MINUTES OF THE HAMBLEDEN PARISH COUNCIL MEETING

Held on Monday 14th September 2026, Skirmett Village Hall

PRESENT: Mr A Armstrong – Chair, Mr C Hussey, Mr S Taylor, Cllr S Webb, Mr G Hartley Russell, Mr R Lilley.

Mrs L Coldwell – Clerk
0 members of the public

Minute 10381
Public Question Time
None in attendance.

Minute 10382
To receive any apologies for absence
Cllrs House, Hopkins and Ashcroft,
Buckinghamshire Councillor Mark Turner.

Minute 10383
Declaration of disclosable pecuniary and personal interests by Members relating to items on the agenda
Cllr Armstrong declared an interest in agenda item 9a, the grant application from Hambleden Youth FC.

Minute 10384
To confirm and approve the minutes of the ordinary Parish Council meeting held 13th July 2026
The minutes of the meeting held in July were confirmed as a true record and signed by the Chair.

Minute 10385
Clerk and any Councillors if appropriate to report on matters arising and any updates from previous minutes which are not on the agenda

- Minute 10370 – Clerk hand delivered letters to the adjacent properties regarding the car park resurfacing and confirmed with the contractor that neighbour access would be available. A notice was placed on the website and Facebook page. The resurfacing took place successfully in late July, the balance has been paid in full.
- Minute 10372 – Articles were placed in various places, and a page on the website detailing the visit. Clerk wrote to all involved to thank them, which Cllr Hopkins hand delivered.
- Minute 10373 – Clerk drafted a letter to Buckinghamshire Council, which was sent after approval by Cllrs. BC responded advising that the funds have been allocated already.
- Minute 10374 – Clerk sent the support letter to the Chilterns National Landscape, and the donation has been ringfenced within the accounts until requested.
- Minute 10375 – Clerk organised payment of the grant donation for the Hambleden Youth Bellringers. They passed on their thanks to Councillors.
- Minute 10377 – invoices were paid in between meetings where necessary.
- Clerk wrote to the Scout group who use the campsite at Pheasants Hill Common following reports of a fire that a fire engine from Wycombe attended to extinguish.
- PKF Littlejohn returned the audit, the savings account should have been included in the main figures and not shown as a payment. Clerk has completed the details required by the SAAA for the start of the AGAR process “going digital” from next year.
- Cllr Webb and Clerk have liaised with Culden Faw Estate regarding the car park in Hambleden.
- Clerk has spoken with residents on a variety of matters, such as Air BnBs in Hambleden, concerns over the licensing application in Rockwell End, and traffic/speeding in the parish.
- Frieth Village Hall and Trustees wrote to the PC expressing their thanks for the recent resurfacing works carried out to the car park in Frieth.
- Clerk has spoken with Skirmett Village Hall about the re-siting of the AED machine. All councillors in agreement that whilst it needs to be moved because of the new heat pump, it should remain on the village hall.
- A resident contacted regarding concerns about the church wall in Hambleden. Clerk organised a flint wall specialist to visit and assess the wall, along with any other repairs that may be needed. Cllr Webb met with the contractor on site, a full report is expected.
- AED machines have been checked and reported to The Circle. Clerk has replaced the 2 sets of pads that were due to expire in Frieth and Skirmett.
- Clerk has been approached by a resident in Frieth regarding planting a memorial tree on the village green. All in agreement in principle, Clerk to ask for more details.

- 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 10386
To receive updates if any from meetings attended since the previous ordinary meeting by Clerk and Councillors
Clerk has attended:
14/07/2026 – Town and Parish Councils in the New Local Plan
16/07/2026 – Parish Liaison meeting
17/07/2026 – ONH Updates on Local Plans
30/07/2026 – ONH Planning Update re: Buckinghamshire Local Plan
03/09/2026 – Reading a Planning Application webinar
03/09/2026 – Preparing for Employment Law Reforms webinar
08/09/2026 – Buckinghamshire Council Planning Liaison meeting

Minute 10387
To receive any updates from the Climate Change Working Party; to discuss any other matters relating
The next meeting is scheduled to take place later this month.

Minute 10388
To consider applying for trees via the Bucks Tree Mission for Pheasants Hill Common
All agreed not to proceed at this time, as only small whips are currently being offered. Given the presence of deer on the Common, larger, more established trees would be required to give them a reasonable chance of successful growth.

Minute 10389
To consider grant applications from:
a) Hambleden Youth FC for £2000
b) Frieth Cricket Club for £10,000
c) Frieth CEC School PTA for £1000
All in agreement to donate the following amounts from the Film Fund:
a) £2000
b) Clerk to ask further information regarding the benefits to residents in the parish.
c) Clerk to ask for further information regarding where the money will be spent, and for a copy of the accounts as previously asked for which has not been supplied.
Clerk to advise each party.
Action:Clerk

Minute 10390
To confirm the Clerk's pay increase following negotiations to the NJC salary scales as per the contact, including back dated salary to April 2026
The pay increase has been noted, Clerk to alter the Standing Order to reflect the new amounts including the change to the pension contribution.
Action: Clerk

Minute 10391
To consider organising a screening of the film "People's Emergency Briefing" in the parish, to include a panel for audience discussion afterwards
Item deferred to the October meeting, as Cllr Hopkins is not in attendance. She has lined up potential panellists.

Minute 10392
To consider a new website and ".gov.uk" email provider
Item deferred until October meeting. Clerk will send through the full quotations for the various website providers to Cllrs Hussey, Taylor and House.
Action:Clerk

Minute 10393
Finance:
a) To approve the accounts for July and August 2026 – *Approved and noted*
b) To approve payments for September 2026 – *Approved*

Accounts to be paid in September 2026

Mrs L Coldwell – salary (via standing order)	1118.50
BC Pension Fund (via standing order)	315.42
Mrs L Coldwell – expenses	125.68
Mrs L Coldwell – backdated pay award	180.00
Kat's Accounts – internal audit	70.00
PHS Hygiene – annual care waste transfer	41.51
ACL Armstrong – lengthsman work	1512.00
Skirmett Village Hall – hire	35.00
M Tuddenham – Hambleden toilet clean and open/close	160.10
SSE – lighting charges	160.53
Lloyds Bank – account charges	4.25
Total	**3722.99**
Balance as 1st July 2026	**44455.27**
Less July payments	(16747.49)
Transfer from Savings account – Frieth car park	11000.00
Balance as of 31st July 2026	**38707.78**
Less August payments	(17623.93)
Transfer from Film Fund	5500.00
Total as of 31/08/26	**26583.85**
Church Wall reserve	20000.00
Other Earmarked reserves	3500.00
Hambleden Parking fund	696.39
Unrestricted Reserves at 31st August 2026	**2387.46**

Film Fund

Total of all funds at 1st July 2026	19306.57
Hambleden Bell Ringers	(690.00)
Lloyds – account charges	(4.25)
Frieth Car Park	(5500.00)
Total of all available funds at 31st July 2026	**13112.32**
Lloyds – account charges	(4.25)
Total of all unreserved funds at 31st August 2026	**13108.07**
Reserve – Chilterns National Landscape contribution	(1000.00)
Total of all funds at 31st August 2026	**12108.07**

Savings Account

Total of all funds at 1st July 2026	**30065.40**
Interest	12.36
Total of all funds at 31st July 2026	**30077.76**
Deposit Frieth car park resurfacing	(11000.00)
Interest	8.97
Total of all funds at 31st August 2026	**19086.73**

c) It was agreed to defer the matter until the October meeting, where Cllr Ashcroft can review and confirm.

Minute 10394
Members questions: including any items for the next agenda

- 1. **Cllr Webb** – has been told that car tracks are visible through Pheasants Hill Common. Cllr Armstrong will attend to look to see if new posts are needed.

Minute 10395
Planning
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:

PL/26/06341/FA - School Cottage Skirmett Road Hambleden – Insertion of two dormer windows on the south-east elevation. Alterations to the north-west roof slope, including widening the roof, replacement of existing dormers, and the introduction of a narrow flat roof section. Insertion of a small

window to each gable at first floor level. Internal reconfiguration to improve usability of first floor rooms **– no objection**

PL/26/06069/FA – Fayland Colstrope Lane Hambleden – Construction and formation of an outdoor swimming pool together with an associated viewing area, plant room and landscaping **– no objection**

PL/26/06685/KA – The Yard Hambleden Village Hambleden – Fell 1 x Leylandii (T1) as damaging rear old wall **– no objection**

PL/26/06255/FA – Rotten Row Farm Main Road Rotten Row Hambleden – Conversion of vacant office units into 4 residential dwellings, demolition of stables and creation of walled parking area and associated works **– objection, we are against change of use as commercial properties bring benefit to the community.**

PL/26/06600/KA – Grebe Cottage Henley Road Hambleden – Fell 1 x Ash (T1) due to major dieback and fungus throughout tree and fell 1 x Willow (T2) as snapped in river and also blocking inspection on tunnel bridge which has subsidence **– no objection, but we would like the willow to be replaced with another willow**

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

PL/26/01977/FA – Rockwell End House Farm Rockwell End Lane Rockwell End – Proposed manege **– approved**

PL/26/03205/FA - 2 Varnells Terrace Skirmett Road Hambleden – Two storey front, side and rear extension including internal alterations and changes to fenestration. Front oak framed porch canopy **– approved**

PL/26/04907/FA – Old Schoolmasters House Skirmett Road Hambleden – Side and rear two storey extension and alterations **– refused**

PL/26/04823/EU – The Barn In The Wood Shogmoor Lane – Certificate of lawfulness for existing use of building as a single dwellinghouse, including residential garden, as shown on submitted site plan **– Grant Use**

PL/26/03860/FA – Frieth Church Of England Combined School Frieth Hill Frieth – Erection of 1.5 storey rear extension to form library and storage area **– approved**

PL/26/05260/FA & PL/26/05261/HB – Chisbridge Farm Chisbridge Lane Frieth – Demolition of the existing Old Stables building and the repositioning and construction of a new replacement building **– Withdrawn**

PL/26/05319/FA – Sundawn Chequers Lane Fingest – Installation of PV solar panels **– Approved**

Minute 10396
To confirm the date for the next meeting as:
The date of the next meeting was confirmed as Monday 12th October – Hambleden Village Hall.

The meeting was closed at 21.15.

Signed …… Date ……