

MINUTES OF THE MEETING OF LITTLE HORWOOD PARISH COUNCIL, HELD IN THE MEMORIAL HALL AT 8.00PM ON MONDAY 28TH JULY 2025		
	<p>Present: Chairman David Foster (DF), Vice Chairman Robbie Macpherson (RM), Cllrs. John Davis (JD), Andrew Kane (AK), Chris Hooper, Clerk Mrs H Kane (HK). Dist Cllr John Chilver and 1 member of the public was present.</p> <p>Please note: to comply with new data protection rules, names (other than councillors or persons who have previously given their permission) will not be used in Little Horwood Parish Council Minutes.</p>	
25/073	<p>Apologies for absence Cllrs ADM and KJ sent their apologies. It was resolved to accept their reasons for absence.</p>	
25/074	<p>Declarations of personal or prejudicial interest and consideration of requests for dispensations None received.</p>	
25/075	<p>Minutes of the Parish Council meeting held on 15th May 2025 These were approved and signed without amendment.</p>	
	<p>Public participation Nothing was raised by the public.</p>	
25/076	<p>Buckinghamshire Council News Cllr John Chilver reported he is now Vice-Chair of Buckinghamshire Council. He reported that the BC budget last year balanced. He is meeting our highways local area technician soon so will raise the road subsidence and also query regards the safety of the dead ash beside the road near the Manor entrance.</p>	
25/077	<p>Items deferred from previous meeting The Grievance policy was approved. The Trade account policy (included in Financial Regulations) was approved.</p>	
25/078	<p>Clerk's Report The recent bill for allotment water was nearly twice that for the same period last year. CH has been checking the meter and has found no evidence of leaks, so it was concluded that this is a result of legitimate use in the long dry spell. The bill for the uncontested election will be £148, to be invoiced in August. Training booked/undertaken – commenting effectively on planning applications, reforms to NPPF: what clerks need to know, new clerk #3.</p>	
25/079	<p>To consider the Planning and Development Report Cllr Chilver confirmed that he has called in the application by Abbey Mills for Planning Committee consideration. The Parish will be invited to make representation. The member of the public made comments in connection with this application</p>	
25/080	<p>Planning and Development matters arising if any No other matters.</p>	
25/081	<p>To receive a report on meetings attended</p> <ul style="list-style-type: none"> a) NBPPC meeting - report received & noted. RM b) Planning forum – report received & noted. RM c) Community Board – CH will circulate minutes. They no longer have a grant budget. d) Elgin solar farm – report received & noted. DF/HK e) Parish Liaison meeting – report received & noted. DF f) Clerk's forum – report received & noted. HK 	
25/082	<p>20 mph campaign</p> <ul style="list-style-type: none"> a) Update from ADM was received & noted. b) CH reported that the MVAS battery no longer holds charge. A new one from the manufacturer would be £350, but one suitable for testing whether the MVAS still works well otherwise is £35 online. It was agreed to purchase this. CH has also obtained some quotes 	

	for new SIDs, be considered by the Clerk and ADM and a recommendation brought forward to the next meeting.	
25/083	<p>Update from working group on how the Recreation Hall may be assisted by the Parish when undertaking projects.</p> <p>JD & ADM had discussed and JD proposed he meet with the joint chairs of the Rec' Trust to better understand the issues. JD to email the Recreation Hall Chairs.</p> <p>The Chair agreed to contact Community Impact Bucks to see if they could assist.</p>	JD DF
25/058	<p>Parish Maintenance</p> <ul style="list-style-type: none"> a) Green spaces. It was resolved to accept the quote for interpretive boards recommended by DF. DF to progress. DF noted that remaining funds available within the project could be spent on further tree work. b) Registration of the village green & permissive path with Land Registry still to do. c) Logo for PC – it was agreed that the person creating artwork for the interpretive boards should be asked to create some suggestions. d) The glass is now in for the bus shelter library and just awaits some graphics to round it off. Thanks were given to Cllr CH. e) There was no news from Bucks Council on the Winslow Road bank repairs. f) It was resolved to convert all remaining streetlights to LED (4) assuming the reserve for the purpose still hold sufficient funds. g) A volunteer to be sought to refurbish the noticeboard. 	DF HK DF HK HK/DF
25/059	<p>City Fibre and Registration of Village Green ownership</p> <p>The liaison between the PC and City Fibre has passed on to them our request for a consideration payment for the Wayleave and we await their response.</p>	HK
25/064	<p>Policies for Review and Adoption</p> <ul style="list-style-type: none"> a) The Code of Conduct was approved following review (no changes necessary). b) The updated Financial Regulations were approved (including trade account policy). c) The Risk Assessment is still in progress but the style of it was approved. 	
25/065	<p>To decide on the use of WhatsApp groups by the PC for non-critical information</p> <p>It was resolved that WhatsApp groups or similar could be used by the council for exchange of non-critical information. No decisions should be made in these forums. Suitable requirements for adoption to be added to Standing Orders.</p>	HK
25/066	<p>Update on actions required arising from internal audit report</p> <p>The Unity Bank accounts are now in place</p> <p>The website has been updated to be in compliance with current accessibility regulations.</p> <p>The Risk Assessment is in progress.</p>	
25/068	<p>Administration</p> <ul style="list-style-type: none"> a) to report on progress with new website: as above the website now meets accessibility requirements and the statement has been updated. It was noted that Cllrs are happy to assist with content for the rest of the website and HK should consider allocating some sections to be drafted or reviewed. b) It was resolved to ask the internal auditor for this year to also carry out next year's internal audit. c) It was noted that the AGAR next year will have a new assertion regarding data protection requirements, which the clerk is looking into. 	HK HK
25/069	<p>Finance</p> <ul style="list-style-type: none"> a) bank reconciliation, receipts and payments were reviewed and authorised. 	

	Payments					
	Ref	Date	Supplier	Total		
	9	13/04/2025	Filcris Ltd	281.28		
	11	01/05/2025	Clerk's Salary	690.53		
	12	01/05/2025	Scribe	27.60		
	13	01/05/2025	Walker Grounds Care	732.00		
	14	19/05/2025	Memorial Hall	20.00		
	15	20/05/2025	Deborah O'Brien	170.00		
	16	20/05/2025	Gallagher	728.65		
	18	27/05/2025	HMRC	41.03		
	17	27/05/2025	Little Horwood Rec Ground Trust	24.00		
	19	27/05/2025	Buckingham Nurseries Ltd	27.98		
	20	27/05/2025	Screwfix	57.15		
	21	28/05/2025	Lidl	92.92		
	22	28/05/2025	3 Gen Fencing	490.00		
	23	02/06/2025	Clerk's Salary	690.53		
	24	02/06/2025	Scribe	27.60		
	28	13/06/2025	BMKALC	50.00		
	26	13/06/2025	Country House Window Cleaning	15.00		
	27	13/06/2025	Walker Grounds Care	732.00		
	25	13/06/2025	Denne Engineering Co.	118.86		
	29	13/06/2025	LERC	75.60		
	27	13/06/2025	Walker Grounds Care	90.00		
	30	26/06/2025	Little Horwood Rec Ground Trust	1052.50		
	31	26/06/2025	HMRC	41.03		
	33	01/07/2025	Scribe	27.60		
	32	01/07/2025	Clerk's Salary	690.53		
	34	01/07/2025	Walker Grounds Care	45.00		
	35	01/07/2025	Anglian Water	61.60		
	Receipts					
	Ref	Date	Item	Total		
	6	10/05/2025	BIA Interest	24.53		
	7	19/05/2025	Devolution Grant	859.32		
	9	10/06/2025	BIA Interest	26.93		
	8	17/06/2025	Allotment rent	10.00		
	b) ADM to meet Mem Hall committee to discuss post office rental arrangements.					
c) As noted above Unity bank accounts have been opened.						
d) The transfer of standing orders and direct debits to Unity Bank was approved.						
e) The Finance for Councillors training was authorised for ADM.						
25/070	Confirmation of Dates & times of Ordinary Meetings for the year. Dates TBC awaiting confirmation of prior bookings at the Memorial Hall.					
25/071	Items for the next meeting The next litter pick will be on 26 th October.					
25/072	Date of the next meeting The meeting closed at 21.45. Next meeting is on 15 th September 2025 at 8.00 pm in the Memorial Hall					

The following is included for information only and does not constitute part of minutes.

Planning and Development Report - for meeting on 28th July 2025

Below are current and recent Planning Applications. The Parish Council is invited to ratify the comments made to AVDC on behalf of the Planning Committee since the last meeting.

CURRENT PLANNING APPLICATIONS

Date Received	Application Number Respond by	Site Address	Details of Application	Parish Council Response	AVDC Decision
Determined					
30/10/2024	24/03276/APP 27/11/2024	Harefields Winslow Road Little Horwood Buckinghamshire MK17 0PD	Conversion of garage into annex accommodation	No objection	Approved
15/01/2025	25/00117/AGN 29/01/2025	Home Farm Mursley Road Little Horwood Buckinghamshire MK17 0PG	Erection of an agricultural farm access track	No objection (necessity queried)	Refused
14/02/2025	25/00438/AGN 10/03/2025	Home Farm Mursley Road Little Horwood Buckinghamshire MK17 0PG	Erection of an agricultural farm access track	No comments	No objection

Pending

15/01/2021	21/00146/COU AR 11/02/2021	Clare Farm Winslow Road Little Horwood Buckinghamshire MK18 3JW	Determination to whether prior approval is required in respect of transport & highway impact, noise, contamination risk, flooding and locational considerations for the conversion of agricultural barn into dwelling house (Class Q(a)) and in relation to design and external appearance of the building (Class Q(b)).	No objection	Awaiting decision
23/01/2025	25/00199/APP 03/03/2025 04/06/2025 amended	Land North Of Mursley Road Little Horwood Bucks MK17 0PA	Erection of nine detached and semi detach 2 storey dwellings with new access off Mursley Road, footpaths, carports, parking, landscaping and all enabling works	Objection with request to call in	Awaiting decision
17/03/2025	25/00604/VRC 14/04/2025	Harefields Winslow Road Little Horwood Buckinghamshire MK17 0PD	Variation of condition 2 (approved plans) attached to pp 24/03276/APP (Conversion of garage into annex accommodation involving alteration to the fenestration of the building and the construction of a dormer window to the rear roof slope) to allow for design alterations	No comment	Awaiting decision
12/03/2025	25/00719/APP 21/04/2025	Lower Grove Farm Mursley Road Little Horwood Buckinghamshire	Conversion of barn to 1no. dwelling to include the existing southeast lean-to section	No comment	Awaiting decision
24/03/2025	25/00872/APP 02/05/2025	1 Fernfield Farm Cottages Mursley Road Whaddon Buckinghamshire MK17 0PR	Householder application for single storey front extension	No comment	Awaiting decision
26/03/2025	25/00933/CPE 05/05/2025	13 Church Street Little Horwood Buckinghamshire MK17 0PF	Certificate of Lawfulness for existing use of an outbuilding ancillary to a private dwelling and built in accordance with the requirements of Class E Permitted Development	No comment	Awaiting decision
11/04/2025	25/01159/APP 25/05/2025	Brook Farmhouse 9 Winslow Road Little Horwood Buckinghamshire MK17 0PD	Householder application for proposed demolition & replacement of the existing garage with a detached garage with Annex accommodation above to include 3 no. conservation rooflights and 3 no. side dormers. Construction of glazed link to the main dwelling.		Awaiting decision