

## DRAFT MINUTES

2025/25



### **ASHENDON PARISH COUNCIL**

**Draft Minutes of the Parish Council meeting held in the Village Hall.**

**Monday 17<sup>th</sup> November 2025 at 7.30pm**

#### **PRESENT:**

**Councillors:** Fiona Jacobs (**FJ**), Luke Jamieson (**LJ**), Sian Miller (**SM**), Chris Rand (**CR**), and Venetia Davies (**Clerk and RFO**).

Richard Phillips (**RP**), Paul Horwood (**PH**), Road Safety Team and Ashley Waite (**AW**), Bucks Councillor.

**Parishioners:** There was one Parishioners present.

#### **Parishioners Question Time (PQT).**

There were no questions.

#### **1. Apologies**

There were none.

#### **2. Declarations of Interests**

Luke Jamieson, Chair of Ashendon Community Pub Society Limited, declared an interest in Ashendon Village Community Pub.

#### **3. Approval of Minutes – Monday 15<sup>th</sup> September and Monday 20<sup>th</sup> October 2025.**

The Draft Minutes of the September and October meeting were accepted as a true record and signed by Chair, Chris Rand.

#### **4. Matters Arising**

- **Replacement of structure – Dorton brook bridge.** Vehicular access agreed (Point B - Heavy overgrowth – clearance, Point C – Small bridge replacement, Point D – Small bridge replacement). Reconstruction of bridge (Point A) requires Environment Agency approval. Rights of Way intend to rebuild the bridge in this financial year (April 2025- March 2026) using Rights of Way capital projects money. The route will be closed during works.
- **PC Governance - Website.** **ACTION: CLERK to register Councillor emails with .gov.uk at a cost of £17.49 + VAT per month.**
- **Wotton Road footpath.** A quote for sections of the footpath has been received. The Parish Councils is consider staging the works as funding allows. Clerk is awaiting confirmation on procurement from BMALC as there is concern that the *clear rules for below the £30k procurements, procurements which are above £30k and below the threshold which are notifiable and, when do notices or full tenders apply* need clarifying. **ACTION: AW to confirm if planning permission is needed, recommend other contractors for quotations and Funders. CLERK to request application form from Heart of Bucks.**

## DRAFT MINUTES

2025/26

- **Salt Bins.** The purchase and installation of new black salt bins have been agreed in principle (£249.00 (400L) and £199.95 (200L) plus installation costs) – locations to be agreed but suggestions are Wotton Rd opposite Hill Cottages, corner of Wotton Rd and Main St, Lower End opposite the graveyard, corner of The Close, entrance to Upper Pollicott, bottom of Lower End). As these will be PC owned, there will be cost of £100 per refill, per bin. Buckinghamshire Council has confirmed this fee cannot be waived. **ACTION: AW to request waived refill costs and refill dates.** If this is not agreed, the PC will consider purchasing its own supply of salt.
- **Community What's App group for road closures.** **ACTION: AW to set up Community What's App group and distribute link. CLERK to promote via the Village website.**
- **Ashendon Parish Council's response to Local Plan (October Minutes).** Response sent.

### 5. Co-option of Councillor

The Parish Council can co-opt to fill this seat without a vacancy notice and advertise via various avenues, the seat not 'spare' and not due to a resignation. **ACTION: CLERK to advertise.**

### 6. Contributions from Buckinghamshire Councillor

- **Highways.** The LAT for the area is currently on long-term sick leave. This is expected to continue until the end of the year. Whilst issues are being reported via FixMyStreet nothing that has been reported has been actioned.
- **HS2.** The 8 days of night road closure ran over and caused chaos. The 2<sup>nd</sup> tranche has been rescheduled for January.

### 7. Reports from Councillors attending meetings and outside organisations

- **Meeting to discuss Light Pollution from Wescott Venture Park with representatives from Upper Winchendon Village Meeting and Westcott Parish Council.** Attended by LJ. Information concerning the source of light pollution is being shared with the Westcott Management Team.

### 8. Correspondence

- **Email from Wescott Parish Council** – two planning applications that Ashendon Parish Council may wish to consider:
  - **PL/25/4963/DM Application type: Prior notification of proposed demolition Location: Building 215 , Westcott Venture Park, Westcott, Buckinghamshire, HP18 0XB** Proposal: Prior notification application (Part 11, Class B) for demolition of building known as a former aircraft hangar 5 Westcott Venture, Park occupied by Bucks Recycling Ltd. Consultation ended 11<sup>th</sup> November 2025. It is likely that the building will be removed by the end of year.
  - **25/02360/APP- Westcott Venture Park Site, Westcott Venture Park, Westcott.** Proposed Fire & Rescue training facility including 2 storey offices/tuition/admin building plus mixture of live fire scenario buildings, containers, three storey villa, associated infrastructure and engineering operation comprising creation of earth mound and attenuation pond. Comment by: 1<sup>st</sup> December. **ACTION: CLERK to return NO OBJECTIONS to Buckinghamshire Council but express concerns on the planned operations** including: light pollution – already an issue from Wescott, frequency of activities, operation at night with 24-hour burns, 40 employees and parking for 50 vehicles creating additional traffic for Ashendon, 20 cycle spaces – resulting in 20 additional cyclists on roads with no suitable or safe route for cyclists

2025/27

into Westcott. The PC notes the site is open from 06:30 to 22:00 weekdays and 10:00 to 16:00 weekends and bank holidays. The PC request engagement with affected communities and the Parish Council to explain the planned activities in more detail.

- **Email from Parishioner** concerned with draft Local Plan and amount of houses/lack of infrastructure (addressed by Parish Council at its extraordinary meeting in October) and road safety including removal of line markings and suggestions for additional traffic calming draft measures. The Parish Council outlined the measures taken to date (including the kerbed and constructed footway along the Causeway, the speedwatch programme and installed Speed Indicator Devices (SiD) at the approaches to the village, the successful ban of Bucks Recycling vehicles through the village), reiterated the lack of funding available for bollards/build outs (£150k), and discussed the 'light touch' traffic calming measures e.g. white lining, dragons teeth, textured surfacing, improved signage, village gateways (£10k). **ACTION: AW to request white lining.** A suggestion for planters was put forward by the Parishioner (would require agreement from Bucks Council).

## 9. Ashendon Village Community Pub

The pub has successfully remained open with management staff (Thursday and Friday evenings, Saturdays and Sundays) and have found a tenant and negotiated heads of terms. A solicitor has been appointed and the new tenancy will commence at the beginning of 2026. The new tenants will be running a restaurant and bar food, will have the bar open and run three B&B rooms. The tenants have been running a smart restaurant in Islington and are moving out to the country. They are very excited and very enthusiastic. The management team are grateful that Shaunna has been running the pub and doing a great job since the last Manager left. Liam and Sue have supported her.

## 10. Speed Safety Projects

- **Gen6 Speed Indicator Device (Mains) - HS2 Road Safety Fund** (Ref: RSF76). The Parish Council awaits the outcome of the HS2 RSF Project Board. Richard Philips and Paul Horwood attended a demonstration on the new Gen6 SiD Flex at Traffic Technology Limited. The device offers a significant upgrade over the current model. It will be located at Watbridge which was agreed as the greatest area of concern. Whilst it relies on mains power (23 watts) and an internet connection, it supports remote messaging updates and automatically downloads data. An annual subscription of £280.00 is required to access these benefits together with an electricity charge (to be offered to the parishioner) of approximately £25.00. **Agreed.** Chris Rand thanked the speed watch team for all they do.
- **20's Plenty.** It was **agreed** that Fiona Jacob reinstate the 20's Plenty campaign.
- **Waddesdon Area Freight Zone Consultation.** The Ivinghoe Freight Intervention remains on hold, despite evidence from the pilot showing a clear and positive reduction in HGV traffic. Permits and vehicle recognition software for HGV's could be implemented in the future. In its response to the Local Draft Plan, the Parish Council has urged Buckinghamshire Council to **reinstate and prioritise the Waddesdon Freight Zone initiative** as a matter of urgency, incorporating it into the **Local Transport and Infrastructure Strategy**. This measure regarded as essential to protect vulnerable rural roads and prevent cumulative impacts from major industrial and employment developments.

## DRAFT MINUTES

2025/28

### 11. Footpath Projects

- **Safe Footpath from Pollicott to Village End.** Ongoing.
- **Footpath/Rights of Way improvements (accessible gates).** The North Bucks rRIPPLE (ramblers Repairing and Improving Public Paths for Leisure and Exercise) has identified the most likely route to Ashendon for walking groups - a circular walk that incorporates Ashendon, Musk Hill Farm, Watbridge Farm and Nether Winchendon. It has previously been suggested a Footpath Working Party be formed for regular clearance and to identify access points/routes that are most used. **ACTION: SM to ask Andy Howes to walk the suggested route and report on conditions/restrictions and give recommendations. CR to approach landowner.** rRIPPLE operates Donate-a-Gate scheme, a scheme whereby anyone can donate to (pedestrian gates £350, kissing gates £500).

### 12. Finance

- a. **Balance from Minutes of previous meeting (15<sup>th</sup> September 2025): £51,990.95**
  - **Receipts: £9,500.00** (Buckinghamshire Council – Precept)
  - **Less Standing Orders/Direct Debits: £939.90** (Clerk Salary £641.60 + Hugo Fox £23.98, Npower £274.32)
  - **Plus Outstanding BACS payments: £0.00**
  - **Balance of Bank Account: £60,551.05** (as at 23<sup>rd</sup> October 2025)  
**Available Funds: £60,551.05** (balance of bank account less un-presented BACS Standing Orders from May meeting)
- b. **Orders for Payment: £776.39**
  - **Venetia Davies - £18.90** (Clerk travel)
  - **Venetia Davies - £132.49** (Microsoft office subscription)
  - **Royal British Legion Poppy Appeal - £25.00** (Remembrance Wreath)
  - **MRA Garden Services - £600.00** (Village grass cutting including Boughton's Peace – September and November cut)**BALANCE: £59,774.66** (Available Funds less Orders for Payment)

### 13. Planning

- **PL/25/5612/KA Application type: Notification of proposed works to trees in a conservation area Location: Cowslip Cottage , Lower End, Ashendon, Buckinghamshire, HP18 0HE Proposal: T1- Horse chestnut tree – Fell.** Notification received after meeting. No objections.
- **Neighbourhood Plan for Ashendon.** Ashendon does not currently have a housing requirement (this to be confirmed through the HELAA of the Bucks Local Plan in December 2025). Design principles in a NP must be consistent with Buckinghamshire Council's design principles. It was agreed that the Steering Group could commence the Neighbourhood Plan now (vision and data collection) but complete the Neighbourhood Plan in line with the Local Plan when indicative housing numbers are known. The first step of the process is to apply for Neighbourhood Area Designation to signify the area the neighbourhood plan is for: (a) a map which identifies the area to which the area application relates; (b) a statement explaining why this area is considered appropriate to be designated as a neighbourhood area; and (c) a statement that the organisation or

4

## DRAFT MINUTES

2025/29

*body making the area application is a relevant body for the purposes of section 61G of the 1990 Act. The Parish Council has been signposted to a number of guidance documents and planning resources, including: <https://www.gov.uk/guidance/neighbourhood-planning--2>. and [How to create a Neighbourhood Plan: Your step-by-step roadmap guide - Locality Neighbourhood Planning](#). **ACTION: LJ and SM** and propose next steps at November meeting.*

### 14. Items for Information including Diary Dates:

- **West Bucks Community Board - Parish Workshop** - Thursday 27th November
- **Fraud Prevention Talk** - Thursday 11<sup>th</sup> December 2025 in the Ash Tree.
- **Father Christmas** - Saturday 13<sup>th</sup> December at the Ash Tree.

### 15. Date and Time of Next Meeting:

**Monday 19<sup>th</sup> January 2026 at 7.30pm in Ashendon Village Hall**