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DRAFT MINUTES
PARISH COUNCIL MEETING

Monday 12th January 2026, 7.30pm
Conference Room, Haddenham Village Hall and via Zoom

Present: Cllr. Brown, Cllr Desmier, Cllr. Hoare, Cllr. Kidby, Cllr. Matharu,
Cllr. Millo, Cllr. Smith, Cllr. Thawley, Cllr. Truesdale (Chair), and Cllr. Wheeler.

Clerk: Ms. Gilbert

Buckinghamshire Council: 0

Members of the Public: 0

Joining remotely via Zoom: Cllr. Garrett

Members of the public via zoom: 1

PC26 64 APOLOGIES

Apologies were received and accepted from Cllr. Garrett who joined the meeting online and did not vote in any decisions.

PC26 65 DECLARATIONS OF INTEREST

There were no declarations of interest.

Public Participation

None

PC26 66 MINUTES

The minutes of the Parish Council meeting held on 8th September 2025 and the Extraordinary meeting held on 15th December 2025 were **AGREED** as a true record and signed.

PC26 67 REPORT FROM BUCKINGHAMSHIRE COUNCIL

Cllr. Smith gave a verbal report that council tax rates will be increased by 4.99% for the 2026/2027 financial year. Bucks Council is experiencing financial challenges due to central government cuts of £44 million. However, Cllr. Smith confirmed that Bucks Council will continue to allocate £120 million for their highways strategy. Further, there are proposed structural changes to the local area technician (LAT) operation. It is proposed that instead of one LAT responsible for multiple matters, Parish Councils will have a direct link to multiple specialist officers responsible for individual specific areas, making any issue reporting more efficient as we communicate directly rather than through a LAT. This was **NOTED**.

PC26 68 REPORT FROM THAMES VALLEY POLICE

No report received.

PC26 69 REPORTS FROM OUTSIDE BODIES

(i) **Report from the Bucks and Milton Keynes Association of Local Councils Parish Liaison meeting.**

It was **NOTED** that the minutes were received from the 8th October 2025 meeting and have been circulated.

It's anticipated that the Bucks Council local area plan will not be published until May 2028.

(ii) **Report from West Buckinghamshire Community Board.**

The next meeting is to be held on the 22nd January 2026, where a workshop at Stone will take place to discuss next financial years priorities. This was **NOTED**.

(iii) **Report from Haddenham Community Library.**

Cllr. Truesdale and Cllr. Desmier attended a meeting on the 9th December 2025, where discussions took place on how the Parish Council can support the library further following reduced funding from Bucks council. This was **NOTED**.

(iv) **Report from Haddenham Village Hall.**

A meeting is scheduled on the 16th January 2026 and a report will follow at the next meeting. This was **NOTED**.

(v) **Report from Banks Park Recreation Ground Charity.**

The draft minutes from the 10th November 2025 meeting were **NOTED**.

(vi) **Report from Haddenham Educational Charity.**

The draft minutes from the 10th November 2025 meeting were **NOTED**, grant applications have been awarded and notes of thanks have been received.

(vii) **Report from Haddenham Safe Walking and Cycling Group.**

Cllr. Thawley gave a verbal report stating that following Freddie Van Mierlo MP's (Henley and Thame) cycle ride between Haddenham and Thame, a petition has been submitted to 10 Downing Street supporting the construction of a safe cycle path between Haddenham and Thame.

Bucks Council are also reviewing a cycle path from Haddenham to Dinton. This was **NOTED**.

(viii) **Report from Haddenham Fete Committee.**

Cllr. Wheeler gave a verbal report advising that a future meeting will be set up to discuss the fete, but no date has been finalised yet. This was **NOTED**.

(ix) **Report from Haddenham Beer Festival Trust.**

Cllr. Smith gave a verbal report advising that WinterFest was a great success and raised a significant amount of money which can be used for community grants. This was **NOTED**.

(x) **Report from Haddenham Sports and Social Club – The Whistler.**

The Clerk and Deputy Clerk attended a meeting with The Whistler whereby The Whistler's end of year accounts were presented. The Whistler is holding a meeting later this month where they will confirm the amount of financial contribution to the sports clubs fees for the use of Woodways Recreation Ground. Further future improvements include the construction of a smoking shelter on the patio area.

The new Bar Steward has settled in well and The Whistler is looking to recruit a Deputy Bar Steward in the future to ensure the sufficient management on-site. This was **NOTED**.

PC26 70 PLANNING COMMITTEE

- (i) The minutes from 8th September 2025, 29th September 2025, 27th October 2025, and 10th November 2025 were **NOTED**. Due to more information being needed, the minutes from 15th December 2025 have been deferred to 2nd February 2026.
- (ii) The Parish Council considered the plans for the new burial ground at Aston Road prior to the submission of the planning application. Included within the submission was a planting plan and after further discussion it was **AGREED** to consult the Parish Council's contractor responsible for flower-beds within the parish for recommendations on a suitable planting scheme for the Burial Ground.
- (iii) Cllr. Truesdale gave a verbal update. The Bucks Council Local Plan is unlikely to be published until 2028 with public consultation taking place next year. The draft National Planning Policy Framework has been published with consultation on the proposed changes set to run until 10 March 2026. One key area for Haddenham is that any planning application close to an active train station will be approved by default. This was **NOTED**.

PC26 71 FINANCE AND GENERAL PURPOSES COMMITTEE

- (i) The draft minutes from the meeting held on the 10th November 2025 were **NOTED**. They will be ratified at the next committee meeting.
- (ii) The Clerk advised that further guidance had been sent by BMKALC that publication of all payments £500 was correct within the transparency regulations so there is no need to change to £100 as originally advised. The list of payments for Q2 over £500 were **NOTED** with no questions asked and duly signed by Cllr. Truesdale. See Appendix.
- (iii) The Q2 finance reports 2025-2026 were received and **NOTED**.
- (iv) Haddenham Community Library had their funding reduced by Bucks Council and have applied to the Parish Council for an increase in their grant to £10,000 for 2026/27. In support of their application they submitted their year-end accounts and a comprehensive business plan which demonstrated the challenges they experienced to keep the library sustainable. After much discussion, the Council **AGREED** to increase their grant to £10,000 as they wished to support this vital community asset.
- (v) The Parish Council considered the business plan for 2026-2031. Cllr. Truesdale proposed additional changes: The facilities committee to include a review of using an outside organisation to manage the airfield pavilion and moving the flood group to the planning committee. After much discussion, the council **AGREED** to adopt the business plan of 2026-2031 with the proposed changes.
- (vi) It was **AGREED** to adopt The Parish Council's updated reserve policy.
- (vii) After discussion, it was **AGREED** to adopt the Parish Council's forward budget for 2026-2031.
- (viii) The Clerk gave a presentation on the calculations used by Bucks Council to calculate the Band D rates for the precept. Information was given on the amount of new houses which had been allocated to Haddenham and how Haddenham's Band D tax base compared to other similar sized Councils. It was **NOTED** that the Parish Council has an ambitious Business Plan for the benefit of its residents. After much discussion it was **AGREED** to

accept the recommendation of a precept request of £618,510 (rounded to the nearest £10), which is a 4.5% increase for band D council tax properties (in line with Parish Council policy to use September's RPI figures).

- (ix) The Parish Council **AGREED** to accept the quote from Flotek to set up multi-factor authentication for remote access to the Parish Council's cloud based network. It was **NOTED** that this is a requirement for our cyber insurance.
- (x) It was **AGREED** to accept the updates for the following policies:
 - a) Finance Regulations.
 - b) Publication Scheme.
 - c) Retention of Documents.
 - d) Data Sharing Agreement (new).
 - e) Councillor Privacy Statement.
 - f) Contact Privacy Statement.
 - g) Data Protection.
 - h) Complaints.
 - i) Communications.
 - j) Data Audit.
- (xi) It was **NOTED** that the application to Bucks Council to release £1,349,243 of S106 funds to build the pavilion at Aston Road has been approved.

PC26 72 PERSONNEL COMMITTEE

Cllr. Truesdale gave a summary which was minuted within the ExtraOrdinary Meeting on the 15th December. The Committee has **AGREED** to appoint a caretaker position for the management of the Council's buildings. In addition a member of staff who had previously TUPED over to the Parish Council is now on the NALC employment contract. Cllr Truesdale also welcomed Matthew Fox who had recently joined the Council as a Committee and Communications Officer.

PC26 73 FACILITIES COMMITTEE

- (i) The minutes of the meeting held on 29th September 2025 and the draft minutes of 1st December 2025 were **NOTED** and will be ratified at the next committee meeting.
- (ii) Cllr. Wheeler gave a verbal update and informed the Council that our grounds maintenance team are taking over the maintenance of St. Marys Churchyard, the grass cutting and marking of football pitches and Green Lane maintenance. To undertake this additional work, new equipment has been purchased. This was **NOTED**.
- (iii) It was **NOTED** that a new hybrid van has been purchased to replace the hire van.

PC26 74 CLIMATE EMERGENCY COMMITTEE

- (i) The minutes of the meeting held on 20th October 2025 and the draft minutes of 15th December 2025 were **NOTED** and will be ratified at the next committee meeting.
- (ii) The Parish Council considered the proposal from Future Nature to undertake a review of the biodiversity of hedges within Haddenham. After much discussion, it was agreed to focus on Haddenham owned land first before undertaking any land owner engagement. It was **AGREED** to accept the proposal with the cost of land owner engagement removed. This equates to £10,797.

(iii) Cllr. Thawley gave a verbal update, which was **NOTED**. The warm home energy assessments have been launched and so far there has been 7 out of 45 available appointments booked. To publicise this scheme, Buckinghamshire Community Energy will be undertaking direct marketing to residents with homes of an EPC rating of D or higher. The Parish Council continues to work with Zimbl to look at ways to improve usage of the EV hire vehicles.

PC26 75 CORRESPONDENCE AND ITEMS FOR THE NEXT AGENDA

None.

CONFIDENTIAL ITEMS

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 Councillor Truesdale proposed and it was **RESOLVED** to exclude members of the public for the following agenda item because of the confidential nature of the business to be transacted.

PC26 76 CROWN LAND

The Council considered the advice from Burgess-Salmon regarding an area of Crown Land. It was **AGREED** to undertake a meeting with neighbouring residents to discuss this proposal further.

CLOSURE OF THE MEETING

With all the business of the meeting transacted, the meeting was then closed at 21:46.

Signed: _____ DRAFT Date: 30th March 2026
Chair

APPENDIX

List of Payments over £500 made between 01/07/2025 and 30/09/2025 - QTR 2:

Date Paid	Payee Name	Ref	Paid	Transaction Detail
07/07/2025	Tower Cleaning Services	BACS	£795.18	Cleaning Services June 25
07/07/2025	Total Landscapes	BACS	£2,556.00	Watering & Grass Cutting
07/07/2025	Complete Tree Services	BACS	£714.00	Tree Works at Snakemoor
07/07/2025	Roll In Trade Ltd	BACS	£606.93	Youth Club Sessions
07/07/2025	PJA Civil Engineering Ltd	BACS	£759.00	PJA Meetings March/June 25
07/07/2025	Haddenham Beer Festivals Trust	BACS	£500.00	Hadd Beer Festival Grant 2025
07/07/2025	HMRC	BACS	£6,030.85	Tax & NI June 2025
11/07/2025	People's Partnership	DD	£2,014.31	Pension Contributions June 25
14/07/2025	D.E & B.E PHILLIPS	BACS	£9,090.00	Tibbs Road Pitch Maintenance
14/07/2025	Sustainable Furniture	BACS	£545.00	Memorial Bench C Kingsman
14/07/2025	3B Vehicle Hire Ltd	BACS	£936.00	Van Hire
14/07/2025	Haddenham VH Social Centre MC	BACS	£670.34	Annual Fire Alarm Maintenance
16/07/2025	British Gas	DD	£661.99	Woodways Pav Elec June 25
18/07/2025	Wind & Sun	BACS	£2,354.32	Allotment Pump & Motor
25/07/2025	Staff	BACS	£17,260.58	Staff Salaries July 25
25/07/2025	People's Partnership	DD	£1,951.51	Pension Contributions July 25
28/07/2025	Lloyds Charge Card	CC July 25	£1,422.51	CC July 25
29/07/2025	PCMS design	BACS	£42,168.00	HVH Refurb/Aston Rd Pav Design
04/08/2025	Society of Local Council Clerk	BACS	£818.00	SLCC Membership Fee
04/08/2025	Zurich Insurance plc	BACS	£1,260.34	Motor Insurance Policy 2025-26
04/08/2025	Suzanna Barrett	BACS	£2,012.50	Grant towards wychert repairs
05/08/2025	HMRC	BACS	£6,343.13	EE/ER Tax & NI July 25
08/08/2025	British Gas	DD	£587.60	Woodways Elec
11/08/2025	Total Landscapes	BACS	£3,822.00	Watering, grass cutting, pitch
11/08/2025	Tower Cleaning Services	BACS	£743.02	Cleaning Services July 25
11/08/2025	Haddenham Parochial Charities	BACS	£4,050.00	Allotment Site Rent 2025-26
11/08/2025	Rebecca Boulton	BACS	£500.00	HEC Grant -Sadie&Nancy Boulton
18/08/2025	Buckinghamshire Council	BACS	£1,964.00	Election Recharges
18/08/2025	Eagle Eye Conservation Ltd	BACS	£17,667.36	Workshop Kitchen Installation
28/08/2025	Lloyds Charge Card	CC Aug 25	£1,808.63	CC Aug 25
29/08/2025	Staff	BACS	£19,108.06	Staff Salaries Aug 25
29/08/2025	People's Partnership	DD	£2,243.32	Pension Payments Aug 25
29/08/2025	3B Vehicle Hire Ltd	BACS	£804.00	Van Hire
29/08/2025	Tower Cleaning Services	BACS	£743.02	Cleaning Services Aug 25

29/08/2025	ZIMBL	BACS	£5,400.00	ZIMBL EV Monthly Fees
29/08/2025	Vale Training Services Ltd	BACS	£882.00	Hedge cutting Course
29/08/2025	Search Fire and Security	BACS	£600.00	Install of CCTV Cameras @ WW
05/09/2025	HMRC	BACS	£8,058.30	EE/ER Tax & NI Aug 25
10/09/2025	British Gas	DD	£668.86	Woodways Elec Aug 25
15/09/2025	Octopus Electric	DD	£1,396.52	Salary Sacrifice EV Lease
19/09/2025	PKF Littlejohn LLP	BACS	£2,520.00	Annual Audit 2024-25
19/09/2025	ARD (ABA Construction) Ltd	BACS	£882.00	Play Area Inspections
19/09/2025	The CDS Group	BACS	£5,040.00	Burial Ground Design Works
19/09/2025	Total Landscapes	BACS	£5,286.00	Watering, Grass Cutting, Pitch
19/09/2025	3B Vehicle Hire Ltd	BACS	£804.00	Van Hire
19/09/2025	Roll In Trade Ltd	BACS	£1,118.46	Youth Club Sessions July & Aug
19/09/2025	Haddenham VH Social Centre MC	BACS	£1,022.98	Office EV Charging Elec
22/09/2025	SWARCO UK & Ireland Ltd	BACS	£6,664.20	Solar MVAS
26/09/2025	Staff	BACS	£16,912.65	Staff Salaries Sept 25
26/09/2025	Lloyds Charge Card	CC Sept 25	£973.02	CC Sept 25
29/09/2025	People's Partnership	DD	£1,890.46	Pension Payments Sept 25
30/09/2025	Zurich Insurance plc	BACS	£6,324.78	HPC Insurance Policy 2025-26
30/09/2025	Mark Nicholson fencing	BACS	£3,600.00	Green Lane Maintenance 2025-26
30/09/2025	Complete Aquatics Ltd	BACS	£3,180.00	Pond Maintenance Wks
30/09/2025	Pipetech Plumbing Ltd	BACS	£1,672.06	WW Urinal Replacement Wks
			£230,407.79	