



# H A D D E N H A M

## Parish Council

Parish Council Office, Banks Park, Banks Road, Haddenham, Buckinghamshire HP17 8EE  
Phone: 01844 292411 Email: clerk@haddenham-bucks-pc.gov.uk

### **NOTICE OF ANNUAL PARISH COUNCIL MEETING**

Monday 18<sup>th</sup> May 2026, 7.30pm  
Conference Room, Haddenham Village Hall and via Zoom

**Members:** Cllr. Brown, Cllr Desmier, Cllr Garrett, Cllr. Hoare, Cllr. Kidby, Cllr Matharu, Cllr. Smith, Cllr. Thawley, Cllr. Truesdale (Chair), and Cllr. Wheeler.

#### **To all Parish Councillors:**

YOU ARE HEREBY SUMMONED TO ATTEND THE ABOVE MEETING IN PERSON.

**The press and members of the public are invited to attend.**

To join the meeting via Zoom please follow the link below. Registered electors of the village wishing to join the meeting remotely can obtain a password for the meeting by emailing the Parish Clerk up until 5pm on the day of the meeting.

[ZOOM LINK](#)

### **AGENDA**

**PC27 1 ELECTION OF THE CHAIR OF THE COUNCIL**

**PC27 2 ACCEPTANCE OF OFFICE**

To receive the signed Acceptance of Office from the Chair.

**PC27 3 APOLOGIES**

To receive any apologies for absence.

**PC27 4 DECLARATIONS OF INTEREST**

In accordance with Sections 30(3) and 235(2) of the Localism Act 2011 Councillors should declare any personal, prejudicial or pecuniary interests pertaining to the agenda.

**Public Participation**

15 minutes will be set aside to receive representations from members of the public. A maximum of 3 minutes will be allocated to each individual speaker.

**PC27 5 CASUAL VACANCY**

To note the resignation of Cllr Millo from the Council and the resulting Casual Vacancy.

**PC27 6 MINUTES**

To agree and sign the minutes of the Parish Council meeting held on 27<sup>th</sup> April 2026.

#### **PC27 7 COUNCIL COMMITTEES**

- (i) To confirm the Standing Committees of the Council.
- (ii) To agree the Terms of Reference for each Standing Committee.
- (iii) To appoint Members to the Standing committees.
- (iv) To appoint a Chair for each Standing Committee.
- (v) To confirm the Members of the Sub-Committees of the Council.
- (vi) To confirm the Scheme of Delegation for the Council.

#### **PC27 8 REPRESENTATIVES TO OUTSIDE BODIES**

To appoint the Council's representatives to the following Outside Bodies:

- (i) Banks Park Recreation Ground Charity
- (ii) Haddenham Educational Charity
- (iii) Bucks and Milton Keynes Association of Local Councils
- (iv) West Bucks Community Board
- (v) Haddenham Safe Walking and Cycling Group
- (vi) Haddenham Community Library
- (vii) Scout & Guide Association Trustee
- (viii) Fete Committee
- (ix) Haddenham Beer Festival Trust
- (x) Haddenham Sports and Social Club – The Whistler

#### **PC27 9 POLICIES AND PROCEDURES**

- (i) To review the Council's Standing Orders.
- (ii) To review the Council's Finance Regulations.

#### **PC27 10 SIGNATORIES**

To agree the signatories for the Council's bank and savings accounts.

#### **PC27 11 DIRECT DEBITS AND STANDING ORDERS**

To review the Council's direct debits and standing orders.

#### **PC27 12 REVIEW OF EXTERNAL ARRANGEMENTS**

To review the Council's arrangements with external organisations (charities), including legal agreements.

#### **PC27 13 RISK ASSESSMENT**

To review the Council's Risk Assessment.

#### **PC27 14 SUBSCRIPTIONS**

To review the Council's subscriptions:

- (i) Bucks and Milton Keynes Association of Local Councils including the National Association of Local Councils
- (ii) Get Mapping - Parish Online
- (iii) Society of Local Council Clerks for the Clerk and Deputy Clerk
- (iv) Community Impact Bucks
- (v) Zoom Business Account
- (vi) Rialtas Business Solutions Omega
- (vii) Microshade VSM
- (viii) Canva Pro
- (ix) Planning Resource Magazine

- (x) BMKALC Employee Assistance Programme
- (xi) Climate Essentials
- (xii) Institute of Cemetery and Crematorium Management (ICCM)
- (xiii) Aubergine App
- (xiv) Amazon Prime for Business
- (xv) Worknest

**PC27 15 REPORT FROM BUCKINGHAMSHIRE COUNCIL**

To receive reports from the local Buckinghamshire Council Members.

**PC27 16 REPORT FROM THAMES VALLEY POLICE**

To receive a report from the Neighbourhood Policing Team.

**PC27 17 REPORTS FROM OUTSIDE BODIES**

- (i) To receive a report from West Bucks Community Board.
- (ii) To receive a report from the BMKALC Parish Liaison meeting.
- (iii) To receive a report from Haddenham Community Library.
- (iv) To receive a report from Haddenham Village Hall.
- (v) To note the draft minutes of the Banks Park Recreation Ground Charity meeting held on 28<sup>th</sup> April 2025 and receive a report.
- (vi) To receive a report from Haddenham Educational Charity.
- (vii) To receive a report from Haddenham Safe Walking and Cycling Group.
- (viii) To receive a report from Haddenham Fete Committee.
- (ix) To receive a report from Haddenham Beer Festival Trust.
- (x) To receive a report from Haddenham Sports and Social Club – The Whistler
- (xi) To receive a report from the Scout and Guides Association.
- (xii) To receive a report from the Fete Committee

**PC27 18 PLANNING COMMITTEE**

- (i) To note the draft minutes of the meeting held on 27<sup>th</sup> April 2026.
- (ii) To receive an update from the Chair.

**PC27 19 FINANCE AND GENERAL PURPOSES COMMITTEE**

- (i) To note that the period for the exercise of public rights will run from 3<sup>rd</sup> June to 14<sup>th</sup> July 2026.
- (ii) To review the Woodways Function Room hiring price.
- (iii) To receive an update from the Chair.
- (iv) To note that the website accessibility test has been undertaken.

**PC27 20 FACILITIES COMMITTEE**

To receive an update from the Chair.

**PC27 21 CLIMATE EMERGENCY COMMITTEE**

To receive an update from the Chair.

**PC27 22 CORRESPONDENCE AND ITEMS FOR THE NEXT AGENDA**

**PC27 23 SCHEDULE OF MEETINGS**

To agree the dates for the Council's meetings for 2026-27.

**PC27 24 CONFIDENTIAL ITEMS**

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the Council may resolve to exclude members of the public for an agenda item on the grounds that publicity may be prejudicial to the public interest or because of the confidential nature of the business to be transacted.

**CLOSURE OF THE MEETING**

A handwritten signature in black ink that reads "Sue Gilbert". The signature is written in a cursive, flowing style.

Mrs Sue Gilbert  
Clerk to Haddenham Parish Council

Date: 12<sup>th</sup> May 2026