



## **BUCKLAND PARISH COUNCIL**

Clerk: Mrs Jane Lewis,

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Annual Meeting of Buckland Parish Council  
Monday 11<sup>th</sup> May 2026 at 6.30pm  
in Buckland Village Hall.

**PRESENT:** Cllr Jon Sainsbury, Cllr Carole Paternoster, Cllr Fiona Livingston, Cllr Heather McKenna, Cllr Huseyin Caglayan, Cllr Rachel Critchell and Mrs Jane Lewis (Clerk).  
There was one member of the public in attendance.

### **26.79 Election of Chairman for 2026-2027**

Cllr Jon Sainsbury was nominated by Cllr Huseyin Caglayan and seconded by Cllr Carole Paternoster for the position of Chairman of the Parish Council for the ensuing year. There were no further nominations and Cllr Sainsbury was unanimously elected Chairman. He then accepted the position and took the chair.

### **26.80 Election of Vice-Chair**

Cllr Carole Paternoster was nominated by Cllr Jon Sainsbury and seconded by Cllr Fiona Livingston for the position of Vice Chairman of the Parish Council. Cllr Paternoster was elected unanimously.

### **26.81 Acceptance of Office for Councillors**

Cllr Jon Sainsbury, Cllr Carole Paternoster, Cllr Huseyin Caglayan, Cllr Heather McKenna, Cllr Fiona Livingston Cllr Rachel Critchell, all accepted the roles of Councillors for Buckland Parish Council. Clerk Jane Lewis witnessed their acceptance of office documents.

### **26.82 Apologies**

Buckinghamshire Cllr Steve Bowles

### **26.83 Declarations of Interest**

There were no declarations of interest.

### **26.84 Open Forum**

A member of the public enquired about the procedure when a homeowner does not follow approved plans for building work on their property. They were informed that the applicant would need to inform the planning department at Buckinghamshire Council of the amendments, which would require the submission of a further planning application.

### **26.85 Minutes**

The minutes of the Parish Council meeting held on Monday 13<sup>th</sup> April 2026 were agreed and signed by the Chair, Cllr Jon Sainsbury.

### **26.86 Clerks Report**

The Clerk reported that the annual questionnaire from Buckinghamshire Council relating to emergency responses had been received. This had been completed; however this year additional

information had been received relating to equipment Councils may need. **ACTION: Clerk to follow up**

The Clerk had attended a East Bucks Community Board Clerks Forum meeting. It was noted that the liaison for the East Bucks group, Michelle Parker will be leaving in June/July. Michelle reported that Councils will be allocated posters for the Responsible Dog Owners Campaign.

Halton Parish Council extended an invitation to Buckland Parish Council to attend their meeting on 20<sup>th</sup> May with Planning Consultant and other Parish Councils to discuss planning issues in the local area. Clerk had reiterated that Buckland Parish Council are unable to contribute financially.

**ACTION: Cllr Fiona Livingston and Cllr Rachel Critchell will attend as “interested listeners”.**

Clerk will be producing Newsletter at end of month. Local groups had requested input. It was agreed that a diary of events section would be included due to constraints on space.

### **26.87 Buckinghamshire Councillors Report**

No Buckinghamshire Councillors present.

### **26.88 Allocation of responsibility for:-**

It was resolved that Councillors would take responsibility for the following areas:

- Assistant Clerk – Cllr Fiona Livingston.
- Burial Ground – Cllr Heath McKenna.
- Environmental Services – Cllr Jon Sainsbury & Cllr Huseyin Caglayan.
- Footpaths, Bridleways, rights of way – Cllr Fiona Livingston & Cllr Heather McKenna.
- Lower Buckland Community Orchard – Cllr Fiona Livingston & Cllr Carole Paternoster.
- Planning – Cllr Carole Paternoster & Cllr Rachel Critchell.
- Primrose Copse, Grasskeep, Allotments – Cllr Jon Sainsbury.
- Remembrance Sunday – Cllr Jon Sainsbury.
- Roads, Ditches, drains – All Councillors.
- Speed Awareness Campaign – Cllr Rachel Critchell.

### **26.89 Appointment to External Bodies**

It was resolved that the following Councillors would be appointed to the following groups:

- Olleco Liaison Group – Cllr Jon Sainsbury.
- Buckland Old School Trust (BOST) – Cllr Heather McKenna.
- East Bucks Community Board – Cllr Carole Paternoster.

### **26.90 Review of Banking Arrangements**

- Direct Debits and Standing Orders

A list of payments made to third parties via direct debit and standing orders was approved.

- Bank signatories

Bank signatories are the Clerk, Cllr Paternoster, Cllr McKenna and Cllr Livingston.

### **26.91 Finance**

- End of year bank reconciliation to March 2026.

The End of year Bank Reconciliation was reviewed. It had been signed at the April meeting (minute item 26.66).

- Approval of Internal Auditor’s Report.

Members considered and were satisfied with the effectiveness of internal control that has been in place during the year under review and approved the Internal Auditors report.

- Review and sign Governance Statements in Annual Update on Accounts 2025-2026.

Members approved the Accounting Statements for 2024/25

- Review and sign accounting statement

Members resolved to approve the Annual Governance Statement, and the Chairman signed the appropriate documents.

- Dates for public inspection of accounts (6 weeks)  
Dates for public inspection of accounts (6 weeks) will be from 3<sup>rd</sup> June 2026 until 14<sup>th</sup> July 2026. These will be displayed on noticeboards and BPC website.
- Payment for filming on A41  
Buckland Parish Council will receive a payment of £1500 from filming company for inconvenience caused by the closure of A41 for filming. The money is to be used for community funds. It was agreed to put £500 towards the Speed Awareness Campaign.
- Approval of new electrical street light supplier  
Three quotes were considered from new electrical companies for street lighting. It was agreed to engage Ford & McHugh. They would also carry out a street light audit for £1760 +VAT.

### 26.92 Review of Policies

- Risk Assessment – The Risk Assessment was reviewed and signed by the Chair and the Clerk.
- Code of Conduct – The Code of Conduct was reviewed and agreed.

### 26.93 Planning Applications/Matters

- PL/26/02543/KA Notification of proposed works to trees in a conservation area  
Location: Church Farm , Main Road, Buckland, Buckinghamshire, HP22 5HU – This had been approved by Buckinghamshire Council.
- Neighbourhood Plan update (CP)  
Cllr Carole Paternoster reported the Buckland Neighbourhood Plan runs until early 2028. Buckinghamshire Council approved it in Spring 2023. NHPs are valid as long as they are less than 5 years old. It was agreed that funds should be put aside in reserves for the next NHP. This work should begin in mid 2027 at the latest. This will be taking place alongside Bucks Council's new Local Plan and timescales may need adjusting. **ACTION: Clerk to investigate costs of Neighbourhood Planning consultants for like sized parishes.**
- To Consider any planning applications received since 27<sup>th</sup> April 2026 – None received.

### 26.94 Thames Water Pumping Station Update

Buckland Councillors attended a meeting with representatives from Thames Water and Laura Kyrke Smith (MP for Aylesbury) on 24<sup>th</sup> April. Buckinghamshire Councillors had been invited to attend but declined the invitation.

Thames Water shared plans for the proposed new route for the pumping station and possible new location of the pumping station. These have all been submitted to Buckinghamshire Council for pre-application planning advice (pumping station) and planning agreement for the route of the pipeline. Clerk has requested drawings for booster station as discussed at the meeting.

### 26.95 Consultations

- Buckinghamshire Council Public Consultation: Draft Community Infrastructure Levy (CIL) Charging Schedule for the North and Central areas of Buckinghamshire – This levy was introduced nationally in 2013 and similar to Section 106 funds. The funds will be spent on new infrastructure requirements as a result of development and will cover contributions to Highways/Education/Medical/Leisure & Social, etc.. **ACTION: Cllr Carole Paternoster to complete on behalf of BPC supporting proposal but stating that flats should also be subject to CIL charges.**
- **ACTION: BPC to review projects outlined in Neighbourhood Plan and possible costs. Two projects to be selected to take forward should developer funding become available through CIL or s106 charges**

- Buckinghamshire Design Code and Parking Standards for New Development .

### **26.96 Roads and Transportation**

Updates on:

- Buckland Road – Speed Awareness Campaign  
Cllr Critchell has contacted Aston Clinton Parish Council and Aston Clinton School. Both parties want to get involved. ACPC wish to wait until the Autumn, however BPC feel the need to be more urgent. **ACTION: Continue to liaise with all parties.**
- Tring Hill / Buckland Wharf Traffic calming – Complaints are still being received. Council discussed possibility of more truvello strip data, however strips have been placed further up Tring Hill. **ACTION: Clerk to ascertain purpose of new strips and request data.**
- Thorne Way Residents parking issues – No update. **ACTION: Clerk to contact new team at Highways**

### **26.97 Maintenance of Land Holdings**

To receive reports and agree any actions relating to the Parish Council's Land Holdings:

- a. Burial Ground and Churchyard maintenance – Approval of Memorial to A. Thorne. This was approved.
- b. Community Orchard – Council agreed to purchase sign that BPC will not be liable for injury to any members of the public whilst using the community orchard. **ACTION: Cllr Livingston to order.** Clerk had received a quote for grass cutting in orchard. Councillors asked the Clerk to request a quote for walkways around the orchard.  
Report had been requested from Buckinghamshire Council on progress of trees that were funded in 2023 by Forestry Commission grant. **ACTION: Clerk to reply.**
- c. Grasskeep Tree Removal – Planned for 13<sup>th</sup> May.
- d. Primrose Copse – No update.

### **26.98 Footpaths and Environment**

To receive reports and agree any actions

- Footpaths & Bridleways – Councillors were pleased to see the footbridge had been replaced in lower Buckland. Two fallen trees still obstructing BLD 7/2. Many of the footpaths in the area are becoming overgrown.
- Odours are occurring again on footpath by A41 and Cherry Tree Farm.

### **26.99 Arla/Olleco**

- a. Smells continue to occur in surrounding area. Clerk has posted on social media how to report to EA and two reports have been received from residents in Aston Clinton.

### **26.100 Matters of Report**

Nothing to report.

### **26.101 Correspondence and circulars**

None.

**26.102 Date of next Parish Council Meeting** – Monday 8<sup>th</sup> June 2026 6.30pm in Parish Office, Buckland Village Hall.

The meeting closed at 7.44pm