



Soulbury Parish Council Buckinghamshire

Minutes of the Annual Parish Council Meeting 18th May 2026 at 7:30 pm

Those present:

Cllr Victor Wright
Cllr John Bennett
Cllr Nigel Kemal
Cllr David Morgan
Cllr Margaret Rowe

Chairman
Vice Chairman

Wendy Taylor

Clerk

2 members of the public were present (MOP)

13/26	Apologies for absence	
	Apologies received from Cllrs Cross, Stevens and Jordan and noted.	
14/26	Minutes of the previous Parish Meeting	
	Minutes of the meeting held on 20th April 2026 were agreed as correct and signed by the Chairman.	
15/26	Matters arising	
	None	
16/26	Annual reports from clubs and associations	
	Cllr Kemal read out his report for the SMG, see end of minutes. No other clubs and associations provided a report.	
17/26	Election of Chairman	
	Cllr Kemal proposed that Cllr Wright stay in post, seconded by Cllr Bennett, motion carried.	
18/26	Election of Vice Chairman	
	Cllr Rowe proposed that Cllr Bennett stay in post, seconded by Cllr Kemal, motion carried.	
19/26	Publication participation	
	Cllr Jordan was unable to attend, Clerk read out her AGM report which will be added to the website.	Clerk
20/26	Declarations of Interest	
	None	
21/26	Finance	
	a) Accounts paid Please see attached list b) Monies received Please see attached list	

	c) Accounts approved. d) Annual Internal Audit report 2025/26 noted. e) Section 1 Annual Governance Statement for year ended 31st March 2026 approved and signed by Clerk and chair. f) Section 2 Accounting Statements for year ended 31st March 2026 approved and signed by Clerk and Chair. g). Dates for the Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return of 3rd June-14th July 2026 noted. A further £10 received for the hire of the hall, further expenditure of £50 for parish hall cleaning and £31.59 to British Gas since the agenda was created. Balance at bank as at 18th May 2026 was £24,695.15. Bank statement for April 2026 signed by Cllr Wright.	
22/26	Update from Clerk on parish matters	
	a. Parish Council Action Plan: Nothing to add. b. Village green boundary: Clerk contacted Wellers Solicitors, who advise that next stage is a letter laying out pre action protocols. Costs for the action were provided and initial total will be £1,610 plus VAT. Clerk to get more detail on how these costs are justified.	Clerk
23/26	Planning	
	26/03542: Meadowside, 67 High Road, Soulbury, LU7 0BT - Atlas Cedar crown lift to approx. 5-6m removing 6 lowest limbs. No comment. 26/00701: Hollybar Yard, Hollingdon Road, Soulbury, LU7 0DN - change of use from storage shed/workshop into residential unit. Write to Environmental Health and planners about current activity on the site which appears to contravene health and safety regulations.	Clerk
24/26	Environment	
	a. Fountain Still awaiting to hear from Land Registry (LR) regarding the possessory title. Our application was cancelled due to issues around adverse possession or lack of it but LR advised, on further investigation, they would look to see how else they can help. We await further information. b. Allotments Discussion around the supply of water as there has been a considerable increase in cost. Part of the problem was tenants leaving taps on but costs are still to increase and we have to make sure the pipes, etc are sound. c. Millennium Green Please see report below. Clerk has investigated the status of the SPC in relation to SMG as sole corporate trustee. This is because no paperwork can be found relating to the change over in 2016 and was not handed to the Clerk when she took over. It appears however that the arrangement we have in place is sound, particularly for audit purposes. The only extra thing the Clerk asked for was a financial report (ins, outs and balance at the bank) at each parish council meeting going forward. Regarding further funding to the SMG from SPC Clerk advised that funds had not been budgeted for so this discussion needs to take place September/October in time for finalising the budget for acquisition of 2026/27 precept. d. Childrens Play Area, Mount Pleasant Work completed.	Cllr Wright Manager of Allotments Cllr Kemal

25/26	Correspondence that requires discussion	
	Tree Planting Opportunities: Bucks Council is encouraging landowners to complete a survey to receive funding and giveaways to plant more trees. Clerk was asked for forward email to all councillors and members of the public present. Clerk read out invitation email from MP for MK Central to a Community Picnic at Campbell Park Amphitheatre on 27 June 2026 12:00pm -4:00pm. Bucks Council advised of Great Brickhill's neighbourhood plan proposal which will be open until 2 July 2026 11:59pm for consultation.	Clerk
26/26	Councillors Open Forum	
	CIO for SMG. Cllr Wright looking into this. Clerk has already obtained some information. Lights not replaced onto new electricity poles. Cllr Wright has contacted UKPN. MR - hall needs jet washing JB - drain in area of junction of Dean Farm Lane and village green require clearing out NK - Wing planning, we may be asked to support Wing with objecting to the creation of a 'Wing town' on land the church intends to sell to a developer.	
27/26	Next meeting	
	The next Parish Council meeting will be held on Monday, 15 June, 2026 in Soulbury Parish Hall at 7:30 pm. Please note the dates for 2026: 20/7/26, 21/9/26, 19/10/26, 16/11/26, 21/12/26	

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

Payments and receipts as at 8th May 2026

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

SMG Parish Report Period 15/7/25 – 14/5/26

OFFICERS: Chairman – Nigel Kemal, Treasurer/Secretary – *Jo Nicholas (Resigned 23/2/26), Treasurer (Acting) – Nigel Kemal, Secretary (Acting) – Erica McDonald.

Committee Members: Alan Stevens, Carla Bennett, Geoff Kiddle, Erica McDonald, Paul Cragg, Sharon Lally (6 committee members).

Sadly, Jo Nicholas had to step down from her role as Treasurer & Secretary after 7 months due to personal reasons and it was agreed that her duties would be covered by Nigel & Erica as Acting Treasurer & Acting Secretary respectively, until our AGM in July. We thank Jo for all she has done during her tenure and appreciate her valued contribution to the Management Committee.

AGM Date: Thursday 9th July 2026 @ 7:30 pm in the Parish Hall.

Bank Account: The Bank A/c balance as at the 15/7/25 AGM was £14,952.40.

Current Bank A/c balance as at 14/5/26 meeting is £11,375.76.

SMG Maintenance Work: During the year we have had a skip hired for a week to tidy up the site of accumulated and dumped rubbish etc. In addition to ongoing seasonal green space maintenance such as strimming & pruning, we have dismantled our old log store & garden furniture shed. A new heavy-duty furniture shed with adjoining lean-to cover has been constructed from old scaffold boards to replace these. A further separate new log store will be constructed when materials are available. Extensive work has been undertaken with the drainage ditch running from our road way boundary across the work area towards the swale pond area. This required ditches re-digging deeper and a large diameter tube laying underground at the entranceway to the memorial garden. During last year's Autumn period, we carried out work on our old Playground area to remove old concreted in play equipment wooden stumps and levelling the area flush to the pathway. This work was carried out by a local contractor and was necessary to comply with health & safety requirements.

EVENTS:

21/06/25 – Soulfest 2025 Was only attended by just over 300 people as we were unfortunately in competition with another local event and a major concert at MK Bowl. Also, Addy's Chops, a pitch sub-contract street food vendor diminished our own BBQ food sales. However, the weather was warm and sunny with good music supplied by our attending bands & performers. The Boot Inn attended with their inflatable bar & R & H Leisure provided us children fairground rides. The event raised £1998.86 towards SMG funds, which was disappointing when compared to the previous year's £4,227.89.

08/11/25 – Fireworks & Bonfire Night Event proved to be in great demand and consequently all allocated tickets sold out by two days prior to the event, causing us crowd control issues on the night from those attending without tickets. It seems people were attracted by our offering of low noise fireworks and a couple of outlying areas cancelling their events just prior to our date. As we were limited with numbers attending our site to under 500 people to comply with our TEN's License issued by our local authority, ticket sales were capped at 498 tickets. We intend investigating measures to avoid a repeat of this excessive demand arising in future. On this occasion, we run our own bar, BBQ food & hot drinks sales, with the S.V. Cricket Club supporting us with manning the Bar. The event raised a gross profit of £2,819.62, with £233.80 (50% bar profits) being donated towards S.V. Cricket Club, leaving £2,585.80 towards SMG funds.

04/04/26 – Easter Egg Hunt This was a great success again this year with the weather being mild and dry, although a tad breezy. We had a lovely selection of home baked cakes donated by our local baking community. We had support from around 13 participating families, with 23 children and 32 adults undertaking the treasure hunt course. Our refreshment sales and voluntary donations yielded a greatly appreciated £100.80 towards SMG funds from this community event. Many thanks to all who supported us and to all lady bakers, helpers and attendees who helped out on the day, particularly with the site clear up afterwards.

25/04/25 – Curry Night The Soulfest Planning sub-committee organised this event as a trial fayre offering to see if there is local demand for adding this to the Soulfest food options. Having sold 36 tickets, the event raised a welcome £539.20 towards our funds after costs. This was a great success on the night and received some very positive feedback from those attending. Thanks to all who helped and supported this trial event, particularly Sheilpa, Maureen & Heather for all their hard work in organising, cooking and preparation work.

20/06/26 – Soulfest 2026 gate opens at 12:30 pm with music commencing 1:00 pm on the SMG. 5 Performers booked providing a wide range of music catering for all tastes. We expect to offer our own Bar, BBQ food, Pimms tent, Hot Drink & Cakes with R & H Leisure providing their Bungee Trampoline for children's entertainment.

07/11/26 – Fireworks Planned date.

TBA – Wine Tasting Proposed Autumn Event.

FUND RAISING: We generate funds for SMG through planned events, marquee hire, charitable donations and 100 Club lottery. We have recently submitted community funding applications to five funders and are hopeful of attracting the necessary funds to proceed with our proposed project SMG upgrade works.