

**Minutes of the Gawcott with Lenborough Parish Council Meeting held on
Thursday 13th November 2025 at 7.30pm**

Present: Cllr White (Chair), Cllr Ulph, Cllr Burgess, Cllr Bate, Cllr Tofield, Cllr Robertson and Kelly Harris, Clerk & RFO

Buckinghamshire Cllrs: Cllr Fealey in attendance

1. To receive apologies for absence

Cllr Gibbs sent his apologies.

2. To receive declarations of interest

No declarations of interest were received.

3. To approve the minutes of the Parish Council Meeting held on Thursday 9th October 2025

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

Actions from the minutes were discussed. There are some outstanding actions awaiting input from Cllr Gibbs. Cllr White confirmed a response was sent regarding the local plan which he will share with all Cllrs. Anti-climb paint will hopefully be installed at the all-weather pitch in the next few weeks, booking and secure access technology information has been sent to Cllr White for feedback. Cllr White and Cllr Ulph met with Daisy from German Fisher about the Hodding Wood valuation to seek justification on how the valuations were reached. We await her feedback.

4. Public Participation Session

No members of the public were in attendance.

5. To receive updates from Buckinghamshire Councilors

Cllr Fealey talked about the closure of the waste centre for drainage work and that the Aylesbury centre was also due to close in January, but this has been moved to September 2026. Bleak Hall in Milton Keynes has agreed to Bucks residents using it and they operate a booking system. Boxes of refuse bags can be given to Parish Councils to manage the distribution if required and communications will be sent to residents.

HMP Grendon – a new transport plan has been submitted, and they have pushed back on not using the northern route. Cllr Fealey has written to them and has said this is unacceptable. They cannot use the northern route as a standard alternative route, but in some circumstances it might be necessary.

Cllr Tofield mentioned development in the field near her property and that she wasn't aware of any planning applications. She mentioned there are constant fires in the fields during the working week. Cllr Fealey will investigate and come back to the Parish Council. He believes it could be permitted development. Cllr White mentioned an application from approximately 4 years ago and that the Parish Council was against it for several reasons. He believes the application was withdrawn.

6. Finance

a. To agree the November payment run as circulated

GAWCOTT WITH LENBOROUGH PARISH COUNCIL - PAYMENT RUN November 2025

Payee	Detail	Amount
North Bucks Parishes Planning Consortium	Draft local plan webinar attendance	£30.00
Clerk	Clerk salary for October and any related expenses	£544.00

KJ Parker (The Lawn Ranger)	Grass cutting for October	£280.00
Karen Richards	Pavilion cleaning for October & expenses for cleaning products	£200.00
SLCC for Local Council Professionals	Membership renewal	£37.20
ElanCity	MVAS speed indicator sign	£3,107.99
Pam Molloy	Microsoft renewal	£59.99
	Total	£4,259.18

Cllrs unanimously agreed to the November payment run.

b. To note the balance of accounts as at 31st October 2025:

- Business account x2092 - £629.33
- Playing field account x2967- £7,979.05
- Deposit account x5984 - £43,901.90

Cllrs noted the account balances to 31st October 2025.

c. To review the October bank statements and review and agree the payments and receipts reports

Cllrs were happy with the reports and bank statements.

7. Planning: To discuss planning applications.

a. Planning applications

PL/25/3402/FA - Oak House Main Street Gawcott

Excavation of ground and erection of a timber sleeper retaining wall

Subject to the proviso outlined below, Councillors resolved they had NO OBJECTION to this application.

The proviso is of considerable importance, relating to the flooding of Oak House grounds and adjoining The Old House. Along the eastern boundary of Oak House, there is a drainage ditch which usually runs like a gentle stream but during periods of heavy rainfall, the stream very quickly changes in character and becomes a substantial torrent, rushing down from the properties to the north and flooding into Main Street flowing into the underground surface-water culvert beneath the roadway. Overflows from the ditch have in the recent past, flooded the adjoining property (The Old House) and great care will be required to ensure:

1. that there is no increased risk of flooding to The Old House as a result of the works,
2. and that sufficient retaining sleepers are provided to ensure the surface water does not rush over onto the Oak House plot and flood the proposed annex.

It would be sensible to advise the applicant to consult with the Council's Building Officers to ensure that the width/depth and configuration of the drainage channel meets their requirements for efficient and effective drainage with a minimised flooding danger to both Oak House and its proposed annexe, and to The Old House. Bucks Highways engineers carried out substantial works to the culvert earlier this year so will be able to give information if required.

PL/25/3401/FA - Oak House Main Street Gawcott

Erection of a single storey annex for ancillary use to the main dwellinghouse with associated groundworks and retaining wall

Subject to the proviso outlined below, Councillors resolved they had NO OBJECTION to this

application.

The proviso is of considerable importance, relating to the flooding of Oak House grounds and adjoining The Old House. Along the eastern boundary of Oak House, there is a drainage ditch which usually runs like a gentle stream but during periods of heavy rainfall, the stream very quickly changes in character and becomes a substantial torrent, rushing down from the properties to the north and flooding into Main Street flowing into the underground surface-water culvert beneath the roadway. Overflows from the ditch have in the recent past, flooded the adjoining property (The Old House) and great care will be required to ensure:

1. that there is no increased risk of flooding to The Old House as a result of the works,
2. and that sufficient retaining sleepers are provided to ensure the surface water does not rush over onto the Oak House plot and flood the proposed annex.

It would be sensible to advise the applicant to consult with the Council's Building Officers to ensure that the width/depth and configuration of the drainage channel meets their requirements for efficient and effective drainage with a minimised flooding danger to both Oak House and its proposed annexe, and to The Old House. Bucks Highways engineers carried out substantial works to the culvert earlier this year so will be able to give information if required.

PL/25/4865/KA - Churn Owl Cottage Main Street Gawcott

T1-T2 Apple - Prune and reduce them to approx. 3m height by 2.5m diameter (reduction of 1m height x 1m diameter). T3 Cherry - Remove. T4 Field Maple - Remove.

Cllrs 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.

c. Any other planning matters of relevance to Gawcott

Cllr White will attend the Rosefield Solar Farm Development Meeting on 20 November and Cllr Ulph will also try to attend.

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

The repair to the Gawcott village sign will hopefully take place before Christmas.

The Clerk will check emails from Elan City regarding installation of the new MVAS. Cllrs are expecting Elan City to install but the Clerk believes it is for the Parish Council to install the sign. **Action: Clerk**

The Clerk was asked to add the purchase of another MVAS to the December agenda. **Action: Clerk**

The Clerk was asked to raise with Bucks Highways the installation of yellow lines on the corner opposite the Crown pub to prevent people from parking. **Action: Clerk**

9. To report on any Maintenance and Environment issues

Cllr Bate mentioned tree roots coming up through the path at Hodding Wood. It was suggested that the Parish Council thinks about erecting 'take care' signs at the entrance to the wood.

Cllrs agreed that if the Parish Council purchases the wood, a plan for maintaining the area will be needed, which is to include tree surveys.

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

The heat pump at the pavilion has been serviced and all is ok with it. The time clock has been changed so that the heating goes on for 2 hours in the morning and 2 hours in the evening.

Cllr Ulph mentioned that parking at the pavilion is still an issue on a Saturday, with cars parking along the kerbs. He questioned whether the Parish Council needs to revisit the idea of extending the car park.

It was suggested that the play park area needs looking at in the future. Cllr White believes the next RoSPA report will highlight issues for the Parish Council to rectify. Cllr Ulph mentioned that the play area surface will need addressing at some point.

11. To report on any other Parish Council business

- Secure storage shed at the Village Hall

The Parish Council currently pays the Village Hall £25 per month to store the pump equipment in their sheds, but Cllr White and Cllr Ulph believe the sheds are not secure. They believe the sheds should be demolished and a new shed installed, and the proposal was to spend £2,000 on this.

Cllr Burgess asked what is stored in the container at the Village Hall and whether there was space in the container to store the equipment. Cllr White advised that Tressel tables and furniture owned by the village hall can be found in the container.

It was agreed that Cllr Burgess and Cllr Bate will meet with the caretaker of the hall to discuss the options. **Action: Cllr Burgess / Cllr Bate**

The first Cllr surgery was a success, and it was agreed these will be held every 3 months, with different Cllrs attending. Cllr Burgess and Cllr Bate asked not to be included in the surgeries.

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

Cllr White advised there had been no improvement in hires for the Village Hall.

Cllr Ulph informed Cllrs that the solar farm is doing well and continues to provide grants to local organisations. Profits are increasing, which means more money will be available for the grants.

There is a lantern procession taking place on 6th December between 5-6pm when the Christmas lights will also be switched on.

13. Future meetings

11th December

The Chairman thanked everyone for their contribution, and declared the meeting closed at 20.34.

Chair: Date: