



## Longwick-cum-Ilmer Parish Council

### LONGWICK-CUM-ILMER PARISH COUNCIL PARISH COUNCIL MEETNG HELD ON TUESDAY 18<sup>TH</sup> NOVEMBER 2025 AT 7.30PM AT LONGWICK VILLAGE HALL

**PRESENT:** Cllr Smith (Chairman), Cllr Livingston (Vice-Chair), Cllr van Apeldoorn, Cllr Gummer, Cllr Greengrass, Cllr Atkinson, Cllr Ayre and Cllr Pennell  
Buckinghamshire Councillors: Matthew Walsh  
15 members of the public present at the start of the meeting

- A resident requested an update on the traffic calming measures. Cllr Smith reported that himself and Cllr Walsh will be meeting next week to discuss traffic calming measures. Residents will be consulted as the plan is developed.
- Thames Water, in the minutes (116e) it states small margin of capacity. Cllr Walsh will pick up on this under the update from Buckinghamshire Councillors.
- It was reported that the speed indicator device coming from Thame is still not working. Cllr Smith responded that the Parish Council are following this up with Buckinghamshire Council as it is their asset.
- A resident stated that there is a large horsebox in the layby which residents believe is being occupied. The Parish Council will follow this up.

**Action: Clerk**

**135. WELCOME AND APOLOGIES FOR ABSENCE:** Cllr Smith welcomed all to the meeting. Apologies were received from Buckinghamshire Councillor Cllr Hall.

**136. DECLARATIONS OF INTEREST:** No interests were declared.

**137. APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD TUESDAY 21<sup>ST</sup> OCTOBER 2025:**  
It was proposed by Cllr Pennell seconded by Cllr Ayres and it was **resolved** by all those present to approve the minutes and the minutes were signed.

**138. UPDATE FROM BUCKINGHAMSHIRE COUNCILLORS:**

- Speed reductions: A meeting will be taking place between the Chairman and Buckinghamshire Councillors to discuss proposals. Cllr Walsh is also discussing with the Officer who was involved in the original Transport Proposal.
- The Police and Crime Commissioner will be attending Longwick, Cllr Walsh will send the date through to Cllr Smith who will also be invited along.
- Local Plan: Cllr Walsh thanked the Parish Council and residents for their submissions.
- S.106: Cllr Walsh has sent through details of s.106 funds being held by Buckinghamshire Council.
- Bus service requested at last meeting: No update
- Linking of the playing field to Wickfields park: No update
- Risborough Relief Road: Buckinghamshire Council will no longer be delivering the Risborough Relief Road. Responsibility for funding and construction will now lie with the developers involved in the expansion. The road has not been cancelled, but its future delivery will depend entirely on developer contributions. Cllr Smith raised concerns about the potential increase in traffic through Longwick as a result of the Risborough Expansion.
- Remembrance Service: Cllr Walsh thanked all those involved in organising the Remembrance Service.
- Budget: Cllr Walsh stated that Council Tax is currently a big concern increases residents should be aware of.
- Thames Water: No response has been received. Cllr Walsh asked for the Parish Council to write to MP Gregg Smith.
- Broken Speed Indicator Devices: Cllr Walsh asked for residents to report this on FixMyStreet and also for the Clerk to highlight residents concerns to the Local Area Technician.

**Action: Clerk**

**Action: Clerk**

Cllr Walsh left the meeting at 7.49pm

**139. TO CONSIDER ACTIONS FROM PREVIOUS MEETING:**

- Proposals for speed reduction measures to be sent through to Buckinghamshire Councillors (116f): Cllr Smith has sent through details of speed reductions measures to Buckinghamshire Councillors.
- Linking of Longwick Playing Field and Wickfield Play Area (83c): Clerk has made enquiries with the management company and they raised the following questions:  
\* Would this require planning

\* Would the S106 agreement permit this?

Clerk contacted Bucks Cllrs and they offered to make enquiries with regards to the s106 agreement but planning would need an official enquiry. Awaiting response from Cllr Walsh. **Action: Cllr Walsh**

- c. Local Plan comment to be submitted (119): Cllr Smith confirmed the comment has been submitted.
- d. Plan and rules for photography competition (123): Cllr Livingston has been away but will produce by the next meeting. **Action: Cllr Livingston**
- e. Creation of a public consultation on amenities (125): Cllr Gummer and the Clerk have been working on this but it is still to be finalised. **Action: Cllr Gummer**

**140. PLANNING - TO CONSIDER AND APPROVE COMMENTS:**

APP/K0425/W/25/3374665 (Appeal against non-determination): Saddleback Barn Lower Icknield Way Longwick: No further comment required to original no objection.

**CHANGE OF STATUS:**

APP/K0425/D/25/3369335: Mulberry House Meadle Village Road Meadle: Appeal allowed subject to conditions.

PL/25/2881/CONDA: Rose Farm Thame Road Longwick: Condition accepted.

**141. PAYMENTS FOR APPROVAL NOVEMBER 2025:**

| Payee                    | Net       | VAT     | Gross     | Comment                             |
|--------------------------|-----------|---------|-----------|-------------------------------------|
| Tracey Martin            | £888.94   |         | £888.94   | Clerk Salary                        |
| HMRC                     | £145.34   |         | £145.34   | PAYE                                |
| Shield Maintenance       | £169.22   | £33.84  | £203.06   | Bin Emptying                        |
| Blades Turfcare          | £1,050.00 | £210.00 | £1,260.00 | Field Aeration                      |
| Robertsons of Risborough | £60.00    | £12.00  | £72.00    | Remembrance Service Signs           |
| Longwick Village Hall    | £325.00   |         | £325.00   | Hall Hire Apr-Dec 25                |
| Lightfoots LLP           | £2,360.00 | £472.00 | £2,832.00 | Owlswick VG - Costs incurred so far |

Following a proposal by Cllr Gummer seconded by Cllr Greengrass it was **resolved** to approve the payments.

**Directs Debits, Standing orders & Card**

|          |        |       |        |                      |
|----------|--------|-------|--------|----------------------|
| GiffGaff | £5.00  | £1.00 | £6.00  | Mobile Top Up        |
| EDF      | £45.83 | £2.17 | £48.00 | Electricity          |
| Nest     | £57.24 |       | £57.24 | Pension Contribution |
| Lloyds   | £4.25  |       | £4.25  | Monthly bank charge  |

**142. TO CONSIDER THE DRAFT BUDGET FOR 2026-2027:** Councillors discussed the draft budget in detail. It was suggested that the precept be increased by approximately 4%, resulting in only a marginal rise for Band D properties. This approach was considered a way to avoid more substantial increases in future years. The Clerk will revise the draft budget accordingly, and it will be presented for approval at the December meeting. **Action: Clerk**

**143. TO CONSIDER SETTING UP A STANDING ORDER FOR THE CLERKS SALARY AND HOME**

**ALLOWANCE:** Following a proposal by Cllr Greengrass, seconded by Cllr Pennell it was **resolved** to approve the following:

- a. A standing order to be set up for the sum of £700, payable on 16th December 2025, with any remaining balance to be paid following the Parish Council meeting.
- b. A standing order to be set up for the monthly home working allowance of £26.

**144. TO CONSIDER AND APPROVE THE FOLLOWING POLICIES:**

- a. **IT Policy:** This will be deferred to the December meeting due to a couple of amendments being required. Clerk will amend and add to agenda. **Action: Clerk**
- b. **Document Retention Policy:** Following a proposal by Cllr Livingston, seconded by Cllr Ayre it was **resolved** to adopt the policy.

**145. TO CONSIDER PURCHASING A DEFIBRILLATOR FOR MEADLE TO BE SITUATED ON THE PUMPING STATION:** Following discussions it was proposed by Cllr Ayre seconded by Cllr Atkinson and it was **resolved** to approve the purchase of a defibrillator at a cost of £1295 + VAT. It was noted that the ongoing costs would be for battery replacement every 4 years at £275 and pad replacements every 2 years at a cost of £75. It was agreed to add a line to the budget for these of £1,000. **Action: Clerk**

**146. TO CONSIDER ALLOCATING A BUDGET OF £500 TO PURCHASE A NEW LAPTOP FOR THE CLERK:** It was reported that the laptop is now 7 years old and not fit for purpose. Following discussions, it was proposed by Cllr Pennell and seconded by Cllr Greengrass and it was **resolved** to approve the purchase of a new laptop for the Clerk at a cost of £500.

**147. TO CONSIDER THE CREATION AND COSTS OF AN 'ALL WEATHER' PATH FROM LONGWICK AT THE END OF WALNUT TREE LANE TO THE PHOENIX WAY ALONG BRIDLE WAY - PATH LCI/5/1 TO LINK UP WITH BLEDLOW PATH & BLEDLOW MILL:** Following discussion, and a proposal by Cllr Pennell seconded by Cllr Gummer, it was resolved to approve the works to Bridleway 5/1 at a cost of £36,350 + VAT. The contractor appointed is John Lee Construction. The works are expected to take approximately 2–3 weeks, subject to weather conditions. Quotes have also been received for works to footpaths LCI/5/2 and BCS/6/1, approximately £12,000. The Clerk will confirm with the Rights of Way team that they are content for these works to proceed. Subject to confirmation, the quotes will be brought to the December meeting for consideration. **Action: Clerk** Cllr van Apeldoorn was thanked for the work he had undertaken in obtaining the quotes.

**148. TO CONSIDER AND DECIDE ON PROVIDING FOOTBALL FACILITIES ON THE PLAYING FIELD:** Following a proposal by Cllr van Apeldoorn, seconded by Cllr Gummer, it was resolved to approve the purchase of goal posts at a cost of £1,500–£1,800. It was also agreed that the playing field will be marked for football pitches, with an initial marking cost of £180 and ongoing marking at £180 twice monthly. Cllr Smith noted that this decision does not commit the playing field to formal or exclusive use for football.

**149. TO CONSIDER A GRANT APPLICATION FROM LONGWICK LITTERPICKERS:** Following a proposal by Cllr Atkinson seconded by Cllr Smith discussions were had and it was **resolved** to approve a grant of £30. Councillors queried whether a hall will be required to hold the thank you to volunteers and therefore also approved hall hire if required at an additional £30.

**150. TO CONSIDER A GRANT APPLICATION FROM LONGWICK EVENING WI FOR THE CAROL SINGALONG:** Following a proposal by Cllr Livingston seconded by Cllr Ayre discussions were had and it was **resolved** to approve a grant of £80. Receipts will be submitted and then payment made.

**151. TO CONSIDER ARRANGEMENT FOR A CHRISTMAS TREE ON THE PLAYING FIELD:** Cllr Smith had made enquiries and the tree will be kindly donated and delivered on Monday 24<sup>th</sup> November. Cllr Smith will arrange for a stand and Councillors have volunteered to assist in decorating of the tree. **Action: Cllr Smith**

**152. TO DISCUSS AND DECIDE ON ANY RESPONSES TO CORRESPONDENCE RECEIVED AND/OR ISSUED BY THE PARISH COUNCIL:**

- The Clerk had received an email suggesting a table tennis provision at the Village Hall which would require storage for the tables which the Village Hall cannot currently offer. Councillors discussed the email. The Parish Council is very supportive of this initiative however, as the Village Hall lacks the required storage any proposal must be initiated by the Village Hall Committee as the Parish Council has no authority over the management of the Village Hall but would be open to considering a request for support should the Village Hall Committee wish to pursue the idea. Cllr Smith thanked the resident for their constructive suggestions. Clerk will respond to the resident. **Action: Clerk**
- It was highlighted by Cllr Livingston that a dance which was scheduled for December has had to be cancelled due to the delay in receiving confirmation of hall availability.

**153. TO RECEIVE REPORTS FROM COUNCILLORS ON MEETINGS THAT THEY HAVE PARTICIPATED IN ON BEHALF OF THE PARISH COUNCIL:** None attended.

**154. TO CONFIRM THE DATE AND TIME OF THE NEXT PARISH COUNCIL MEETING:** The next Parish Council meeting will be on Tuesday 16<sup>th</sup> December 2025 at 7.30pm at Longwick Village Hall.

There being no further business the meeting closed at 9pm

Chair..... Date.....