th January, 2026 in Soulbury Parish Hall at 7:30 pm. Please note the dates for 2025: 16/2/26, 16/3/26	

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

Payments and receipts as at 8th December 2025

Payments		£
Mrs Green	Parish hall cleaning Nov	50.00
BMKALC	Training	50.00
SMG	Donation towards upkeep	600.00
Wendy Taylor	Reimbursement of monthly Sage Payroll software fee (Dec 25)	13.20
Harlequin Press	Parish Mag Nov 25	385.00
Npower	Streetlighting	91.85
Nigel Kemal	2 x light strings for paths	84.78
Nigel Kemal	LED star for Xmas tree	10.00
Royal British Legion	Remembrance service wreath	20.00
Eon Next	Parish Hall power	31.32
PKF Littlejohn	External audit	252.00
Harlequin Press	Parish Mag December 25/January26	287.00
Wendy Taylor	Reimbursement of Microsoft 365 for Mac licence fee for yr	84.99
Eon Next	Parish Hall power	34.36
Receipts		
Hall hirers	Parish Hall bookings	60.00
Allotment plots	Rental	156.00
Magazine	Advertising	53.00