

Agenda Point		Person /s to action
	Meeting opened at 1930hrs.	
48	Apologies No Apologies RECEIVED Cllr James Sisk was absent from the meeting	
49	Open Forum 4 members of the public in attendance Nick Kampa (NK) raised that there is a constant continuous noise emanating from the Venture Park 24 hours a day. They can hear it when the windows are open or closed and it sounds like an industrial noise. Environmental Health has been contacted on many occasions and have visited the Venture Park and cannot pinpoint the noise. The noise is so loud and constant NK, and his family are unable to sleep, and it is causing huge issues. NK asked if anyone else is aware of this or can hear it as his property is set back a bit further from others and is close to the Venture Park. Any resident experiencing this same noise can contact the Clerk or NK himself and should also report this to Environmental Health. Stacy Kemp (SK) stated that the new sewerage facility on the Venture Park has been fitted with an interstage pump station that may emanate a noise 24 hours a day. NK to raise this with Environmental Health. AL to raise with Westcott Venture Park.	AL

	AL stated that AL and SP raised this noise with Nigel Mackenzie and John Westwood in their recent meeting with the Venture Park and has forwarded correspondence to John Westwood for follow up. A local landowner raised concerns regarding surface water drainage in the village. He is very concerned that the ditches will flood again and that Riparian Ownership duties have not been undertaken. AL explained that Riparian Ownership letters were sent to all relevant landowners last year giving a deadline of September 2025 to complete works. However, Bucks Highways did not meet their agreement of repairs and ditch works and that will hopefully be happening very soon. SP explained the concern that the ditch works in Lower Green have apparently been undertaken but she has advised that they were not to a satisfactory level of workmanship and this has been taken up with Casey Jane Sutton with no explanatory response received to date. AW to update further when he joins the meeting. SK stated he has been in contact frequently with the Highways Agency regarding the works outstanding in Raven Crescent / Linnet Drive. Grant Weavers and Matt Wincup have responded saying the job has been on the system since January and is part of planned works. This time last year, the road was so flooded, the road and footpaths were impassable for vehicles and pedestrians. School children had to walk down the centre of the main road which is unacceptable and poses significant risk to them. SK, the Council and all residents are very concerned about everyone's safety. AW will join the meeting and give hopeful feedback later.	
50	To DECLARE any declarations of Interest None declared	
51	To APPROVE Minutes of the meeting held on the 28th of July 2026 Minutes approved and SP signed AL to upload onto Website	AL
52	To NOTE Matters arising not included in the agenda Action points tracker reviewed. The following points remain outstanding (not included in the agenda): AW to obtain details for Bucks Council regarding complaints re process for planning No details for recent 2 x HS2 planning requests AW to follow up AW to enquire why trees were removed from HS2 and why AW to get a date from Highways regarding the works at Linnet Drive / Raven Crescent involving the collapsed culvert JH / AL to undertake a biodiversity audit (End October 26) Church gates and posts to obtain 3 quotes for replacement AW to speak to highways re clearance of ditches in lower green being inadequate	AW AW AW AW JH AL AW

	AW to follow up safety concerns of verge blocking vision of oncoming traffic SP to send AL details of super prison road access planning request to respond to AL to get a date for the resilience planning officer to come to the village AL to apply for the Police Commissioners Grant for LED lights under the road safety category.	AW SP AL AL
53.	To RECEIVE the Clerks Report (shared prior to the meeting with all Councillors) 1. Action points tracker spreadsheet updated and shared and sent ahead of the meeting. See 26-27 tab for this Council Years actions inclusive of last year's outstanding actions. 2. Burial Ground / Churchyard Revised Draft Memorial management policy circulated to Council for approval. Concern raised that a cherry tree and its memorial plaque are no longer in the burial ground. Email sent to Simon Brown to see if he knows anything about this. Precarious hanging branch reported on Facebook on Friday 11th and Charlie Connor responded and undertook some extensive tree surgery Saturday 12th and made the area safe. Fee agreed with Cllr Pusey and me and notifications to not attend the burial ground for the morning sent on What's app and Facebook. Pile of woodchip placed in the burial ground for future use. Other branches removed and the crown raised to ensure no issues in the next few years. As Parish Council are now responsible for the Churchyard and no records exist the Churchyard will be fully mapped and recorded. Newsletter sent out contained the names on the gravestones that require attention. 3. Thames Valley Police Ongoing communications between Susan Goodway and myself continue. Any issues or concerns that are non-urgent should be sent to: waddesdonNHPT@thamesvalley.police.uk PCSO Danny Fahy liaising with Cllr Lacey regarding speed checks in the village that she wishes to be present for. 4. Speed Information Devices Android tablet purchased and new software sent free of charge from Traffic Technology. Cllr S and G Pusey downloading old data and uploading software which is taking a very long time but will hopefully be shorter once all archived data removed. 5. Waddesdon, Westcott and Winchendon Newsletter. Copy will be published in October 2026 edition 6. Westcott Church Monthly service attended. Friends of Westcott Church planning fund raising events and all potential grant opportunities sent to Rev Caroline / Friends of Westcott Church. 3 quotes for gates currently being obtained to bring to Council once received. 7. Land at Lower Green Final agreed proposal sent to Bucks Council. Response received stating 'Thank you for your proposal. I acknowledge receipt. We are currently working on a process to capture and consider proposals of this nature in a streamlined and structured manner.	AL

	We will be in contact further. Regards Dominic Daymond Head of Asset Management Corporate Property & Assets Communities Directorate Buckinghamshire Council' 8. Street Lighting N Power invoicing has reflected the new certificate of the LED lighting. September bill was £ 33.92. In September 2025 the bill was £128.74. Following a request for WPC to take on the lighting in Burnham Road, Raven Crescent and Linnet Drive the Same providers of our LED lights will undertake a survey to enable the Council to identify costs that may be incurred. 9. Westcott School buildings Hedge has been cut prior to the Flower festival and the grass in the school grounds has been strimmed. 10. Bucks Funding Search / Grants Reviewed weekly – many are not relevant but will keep reviewing just in case. Police Commissioners fund open until 28th September. AL to apply for support with LED lights under road safety. 11. Local Area Technician / Highways / Fix my street Email from Casey-Jane Sutton received on the 18th of August to Cllr Pusey apologising that Cllr Pusey feels there has been a lack of progress since her previous update. • Ditch on Lower Green to be followed up • Additional signage added to the list for collection • Casey Jane will provide a further update once she has progressed the outstanding terms No dates yet received for Raven crescent / Linnet Drive damaged culvert works. Email regarding this was responded to by Grant Weaving – Highways Lead Northwest, Buckinghamshire Highways who stated 'that as soon as they have a confirmed date, they will let us know. The drainage issue below remains my number one priority, and I am confident that it will be completed. Unfortunately, I cannot provide a timescale at this stage, as neither Casey nor I are involved once the scheme has been submitted for progression. What I can assure you is that the issue has not been forgotten. Ashley knows me well enough by now to know that I will continue to challenge and follow up with the relevant teams whenever I am not satisfied with the progress or information provided.' 12. Donkey Field – planning breach. No further update received but email sent chasing a response. 13. Bucks Recycling Fire / EA response No response and follow up email sent again. 14. Resilience draft plan. Email sent to Laura Moreton – Resilience Officer requesting possible dates to meet the Council and residents and discuss the plan further Following Luras response on the 14th of September Council agreed to ask for a date in November to enable advertising of the meeting to go to all residents. To be held at 7pm at the Cricket Club on the agreed date to be advised. 15. BFRS training centre planning request. Email received from Simon Tuffley on the 1st of September. He would like to meet with the Council to discuss the smoke management plan, and they have been giving serious consideration to the installation of smoke filtration systems. He would also like to introduce the officer managing the	AL AL
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	• The Café at the Gatehouse is now closed permanently, but they are looking at a small retail area instead in that building for drivers and the local residents. • BR – John Westwood will attend the planned meeting with the Parish Council on the 21st of September. • Lighting is being observed and managed. • Drones – Tim Orchard and Skyports liaising. CTI to review over the next few months about the management of air space and if air traffic control will be required. May need a tall tower in the Catapult area to be built but no larger than surrounding structures already present. Drone corridor to facilitate longer flights to be looked at but this will not come over the village. • Social Club entrance – John to tidy. CTI on arrival to this new asset were concerned regarding the state of the main entrance. • Hedges along the entrance to the village and footpath clearance scheduled for October • John Westwood will liaise with transport managers across the village (particularly Olleco) regarding the not suitable route for HGVs through the village. • Agreed to host the Santa tour again this year and facilitate a warm area with refreshments at the Skylark at the end of the tour. • AL to email Nigel regarding the work to the village playground to see if monetary support or sponsorship can be sourced from CTI. • Sewage works up and running. Thames water will be sending out letter to the residents who are impacted by this/ • USAR training event including Fire, Police and Dog training on the 15th and 16th September. • Police FAST training ongoing. • Search and rescue training ongoing and had spread into the Village earlier this year however WVP were unaware of this, and they shouldn't have spread outside of the WVP. • Permission given for John Westwood to inform residents on the village Facebook and what's app group of any unusual events happening. • Concerns re noise – particularly at night – to be sent to John Westwood and he will follow up. • Skylark would like to be considered as an Xmas meal offer when gaining menus and prices. They would not charge for the venue for the senior residents Xmas meal. 21. Community Board Meeting 10th September Teams meeting attended by Sue Pusey and Amanda Ludlow. Looking at how to engage local youth and growing the rural economy. Next meeting 3rd March 2027 22. Bucks Recycling Liaison meeting to be held on 21st September at 11am 23. Clerk Salary increase National Joint Council for local government service has issued their pay agreement for 2026. New pay rates to be increased by 3.30 % per annum. Existing pay rate of £14.82 to increase to £15.31 with back pay to be paid back to 1st April 2026. £0.49p x 26 weeks of 8hrs a week = £101.92 Agenda item	AL
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	24. Website Jo has reviewed the website accessibility statement IT and Biodiversity policy uploaded. 25. Cllr Peter Ashby Acceptance of office completed. Register of Interests completed and emailed to democracy department at Bucks Council JH to create a council email for Pete - completed 26. Buckinghamshire Highways and Transport Stakeholder Conference 19.10.26 1030 to 1600. Sue Pusey and I are booked for this conference. It is free of charge to attend.	
54	Reports RECEIVED I. Burial Ground & Churchyard As per Clerks Report. Quotes to be obtained for replacing the church gates and posts. Mapping of all graves to be undertaken in Churchyard Goss family tree passed to Clerk to try and identify ownership of a number of graves. II. Friends of Westcott Church Group Flower and Heritage Festival successfully held the 22nd and 23rd August. £1500 and online donations to be finalised. Debrief meeting to be held on the 19th of September at 1830hrs at the Cricket Club. Concern raised by Council regarding people parking on the green directly next to the no parking signs and blocking the turning circle, again despite signs. Ideally at future events parking attendants to be present to stop this. JH asked to enquire as to process for dealing with illegal parking on common land. AL to enquire in connection with any future infringements. III. Church and School Hedges were trimmed on the day prior to the flower festival. The grass / astro turf has been trimmed but still looks untidy as all strimming's left on the surfaces. IV. Website / email No issues and remains updated V. Village Green 4 visits completed and quotes and project plans being received – 2 so far as of this morning. Once received will share with council and a public meeting will be held to view and look at options. Watering continues in this hot weather – more volunteers needed.	AL

	VI Charities William Turner – SF will attend her first meeting 28th September Faith Beaumont – JH has contacted the administrator – no response as yet Beck and Fetto – no update other than that provided in the Annual Parish Meeting. No representation from Westcott PC required. VII Buckinghamshire Council Report to be delivered by AW attending the meeting later VIII Speed Watch Tablet purchased and new software utilised. A41 end of village SID all updated and data downloaded. Ashendon end SID proving troublesome. GP liaising directly with Traffic technology team to seek resolution. IX Bucks Recycling Liaison meeting to be held on 21st September. SP / SL/ AL and AW will attend X Venture Park Meeting held on 10th September. Amanda Ludlow, Sue Pusey, Nigel Mckenzie and John Westwood. Apologies from Ashley Waite. Key points: • Pension Fund owners have merged and now under Columbia Threadneedle Investments (CTI) on the 1st of July 26. No change in long term ownership and Savills remain in post as Managing Agents. Paul Phipps, Lisa Hampson and Matthew Finch remain in the senior team. Colin Rigby and Brad Faulkes dealing with new leases. • BFRS – WVP are currently reviewing the fire service training proposal • WVP will be requesting outline planning permission for the enterprise one (near the Skylark café). A project manager has been allocated from CTI. • Comments sent to Bucks Local plan regarding accommodation provision for workers on the venture park. • The Café at the Gatehouse is now closed permanently, but they are looking at a small retail area instead in that building for drivers and the local residents. • BR – John Westwood will attend the planned meeting with the Parish Council on the 21st of September. • Lighting is being observed and managed. • Drones – Tim Orchard and Skyports liaising. CTI to review over the next few months about the management of air space and if air traffic control will be required. May need a tall tower in the Catapult area to be built but no larger than surrounding structures already present. Drone corridor to facilitate longer flights to be looked at but this will not come over the village. • Social Club entrance – John to tidy. CTI on arrival to this new asset were concerned regarding the state of the main entrance. • Hedges along the entrance to the village and footpath clearance scheduled for October • John Westwood will liaise with transport managers across the village (particularly Olleco) regarding the not suitable route for HGVs through the village.	GP
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55	Finance Report NOTED Cllrs noted the financial report sent prior to the meeting. Bank accounts as at 15.09.26 <table><tr><td>Current Account</td><td>£14240.93</td></tr><tr><td><u>Savings Account</u></td><td><u>£22150.42</u></td></tr><tr><td>Total</td><td>£36391.35</td></tr></table> AGREED Payments to be made: <table><tr><td>£513.81</td><td>AL Salary August 26</td></tr><tr><td>£1179</td><td>Blades – grass cutting August</td></tr><tr><td>£33.92</td><td>N Power energy</td></tr><tr><td>£155</td><td>Repayment to A Ludlow for paying for purchase of tablet</td></tr><tr><td>£242.37</td><td>Repayment to A Ludlow for replacement paediatric defib pads</td></tr><tr><td>£500</td><td>Charles Connor Tree surgery</td></tr><tr><td>£100</td><td>2 bags of mulch from Brook Aggregates</td></tr></table>	Current Account	£14240.93	<u>Savings Account</u>	<u>£22150.42</u>	Total	£36391.35	£513.81	AL Salary August 26	£1179	Blades – grass cutting August	£33.92	N Power energy	£155	Repayment to A Ludlow for paying for purchase of tablet	£242.37	Repayment to A Ludlow for replacement paediatric defib pads	£500	Charles Connor Tree surgery	£100	2 bags of mulch from Brook Aggregates	
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	All present agreed these payments. AL to place payments on the system for authorisation Income received: £399 burial plot booking £8748.55 Precept part 2 Budget status month 6 £9240.89 vs £22238.17 Variance of -£12997.28 All figures ex VAT Clerks Salary Increase National Joint Council for local government service has issued their pay agreement for 2026. Shared with Council ahead of the meeting. New pay rates to be increased by 3.30 % per annum as of April 2026 Existing pay rate for clerk of £14.82 to increase to £15.31 with back pay to be paid back to 1st April 2026. £0.49p x 26 weeks of 8hrs a week = £101.92 Council approved this salary increase and backdated monies. AL to update payroll services.	AL AL
56	Planning Report / Applications to respond to PL/26/06111/FA - 1 Whitchurch Close, Westcott, Buckinghamshire, HP18 0PG, Loft conversion and garage conversion (approved under lawful development on PL/26/05007/SA), side extension with pitched roof and rooflights. 01.09.26 No objections following a shared email prior to the meeting due to the imminent deadline. Bucks Fire and Rescue training facility approval update Email received from Simon Tuffley. Meeting to be arranged to discuss the Smoke Management plan on the 28th of September at 9am. Peter Ashby / Woodward Trust- land possession SP raised that PA has received contact from a Solicitor acting on behalf of the Woodward trust claiming adverse possession for a piece of land in front of PA's home as they have been maintaining this area for over 12 years. PA lives next to the school playground. The Council are very concerned as Bucks Highways have been cutting this area and the Parish Council have been cutting and maintaining this area for the last 2 years under the devolved grass cutting agreement and in accordance with the Bucks Highways mapping. The Council are fully supportive of PA's objection and refuting of the alleged maintenance by the Woodward Trust. Clerk has sent a letter of fact regarding the history of the maintenance and maps provided by Bucks Highways.	
57	Draft Churchyard and Burial Ground Management Policy Circulated prior to the meeting. Comments: Bramm link does not work – to be checked and re-embedded	

	Grave owner responsibilities - Reasonable period to be changed to 3 months for when grave owners fail to take action. Council agreed the policy subject to the above changes AL to amend and upload onto the website	AL
58	Westcott Gardening Group JH explained there has been a very positive response and they will meet initially every 6 to 8 weeks. Council supported the first 3 meetings room hire costs with the cricket club. The group will be able to socialise, seed swap, plant swap, produce swap and hopefully visit each other's gardens throughout the year. Ongoing contribution to costs will be gained by subscriptions or donations. JH stated a provisional date of the 15th of October, however, to be confirmed and then advertised. AL to book the cricket club once confirmed.	JH AL
59	Grass cutting tender AGREED Tender document shared prior to the meeting. Cutting area of verges to extend from white gates to white gates and not the 30 mph signs. To be amended. Tender to be sent out on the 1st of October to all interested parties.	AL
60	Buckinghamshire Council update following AW joining the meeting at 2035hrs Roads update: Station road is now opened Blackgrove road closed two weeks following for full repair and will remain closed until the 25th of September followed by phase two where the road may be open at some times and with restrictions. Fleet Marston – a crack has developed in the road surface due to the high temperatures and will be resolved. AW thanked all for their financial and emotional support for the sleepover outside at Waddesdon Manor – A Night for Change – raising monies for the Aylesbury Homeless Action Group Raven crescent / Linnet Drive – collapsed culvert work – no update. As soon as AW hears a date, he will share it. Planning: Information Commissioners Office have agreed a sample test by the end of the year to publish comments on the portal.	

	Scheme of delegation to be live from 31st October 26. Central Government is changing the scheme of delegation of planning decisions. Will reduce challenges by 80%. Schedule 1 will be an officer declaration including minor housing and commercial developments and cannot be called into committee. Schedule 2 – larger full planning applications, variations and TPO's. SP raised the concerns that have been reported to fix my street of the many large cracks appearing on the road from Westcott to Ashendon and the sunken repair across the whole carriageway after exiting Westcott to go towards Ashendon. HGV bridge restrictions should be in place by the end of this year.	
61	Urgent matters of note None	
62	Date of next meeting: Tuesday 20th October 2026 at 1930hrs at Westcott Cricket Club	
	Meeting closed at 2106hrs	

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Date Agreed:

Signed:

Position: – Chair/Vice Chair/Councillor