



H A D D E N H A M
P a r i s h C o u n c i l

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MINUTES
PARISH COUNCIL MEETING

Monday 27th April 2026, 19:30
Conference Room, Haddenham Village Hall and via Zoom

Present: Cllr. Desmier, Cllr. Kidby, Cllr. Smith, Cllr. Thawley, Cllr. Truesdale (Chair), Cllr. Wheeler
Clerk: Ms. Gilbert
Finance and Administration Officer: Mrs. Little
Committee and Communications Officer: Mr. Fox
Buckinghamshire Council: Cllr. Mormina

Joining remotely via Zoom: Cllr. Millo

PC26 96 APOLOGIES

Apologies for absence were received and **ACCEPTED** from Cllr Millo who joined the meeting remotely but did not vote on any agenda items.
Apologies for late arrival were received and accepted from Cllr. Brown, Cllr Garrett, Cllr Matharu and Cllr Thawley.

PC26 97 DECLARATIONS OF INTEREST

There were no declarations of interest.

Public Participation

There were no requests to speak.

PC26 98 MINUTES

The minutes of the Parish Council meeting held on 30th March 2026 were **AGREED** as a true record and signed.

Cllr. Thawley arrived at 19:32.

PC26 99 REPORT FROM BUCKINGHAMSHIRE COUNCIL

Cllr Mormina reported that Buckinghamshire Council currently have three live consultations. One of the consultations relates to their proposed new Community Infrastructure Levy (CIL) policy for the Aylesbury Vale area, where it is important to make our views known as the policy proposes no CIL would be payable to parish councils for developments over 400 properties and Haddenham currently has an application for 700 properties. 25% of CIL would be paid to parishes that have a neighbourhood plan. Cllr Truesdale confirmed that the Haddenham

Neighbourhood Plan is still relevant here.

Cllrs Mormina and Smith are holding a public engagement session on public transport at the Village Hall on Saturday 2nd May 2026 to tie in with the Bus Service Improvement Plan Survey (BSIPS) being run through the Community Boards.

Cllr Smith reported his disappointment that two motions had recently been defeated at Buckinghamshire Council. One with regard to the use of planning powers to encourage green electricity generation and the other to support inclusion of Community Land Trusts in the planning system.

Cllr Matharu arrived at 19:34

Cllr Garrett arrived at 19:38

Cllr Truesdale had attended the recent BMKALC Parish Liaison meeting where the Armed Forces Covenant was discussed as well as the CIL consultation.

PC26 100 REPORT FROM THAMES VALLEY POLICE

No report was received, however the Clerk had been contacted by a Police Officer who is working with schools on a competition to design speed awareness posters, to ask if the Parish Council would be interested in funding the printing of the winning posters for display close to the schools.

A newsletter from the Police and Crime Commissioner had been circulated.

PC26 101 REPORTS FROM OUTSIDE BODIES

- (i) West Bucks Community Board – Cllr Truesdale
The minutes of the meeting held on 11th March 2026 had been circulated. The main presentation was an update from the new Friday Lunch Club which is being run from the Haddenham Park Care Home on Tibbs Road, with seed funding from the Community Board. The club allows dementia carers a break, but is currently only for those who can afford to pay as it is self-funded, so ways of supporting those who don't have the means to pay needs to be addressed. Cllr Truesdale had been contacted regarding a grant application for the lunch club and has shared the Council's Grant Policy.
- (ii) Haddenham Community Library.
Cllr Desmier had not attended the latest meeting so was unable to provide a report.
- (iii) Haddenham Village Hall – Cllr Truesdale
The Village Hall management Committee have been reminded of the need to prepare for Martyn's Law which is about to come into force and will have a significant impact on management of larger events at the hall. A meeting has been arranged to discuss this.
- (iv) Banks Park Recreation Ground Charity – Cllr Truesdale
The building contract for the extension to Banks Cottage has been out for tender and is included later on this agenda.
- (v) Haddenham Safe Walking and Cycling Group – Cllr Thawley
There has still be no news on the Haddenham to Thame Greenway. Dinton with Ford

and Upton Parish Council have carried out a survey of the parish regarding the preferred route of the Haddenham to Aylesbury cycleway, however failed to mention that the route along the A418 isn't going to be deliverable.

HSWCG are about to undertake a survey of dropped kerbs in the village. There are several locations where they are not available for those needing them for mobility. Cllr Garrett expressed an interest in supporting this initiative. Cllr Smith has raised the issue at Bucks Council of vehicles parking across dropped kerbs following a recent incident with a mobility scooter, it isn't clear if anything can be done.

Cllr Mormina is trying to get a dropped kerb to get wheeled access onto the Country Park.

HSWCG are keen to follow up with the discussions about the expansion of Haddenham at the Annual Parish Meeting so development can be shaped especially to ensure there are good walking and cycling connections.

(vi) Haddenham Fete Committee - Cllr Wheeler

Unfortunately the new Fete Committee has struggled to get sufficient sponsorship and all the necessary plans in place to run the fete this year so have taken the difficult decision to cancel it for 2026. They will be starting to plan the 2027 fete soon to make sure it can go ahead.

Cllr Brown arrived at 19:55

(vii) Haddenham Beer Festival Trust – Cllr Smith

The Summer festival has been paused for this year to re-evaluate how it is organised. A Street Meet event will be hosted in the Village Hall on the usual weekend of Summerfest as an alternative this year.

(viii) Haddenham Sports and Social Club – The Whistler Cllr Hoare

The club is popular and hosting a lot of live events.

PC26 102 PLANNING COMMITTEE

- (i) The minutes of the meeting held on 30th March 2026 were **NOTED**. It was **NOTED** that the draft minutes of the meeting held on 13th April 2026 are yet to be completed as the consultee comments to be submitted for the land at the former Airfield Pavilion have not been finalised.

Cllr. Truesdale reported on a meeting held the previous week with Land Improvements Holdings to discuss the amendments to the Airfield site planning application. He raised the Parish Council's disappointment that no reference had been made in the highways assessment to the work undertaken by Phil Jones Associates, jointly commissioned with Cuddington and Chearsley Parish Councils, on the Churchway/A418/Dadbrook junction, particularly given the longstanding concerns about the hazardous nature of this junction. Concerns were also raised about the boundary between the existing and proposed halves of the public open space, which risk not being properly integrated and accessible from the pavilion.

- (ii) It was **NOTED** that Buckinghamshire Council is consulting on three emerging Local Plan policies: Design Code, Parking Standards, and the Community Infrastructure Levy (CIL). Cllr. Truesdale reported that he had attended the recent planning forum with Buckinghamshire Council and representatives from other parishes. He advised that the

proposed parking standards would apply only to new housing developments. It was **NOTED** that the deadline for submitting comments on the Design Code and Parking Standards is 12th May 2026, and the deadline for the Community Infrastructure Levy consultation is 24th May 2026. The Council intends to provide comments nearer the time, with particular emphasis on the proposed CIL policy.

Cllr. Truesdale further reported that the draft Design Code is broadly similar to the Aylesbury Vale Local Plan Design Code recently adopted, and stressed the importance of ensuring that any new parking standards, once adopted, are properly implemented and adhered to.

Cllr. Smith **NOTED** that the draft policies make only minimal reference to solar panels and renewable energy.

Cllr. Garrett **NOTED** the need for greater emphasis on pavement widths within the proposed standards.

(iii) An update was received from the Chair – Cllr. Truesdale.

Changes to Haddenham Conservation Area have now been ratified by Buckinghamshire Council. Haddenham Parish Council had queried including a review of HGV restrictions on Dollicott but have had no response.

Redrow Phase 2 has been approved without the connecting link in the southwest corner, and this issue will be raised further in the upcoming days.

BT have been repeatedly contacted about their phone box at Church End, which has had a door missing since January 2025, of which BT have stated that it is on order but with no repair date.

The renewal of the Kings Head and Rising Sun as Assets of Community Value is in process. Cllr Hoare confirmed he had started compiling the lists of community groups using the pubs which is required for the application.

Attention was raised to a judicial review launched by Wild Fish, an environmental group, against an appeal decision at Maids Morton which granted planning permission for the construction of new homes without sufficient sewage-capacity. The case was complicated and although the case was lost it was clarified that the developer cannot start building until they provide a full sewage-capacity assessment and a plan for upgrades as within the original condition. This decision will have implications nationally.

The Gpeto AI trial has ended and as it had provided limited usefulness it will not be renewed.

PC26 103 FINANCE AND GENERAL PURPOSES COMMITTEE

(i) The receipt of the first precept payment was **NOTED**.

(ii) The list of payments over £500 in Q4 were **NOTED**.

Date Paid	Payee Name	Ref	Paid	Transaction Detail
05/01/2026	HMRC	BACS	£ 6,109.41	EE/ER Tax & NI Dec 25
08/01/2026	Octopus Electric	DD	£ 1,434.47	Salary Sacrifice EV Lease
09/01/2026	British Gas	DD	£ 751.23	Woodways Elec Nov-Dec 25
09/01/2026	David Truesdale	BACS	£ 625.00	Planning Resource Subscription
09/01/2026	D.E & B.E PHILLIPS	BACS	£ 5,826.00	Tibbs Road Pitch Works
09/01/2026	Tower Cleaning Services	BACS	£ 916.90	Cleaning Services Dec 25
09/01/2026	The CDS Group	BACS	£ 1,000.00	Burial Ground Design Works

Date Paid	Payee Name	Ref	Paid	Transaction Detail
19/01/2026	EON	BACS	£ 779.40	LV Transfer of Services & Test
19/01/2026	Tools 4 Trade Ltd	BACS	£ 874.99	Makita 18V 8 Piece Tool Kit
19/01/2026	Abbey Access Ltd	BACS	£ 850.00	Petrol Pressure Washer
19/01/2026	Sustainable Furniture	BACS	£ 560.00	Memorial Bench
19/01/2026	Haddenham Community Library	BACS	£ 6,000.00	Library Grant 2025/26
19/01/2026	Buckinghamshire Council	BACS	£ 4,320.00	Dog Waste Collection 2025/26
20/01/2026	Essex Steel & Gates Ltd	BACS	£ 750.00	Airfield Pav Height Barrier
26/01/2026	Lloyds Charge Card	CC Jan 26	£ 1,085.12	CC Jan 26
30/01/2026	Staff	BACS	£ 17,335.08	Staff Salaries Jan 26
30/01/2026	People's Partnership	DD	£ 2,075.47	Pension Payments Jan 26
02/02/2026	Roll In Trade Ltd	BACS	£ 606.93	Youth Club Sessions Jan 26
02/02/2026	Foodrise Ltd	BACS	£ 1,620.00	Food SOS Programme
02/02/2026	Play Inspection Company	BACS	£ 797.58	Play Area Annual Inspections
05/02/2026	HMRC	BACS	£ 6,467.78	EE/ER Tax & NI Jan 26
05/02/2026	British Gas	DD	£ 889.05	WW Elec Dec 25 - Jan 26
09/02/2026	Total Landscapes	BACS	£ 1,620.00	Watering, Pitch Lines & Materials
09/02/2026	Microshade Business Consultant	BACS	£ 979.10	Hosted Application Service
09/02/2026	Tower Cleaning Services	BACS	£ 969.06	Cleaning Services Jan 26
09/02/2026	3B Vehicle Hire Ltd	BACS	£ 2,425.89	Hire Vehicle Damage Costs
09/02/2026	Haddenham VH Social Centre MC	BACS	£ 874.84	EV Charging Electricity
09/02/2026	Octopus Electric	DD	£ 1,434.47	Salary Sacrifice EV Lease
13/02/2026	British Gas	DD	£ 548.05	Airfield Pav Gas Jan 26
13/02/2026	Lloyds Charge Card	CC Feb 26	£ 996.29	CC Feb 26
16/02/2026	RT Machinery Ltd	BACS	£ 15,684.00	SCAG Ride on Mower
20/02/2026	Sustainable Furniture	BACS	£ 560.00	Memorial Bench
20/02/2026	Microshade Business Consultant	BACS	£ 535.48	Hosted Application Service
27/02/2026	Staff	BACS	£ 17,131.70	Staff Salaries Feb 26
27/02/2026	People's Partnership	DD	£ 2,095.22	Pension Payments Feb 26
04/03/2026	Aubergine 262 Ltd	BACS	£ 2,154.00	Community Engagement App
04/03/2026	ZIMBL	BACS	£ 6,349.09	EV Monthly Fee & Staff Time
04/03/2026	Chrissie Jones	BACS	£ 826.98	Flower Bed Maintenance
04/03/2026	Tower Cleaning Services	BACS	£ 969.06	Cleaning Services Feb 26
04/03/2026	George Browns	BACS	£ 1,646.00	Equipment Purchase & Service
04/03/2026	Roll In Trade Ltd	BACS	£ 612.47	Youth Club Sessions Feb 26
05/03/2026	HMRC	BACS	£ 6,841.47	EE/ER Tax & NI Feb 26
09/03/2026	Octopus Electric	DD	£ 1,434.47	Salary Sacrifice EV Lease
10/03/2026	British Gas	DD	£ 630.07	Woodways Elec Jan - Feb 26
12/03/2026	British Gas	DD	£ 691.48	Airfield Pav Gas Jan - Feb 26
13/03/2026	Lloyds Charge Card	CC	£ 1,127.42	CC March 26

23/03/2026	Microshade Business Consultant	BACS	£ 559.24	Hosted Application Service
23/03/2026	Bucks Berks Oxon Wildlife Trust	BACS	£ 3,843.36	30% Deposit - Hedgerow Project
23/03/2026	South East Windows & Doors	BACS	£ 2,182.61	Fire door Replacement at WW
25/03/2026	People's Partnership	DD	£ 2,095.22	Pension Payments March 26
27/03/2026	Staff	BACS	£ 17,131.90	Staff Salaries March 26
30/03/2026	PF & DF Gray	BACS	£ 1,500.00	Hedge cutting
30/03/2026	Roll In Trade Ltd	BACS	£ 651.15	Youth Club Sessions March 26
TOTAL				£158,774.50.

- (iii) The Clerk presented the end of year accounts for 31st March 2026:
Some of the budgets were new so were difficult to estimate, especially for facilities. Miscellaneous facilities income is high due to the number of benches that had been donated and some training courses that the Parish Council have shared with other Parishes. These were balanced out within miscellaneous facilities expenditure. Equipment hire and purchase is high due to commuted sums being used to buy some big equipment as the maintenance service is brought in-house and the team expanded. Under contracted maintenance, a £20,000 invoice has not been received for the 2023/24 financial year. This year it was decided not to include an accrual due to the reduced likelihood of receiving this invoice, the accrual from the prior year is what is impacting this expenditure line.
Sports pitch maintenance is over-budget because of a large amount of work that has been undertaken, particularly at the Airfield.
When returning hire vans, there were extra charges for re-spraying which the hirers stated needed to be done. These extra costs were a contributing factor in the decision to purchase a new van.
The dog bins budget for last year was set incorrectly due to Buckinghamshire Council invoicing the Parish Council incorrectly the previous year.
Streetlight energy looks on budget because it is an accrual but the Parish Council is still waiting to receive invoices from Engie relating to usage since January 2025. The ombudsman investigation into this has stated that no usage more than a year old can be invoiced. The deadline to resolve the matter is due at the beginning of May.
Workshop maintenance is a new line because of the new in-house team using the facility a lot more.
CCTV is a new line.
Business rates is high due to the unpredictability each year.
Extra income had been received from interest received being higher than predicted.
The Annual Parish Meeting was higher than budget due to hiring a speaker.
A new application has required expenditure that was not originally in the budget.
The village guide was under budget due to the distributions being cheaper than expected.
A question was asked about the large increase in the total of ear-marked reserves by £545,821.54. The Clerk confirmed that the increase was mainly due to the Parish Council receiving a commuted sum for the adoption of phase 2 public open space at Aston Road and the surplus general reserve allocated at the end of 2024/25 to the extension of Banks Cottage.

Following discussion, the Council resolved to **APPROVE** the end of year accounts and these were duly signed by the Chair.

- (iv) The Internal Audit report for year ending 31st March 2026 was received and the observations **NOTED**. This will be published on the HPC website.
The independence of the Internal Auditor was confirmed, as it had been observed this had not been recorded in the minutes.
The Clerk ran through the responses to the remaining observations, all of which are straight forward to rectify, although the process for accounting for salary sacrifice had been implemented with advice from Rialtas so this will need to be investigated further.
- (v) The Clerk presented the alterations made to the asset register made to 31st March 2026, which were **NOTED**.
- (vi) It was **RESOLVED** to approve the Annual Governance Statement for year ending 31st March 2026 and this was duly signed by the Chair and Clerk of the Council.
- (vii) It was **RESOLVED** to approve the Annual Accounting Statement for year ending 31st March 2026 and this was duly signed by the Chair and Clerk and Responsible Finance Officer of the Council.
- (viii) It was **NOTED** that five tenders had been received for the Aston Road Pavilion construction, these were anonymised as bidders A to E. The tenders were reasonably close giving confidence in the process undertaken. The Project Manager is in the process of confirming details of the tenders with the bidders which could possibly result in either bidder A or B winning the contract due to the closeness of their bids. It was therefore **AGREED** to **DELEGATE** to the Clerk to award the tender to either bidder A or B following final confirmation of their tenders. The Council will be notified of the final decision at the next meeting.
- (ix) The Clerk explained that VAT on the building costs for the pavilion can be reclaimed if either (i) the Parish Council has no future income from the building or (ii) VAT is charged on income from the building (except on sporting activities which are non-VATable), and is referred to as opting to tax.
It was **AGREED** to opt to tax for the new pavilion at Aston Road. The Clerk will notify HMRC of this.
- (x) It was **NOTED** that two tenders had been received for the extension to Banks Cottage. Both the tenders received were significantly higher than the QS estimated cost on which the budget has been based and the contract was advertised for. The tenders are also very different from each other in value. An initial meeting with Dr Patel had been held where it was agreed that the cost is unaffordable with low confidence in the bids. The Project Manager is undertaking a review of the details of the tenders to identify the drivers of the high cost and variation between bids. It was **AGREED** not to proceed with either bidder as the bids stand and if agreed with Dr Patel to publish the contract again to try and obtain more tenders. The final decision will be made once this has been done.

- (xi) It was **AGREED** to confirm a grant of £250,000 to Banks Park Recreation Ground Charity towards the cost of the extension to Banks Cottage.
- (xii) No further updates were received from Cllr. Truesdale.

PC26 104 FACILITIES COMMITTEE

- (i) It was **AGREED** to ask the Whistler what events they intend to run and **DEFER** the decision granting permission to install their new event lighting in the function room due to concerns about potential noise disturbance to neighbouring residents. Confirmation of whether their public entertainment license allows for the number of events they are proposing will be sought.
- (ii) It was **NOTED** that a larger StrEat Meet event will take place in the village hall on 4th July 2026, which is the day Summerfest would have been scheduled. It was **NOTED** that some Summerfest equipment will be borrowed to StrEat Meet organisers, the car park will be closed as driving will not be encouraged. The Clerk has asked whether the event will be ticketed and will also ask if accessible parking will be provided. It was **AGREED** to support the use of Banks Park for the StrEat Meet event.
- (iii) The quotes received for replacing the signs at Woodways and Airfield Pavilion had not been finalised. It was **AGREED** to defer this item to the next meeting.
- (iv) It was **AGREED** to approve the streetlight electrical installation condition report testing for £45 at 264 sites plus VAT (£11,880 + VAT).
- (v) A report was received from the Chair – Cllr. Wheeler. Over the winter, vacant allotment plots have been allocated with fourteen people still on the waiting list. Five plots are now available to be let. Two inspections have been undertaken with some tenants likely to be evicted.

PC26 105 CLIMATE EMERGENCY COMMITTEE

- (i) The draft minutes of the meeting held on 13th April 2026 were **NOTED**.
- (ii) A report was received from the Chair – Cllr. Thawley. The Zimbl car users are continuing to grow slowly. A video shoot for Zimbl will be taken shortly and used to promote the ease of use of the vehicle. Parish Council staff will be doing some exploration on how to connect with the industrial park to promote Zimbl for business usage. Haddenham is one of two communities in Buckinghamshire that has been chosen to pilot 50 homes for installation of solar and battery systems installed at no cost to the homeowner, financed by a community share offer. A launch event is taking place on 21st May 2026. The People’s Emergency Film is being shown in Haddenham Village Hall on the 14th May 2026 at 19:00, uncovering the latest climate and nature issues. The first of four hedge project workshops has taken place, others will take place on the 12th, 16th, and 17th May.

PC26 106 CORRESPONDENCE AND ITEMS FOR THE NEXT AGENDA

The Clerk has had a lot of correspondence concerning parking and yellow lines around the co-op as well as some complaints concerning the algal bloom in the Banks pond.

The Chair had received correspondence from Upton residents asking for a recommendation for a planning consultant to help them submit comments on the retrospective planning application for a traveller site in their village.

The next Full Council meeting will be held on 18th May 2026.

CONFIDENTIAL ITEMS

There were no confidential items.

CLOSURE OF THE MEETING

There being no further business to be transacted the Chair closed the meeting at 21:30.

Signed: _____
Chair

Date: 18th May 2026