

MINUTES OF THE HAMBLEDEN PARISH COUNCIL MEETING

Held on Monday 8th September 2025, Hambleden Village Hall

PRESENT: Mr A Armstrong - Chair, Cllr S Webb, Mr C Hussey, Mr R Ashcroft, Mr G Hartley Russell, Mrs A Hopkins.

Mrs L Coldwell – Clerk

0 members of the public

Buckinghamshire Councillor Mark Turner

Minute 10199

Public Question Time

None in attendance.

Minute 10200

To receive any apologies for absence

Cllrs Dr. W Holmes, Mr D House, Mr S Taylor.

Minute 10201

Declaration of disclosable pecuniary and personal interests by Members relating to items on the agenda

None declared.

Minute 10202

To confirm and approve the minutes of ordinary Parish Council meeting held 14th July 2025

The minutes of the meeting held in July were confirmed as a true record and signed by the Chair.

Minute 10203

Clerk and any Councillors if appropriate to report on matters arising and any updates from previous minutes which are not on the agenda

- Minute 10180 – Cllr Hussey organised a meeting with a solicitor to discuss the common.
- Minute 10191 – Clerk organised for a photocell timer bulb to be installed at the Fingest streetlight.
- Minute 10193 – Clerk placed the PDF on the website and advertised in various places.
- Minute 10194 – the contractor has been working on removing the ivy from the wall.
- Minute 10195 – Clerk ordered the bird boxes and passed on Churchwarden details for installation.
- Minute 10197.2 – Clerk forwarded which benches are parish council property to Cllr House.
- Minute 10197.3 – Clerk asked Culden Faw Estate to look at the hedge by Hambleden Dene.
- Clerk has replaced the AED battery and pads for the defibrillator in Frieth. The Fingest pads also need replacing, however they are currently on back order due to production issues. Clerk has ordered and will install when they are received.
- Clerk answered queries from the external auditor regarding the AGAR.
- Clerk has registered for the new planning system at Buckinghamshire Council.
- Clerk responded to emails from residents on a variety of matters including rights of way, footpaths, and highway issues.
- Cllr Webb and Clerk will order new signs for the event parking in Hambleden, with the money being paid from the parking fund reserve.
- AED machines have been checked and reported to The Circle.
- Road closures have been placed on the website and Facebook page.
- Clerk has reported various potholes, damaged signs, blocked drains and faded white lines around the parish. This can be done by anyone via [Fix My Street](#).

Minute 10204

To receive updates if any from meetings attended since the previous ordinary meeting by Clerk and Councillors

Any slides have been circulated to the Councillors, Clerk has attended:

Clerk has attended:

16/07/25 – Community Board new manager introduction

22/07/25 – Clerks meeting

01/09/25 – Cllr Hussey and Clerk met with Lawyers for Nature

Minute 10205

To receive any updates from the Climate Change Working Party; to discuss any other matters relating

Cllr Hopkins reported that the next meeting is scheduled to take place next week. She will draft a letter to be sent to our MP Emma Reynolds, who is the new Secretary of State for the Environment.

Action: Cllr Hopkins

Minute 10206

To consider creating a Planning Policy statement for the parish

A statement was adopted in 2020, to demonstrate to the public how the Parish Council consider planning applications to aid transparency. Cllr Hopkins suggested a shorter friendlier version with a link to the full Planning Policy statement. Cllr Hussey will draft an Executive summary of the full statement.

Action: Cllr Hussey

Minute 10207

To consider Planning Matters in the parish

Cllr Hussey reported that Buckinghamshire Council no longer show comments from residents on planning applications to the public and therefore proposed asking anyone who submits a comment to send a copy to the Clerk so that the Parish Council are aware. All in agreement to place the request in the Hambleden Valley magazine, the Frieth Village Society newsletter, the PC Facebook page, and website. He also circulated an updated Parish Council Planning Policy Statement considering changes to the principal authority, the rebranding to the National Landscape from the Area of Outstanding Natural Beauty and updating of links. All in agreement for the updated changes.

Action: Clerk

Minute 10208

To consider replacing the broken bollards at Mill End to stop cars parking on the grass; to discuss a request for the speed limit to be reduced here

All in agreement to replace, Clerk to source quotations for both wooden and metal posts. With regards to a reduction in speed limit, new signage is more likely as Buckinghamshire Council do not support reducing to 20mph. Clerk will carry out a review of the current signage there.

Action: Clerk

Minute 10209

To receive an update regarding the Kenricks mausoleum in Hambleden churchyard

Cllr Webb reported that a report was carried out in 2008, and at that time it would cost £80-100,000 to restore. The new fencing was installed recently for health and safety purposes, following the Diocese quinquennial report.

Minute 10210

To consider the benches in Frieth following an audit by Frieth Village Society and the request for the Parish Council to take ownership of some and pay for the refurbishment of others

Cllr House prior to the meeting had circulated a paper. All in agreement to not take responsibility for any benches that were not originally purchased or installed by the Parish Council and are agreeable to replace the broken bench at the crossroads, in conjunction with FVS if they still wish.

Action: Clerk

Minute 10211

To receive an update regarding Pheasants Hill Common and the continued research into obtaining ownership

Cllr Hussey reported that following an online meeting with Lawyers for Nature, they confirmed that the only route would be to apply for setting up a Commons Council, although this is meant for much larger areas than the common. It is a long process to do, including consultations and an application to the Secretary of State. Lawyers for Nature will investigate what the chances of being successful are, but he does not think this is a good way to proceed. An alternative is that Lawyers for Nature are investigating giving nature its own voice, and the potential to give land its own rights. They are drawing up test cases and asked if the Common could be included, all in agreement. A full report will follow which will be circulated to Councillors when available.

Minute 10212

To confirm the pay scale increase as per the Clerks contract

Noted, a letter to Lloyds Bank to increase salary and pension contributions was signed.

Minute 10213

Finance:

a) To approve the accounts for August and September 2025: Approved and noted.

Accounts to be paid in September 2025:

Mrs L Coldwell – salary (via standing order)	1022.96
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BC Pension Fund (via standing order)	316.09
Mrs L Coldwell – expenses	317.61
Mr T Lumley – churchyard wall ivy removal	340.00
PHS Hygiene – annual duty of care	39.53
Buckinghamshire Council – election costs	2007.00
Buckland Landscapes – grass maintenance	1387.50
Hambleden Village Hall – hire	36.00
M Tuddenham – Hambleden toilet clean and open/close	130.71
Lloyds Bank – account charges	6.23
Total	5603.63
Balance as 1st July 2025	73752.78
Less July payments	(4426.34)
Less August payments	(3309.74)
Balance as of 31st August 2025	66016.70
Of which CIL Funds	3653.95
Church Wall reserve	20000.00
Other Earmarked reserves	3250.00
Hambleden Parking fund	912.39
Unrestricted Reserves	38200.36

Film Fund

Total of all funds at 1 st July 2025	19360.33
Income – “Thornfield” donation	1500.00
Lloyds – account charges	(4.25)
Lloyds – account charges	(4.47)
Total of all funds at 31st August 2025	20851.61

b) To nominate a Councillor to check and approve the bank reconciliation for June, July, and August:

Cllr Ashcroft checked and approved the bank reconciliations, including the amended anomaly from the July meeting.

Minute 10214

Members questions: including any items for the next agenda

- 1. **Cllr Hopkins** – can something be added to the website about bonfires? Clerk will place information about what is allowed and who any issues should be reported to on the PC website.
Action: Clerk
- 2. **Cllr Ashcroft** – any action on a savings account? Clerk will look to open one at Lloyds as where we already bank it should be simple to do so.
Action: Clerk
- 3. **Cllr Webb** – the churchwarden from Hambleden advised on the works that continue to be done in the churchyard, thanks were given to her and the contractor who is removing the ivy, Tom.
- 4. Tythe map – there is no evidence in it of Pheasants Hill Common ownership so it has not been taken down.
- 5. She has received a complaint from a resident about overgrowth on the verge running alongside the road leading to the village from the Skirmett Road. Clerk to report to Buckinghamshire Highways.
Action: Clerk
- 6. There is a broken bollard at Pheasants Hill common, with evidence that a vehicle has accessed. Chair will replace.
Action: Cllr Armstrong
- 7. **Cllr Hussey** – Culden Faw have provided a map of land that they own, which may assist in queries regarding fallen trees etc. Clerk will request the same from the Hambleden Estate office and Huttons Farm. **Action: Clerk**

Minute 10215

To consider all recent applications received from Buckinghamshire Council detailed and any other planning applications submitted and published on the Buckinghamshire Council Planning Portal between the circulation of the agenda and the meeting:

None to be discussed.

Planning Application Decisions made since the date of the last Parish Council meeting – for information only:

[25/06137/FUL – Rockwell End House Farm Rockwell End Lane Rockwell End](#) – Change of use of existing agricultural livestock barn to a mixed use of agriculture and private use only equestrian (retrospective) – **Application Refused**

[25/06176/TPO – Garden House Ferry Lane Hambleden](#) – Fell as dead x 1 Lawson Cypress – **Application Permitted**

[25/06284/CTREE – Clerks Piece Pheasants Hill Hambleden](#) – Crown reduce by up to 4m, crown thin by 15% and crossing branches to contain and maintain x 1 twin stemmed Beech (T1) and crown reduce by 2.5m - 3m to blend in with the larger tree and also crown thin by up to 15% to contain and maintain x 1 twin stemmed Beech (T2) – **Not to make a Tree Preservation Order**

[25/06045/LBC – Henley Business School Greenlands Henley Road Hambleden](#) – Listed building application for upgrading of and replacement of internal fire doors and associated works – **Application Permitted**

[25/06046/FUL & 25/06047/LBC](#) – The Flat Roofed House Innings Road Frieth - for demolition of existing single storey side extension and construction of new single storey side extension with basement storey below, together with external access steps and open lightwell to side/rear – **Applications Permitted**

[25/06249/FUL & 25/06250/LBC](#) – Henley Business School Greenlands Henley Road Hambleden - Repairs and alterations to Greenlands Building: repairs to west portico, alterations to south portico to create new accessible entrance and addition of awnings to south elevation – **Applications Permitted**

[25/06302/CTREE – 6 The Cottages Chequers Lane Fingest](#) – Pollard as grown into electricity cables x 1 Blackthorn – **Not to make a Tree Preservation Order**

[25/06169/FUL – Orchard Cottage Nixey Lane Frieth](#) – Householder application for construction of single storey front extension – **Application Permitted**

[25/06425/CTREE – The Cottage Hambleden Village Hambleden](#) – Reduce height by 3 m to 3 x Yew (T1, T2, T3) - trees from high hedge and reduce height by 3m to 2 x Holly (T4, T5) – **Not to make a Tree Preservation Order**

[25/06463/LBC & 25/06471/FUL](#) – Upper Woodend Farmhouse 37 Roundhouse Lane Fawley – application for addition of 1 x window to ground floor 20th-Century extension to north elevation – **Applications Permitted**

Minute 10216

To confirm the date for the next meeting as:

The date of the next meeting was confirmed as Monday 13th October – Frieth Village Hall.

The meeting was closed at 21.40.

Signed Date