



FINAL Minutes of the Ordinary Meeting of the Parish held at the Memorial Hall on 9th October 2025 at 6.30pm

Present:

Councillors: Martin Pacetti,, Ben Harris, Sue Weldon, Peter Woodliffe-Thomas, Nick Butler, Helen Hudson-Butler (Clerk)

Apologies for Absence

Sarah Smith

Sue Weldon - early departure

Declarations of Interest

Cllr Woodliffe-Thomas declared an interest in the Monday Club.

Cllr Butler declared an interest in the Winwood Trust as he is a trustee.

Public Participation

Members of the public – 0

Confirmation of Minutes of Previous Meeting

The minutes of the previous meeting held on 11th September 2025 had been circulated prior to the meeting, were duly signed by the Chairman as a true and accurate record.

RESOLVED c/2025/40 to approve the minutes of the meeting held on 11th September 2025

Chair's Report & Announcements

Conversation with Matt Bloxham BCC regarding the potential expansion of the parish council boundaries to include areas like Woodham, Hogshaw and Pitchcott. This would increase the council's influence and representation but also involve additional responsibilities, such as managing hedges and footpaths. **ACTION BH Meet with Matt to get more information on the boundary expansion proposal, Understand our obligations lie eg hedges, footpaths and share it with the group. Arrange a larger meeting to discuss the boundary expansion proposal and invite representatives from the affected areas.**

Upper Street Playpark work is completed and is now open for use. Thanks to Cllr Butler for managing this project.

Chairs Initials:

Date:

Clerks Report & Public Correspondence

Outstanding Actions from Previous Meetings (reference no. from Action Log)

No 1.2 Inspection Rotas & Playground Safety

The council discussed the frequency and structure of inspection rotas for playgrounds and other areas. It was agreed that playground inspections should be weekly, but other areas may not need such frequent checks. There was debate about whether casual observations are sufficient; consensus was that formal inspections are necessary as different people notice different issues.

ACTION - PWT Redo the playground inspection rota to have each person do one inspection per month and HHB set up a dedicated WhatsApp group to coordinate.

No. 4 QPC Website

The existing website is very clunky and not the most intuitive. Website refresh - Ranging from £500 - 2500 but we need to be able to maintain. All documentation will need updating before adding to a new site

ACTION - BH & HHB to contact web designers

No.10 MUGA update & release of S106 funding

The council also considered a proposal to spend £70,000 on a MUGA to unlock £220,000 in Section 106 funds for community projects.

ACTION - BH to review 3rd option for siting of the MUGA and then contact Caloo with decision and also see what 1 item can be purchased for £6k fund for outdoor gym equipment

No.13 Village Shop Struggles

The shop continues to face challenges despite increased activity. The Lands Trust have offered to fund a young person to manage social media for the shop to help boost engagement. There was discussion about management issues and the importance of positive publicity.

ACTION to remain ongoing SLT will pay £15 per hour too help with social media. Owner also looking at funding options. InPost have been unhelpful, Sue offered to help. Sue will drop off Speed kills stickers to shop. HHB to post on FB about collection from the shop.

No. 23 Noticeboards

ACTION - Council agreed to close this action and combine with the handyperson requirement.

No. 48.1 Quainton Directory

Discussed the need for a charity review to understand the activities and needs of local charities. Nick has contacted QVS but no response, so has completed with his knowledge.

Chairs Initials:

Date:

ACTION - All to add their known contacts

No. 49 Charity Review

All councillors to contact their charities and provide the relevant details on template

ACTION - NB to share template for others to us - store on google drive

Finance & Budget

Bank Reconciliation: Completed for 30th September 2025

Bank Reconciliation				Forecast Summary	
Bank balances	£	Balance b/f from 2024/25	-67,190.49	Bank Balance	86,062.15
Current Account	34,586.22	Receipts to date	-41,613.04	Precept and Income	-6,838.84
Reserve Account	51,475.93	Total	-108,803.53	Less Budget not spent	22,204.81
Receipts not banked	0	Payments to date	22,741.38	Less Project Balances	48,002.00
Payments not drawn		Reconciled balance	-86,062.15	Plus VAT re-claim	807.27
Total Bank balance	86,062.15			Forecast surplus (deficit)	9,823.77

Payments Made:

			Payments To be Authorised - SEPT 2025		
P52	OLB052	01/09/2025	EE	Parish Mobile Phone	29.52
P53	OLB053	02/09/2025	Helen Hudson-Butler	Reimburse McAfee	69.99
P54	OLB054	02/06/2025	Helen Hudson-Butler	Home working expenses	67.14
P55	OLB055	02/09/2025	SparkX	Lighting Repairs	3082.00
P56	OLB056	04/09/2025	K Richardson	Expenses - Aug	19.37
P57	OLB057	04/09/2025	K Richardson	Wages - Aug	134.04
P58	OLB058	04/09/2025	Helen Hudson-Butler	Wages - Jul & Aug	737.71
P59	OLB059	04/09/2025	HMRC	Tax HHB July & Aug	59.00
P60	OLB060	04/09/2025	HMRC	Tax KR Aug	33.60
P61	OLB061	04/09/2025	Defib World	QMH replacement defib pads	74.59
P62	OLB062	08/09/2025	Yu Energy	Streetlighting supply	48.31
P63	OLB063	08/09/2025	Yu Energy	Streetlighting supply	32.47
P64	OLB064	08/09/2025	Yu Energy	Streetlighting supply	33.47
P65	OLB065	16/09/2025	Martin Pacetti	Expenses reimbursement	50.10
P66	OLB066	16/09/2025	Bucks Council	Election Recharges	420.00
P67	OLB067	16/09/2025	PKF Littlejohn LLP	AGAR charges	252.00
P68	OLB068	19/09/2025	Yu Energy	Streetlighting supply	10.07
P69	OLB069	19/09/2025	Yu Energy	Streetlighting supply	10.46
P70	OLB070	23/09/2025	Defib World	QMH replacement defib pads	74.59
P71	OLB071	29/09/2025	Quainton PCC	QVS Advertisement	15.00

Chairs Initials:

Date:

- The council's bank balance is healthy and spending is under control.
- Playground – more soil required, spacer, padlock, sign, cracked tar mac to fix

RESOLVED c/2025/41 to approve addition spend by Cllr Butler and the be reimbursed

- Kompan Invoice

RESOLVED c/2025/42 invoice approved for payment

- Agreed to submit VAT return at end of October to claim back Kompan VAT
- Agreed addition spend will be put in 2025-26 and 2026-27 budget for the playpark

Community Engagement, Website & Social Media

- 11 emails received from residents - parking, charging EV, Drones
- Council discussed the importance of community engagement and the use of social media to keep the community informed.
- Continuing to post on FB any updates or news worth sharing

Planning & Development

02/09/2025	30/09/2025	25/02411/APP	Land At Woodlands Farm	No objections	MP NB - OK, SW
16/09/2025	06/10/2025	PL/25/3584/KA	15 Lower Street	No objections	NB - OK
26/09/2025	17/10/2025	PL/25/2723/HB	The Little Cottage, 36 Church Street	No objections	BH , NB- OK

- 3 planning applications were reviewed; none had any no objections, a

ACTION NB Follow up with Brian on the Littleton Manor Farm planning application and discuss it with the Quanton Waddesdon group meeting

Governance & Compliance

- Policy Reviews - Child Safeguarding

RESOLVED c/2025/43 to approve the new policy for Child Safeguarding within QPC

Items for Council Decision

- Gutter clearing - 23rd & 24th Oct - Lower St & Station Road day 1 - notification of moving car

ACTION BH & HHB to write communication to residents to help by moving cars

- Agreed date for Budget Planning on 3rd November 2025
- Nick Heirons to remain our appointed member until QMH next AGM and he will provide regular updates on QMH status

Chairs Initials:

Date:

RESOLVED c/2025/44 to approve the Nick Heirons to remain QPC representative on the QMH committee until their next AGM

- Do QPC have the best options for a bank and reserve account?

ACTION PWT to investigate and report back to Council

Buckinghamshire Unitary Council Update

Cllr Gomm sent apologies and will work with Clerk on upcoming dates and availability

Portfolio Reports

Finance, Planning & Development - Cllr Woodliffe-Thomas

- Reviewed spreadsheet and resolved issues with HHB
- Good set of accounts that match budget
- Agreed date for budget 3rd Nov 2025
- Once budget is set can input to scribe

Governance, HS2 & Allotments - Cllr M Pacetti

- HS2 have agreed to replace the daffodils in Station Road
- 5 new ones taken up allotments and 5 plots still available
- Rewrite terms and conditions

ACTION - MP to investigate and rewrite

- Need skip to clear up rubbish and Lawnmower & strimmer to keep on top of communal maintenance

ACTION MP to order skip and look at costing

Recreation, Environment & Public Spaces - Cllr Nick Butler

- Met with Jim Styles & Roger Simms regarding football club hedge. QPC agreed to spend £600 for 3 days & equipment to take out half the hedge.
- Peter Laybourne - to quote for tree removal due to Ash die back
- Brian running 4th consultation consultation - total 22 new houses
- Rural housing needs to be posted in QN to get housing needs
- Railway station have offered carparking for Firework Night - monitor this year and use next year but will need to marshal and publicize.

Public Services & Facilities - Cllr S Smith

- No update

Chairs Initials:

Date:

Vice Chair, Transport, Highways & Primary School Relations - Cllr S Weldon

- School Lands Trust
 - Simmonds to quote to redecorate at school during Xmas break
 - Purchasing Reconditioned chrome books - quote £2k with PTA to provide samek
 - Still issues with access to banking
- Playground Lease
 - Following email and call with School - authority from BCC to pay school direct. QPC agree to pay the school directly - once received in writing

RESOLVED c/2025/45 agree to pay school directly for playground once confirmation has been received in writing from BCC

- Lollipop vacancy for school

ACTION HHB put out advert in QN and FB

- Transport
 - Blackgrove Road - chase for update on further works

ACTION NB Resend out Fix my Street group login, pin to inspection rota Whatsapp group

Chair, Recreation, Community Health & Wellbeing - Cllr B Harris

Nothing further to add, all covered earlier

Thames Valley Police & Highways Matters

- Community event in QMH on 17th at 2pm from TVP for Fraud, Scams etc
- TVP in contact regarding car break-in in Church St

To Receive Reports from Outside Bodies

Nothing to discuss

To Consider Members Motions

CM008/2025	Oct-25	Establishment of a Quainton Community Group Grants Fund (from FY 2026/27)	Ben Harris	Carried
------------	--------	---	------------	---------

RESOLVED c/2025/46 agreed to support this motion

To Record Items of Business for the Next Council Meeting

No items

Chairs Initials:

Date:

Chairs Initials:

Date: