

**Minutes of the Gawcott with Lenborough Parish Council Meeting held on  
Thursday 12<sup>th</sup> June 2025 at 7.30pm**

**Present:** Cllr White (Chair), Cllr Bate, Cllr Tofield, Cllr Burgess and Kelly Harris, Clerk & RFO  
**Buckinghamshire Cllrs:** Cllr Mahon

**1. To receive apologies for absence**

Apologies were received from Cllr Ulph Cllr Gibbs.

**2. To receive declarations of interest**

No declarations of interest were received.

**3. To approve the minutes of the Annual Parish Council Meeting held on Thursday  
15<sup>th</sup> May 2025**

The draft minutes were agreed unanimously and approved and signed as a true record of the meeting.

**4. Public Participation Session**

There were no members of the public present.

**5. To receive updates from Buckinghamshire Councilors**

Cllr Mahon recently met with the Deputy Chief Fire Officer who assumes all Parish Council's have a resilience plan which covers any disasters in the Parish – an act of terrorism, battery storage fire, large scale accident etc. Cllr Mahon believes the Parish Council needs to have a plan in place which includes how residents are notified, a plan to evacuate and a safe place for residents to stay. The Clerk will reach out to fellow Clerks to try to obtain a plan we can adapt. **Action: Clerk**

Cllr Mahon talked about the Standards and General Purposes committee at Bucks Council which is looking into how Councilors behave and how they uphold standards.

He mentioned the charity Helping Hands again and he will send an advert to the Clerk for the newsletter and website. He will arrange to meet with the head teacher of the school and Cllrs will be invited to join him at this meeting.

He also works closely with the charities Sacks of Hope and Bags of Taste which he hopes to expand into villages local to Steeple Claydon.

**6. Finance**

**a. To agree the June payment run as circulated**

**GAWCOTT WITH LENBOROUGH PARISH COUNCIL - PAYMENT RUN June 2025**

<b>Payee</b>	<b>Detail</b>	<b>Amount</b>
Karen Richards	Pavilion cleaning for May & cleaning supplies	£173.67
Clerk	Clerk salary for May and any related expenses	£544.00
TEEC Limited	Domain procurement for May 25 - April 26	£36.00
KJ Parker (The Lawn Ranger)	Grass cutting for May	£280.00
TEEC Limited	Web development & hosting and migration of documents to new site	£627.60
<b>Total</b>		<b>£1,661.27</b>

Cllrs unanimously agreed to the June payment run.

**b. To note the balance of accounts as at 31<sup>st</sup> May:**

- Business account x2092 - £1,029.49
- Playing field account x2967- £2,301.50
- Deposit account x5984 - £41,065.03

Cllrs noted the account balances to 31<sup>st</sup> May 2025.

**c. To review the May Bank Statements**

Cllr Bate checked the bank statements against the payments and receipts reports which were agreed and signed.

**d. To review and agree the payments and receipts report including to 31<sup>st</sup> May**

The finance reports were noted and agreed.

**7. Planning: To discuss planning applications.**

**a. Planning applications**

**25/01430/APP – Garden Lodge, Church Street**

Householder application for demolition of front porch, garage and conservatory to rear. Erection of part two storey side and rear extensions including raising of existing roof to provide additional accommodation in the roof space. Creation of new garage within the existing dwelling and alteration to fenestration

Cllrs unanimously resolved they had NO OBJECTIONS to this application.

**b. Ongoing planning matters**

To receive the written report about ongoing planning matters in the Parish

Cllrs noted the report and there were no comments made.

**c. Any other planning matters of relevance to Gawcott**

There was nothing to report.

**8. To report on any Highways, Footpaths & Footways and Lighting matters**

- a. To consider the quote received from Swarco for a 3-year maintenance contract on the MVAS

Cllrs unanimously agreed not to take out the maintenance contract. It was felt that the cost was too high and repairs will be paid for as and when required.

Cllr White advised the hedging has been cut back on Main Street, making it more passable.

Part of Hillesden Road has been renamed Main Street South. Cllr White has previously raised this with Bucks Council Fealey but will also now contact the street naming team at Bucks Council to find out why this has happened. **Action: Cllr White**

Cllr White has been made aware of some streetlights flashing. He will find out which streetlights are affected and report via Fix my Street. **Action: Cllr White**

**9. To report on any Maintenance and Environment issues**

- a. To note a warning about tree blight at Hodding Wood

Tom Goodman discovered the issue, and the forestry commission are unsure what it is. Cllr Bate believes it is Erming Moth and hopefully the tree will survive.

Tom has erected a sign asking people not to touch the affected area.

Cllr Bate has carried out an inspection of Hodding wood and there were no issues to report.

#### **10. To provide updates for the Pavillion, Playing Fields and Play Area**

a. Playing Field drainage - update to the drain/manhole issues in the playing field  
There has been no update from Bucks Council regarding ownership of the drain. Cllr White confirmed the manhole cover is still secure.

Cllr Burgess advised the dog mess is getting worse. The PC already has 'dogs must be kept on leads' signage and Cllr White will arrange installation. **Action: Cllr White**

Cllr White confirmed the all-weather pitch is still being broken into. People are climbing over the gate area so anti climb paint has been suggested as a deterrent. It is a relatively cheap option which lasts up to 7 years. Cllr White will find out if there is a solution to remove the paint if any maintenance is required in that time.

Cllrs unanimously agreed to the paint being installed around the gate area. Cllr White will purchase the paint, and signage will be added to alert people to the paint. **Action: Cllr White**

#### **11. To report on any other Parish Council business**

a. To discuss the cost of valuations for Hodding Wood and agree next steps  
Cllr Ulph is currently investigating alternative quotes and we await his feedback.

b. To consider a grant to the Village Hall Charity to assist with the installation of roof insulation

Cllr White advised that a £9,000 grant from the solar farm has been secured. This leaves £1,300 to find to pay the remaining balance.

Cllrs unanimously agreed to contribute £1,300 to the Village Hall Charity to cover the costs. Cllr White to advise the Clerk when this is required. **Action: Cllr White/Clerk**

#### **12. To receive reports from the village hall, solar farm and community group**

The village hall is operating at a loss of £6,000 per year. Cllr White again reiterated that the PC may need to step in to help later in the year.

There was nothing to report regarding the Solar Farm.

Cllr White reminded Cllrs that the tea on the green event takes place on Sunday, with events on 20<sup>th</sup> September and 6<sup>th</sup> December to look forward to. A new volunteer has stepped forward to erect the Christmas tree and lights and has asked if the PC would like more lights this year.

#### **13. Future meetings**

10<sup>th</sup> July, 11<sup>th</sup> September, 9<sup>th</sup> October, 13<sup>th</sup> November and 11<sup>th</sup> December (no meeting in August).

The Chairman thanked everyone for their contribution, and declared the meeting closed at 20.41.

Chair: ..... Date: .....

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