



Soulbury Parish Council Buckinghamshire

Minutes of the Parish Council Meeting 21st September 2026 at 7:30 pm

Those present:

Cllr Victor Wright
Cllr John Bennett
Cllr Nigel Kemal
Cllr David Morgan
Cllr Margaret Rowe
Cllr Alan Stevens
Cllr Jilly Jordan

Chairman
Vice Chairman

Bucks Council

Wendy Taylor

Clerk

4 members of the public was present (MOP)

52/26	Apologies for absence	
	None received	
53/26	Publication participation	
	Cllr Jordan's report will be added to the website. Item 61/26 on the agenda was discussed here as Cllr Jordan was present and gave her input. It was suggested that we do not discussed anything with the developer and that an unofficial chat with Stoke Hammond PC be arranged. Clerk to contact their Clerk to arrange. A MOP advised that the Oak on the Green needs its lower branches removed to facilitate such things as mowing. Cllr Wright to approach Heart and Soulbury Gardens. General discussion about the number of power cuts in the village - Cllr Jordan will look into this. Cllr Jordan was asked about the acquisition of free trees (Bucks Council wants to plant a tree for every person in Buckinghamshire but are in need of land so want people to apply for them. They are free, Bucks Council will plant and look after them.) A swing seat in the Mount Pleasant children's play area is broken and needs replacing. The area between the church and the fence of the Old Vicarage needs clearing and strimming and asked if the Community Payback teams could get involved with this. Cllr Kemal said he would contact the team leader and try organise some extra days for them to attend.	Clerk Clerk Cllr Wright Cllr Kemal
54/26	Minutes of the previous Parish Meeting	
	Minutes of the meeting held on 20th July 2026 were agreed as correct and signed by the Chairman. Council will approach the company who installed the new equipment.	
55/26	Matters arising	
	Replacement of the saplings along High Road/Leighton Road to Soulbury Road junction: it was decided to leave the saplings for now and readdress the situation in the Spring when there will be a better idea of which saplings survived the summer.	

	Because of the hosepipe ban, cleaning of the exterior of parish Hall will be delayed until the ban is lifted. Regarding alerting FixMyStreet to the drainage problem at the junction of the Gt Brickhill Road and Stoke Hammond Road, we have been advised that the water does not contain chlorine so has nothing to do with Anglian Water. Clerk will contact Highways to divert what is believed to 'spring' water off the road to prevent accidents occurring in the winter due to ice forming.	Cllr Wright Clerk
56/26	Declarations of Interest	
	None	
57/26	Finance	
	a) Accounts paid Please see attached list b) Monies received Please see attached list c) Clerk to send budget to all Councillors for discussion at the next PC meeting. Balance at bank as at 21 September 2026 was £38,172.46. Bank statements for July/August 2026 signed by Cllr Wright. A further £20 received for the hire of the hall and a DD taken for street lighting of £65.71 since the agenda was created. British Gas advised that from 1 October 2026 VAT will be reduced to 0% until 31 March 2027. SMG committee obtained dog 'poo' signage but it was deemed a village issue so SPC agreed to fund these.	
58/26	Update from Clerk on parish matters	
	a. Parish Council Action Plan: post meeting: Work relating to Stewkley Road now shows as complete, see below 58/26c. Work relating to defib training not discussed - item to be taken forward to next PC meeting. b. Village green boundary: This has now being passed to Bucks Legal. Clerk is handling requests for information as they come in. Council is now waiting for their response. No further information has come forward. 21/9/26: Scenario not changed despite a follow-up. c. LED lantern in Stewkley Road - Avidety advised they have received all the equipment for replacing the lamp which is being built as we speak and hopefully it will be in position on 22 September 2026. Post meeting note: lamp is now in position. However, Council was informed by fitting company, Avidety, that the lamp bracket belongs to the parish, that it is our responsibility to maintain it. Clerk queried this asking for details of this in writing as Council had no idea this was the case. If it is we have 22 other brackets to consider on UKPN poles. The H&S aspect of climbing ladders to inspect also concerned the Council. d. Cllr Wright and the Clerk attended a very good course on the use of AI. It became apparent that we need an 'Acceptable Use Policy' for the Council. Clerk has received a template for this and will complete it for next PC meeting.	Clerk Clerk
59/26	Planning	
	26/07079: Rislip Farm House, Great Brickhill Road, Soulbury, LU7 0DR - Listed building consent for proposed air drain to perimeter of dwelling.	Clerk

	26/06742: 2 High Road, Soulbury, LU7 0BX - Dead Elder - remove to ground level and Common Ash - coppice full tree to height approx 5-6m. No objection. 26/06530: Rislip Farm House, Great Brickhill Road, Soulbury, LU7 0DR - Listed building consent for proposed single storey rear extension, internal alterations, insulation, under floor heating and additional roof lights. 26/06529: Rislip Farm House, Great Brickhill Road, Soulbury, LU7 0DR - Proposed single storey rear extension, internal alterations, insulation, underfloor heating and additional roof lights. 26/06528: Rislip Farm House, Great Brickhill Road, Soulbury, LU7 0DR - Listed building consent for construction of a new barn for garage & workshop use, ancillary to residential use. 26/06527: Rislip Farm House, Great Brickhill Road, Soulbury, LU7 0DR - Construction of a new barn for garage & workshop use, ancillary to residential use. 26/06321: Chestnut Cottage, Stockgrove Park, Soulbury, LU7 0BB - Crown lift one Cedar tree to approx 10m. By removing lower branches to provide increased clearance from the garden area and adjacent property. No objection. 26/06245: Liscombe Business Park, Soulbury, LU7 0JL - Installation of 2no. double paddle courts and car parking. No objection but have concerns if it increases traffic along entrance road which is already too busy. 26/05497: Rislip Farm House, Great Brickhill Road, Soulbury, LU7 0DR - Listed building consent for the replacement of black uPVC rainwater goods with black half round aluminium rainwater goods. 26/05502: 27 The Green, Soulbury, Bucks LU7 0DD - Porch installation. No objection. 26/05499: Rislip Farm House, Great Brickhill Road, Soulbury, LU7 0DR - Listed building consent for a bio-mass boiler and associated flue. It was agreed by all that all applications related to Rislip Farm would be considered together as Council do not have the knowledge regarding Listed Buildings for any comments to be valid. Overall, there is no objection to any of the applications.	Clerk
60/26	Environment	
	a. Fountain Solicitor wanted a supplementary letter detailing all that had been done associated with the fountain to accompany the next application for possessory title. Clerk provided this on 11/9/26. Received acknowledgement but nothing more. A MOP suggested that the Fountain should have a fence of some sort to designate the area considered to be part of the fountain as any visit from Land Registry would need see the area of land for title rather than just the monument. Cllr Wright will organise this. b. Allotments Considerable discussion took place, outcome of which was to call a meeting of plot holders to discuss the charging for water, how it is used and responsibilities of renting a plot, ie lighting fires. Clerk to contact Allotment Co-ordinator to arrange. Clerk also put forward the idea of being a member of the National Allotment Society and since plot holders can be members as can the Council it was decided that this could also be discussed at that meeting.	Cllr Wright Clerk

	c. Millennium Green Fundraising for SMG improvements is proving to be successful - credit given to the committee for their efforts with this. Wine tasting evening on 3/10 and Fireworks display on 7/10 are the next two fundraising events. Bank balance as at 21/9/26 is £30,640.02. Dog poo situation is not improving so signage has been acquired to raise awareness.	
61/26	Correspondence that requires discussion	
	Clerk learned that every building a parish council controls needs a fire risk assessment and the law places the duty of this on the Responsible Person, ie the clerk. The clerk will therefore arrange to get this done in time for the next parish council meeting. Still to do. Martyn's Law: Clerk received a 'decision tree' to ascertain if the parish hall is subject to this law and confirmed that it is out of scope. Clerk read out a list of some finance training run through BMKALC. No offers to attend.	Clerk
62/26	Councillors Open Forum	
	Concern was raised that people are parking cars in front of the gates to the Mount Pleasant children's play area preventing access of mowing machines, equipment for maintenance and preventing bins being moved so they can be emptied. Firm measures need to be in place but initially more signage will be obtained highlighting the issue. Dogs are also being allowed into the grounds which are forbidden (health issues for children) so dog 'poo' signs will be erected. Cllr Rowe advised that there had been a theft of a 4x4 in Dean Farm Lane. Police did house to house in the area asking for any available CCTV. Cllr Rowe reminded everyone that Harvest Supper is on 28/9/26. Cllr Stevens reminded everyone that McMillan coffee morning is on 25/9/26.	Cllr Wright
63/26	Next meeting	
	The next Parish Council meeting will be held on Monday, 19 October, 2026 in Soulbury Parish Hall at 7:30 pm. Please note the dates for 2026: 16/11/26, 21/12/26	

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

Payments and receipts as at 15th September 2026

Date	Payments		£
24/7/26	Victor Wright (Amazon)	Thermal Coffee Jug	18.99
24/7/26	NALC	Workshop ticket	42.00
24/7/26	Victor Wright	1 x Square terminal reader	219.97

Date	Payments		£
13/8/26	British Gas	Gas for Parish Hall	14.59
13/8/26	Wendy Taylor (Clerk)	Reimbursement for Sage Payroll monthly licence fee	16.30
13/8/26	Eon Next	Power for Parish Hall	39.93
13/8/26	Mrs S N Green	Parish Hall Cleaning - July 26	50.00
13/8/26	HMRC	Salary tax	170.40
13/8/26	Wendy Taylor (Clerk)	Salary	681.93
24/8/26	Npower	Streetlighting	54.92
1/9/26	Wendy Taylor (Clerk)	Reimbursement for Sage Payroll monthly licence fee	16.80
1/9/26	Mrs S N Green	Parish Hall Cleaning - Aug 26	50.00
1/9/26	Heart and Soulbury Gardens	HSG-094-028	112.50
1/9/26	Heart and Soulbury Gardens	HSG-095-061	250.00
1/9/26	HMRC	Salary Tax	170.40
1/9/26	Wendy Taylor (Clerk)	Salary	681.93
1/9/26	LexisNexis	Purchase of Arnold Baker book	180.00
1/9/26	Harlequin Press	Soulbury News printing - Sept edition	212.00
1/9/26	C S Maintenance	CSM0547	220.00
1/9/26	PKF Littlejohn	External auditor AGAR year ended 31/3/26	252.00
14/9/26	British Gas	Gas for Parish Hall	15.08
15/9/26	Open Spaces	Annual Subscription	45.00
15/9/26	Eon Next	Power for Parish Hall	41.05
15/9/26	Clear Councils	Insurance renewal	887.90
15/9/26	BMKALC	Training	220.00
	Receipts		
9/26	Hall hire	Parish Hall bookings	60.00
9/26	Bucks Council	Second half of precept	19,125.00