



Soulbury Parish Council Buckinghamshire

NOTICE OF THE ANNUAL PARISH MEETING

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, 18th May 2026 at **7.00 pm** at Soulbury Parish Hall, High Road, Soulbury when the undermentioned business will be transacted.

Date: 8th May 2026

From: Wendy Taylor, Clerk to Soulbury Parish Council

AGENDA

- 13/26** To receive apologies for absence and welcome
- 14/26** To receive and approve for signature the minutes of the parish council meeting held on 20th April 2026
- 15/26** To note any matters arising from the minutes not included on this agenda for report only.
- 16/26** To receive annual reports from clubs and associations attending.
- 17/26** To elect a Chair
- 18/26** To elect a Vice-Chair
- 19/26** 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*).
- 20/26** To receive declarations of interest related to the business on the agenda.
- 21/26** Finance (as at 8th May 2025, subject to change)
 - Financial statement: Business account: £24,766.74
 - a. To approve payment run since last meeting (see attachment)
 - b. To note income received since last meeting (see attachment)
 - c. To approve the Year End Accounts to 31st March 2026
 - d. To note the Annual Internal Audit report 2025/26 conducted by Mr Andrew Wood.
 - e. To approve and sign the Section 1 Annual Governance Statement for year ended 31st March 2026.
 - f. To approve and sign the Section 2 Accounting Statements for year ended

31st March 2026.

- g. To note the dates Wednesday 3rd June - Tuesday 14th July 2026 for the Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return.

22/26 Update from Clerk on parish matters

- a. To discuss Parish Council Action Plan.

23/26 To consider new planning applications (*if there are any*) and to receive an update on applications outstanding.

26/03542: Meadowside, 67 High Road, Soulbury, LU7 0BT - Atlas Cedar crown lift to approx 5-6m removing 6 lowest limbs.

26/00701: Hollybar Yard, Hollingdon Road, Soulbury, LU7 ODN - change of use from storage shed/workshop into residential unit.

24/26 To accept councillors reports on the following areas: (*if there is anything to report*)

- a. Fountain - update
- b. Allotments - update
- c. Millennium Green - to discuss possible further funding from the Council.

25/26 To note correspondence received that requires discussion.

- a. Tree planting across Buckinghamshire
- b. Community picnic, Campbell Park Amphitheatre, Milton Keynes

26/26 Councillors Open Forum (*forum for parish councillors*)

27/26 Date of next meeting:
Monday 15th June, 2026



Soulbury Parish Council Buckinghamshire

Payments and receipts as at 8th May 2025

Payments		£
Victor Wright	Reimbursement for litter pickers	9.75
Victor Wright	Reimbursement for storage boxes	34.00
Npower	Streetlighting	83.84
Wendy Taylor	Reimbursement for Sage Payroll licence	13.20
BMKALC	Clerks seminar	25.00
BMKALC	Complaints Handling Course VW	50.00
BMKALC	Complaints Handling Course WT	50.00
BMKALC	Annual subs	155.28
Heart and Soulbury Gardens	Cemetary HSG-094-025	112.50
Heart and Soulbury Gardens	Village HSG-095-057	288.75
CS Maintenance	Grass cutting	220.00
Victor Wright	Reimbursement for Eco bulbs	16.98
Victor Wright	Reimbursement for shut gate signs	9.29
Receipts		
Hall hirers	Parish Hall bookings	40.00
UKPN	Wayleave	33.01
Allotments	Final rental fee	24.00