

LONGWICK PARISH COUNCIL

To: Cllr Smith (Chair), Cllr Livingston (Vice Chair), Cllr Van Apeldoorn, Cllr Ayre, Cllr Gummer, Cllr Pennell, Cllr Greengrass and Cllr Atkinson

You are hereby summoned to the Parish Council Meeting taking place at Longwick Village Hall on Tuesday 17th February 2026 at 7.30pm.

AGENDA

Public Forum – The first ten minutes are available for the public to express their view or ask questions on matters on the following agenda. The formal meeting will commence at the end of the public forum or at 7.45pm, whichever is earlier.

191. Welcome and Apologies for Absence
192. To Receive any Declarations of Interest
193. Acceptance of Minutes of the Parish Council Meeting held on the Tuesday 20th January 2026
194. Update from Buckinghamshire Councillors
195. To consider actions from previous meeting
196. Planning Applications:
 - a. To consider and approve comments for New Planning Applications
 - b. To Receive Notice of Planning Applications Approved and Refused
197. To approve payments in accordance with the budget
198. To note Quarter 3 accounts and confirm the accounts have been inspected
199. To review Annual RoSPA and associated recommendations and quotes
200. To consider nominating Longwick Store and Longwick Village Hall as an Asset of community Value
201. To consider quote for repairs to Kissing Gates
202. Toucan Crossing proposal, to consider and approve any comments
203. To resolve to sign the TP1 Land Registry Form for Owlswick Village Green and nominate two councillors to sign witnessed by the Clerk
204. To consider quotes for grass cutting for the 2026-2027 cutting season
205. To consider the quote for construction of a hard-standing surface at the entrance to the large gate at the playing field, and to approve the updated quote for extending the footpath around the playing field
206. To consider the responses made by Buckinghamshire Highways to the latest Traffic Calming Proposals we have made for Meadle and Longwick and to formulate the Council's next action, as appropriate, with a view to obtaining total potential costings as soon as possible
207. To consider whether to proceed with the approved speed data collections surveys based on Buckinghamshire Highways feedback
208. To consider and approve costings for initial consultancy services for the Neighbourhood Plan
209. To consider arrangements for the Annual Parish Meeting

210. To consider quotations for all weather surfacing on footpaths LCI/5/2 & BCS/6/1
211. To discuss and decide on any responses to correspondence received and/or issued by the Parish Council
212. To receive Reports from Councillors on meetings that they have participated in on behalf of the Parish Council
213. To confirm the dates and times of the next Parish Council Meeting: The next Parish Council meeting will be on Tuesday 17th March 2026 at 7.30pm at Longwick Village Hall.



Tracey Martin
Clerk, Longwick Parish Council

Wednesday 11th February 2026

MINUTES FOR APPROVAL



*Longwick-cum-Ilmer
Parish Council*

LONGWICK-CUM-ILMER PARISH COUNCIL PARISH COUNCIL MEETING HELD ON TUESDAY 20th JANUARY 2026 AT 7.30PM AT LONGWICK VILLAGE HALL

PRESENT: Cllr Smith (Chairman), Cllr Livingston (Vice-Chair), Cllr van Apeldoorn, Cllr Gummer, Cllr Atkinson, Cllr Ayre and Cllr Pennell

Buckinghamshire Councillor: Gary Hall

16 members of the public present at the start of the meeting

A resident enquired about the status of the proposed traffic calming measures and whether the matter could be added as an official agenda item. The Clerk advised that the item will be brought to a future agenda once the necessary information has been received from Buckinghamshire Council and a decision is required.

174. WELCOME AND APOLOGIES FOR ABSENCE: Cllr Smith welcomed all to the meeting. Apologies were received and accepted from Cllr Greengrass and Buckinghamshire Councillor Cllr Matthew Walsh.

175. DECLARATIONS OF INTEREST: No interests were declared.

176. APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD TUESDAY 16TH DECEMBER 2025: It was proposed by Cllr Gummer seconded by Cllr van Apeldoorn and it was **resolved** by all those present to approve the minutes and the minutes were signed.

177. UPDATE FROM BUCKINGHAMSHIRE COUNCILLORS:

- a. As of today, the political composition of Buckinghamshire Council has changed, resulting in a Conservative majority.
- b. Environmental Health and Highways investigated a report concerning deceased ducks. As the incident occurred on private land, the landowner has been notified and requested to arrange removal.
- c. Toucan Crossing: This project is continuing to progress.
- d. Highways have reviewed the parish's submitted suggestions and responded positively, with support also expressed by the Cabinet Member. Dragon's teeth and signage are favourable. The proposed zebra crossing would require streetlighting, so further consideration is needed as to whether this would be acceptable to residents. Roundels are subject to complex regulations, and the commissioning team will assess their viability. It was also noted that a shortage of line painters in the area may lead to delays in implementation.
- e. The 5% increase in council tax will not cover the £44 million which was cut from Buckinghamshire Council.
- f. Buckinghamshire Council Local Plan: It is not going to be positive for Longwick and some of the surrounding parishes. Cllr Hall gave a best guess of around 5,500 housing, this does include the 2,500 houses in the Risborough Expansion. Concerns were raised about infrastructure, sewage etc.
- g. Vehicle in Layby: Cllr Hall provided an update. Residents confirmed that they are still living in the layby.
- h. Cllr Smith reported that both Wickfields and Rose Farm residents are in disputes with their management companies.

Cllr Hall left the meeting at 7.50pm

178. TO CONSIDER ACTIONS FROM PREVIOUS MEETING:

- a. 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**
- b. Plan and rules to be produced for photography competition (123): These have now been circulated to Councillors by Cllr Livingston. Action is now completed.
- c. Report of Horsebox in layby (PP): Clerk has reported on FixMyStreet and also flagged to Buckinghamshire Councillors. Notice has been served by Buckinghamshire Council; the deadline was Sunday 18th January so Cllr Hall will follow up on this. **Action: Cllr Hall**
- d. Creation of public consultation for amenities (139e): The consultation has been produced and published and the action is complete.

- e. Who owns / maintains the kissing gates (167): Clerk has enquired with Rights of Way and is awaiting a response. Clerk will follow up. **Action: Clerk**
- f. Signage for works to all weather path (168): Clerk enquired with Buckinghamshire Council. If the bridleway footpath will remain accessible then there is no standard signage required. If it will be closed then a TTRO will be required. One has been applied for LCI/5/1. Action complete.
- g. Liaise with contractors regarding extending footpath (diverted route) & additional playground equipment (trim trail inside playground and new plans) (169): The footpath works are scheduled for April due to the soft ground at the moment and the playground works have an 8-week lead time and the Clerk is awaiting a confirmed date. Action complete.
- h. Respond to enquiry about fireworks / laser show (171b): Clerk responded and Cllr Ayre has volunteered to be the liaison and the action is now complete.

179. PLANNING - TO CONSIDER AND APPROVE COMMENTS:

25/06402/OUT: Hawridge Strategic Land: The Parish Council stand by their original objection. The amended plans fail to address the key concerns previously raised, particularly those relating to access.

There were no changes of status to report on current planning application.

180. PAYMENTS FOR APPROVAL JANUARY 2026:

Payee	Net	VAT	Gross	Comment
Tracey Martin	£60.99		£60.99	Clerk Salary - Diff between S/O
HMRC	£111.20		£111.20	PAYE
Shield Maintenance	£169.22	£33.84	£203.06	Bin Emptying
GardenSure Ltd	£4,800.00		£4,800.00	Deposit for LCI 5/2 & BCS 6/1
All				
				Weather – deposit paid
				23/12/25
Print Now	£184.00	£36.80	£220.80	Printing of survey
Zemplar Acct	£499.95		£499.95	Reinstate Balance (0.05)
BMKALC	£35.00		£35.00	Procurement Training - TM
Kevin Wharton	£350.00		£350.00	Kissing gate inspection
Longwick Evening WI	£73.04		£73.04	Grant for carol singalong

Following a proposal by Cllr Pennell seconded by Cllr Ayre it was **resolved** by all those present to approve the payments.

The Clerk reported a 22p underpayment for The Chiltern Society invoice last month, this will be added to the payments this month.

Zempler Card Payments:

GiffGaff	£5.00	£1.00	£6.00	Mobile Top Up
PRYF	£8.50		£8.50	Removal of Christmas Tree
Royal Mail	£309.50	£61.90	£371.40	PO Box Address Renewal

Directs Debits, Standing orders:

EDF	£45.83	£2.17	£48.00	Electricity
Nest	£48.26		£48.26	Pension Contribution
Lloyds	£4.25		£4.25	Monthly bank charge
Tracey Martin	£700.00		£700.00	Clerk Salary - Standing Order
Tracey Martin	£26.00		£26.00	Home Allowance - Standing Order

181. TO NOTE INTERNAL AUDIT REPORT (HALF YEAR) AND REVIEW ANY RECOMMENDATIONS:

- a. Overpayment of 20p for the Clerk's salary in April 2025: This was rectified in the payments for December 2025
- b. Photos of assets in register: This is already being done unfortunately the printable report does not include these.
- c. Deeds and titles for land ownership be asset to asset register: Clerk has added
- d. General and sexual harassment policy: This was considered previously and resolved that there was no need to adopt however; the Clerk will prepare and add to the agenda for consideration. **Action: Clerk**
- e. Consider adopting.gov.uk email domains: This is only a recommendation and was being explored by Cllr Livingston and Cllr Gummer. Following discussions, it was agreed to remain with the current site for the moment as improvements have been made to the site. Cllr Smith thanked the Councillors and the Clerk for the improvements they have made.

f. GDPR / FOI / Data Protection: Clerk will check which policies are required and produce. **Action: Clerk**

- 182. TO CONSIDER NOMINATING THE RED LION IN LONGWICK AS AN ASSET OF COMMUNITY VALUE WHICH EXPIRES ON THE 28TH JANUARY 2026:** Following a proposal by Cllr Pennel seconded by Cllr van Apeldoorn it was **resolved** by all those present to approve the nomination of The Red Lion as an Asset of Community Value. Clerk will complete the required forms.
Action: Clerk
The discussions raised the question as to whether the village hall and shop should be registered. The Clerk will add to the agenda for the next meeting. **Action: Clerk**
- 183. TO NOTE REPORT ON KISSING GATES AND CONSIDER QUOTE FOR REPAIR:** The report was noted. As the Clerk has not received a response from Rights of Way regarding ongoing maintenance responsibility and the quote had not been received from the contractor it was decided that this will be deferred to the February meeting. Clerk to add to the agenda. **Action: Clerk**
- 184. TO CONSIDER FITTING OF TELESCOPIC BOLLARDS AT THE END OF WALNUT TREE LANE:** Following a proposal by Cllr van Apeldoorn, seconded by Cllr Livingston discussions were had on the type of bollards. An alternative suggestion was made but this will need to be approved by Rights of Way along with confirmation of how far apart the bollards are required to be. Subject to a positive response it was **resolved** in principle to approve the purchase and installation of telescopic bollards at a maximum cost of £1604 + VAT with the works being carried out by K Wharton.
- 185. TO DISCUSS AND DECIDE ON ANY RESPONSES TO CORRESPONDENCE RECEIVED AND/OR ISSUED BY THE PARISH COUNCIL:**
a. The Clerk raised the preschools correspondence which had been received. They were disappointed that the Parish Council had not highlighted to them the recent planning application for a forest school on the Lower Icknield Way. The Clerk has advised them that the Parish Council is a consultee only and that as the application has yet to be decided it is still worthwhile them submitting their comments.
- 186. TO RECEIVE REPORTS FROM COUNCILLORS ON MEETINGS THAT THEY HAVE PARTICIPATED IN ON BEHALF OF THE PARISH COUNCIL:**
a. Cllr Livingston reported that he had attended the West Chilterns Community Board meeting. One area of interest was community engagement. Cllr Livingston is going to look to invite the Co-ordinator to a future meeting.
b. The Clerk reported that the footpath extension at the playing field has been delayed due to the ground conditions and works will now take place in April. The playground improvements have a lead time of 8-12 weeks and the Clerk will report a date when it is confirmed.
c. Cllr Smith & Cllr Livingston attended the Parish Liaison meeting last week. Cllr Smith has reached out to residents who expressed an interest in supporting the Parish Council with the Neighbourhood Plan.
- 187. PURSUANT TO SECTION 1 (2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, A RESOLUTION IS REQUIRED TO EXCLUDE THE PUBLIC AND PRESS TO PROTECT THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED DURING CONSIDERATION OF ITEM 188 ON THE AGENDA:** Cllr Smith informed those present that the next meeting will be on Tuesday 17th February 2026 at Longwick Village Hall. Following a proposal by Cllr Livingston, seconded by Cllr Ayre it was **resolved** by all those present to exclude the press and public and they left the meeting.
- 188. CONFIDENTIAL MATTERS – TO CONSIDER AN ITEM OF BUSINESS INVOLVING CONTRACTUAL AND LEGAL CONSIDERATION:** Members considered contractual matters relating to a previously appointed contractor. It was resolved that, subject to satisfactory evidence of incurred costs, the Parish Council would reimburse up to £1,440 and request the return of the remaining deposit and an alternative contractor would be sought. The Clerk will liaise with the contractor. **Action: Clerk**
- 189. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960: TO RESOLVE THAT THE PUBLIC AND PRESS BE RE ADMITTED TO THE MEETING:** Following a proposal by Cllr Livingston, seconded by Cllr Ayre it was **resolved** by all those present to readmit the press and public however, there were none present.
- 190. TO CONFIRM THE DATE AND TIME OF THE NEXT PARISH COUNCIL MEETING:** The next Parish Council meeting will be on Tuesday 17th February 2026 at 7.30pm at Longwick Village Hall.

There being no further business the meeting closed at 9.09pm

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

TO CONSIDER ACTIONS FROM PREVIOUS MEETINGS

Date	Min Ref	Details	<u>Whom</u>	<u>Progress</u>	<u>Status</u>
16/09/25	83c	Linking of Longwick Playing Field to Wickfields Play Area	Clerk	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 kindly offered to make enquiries with regards to the s106 agreement but planning would need an official enquiry	Awaiting response from Cllr Walsh
18/11/25	PP	Report of Horsebox in layby, Clerk to report	Bucks Council	Clerk reported on FixMyStreet on 19/11/25 and followed up with the LAT on 09/12/25. This is being progressed by Buckinghamshire Council.	
16/12/25	167	Who owns / maintains the kissing gates	Clerk	Response received from ROW, see item 201	✓
20/01/26	181d	Policies: General and Sexual Harassment and check GDPR	Clerk	Clerk to write policies	
20/01/26	182	Complete Asset of Community Value paperwork for The Red Lion	Clerk	Completed and submitted	✓
20/01/26	188	Legal matters	Clerk	Clerk is progressing	

PAYMENTS FOR APPROVAL FEBRUARY 2026

Payee	Net	VAT	Gross	Comment
Tracey Martin	£60.79		£60.79	Clerk Salary - Diff between S/O
HMRC	£111.40		£111.40	PAYE
Shield Maintenance	£169.22	£33.84	£203.06	Bin Emptying
Play Inspection Company	£245.00	£49.00	£294.00	Annual RoSPA
Bledlow cum Saunderton PC	£28.00		£28.00	Land reg searches – ACV
Bright Marks	£530		£530	Installing goals & pitch marking
John Lee Construction	£8333.33	£1666.67	£10,000	Deposit for bridleway works

Directs Debits, Standing orders & Card

GiffGaff	£5.00	£1.00	£6.00	Mobile Top Up
Flags and Flagpoles	£77.90	£15.58	£93.48	Flags x 2
Tracey Martin	£700.00		£700.00	S/O Clerk Salary
Tracey Martin	£26.00		£26.00	Home Allowance
EDF	£44.01	£3.99	£48.00	Electricity
Nest	£48.26		£48.26	Pension Contribution
Lloyds	£4.25		£4.25	Monthly bank charge

TO NOTE QUARTER 3 ACCOUNTS

Full accounts attached separately

20 January 2026 (2025-2026)

Longwick-cum-Ilmer Parish Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 31/12/2025		
	Cash in Hand 01/04/2025		673,879.11
	ADD		
	Receipts 01/04/2025 - 31/12/2025		55,121.38
			729,000.49
	SUBTRACT		
	Payments 01/04/2025 - 31/12/2025		94,510.60
	Cash in Hand 31/12/2025 (per Cash Book)		634,489.89
B	Cash in hand per Bank Statements		
	Petty Cash 31/12/2025	0.00	
	Redwood	85,000.00	
	Nationwide 31/12/2025	80,000.77	
	Hampshire Trust 31/12/2025	85,000.00	
	Lloyds Current Account 31/12/2025	87,230.84	
	Lloyds Savings Account 31/12/2025	69,117.75	
	Zempler Bank 31/12/2025	379.95	
	The Cambridge Building Society 31/12/2025	83,219.52	
	Charity Bank 31/12/2025	64,138.00	
	Skipton Building Society 31/12/2025	80,000.00	
			634,086.83
	Less unrepresented payments		
			634,086.83
	Plus unrepresented receipts		403.06
	Adjusted Bank Balance		634,489.89
	A = B Checks out OK		

TO REVIEW ANNUAL ROSPA AND ASSOCIATED RECOMMENDATIONS AND QUOTES

Unfortunately, the Clerk has only been able to obtain one quote::

Sign: to remove projecting bolt threads	£ 70.00
Gate to adjust the above item to close correctly as best we can	£300.00
to rub down, prime and paint the above item with dark green colour lead free paint	£480.00
to remove trip hazard with soil and seed	£ 50.00
Bow Top Fencing to remove sharp edges where required	£120.00
to repair bent bars as best we can	£110.00
Bench to rub down, prime and paint the above item with black colour lead free paint and stain the timber with a brown colour preservative	£400.00
Spinning Pole to cut out 1 No. small area of damaged wet pour and relay with new black rubber	£180.00
Slide to rub down, prime and paint the above item with light green and dark blue lead free paint	£680.00
Tay Play Cone Climber: to replace the complete ropes with new	£1960.00
Cableway to strip down the above item and carry out an internal inspection on all parts Please note if parts are worn we will need to quote Scaffolding required to re-tension the cable and ensure seat is at the correct height to sand down timber where required to remove rough edges and stain the item with a brown colour preservative	£680.00 £240.00
Fun Box to check gaps on surface when on site and quote accordingly	FOC
MUGA to remove trip hazard along the perimeter edge with soil and seed	£150.00
to remove the net	
to supply and fit 1 No. information sign Information to be agreed with client	£480.00
to supply and fit 2 No. signs, 1 on each backboard stating "DO NOT CLIMB OR HANG ON THE RING"	£500.00
Balance Beam to replace missing bolt cap covers with new to re-secure loose connection cover	£ 10.00 £150.00
Pull Up Station to replace missing post ends	£ 80.00
Sign: to re-secure the above item in the ground and make surface good with soil and seed	£240.00
Frog Springer: to clean the above item to remove moss	£120.00
Train: to remove weeds from the rubber mulch surface	£130.00
All Wet Pour Surface to clean the surfaces with water and wire brush to remove moss	£680.00
Total:	£4290

TO CONSIDER QUOTE FOR REPAIRS TO KISSING GATES

Following the inspection of kissing gates the quote from K Wharton is as follows;

Carry out necessary repairs and to replace missing parts including replacement of rotten posts

Labour and materials £2180

Kissing Gates Ownership and Maintenance guidance from Rights of Way:

We have a record of what the process would be for the gate installations but not an agreement on who would maintain them going forward.

The Parish Council purchased the gates from Buckinghamshire Council and then installed them. The agreement to change the gate was between the Parish Council and the landowner so it would depend on what was agreed with each landowner at the time, unfortunately this isn't something we would have a record of.

S146 of the Highways Act 1980 puts a responsibility on the landowner to maintain structures on their land for livestock control, so it may be down to each landowner unless an agreement was made.

TOUCAN CROSSING PROPOSAL, TO CONSIDER AND APPROVE ANY COMMENTS

Buckinghamshire Council have now finalised the proposal and design for the Toucan Crossing. They are not looking for permission to proceed from the Parish Council but any comments which the Council might have before they carry out a public consultation. There is no further spend required from the Parish Council as this will be funded by s.106 funds which Buckinghamshire Council hold. (plan attached separately)

TO RESOLVE TO SIGN THE TP1 LAND REGISTRY FORM FOR OWLSWICK VILLAGE GREEN AND NOMINATE TWO COUNCILLORS TO SIGN WITNESSED BY THE CLERK

The Clerk has now received the final Land Registry documentation and a formal resolution is required to sign the document.

TO CONSIDER QUOTES FOR GRASS CUTTING 2026

Spec provided to Contractors:

Grass Cutting Specification 2026 Longwick-cum-Ilmer Parish Council March – September 2026

1. Introduction

Longwick-cum-Ilmer Parish Council invites quotations for grass cutting services for the 2026 season. The works include both Devolved Services areas (on behalf of Buckinghamshire Council) and additional Parish-owned or managed land.

The Devolved Services areas can be viewed using the online map below.

Enter postcode HP27 9SR, zoom out slightly, and all devolved areas will appear highlighted in green.

Devolved Services Map:

<https://buckscouncil.maps.arcgis.com/apps/instant/sidebar/index.html?appid=2c7a302d53734037b799a2097875332b>

In addition to the Devolved Services areas, the following Parish locations require regular cutting (maps attached):

- Longwick Playing Field
- Ilmer Green
- Walkers Road Open Space
- Bell Crescent
- Owlswick Village Green

2. Grass Cutting Schedule (March – September 2026)

- **Devolved Services Areas: One cut per month** of all verges highlighted on the Devolved Services map.
- **Additional Parish Areas: One cut per month**
 - Walkers Road Open Space
 - Bell Crescent
- **Additional Parish Areas: Two cuts per month**
 - Ilmer Green
 - Owlswick Village Green
 - Longwick Playing Field and Play Park

3. Cutting Standards

To ensure consistency and clarity across all quotations, the following standards apply:

- Grass to be cut to a consistent, tidy, and even finish.
- Strimming around posts, benches, play equipment, signs, trees, bollards, and other obstacles must be included.
- Edges to be left neat and free from long grass.
- All areas to be left in a clean and presentable condition after each visit.

4. Arisings (Grass Cuttings)

Please confirm in your quotation whether grass cuttings will be:

- left in situ, **or**
- collected and removed from site.

The preference of the Parish Council is that they are removed.

5. Health, Safety & Compliance Requirements

The contractor must:

- Hold valid Public Liability Insurance (minimum recommended: £5 million).
- Ensure all equipment is operated by trained and competent personnel.
- Ensure all staff wear appropriate PPE.
- Comply with all relevant Health & Safety legislation.
- Operate machinery safely and with due regard for the public.

If awarded the contract, the contractor will be required to provide:

- A copy of current Public Liability Insurance
- Relevant Risk Assessments

6. Operational Requirements

- All works must be completed within the agreed monthly schedule, weather permitting.
- The contractor must notify the Clerk of any hazards, damage, vandalism, or maintenance issues observed during visits.
- Any missed cuts due to weather or operational issues must be rescheduled promptly.

7. Quotation Requirements

Please include the following in your quotation:

- Cost per cut for each area, devolved services areas can be grouped as one.
- Confirmation of how arisings will be handled.
- Details of insurance cover.
- Any additional charges (e.g., fuel surcharges, call-outs).
- Your proposed invoicing schedule (the Parish Council pay invoices monthly following our Parish Council meetings on the 3rd Tuesday of the month)
- Any assumptions or exclusions.

8. Contract Award

The Parish Council will review all quotations based on:

- Price
- Quality and clarity of proposal
- Compliance with specification
- Contractor experience and reliability

9. Contact Details

Tracey Martin

Parish Clerk

Longwick-cum-Ilmer Parish Council

Email: clerk@longwickcumilmer.org.uk

Closing date for receiving quotations: 9th February 2026

The following are summary totals only. Full quotations have been provided to councillors separately due to commercial sensitivity.

Quote 1	£57,750.00
Quote 2	£11,788.00
Quote 3	£10,500.00

TO CONSIDER THE QUOTE FOR CONSTRUCTION OF A HARD-STANDING SURFACE AT THE ENTRANCE TO THE LARGE GATE AT THE PLAYING FIELD, AND TO APPROVE THE UPDATED QUOTE FOR EXTENDING THE FOOTPATH AROUND THE PLAYING FIELD

- 1. Hard standing surface under large gate at the playing field: This was approved by the previous Council however, the contractor did not proceed with the job. As MAC Groundwork are doing the footpath extension works I asked them to quote.
- 2. Extending footpath: following the survey it was highlighted that residents really want an extended footpath which goes around the whole field so a quote has been obtained for this and if both are approved the works will be completed at the same time.

Note: £80,000 was approved for the original quotes for the playground and footpath extension by Buckinghamshire Council.
The playground will cost: £46,177 (already approved)
Extended Footpath quoted: £36,246.27
Hard standing under gated entrance: £5,930.55
Preliminaries £4,040.00
Total: £92,393.82
Difference: £12,393.82 which *could* be paid via CIL

<u>TENDER SUMMARY</u>	£
(Budget only pending receipt of all details and a full site survey).	
Preliminaries	4,040.00
Construction of footpath (257m x 1.2m)	36,246.27
Construction of gated entrance (46m x 3m)	5,930.55
TENDER TOTAL	<u>46,216.82</u>

Notes / Assumptions

- 1 The price is fixed for 3 months.
- 2 All costs are nett.
- 3 All spoil removed from site assumed to be clean inert.
- 4 Assumed all works are carried out in one visit.
- 5 No allowance for road sweeping.
- 6 No allowance for haul roads or repairing access routes; these shall be charged accordingly.
- 7 Includes allowances and accommodation
- 8 No allowance for turf; Rake and seed only (No maintenance).
- 9 Damaged security fencing will be charged at a replacement cost.
- 10 No allowance for pumping of water due to weather and poor ground conditions.
- 11 No allowance for breaking out obstructions in ground, these shall be charged accordingly.
- 12 **Assume good access and no restrictions.**
- 13 Preliminaries based on works listed. If amount of work increases these will be adjusted accordingly.
- 14 **This quotation is a budget only pending receipt of all details and a full site survey.**
- 15 We have assumed that unless otherwise stated no cranes are required to lift any install items.
- 16 Terms and Conditions & Warranty - Dated March 2020 (Issue 5) apply.

Footpath extension route:



nters

TO CONSIDER THE RESPONSES MADE BY BUCKINGHAMSHIRE HIGHWAYS TO THE LATEST TRAFFIC CALMING PROPOSALS WE HAVE MADE FOR MEADLE AND LONGWICK AND TO FORMULATE THE COUNCIL'S NEXT ACTION, AS APPROPRIATE, WITH A VIEW TO OBTAINING TOTAL POTENTIAL COSTINGS AS SOON AS POSSIBLE

Cllr Smith will update at the meeting.

TO CONSIDER WHETHER TO PROCEED WITH THE APPROVED SPEED DATA COLLECTIONS SURVEYS BASED ON BUCKINGHAMSHIRE HIGHWAYS FEEDBACK

At the December 25 meeting, item 170 the Parish Council approved 3 speed survey monitors. The Clerk discussed these with Buckinghamshire Council and the feedback was as follows:

1. Further to your enquiry, it is my understanding that you wish to collect speed data to ascertain what speeds drivers are travelling at on the roads identified which will hopefully support the Parish Council's desired traffic calming measures. As there are aspirations for the collected speed data to be used in relation to potential traffic calming measures, I feel that it is prudent to seek advice from our Network Safety Team to ascertain whether if this raising any issues and if it does on how best to proceed, I will consult separately and come back to you.
2. Noting that we have now received your council's brief for the wider projects. The number and location of speed surveys should always be determined by engineers, or road safety professionals to complement and inform the design. It may be that the councillors have selected the correct locations, but to avoid any abortive costs I will have some discussions and come back to you.
3. I note that you have sent some speed survey requests to xxxxxx. Speed survey locations and the method/number of them are decided by engineers for a specific purpose. I would therefore recommend that we leave it for the engineers involved in project 1 and 2 above to determine where these should go. However, if you just want the surveys for information; and they will not be relied upon for any future project – please let me know and I will arrange this for you.

The action required is whether we should proceed with the decision made under item 170 or delay whilst the traffic calming measures are being considered.

TO CONSIDER AND APPROVE COSTINGS FOR CONSULTANCY SERVICES FOR THE NEIGHBOURHOOD PLAN

Arrange and meet Buckinghamshire Council's Neighbourhood Planning Officers (online) with the PC: £74
Workshop/ discussion with Parish Councillors & local resident volunteers (in person), plus preparation time £222
Total: £296

TO CONSIDER ARRANGEMENTS FOR THE ANNUAL MEETING OF THE PARISH

The Annual Meeting of the Parish must be held between 1 March and 1 June, in accordance with Schedule 12 of the Local Government Act 1972. It is currently scheduled for Tuesday 21 April 2026 at 7.00pm, immediately prior to the Parish Council meeting.

Some parish councils choose to make the Annual Meeting of the Parish more of a community event. In addition to the Chairman's report, they may invite local groups, organisations, or recipients of council grants to give short presentations on their activities over the past year. This can help showcase community achievements and increase public engagement.

Alternatively, councillors may prefer to retain the existing, more streamlined format used in previous years.

Members are asked to consider how they would like the 2026 Annual Meeting of the Parish to be structured.

TO CONSIDER QUOTATIONS FOR ALL WEATHER SURFACING ON FOOTPATHS LCI/5/2 & BCS/6/1

Agenda item title: (this wording will be used on the agenda e.g. To consider, to note:	To consider quotations for all weather surfacing on footpaths LCI/5/2 & BCS/6/1
Background and Supporting Information:	LCI/5/2 & BCS/6/1. The two footpaths that continue on from the Main bridle way LCI/5/1 to be increased in width and made suitable for walkers. Two quotations have been received ranging From £14,062.00 to £20,700.00 from reputable companies.
Timescales for the project:	Both companies can commence in March