



**Great Horwood  
Parish Council**

# Great Horwood Parish Council

## DRAFT

Minutes of the Ordinary Parish Council Meeting held on Monday 14<sup>th</sup> July 2025 at 7.30pm in the Great Horwood and Singleborough Village Hall, Great Horwood

Present: Cllr Caroline Cousin (CC) Chairman, Cllr Jackie Goss (JG), Cllr Jonathan Evans (JJ), Cllr Mary Saunders (MS), Sarah Biswell (SB) Clerk, Bucks Councillor John Chilver and 6 members of the public.

Please note, to comply with Data Protection rules, names (other than councillors or persons who have previously given their permission) will not be used in Great Horwood Parish Council Minutes.

1.	<b>To receive apologies for absence</b> Cllr Thomas Lee – accepted.
2.	<b>To receive declarations of interest</b> None.
3.	<b>Confirmation of the Minutes of the Parish Council meeting held on 9<sup>th</sup> June 2025</b> The minutes were agreed as a true record with one minor alteration/typo on Item 10. Item 19 amended to say that the transfer documents were signed on the 19 <sup>th</sup> May 2025 and were signed and initialled by Cllr Cousin at the meeting.
4.	<b>To consider matters arising from the Minutes of the last meeting (not otherwise included in the Agenda)</b> Path kerbstones to be put in place in front of residence in Spring Lane ( <b>Action: Clerk to continue to monitor this with the LAT</b> ). Village Hall booked for PC meeting 11 <sup>th</sup> August – matter resolved. Cityfibre to reseed various sites in the village following infrastructure installation ( <b>Action: Clerk to monitor</b> ). New fence in Spring Lane in place by Fairhive– matter resolved. Information on hits on existing GHPC website – sent to Cllr Lee – matter resolved. Consolidation of MVAS data available to be sent to Cllr Cousin – matter resolved. Cllr Evans to bring suggestions to the next meeting on cloud based storage ( <b>Action: Cllr Evans</b> ). Financial Regulations document published on website – matter resolved. Clerk added Work Nest Pension log in details to Passwords – passed to Cllr Cousin during this meeting – matter resolved.
5	<b>Public Participation Period</b> A resident asked if the MVAS had moved from its previous position in Little Horwood Road to Winslow Road. Cllr Goss confirmed that this is in hand to do, but location is currently overgrown – Clerk to contact the landowner to ask for this to be trimmed back to allow the MVAS to be set up – see Item 14 ( <b>Action: Clerk</b> ).
6.	<b>Report from Buckinghamshire Councillor – John Chilver</b> Cllr Chilver advised that he will discuss the path kerbstones in Spring Lane with the LAT, chase up on the odour query that GHPC put forward earlier last month and also update on when the relocation of the Winslow sign will take place
7.	<b>Horwode Pece Management Committee Report</b> Report received and noted. Nothing further heard on the issue of the amount of the invoice presented for the work undertaken by a third party. Quotations were put forward in the report on purchasing additional chippings and it was resolved to

	accept the quote from Rebound. The Clerk is to place the order for these. <b>(Action: Clerk to order the additional chippings).</b>
8.	<p><b>Footpaths Report</b></p> <p>No report received prior to the meeting.</p> <p>Footpath 4 – near Pilch Lane - entrance needs cutting back. Clerk to contact Footpath Monitor <b>(Action: Clerk)</b>. The Parish Council have received the donation from the community Quiz Nite event.</p>
9.	<p><b>Parish Maintenance</b></p> <p>Lamp post in Nash Road opposite the end on Shorts Close is leaning. Eon Parishes has been contacted and they will visit the site and assess. <b>(Action: Clerk to monitor)</b>.</p> <p>Allotments – a resident has contacted the PC and advised that some plots are not being utilised as intended.</p> <p>Concerns over one plot – Clerk to visit and report back at next meeting <b>(Action: Clerk)</b>.</p> <p>Cllr Saunders advised that the 30mph sign down Little Horwood Road, by the planter has become detached from the pole. The Give way sign in Singleborough, as you drive up to Great Horwood is in the verge and need fixing - Action - <b>Cllr John Chilver agreed to follow up with these items on our behalf and report back (Clerk to monitor)</b>.</p> <p>Cllr Evans announced at the meeting that the above types of incidents need to be reported on Fix My Street.</p>
10.	<p><b>Planning Report</b></p> <p>Report received.</p>
11.	<p><b>Issues arising from the Planning Report</b></p> <p>The Croudace application (24/03817/APP) has been refused. It was noted that the report gave contravention of the Neighbourhood Plan as one of the reasons.</p> <p>Weston Road – Buckinghamshire Council received 34 resident objections to this planning application. The Site Notices have now been posted and are dated 7 July.</p>
12.	<p><b>Neighbourhood Plan</b></p> <p><b>Terms of Reference</b></p> <p>It was resolved that this should be kept as a Steering Group and therefore meetings will not open to the public.</p> <p><b>Expenditure</b></p> <p>Cllr Cousin explained that MHCLG has withdrawn funding for preparing Neighbourhood plans so the Steering Group will have to do as much as they can and be cautious in the use of the available funds. Options for funding were discussed and the Council resolved that the Steering Group should proceed with its task.</p> <p>A draft invitation to tender was considered covering several of the necessary stages in the preparation of the draft Plan. The Council resolved that this should be issued and the responses would give a better idea of the overall cost. The next step is to issue a questionnaire and the Council resolved to allow expenditure up to £600 on printing costs.</p> <p><b>Buckinghamshire Local Plan</b></p> <p>Cllr Cousin reported that she attended the Parish and Town Council Planning Forum on 26 June. She said that the timetable presented showed a consultation in the summer of this year with the final publication draft being issued for consultation in summer 2026. They said no site allocations or housing numbers would be available until the consultation in 2026. The Buckinghamshire NP Coordinators said they would not have the information before that either.</p>
13.	<p><b>Website and email address using gov.uk</b></p> <p>Clerk explained process to obtaining a new website. The first step is to obtain formal approval to implement changes like adopting a gov.uk domain, website and email address. GHPC resolved to give approval for this change. Cllr Saunders commented that we should retain ownership of the old Domain to prevent its fraudulent use.</p> <p>Clerk to present options to GHPC at the next meeting of the providers offers and feedback from other parishes who have engaged with these providers. <b>(Action: Clerk to present comparisons for discussion at next meeting and review Data Protection Document)</b>.</p>
14	<p><b>Report from the MVAS</b></p> <p>Report received, prepared by Cllr Goss.</p>

	MVAS to be moved to Winslow Road, but it was reported that the overgrowth on this site needs to be trimmed back - Clerk to contact the landowner to ask for this to be trimmed back ( <b>Action: Clerk</b> ).
15.	<b>Appoint Internal Auditor</b> It was resolved to appoint Bridget Knight as the internal auditor for Great Horwood Parish Council. ( <b>Action: Clerk to contact Auditor to advise</b> ).
16.	<b>Standing Orders – update</b> Cllr Saunders presented the draft revised Standing Orders document– some proposed amendments to be made – once received back from Cllr Saunders this document is to be uploaded to the website. ( <b>Action: Clerk to updated website</b> ).
17.	<b>Horwood Cherries</b> Permission to trade on The Green has not been sought since 2021. Cllr Cousin was concerned that we do not know if Horwood Cherries have Public Liability Insurance for the cart. After discussion, the PC resolved to allow Horwood Cherries to continue to sell from The Green, subject to their providing evidence of their Public Liability Insurance, and continue with a donation from Horwood Cherries to St James. ( <b>Action: Cllr Cousin to write to Horwood Cherries</b> ).
18.	<b>To receive a report from any meetings attended</b> <b>Cllr Saunders</b> 16.6.2025 - North Bucks Parishes Planning Consortium – online <b>Cllr Cousin</b> 26.6.2025 – Planning and Parish Council forum
19.	<b>Transfer of Linden Park to the PC – update</b> Not yet received the Land Registry Certificate, Cllr Cousin commented that they are known to be rather behind. High Street Homes have asked for a breakdown on the fees that Wellers have charged. Further updates at next meeting. ( <b>Action: Clerk</b> )
20.	<b>Transfer of Shorts Field to the PC – update</b> Revised plan including the ransom land is still to be received – Cllr Cousin chased this up last week - further updates at next meeting.
21.	<b>Update on EV Charging Points</b> Nothing further to report at this meeting.
22.	<b>To receive and note correspondence</b> Environmental Services will be out in Great Horwood on the 21 <sup>st</sup> of July for another Environment Agency service request. Clerk offered to meet up – heard nothing yet.  Email received concerning the <b>IDB Maintenance watercourse Programme 2025-2026</b> . The proposed flail/clear work is along the Washbrook which forms the south western parish boundary between Great Horwood and Winslow - have asked for an update when completed.
23.	<b>Finance</b> <b>To approve schedule of payments requiring authorisation</b> – listed below. <b>Worthy Causes Grants invites</b> It was resolved to invite all the recipients of the previous year's Worthy Causes Grants to apply in 2025 – Clerk to email out to all of the organisations involved and to place a note of this in FOCUS newsletter. It was suggested by Cllr Evans that a notice is put on the GHPC Facebook page to any other local organisations would may be interested – it was resolved to accept this course of action. <b>Barclaycard set up – update</b> Still waiting for the credit card to arrive ( <b>Action: Clerk to chase this up</b> ). <b>Employers NI – update</b> Waiting for the cessation date to be removed from the Basic Tools programme ( <b>Action: Clerk to continue to action and report at next meeting</b> ). <b>Additional admin on Unity Trust Bank Accounts</b>

	<p>Letter signed by Cllr Cousin and Cllr Goss – <b>(Action: Clerk to send to UTB to action)</b></p> <p><b>Statement of Receipts and Payments to the year ending 31 March 2025</b></p> <p>Meeting with Cllr Cousin and Clerk to confirm this and present at next meeting <b>(Action: Clerk to present at next meeting)</b>.</p>
24.	<p><b>Items for the next meeting</b></p> <p>To approve schedule of payments requiring authorisation</p> <p>RFO to present statement of receipts and payments to date under each head of budget for the year to 31<sup>st</sup> March 2025.</p> <p>Earmarked Financial Reserves Document – Liden Park</p> <p>Response to Internal Auditor checklist</p> <p>Grass cutting maintenance contract</p>
25.	<p><b>Confirmation of date and time of the next meeting</b></p> <p>Monday 11<sup>th</sup> August 2025 at 7.30pm in the Great Horwood and Singleborough Village Hall.</p>

#### Great Horwood Parish Council Receipts and Payments up to 14th July 2025

##### Current Account

T1                    Account number: 20500946

Payments	Payee	Type	Payment £
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##### Payments due

GH 25.028	Clerks Salary - June 2025	SO	851.40
GH 25.029	Unity Trust Bank - monthly charge - May 2025	DD	6.00
GH 25.030	Walker Grounds Care - GH grass cutting - invoice 820	FPO	625.85
GH 25.031	Walker Ground Care - HP Grass cutting - invoice 821	FPO	161.50
	Walker Grounds Care - Liden Park - invoice 822 (to be recharged to account 20508922)	FPO	164.00
GH 25.033	Clerks expenses - printer ink - black	FPO	65.55
GH 25.034	Clerks expenses - printer ink - colour	FPO	16.26
GH 25.035	G S Groundworks - install replacement litter bin on LHR	FPO	75.00
GH 25.036	Unity Trust Bank - monthly charge - June 2025	DD	6.00
GH 25.037	BMKALC - Chairing skills course - Cllr Cousin	FPO	50.00
GH 25.038	Glasdon - replacement litter bin on LHR	FPO	455.98

##### Receipts/

##### Transfers

Transfer	Transfer from HP Account to T1 Account - grass cutting GH 25.031	Transfer	161.50
<b>Receipts</b>			
GHR 25.002	Donation from community Quiz Nite	FPO	250.00
GHR 25.003	Zurich claim for litter bin (minus excess)	FPO	354.98
GHR 25.004	Devolution payment	FPO	2253.95
GHR 25.005	Wayleave payment	CHQ	69.71

**Total of T1 Current Account as of 11th July 2025**

**16,312.42**

(excluding above payments to be made, items marked where payment has been made)

Horwode Pece      Account number 20500962

**Receipts/  
Transfers**

<b>Transfer</b>	<b>Transfer to T1 Account for grass cutting - GH 25.031</b>	<b>Transfer</b>	<b>161.50</b>
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**Income/Interest**

31/06/2025	Interest on Horwode Pece Account	18.01
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**Total of Horwode Pece Account as of 11th July 2025**

(excluding above payments to be made, items marked where payment has been made)

**2,048.46**

**Reserves Account** **Account number 20500959**

**Receipts**

**Transfers**

**Income/interest**

31/06/2025	Interest on Reserves Account	269.05
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**Total in Reserves account as of 11th July 2025**

**46,266.18**

The meeting closed at 8.55pm

Signed

Date

**Chairman**

**Horwode Pece Management Committee - Report to Parish Council  
July 2025**

My report is very brief this time. I have contacted Tim Helsdon by email, but have received no reply. The main item for my report this time was the purchase of rubber chippings to top up both play areas. I now have five quotations:

- Monster Mulch 5 x 500kg green rubber chippings at £250 ... £1,250, delivery £230, Vat £296.
- PRS Ltd. 3 x 1000kg green rubber chippings at £539.99 ... £1,619.97, including delivery and Vat.
- Rebound green chippings 120 x 20kg at £15.54 ... £1,864.80 including Vat, delivery £278.64 including Vat.
- ECO rubber chippings (green) 10 x 250kg at £182 ... £1,820 including Vat, delivery £750 including Vat.
- Terraflex green rubber chippings 5 x 500kg at £375 ... £1,875 including Vat, no delivery costs quoted.

Our previous supplier was Terraflex, but they now only deliver in 500kg jumbo bags. Of these quotes the best price is from Monster Mulch, again in 500kg jumbo bags, with the cost to the Parish Council, excluding Vat, but including delivery of £1,480. The easiest for us to handle would be the quote from Rebound, as this is supplied in 20kg bags on a pallet. Here the cost to the Parish Council, excluding Vat, but including delivery would be £1,786.20.

Do I have the Parish Council's permission to purchase from Rebound in 20kg bags, as this will be more easy for us to handle, although marginally more expensive?

Other planned works:

- Repairing the wooden slats to the goals.
- Replace the rotten battens on the shelter roof.
- Replace the rotten timber posts as part of the tunnel.

- Re-lay and bond the underlay below the SuperNova; this has been kicked-up by children using it. It has been temporarily repaired, but will need more permanently bonding.
- Install paving slabs under the legs of the VW/Audi picnic table to improve its stability.

John Nicholls - Chairman  
14/7/2025

### Planning Committee Report - for meeting on 14 July 2025 (as at 13 July 2025)

Below are current and recent Planning Applications. The Parish Council is invited to ratify the comments made to Buckinghamshire Council on behalf of the Planning Committee since the last meeting.

#### CURRENT PLANNING APPLICATIONS

Date Received	Application Number	Applicant	Site Address	Details of Application	Parish Council Response	BC Decision
17/12/24	24/03754/APP Kirstie Elliot	Mr T Northey	Land Off Winslow Road Great Horwood Bucks	Erection of two detached 2 storey dwelling houses with new access off the Winslow Road together with footpath, garaging, parking, landscaping and all enabling works	Objection	Refused
30/12/24	24/03817/AOP Zenab Hearne	Croudace Homes Ltd and John Grainge	Land North of Little Horwood Road & Cherry Leas Great Horwood Buckinghamshire	Outline planning application for up to 70 dwellings, including vehicular access, pedestrian and cycle lines, public open space, landscaping, drainage and associated works.	Objection	Refused
28/4/25	25/00515/APP Kirstie Elliot	Mr Tony Baker	The Bungalow 29A Nash Road Great Horwood Buckinghamshire MK17 0RA	Householder application for erection of 4ft high picket fence and gates across front of garage and driveway adjacent to lane	No objection	Approved
21/01/2021	21/00221/APP Kirsty Elliott	J Hanson & Son	Home Farm, 4 Winslow Road, Great Horwood MK17 0QN	Demolition of existing agricultural buildings; erection of 15 residential dwellings with associated access, parking and landscaping; extension and refurbishment of existing listed farmhouse.	Objection	Awaiting decision
21/01/2021	21/00222/ALB Kirsty Elliott	J Hanson & Son	Home Farm, 4 Winslow Road, Great Horwood MK17 0QN	Demolition of existing agricultural buildings; erection of 15 residential dwellings with associated access, parking and landscaping; extension and refurbishment of existing listed farmhouse.	Objection	Awaiting decision
12/1/24	22/03218/APP Emma Mumby	Mr Octavian Negrea	Land To Rear Of Vine Cottage 3 Little Horwood Road Great Horwood Buckinghamshire MK17 0QE	Erection of 3 dwellings	Objection	Awaiting decision
4/4/24	24/00952/APP Emma Mumby	Mr Connors	3 Nash Park Winslow Road Nash Buckinghamshire MK17 0FD	Change of use of land from a 1 pitch Caravan Site to a 2 pitch Caravan Site (2 Static Caravans & 2 Touring Caravans) alongside the retention and conversion of Stables to Dayroom	No objection	Awaiting decision
18/06/24	24/01794/APP Danika Hird	Mr William McDonaugh	Plot 1 Nash Park Winslow Road Nash Buckinghamshire MK17 0FD	Creation of a 2nd pitch on an existing 1 pitch caravan site to provide 2 static caravans and 2 touring caravans and erection of a dayroom	Objection	Awaiting decision
23/7/24	24/02148/APP Danika Hird	Mr Nigel Denne	The Hedgerows Nash Road Great Horwood Buckinghamshire MK17 0EJ	Change of use of land from agricultural to B8 (Storage and distribution) E(a) (Sales / Display of goods other than hot food) E(g)(i) (Offices). New dropped kerb/access. Erection of building and yard area	Objection	Awaiting decision
22/8/24	24/02460/APP Faye Hudson	Mr Fred Morris	Land Opposite Ridgehill Farm Little Horwood Road Nash Buckinghamshire	Demolition of existing storage building and replacement with new	No objection	Awaiting decision

4/10/24	24/03004/APP Faye Hudson	Hennigan Building and Civil Engineering Ltd	Land Between Nash Road And Cross Roads Kennels Nash Road Great Horwood Buckinghamshire	Hybrid application for the redevelopment of the site comprising outline planning permission, with all matters reserved except access, for a drive thru restaurant (Use Class E(b)/Sui Generis) and EV charging hub and full planning permission for an office building (Use Class E(g)(ii)) and a day nursery (Use Class E(f)) with associated landscaping, parking and access arrangements	Objection	Awaiting decision
20/11/24	24/03472/APP Danika Hird	Mortlake 17 Llp	Land To The East Side Of Winslow Road Winslow Road Great Horwood MK17 0NP	Four no. commercial stables, ancillary facilities, parking, landscaping and internal road	Objection	Awaiting decision
2/12/24	24/03513/APP	Andrew Marshall	Faccenda Chicken Thornhill Poultry Farm Pilch Lane Great Horwood Buckinghamshire MK17 0NX	Temporary change of use for 3 years of land and dwelling to allow use as a lorry park and offices (retrospective)	Objection	Awaiting decision
2/1/2025	24/03870/APP	Mr And Mrs H Elliott	Spring Cottage 28 Spring Lane Great Horwood Buckinghamshire MK17 0QW	Erection of dwelling with access and amenity space together with the conversion and alterations of existing dwelling to form ancillary accommodation/outbuilding (part retrospective)	Objection	Awaiting decision
12/3/25	25/00518/ADM	Chris Lewis- Evans	Unit A At Land Adjacent To Cakeford Little Horwood Road Great Horwood Buckinghamshire	Prior notification application (Part 11, Class B) for demolition of building	No objection	Details required
4/3/25	25/00425/APP	Mr And Mrs H Elliott	Spring Cottage 28 Spring Lane Great Horwood Buckinghamshire MK17 0QW	Householder application for construction of detached car port	No objection	Awaiting decision
23/4/25	25/01025/APP Dipanwita Chatterjee	Mr Pithers	Greenway Business Park 7 Winslow Road Great Horwood Buckinghamshire MK17 0NP	Erection of two storey modular building to be used as office facilities	No objection	Awaiting decision
25/4/25	25/01262/VRC	Mr and Mrs P Pearce	Spring Hill Farm Little Horwood Road Great Horwood Buckinghamshire MK17 0NZ	Removal of condition 3 (agricultural occupancy condition) 4 (private residential accommodation) relating to application 78/01811/AV (Erection of a farmhouse)	No objection	Awaiting decision
2/6/25	25/01623/APP	Tim Northey (Abbeymill Homes)	Land South Of Weston Road Great Horwood Buckinghamshire	Erection of 35 detached and semi-detached 2 storey dwellings with new access off Weston Road, footpaths, garaging, parking, landscaping and all enabling works	Objection	Awaiting decision
5/6/25	25/01601/APP	Ella Swinhoe	Great Horwood Church Of England Combined School School End Great Horwood Buckinghamshire MK17 0RG	Replacing existing windows with new aluminium frame double glazed windows at elevations A, B, C and D	No objection	Awaiting decision
19/6/25	25/01824/APP Emma Mumby	Ms H Hedges	Hillside Bletchley Road Great Horwood Buckinghamshire MK17 0RB	Demolition of existing dwelling and erection of new dwelling	No objection	Awaiting decision

23/6/25	25/01910/APP Anna Souter	Mr Robert Webb	Home Farm Pilch Lane Great Horwood Buckinghamshire MK17 0QN	Erection of agricultural storage building	No objection	Awaiting decision
2/7/25	25/01773/APP	Beaver	Wigwell Spring Lane Great Horwood Buckinghamshire MK17 0QW	Householder application for the replacement of existing windows to the front, rear and side elevations	No objection	Awaiting decision
9/7/25	25/01964/APP	Mr Robert Webb	Home Farm Pilch Lane Great Horwood Buckinghamshire MK17 0QN	Proposed Grain Store		Awaiting decision

Key –

Colours

Green = applications determined since last report

Light blue = applications received in 2021

Orange = applications received in 2024

Yellow = Applications received in 2025

Names are those of the Bucks application case officer