



**Great Horwood
Parish Council**

Great Horwood Parish Council

DRAFT

Minutes of the Ordinary Parish Council Meeting held on Monday 15th December 2025 at 7.30pm in the Great Horwood and Singleborough Village Hall, Great Horwood

Present: Cllr Caroline Cousin (CC) Chairman, Cllr Thomas Lee (TL) Vice Chairman, Cllr Jonathan Evans (JJ), Cllr Mary Saunders (MS), Sarah Biswell (SB) Clerk, 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.

Prior to the Parish Council meeting, certificates were awarded to the recipients of the 2025 Worthy Causes Grants

1.	To receive apologies for absence Cllr Jackie Goss – received and accepted. Cllr John Chilver also sent his apologies for not attending this meeting.
2.	To receive declarations of interest None
3.	Confirmation of the Minutes of the Parish Council meeting held on 24th November 2025 The minutes were agreed as a true record and were signed and initialled by Cllr Lee at the meeting. Cllr Cousin was in attendance at the meeting; however, this meeting was chaired by Cllr Lee.
4.	To consider matters arising from the Minutes of the last meeting (not otherwise included in the Agenda) Path kerbstones to be put in place in front of residence in Spring Lane by BC (Action: Clerk to continue to monitor with the LAT). 30mph sign in Little Horwood Road is still in the verge – this is still outstanding - Clerk to contact Cllr Chilver & LAT to resolve this. (Action: Clerk to monitor). Cllr Evans to discuss with the Footpath Monitor re the North Bucks Way questions and report back at next meeting. The Footpath Monitor has been out of action for a few weeks and Cllr Evans will pick this up in the new year. (Action: Cllr Evans to report back). Letter to Buckinghamshire Council to request a 20-mph speed limit through the village has been issued (Action: Clerk to monitor for response). Policies approved at the last meeting have been published on the PC's website - matter resolved.
5	Public Participation Period A resident advised that they were aware of an appeal being undertaken for the Croudace planning application on Little Horwood Road.
6.	Report from Buckinghamshire Councillor – John Chilver No report was received prior to the meeting. Cllr Chilver was not in attendance.
7.	Horwode Pece Management Committee Report No report received for this meeting. Revised budget figures were received and discussed and noted in Item 23 of these minutes. John Nicholls made the PC aware that the chippings needed replenishment for the Toddler and Teenager area and would be easier to manage and distribute in 20kg bags. John provided a quote to the Parish Council for the purchase of the 20kg bags – PC resolved to accept this quote and for the chippings to be purchased (Action: Clerk to order the required chippings with delivery required to be after the Christmas period).

	The Parish Council have received details of the insurance from the chosen contractor undertaking the work on the Parallel bar in Horwode Pece.
8.	Footpaths Report No report received prior to the meeting.
9.	Parish Maintenance A Councillor noted the large number of potholes in Little Horwood Road.
10.	Planning Report Report received. No decisions made since the last meeting.
11.	Issues arising from the Planning Report It was noted that a Notice of intention to submit an appeal has been issued by Croudace Homes The Parish Council resolved that Cllr Cousin contact Neil Homer and Buckinghamshire Council for their view on this appeal.
12	Neighbourhood Plan The Steering Group held a further meeting on the 10 th December 2025. On the Call for Sites request, 10 sites were chosen – only sites within or adjacent to the settlement boundary will be considered. All landowners have been written to and those concerned were asked for a rough plan/sketch on number of dwellings that they were offering. The Consultation papers have been analysed and discussed at the Steering Group meetings. 101 responses were received with 1 being discounted. There will be another meeting of the Steering Group on 13 th January 2026 to discuss this further.
13.	Draft Local Plan – Buckinghamshire Council Nothing further to report at this meeting. The Parish Council resolved to delete this from further Agendas for the time being – not expecting any further information on this until August 2026.
14.	Website and email Update - further information was provided on web content for the transfer and cloud storage. Decision – the Parish Council resolved to accept the quotation from Aubergine as the provider of the website for Great Horwood Parish Council. Next Steps – There is an onboarding form that has been received from Aubergine and discussions took place on some of the answers needed. (Action: Clerk to complete the online form back to Aubergine as well as request specific pricing to include additional items to be transferred to the new website).
15.	Report from the MVAS No report received for this meeting.
16.	Grounds Maintenance contract All received tenders have been reviewed and one Contractor has been selected from these findings. The Parish Council resolved to accept this Contractor for the grass cutting contract for the devolution agreement between GHPC and Buckinghamshire Council. It was noted that there may be sundry work that can be undertaken prior to this contract starting. (Action: Clerk to write to the chosen Contractor to advise of decision) Clerk to write to all those who submitted a tender and advise them of the outcome).
17	To receive a report from any meetings attended Cllr Cousin 10.12.2025 – Neighbourhood Plan Steering Group Cllr Goss 10.12.2025 - Neighbourhood Plan Steering Group
18.	This number was not included in the Agenda for this meeting in error and as such nothing is noted under Item 18 for these minutes.
19	Transfer of Shorts Field to the PC – update Nothing further to report at this meeting.
20.	Update on EV Charging Points Nothing further to report at this meeting. The Parish Council resolved to delete this item from future Agendas.
21.	Policies to be approved Information Technology Policy

	Parish Council resolved to accept this Addendum – subject to the agreed changes (Action: Clerk to add this to the IT policy and publish to the website).
22.	<p>Correspondence received</p> <p>To Note</p> <p>A resident contacted the Parish Council concerning the overflowing water/road flooding down Spring Lane. Correspondence from the LAT was that a FMS enquiry was received - Anglian Water initially investigated and found that the chamber is surface water, not foul, so it sits with Buckinghamshire Council to resolve in the New Year.</p> <p>Due to the recent closure of the Buckingham Recycling Centre, the Parish Council have requested some bags from the Waste Strategy team at Buckinghamshire Council so that residents could use these should they be required.</p>
23.	<p>To agree PC meeting dates for 2026 (including the APM)</p> <p>Dates were circulated to all Councillors and agreed.</p>
24.	<p>Finance</p> <p>To approve schedule of payments requiring authorisation</p> <p>See list below – agreed and signed.</p> <p>RFO to present statement of receipts and payments to date under each head of budget</p> <p>Presented to all Councillors prior to meeting. It was anticipated that there would be a surplus at the end of March 2026 – exact figures not given at this meeting. No further issues raised.</p> <p>Agree Budget for Horwode Pece for 2026/2027</p> <p>Parish Council resolved to accept the figures in the budget for Horwode Pece (Action: Clerk to provide a copy to HP Management committee for their reference).</p> <p>2026-2027 – PC Budget to be agreed</p> <p>Minor revisions to be made, but once updated it was resolved to approve the budget for 2026/2027 at this meeting. Clerk to make final copy available to all Councillors and submit on website. (Action: Clerk).</p> <p>Agree the Reserves</p> <p>Reserve spreadsheet prepared by Cllr Cousin – it was resolved to accept this document at this meeting but noted that it needs amending to include the Precept figure when this has been agreed (Action: Clerk).</p> <p>Agree the Precept</p> <p>Information on the Band D figure issued by Buckinghamshire Council was delayed this year and was received a few days prior to this meeting. After discussions it was resolved to set the Precept for 2026/2027 to be £45,000. The Band D figure is £87.08. (Action: Clerk to forward to BC before deadline).</p> <p>GH Recreation Ground Charity Bank – update on accounts available</p> <p>Parish Council resolved to accept the Virgin Money Charity Online 30-Day account as a suitable vehicle for these funds, from Metrobank. (Action: Clerk to set up this account and report back at the next meeting).</p> <p>Wayleave payment – update</p> <p>No further comment or response from CityFibre (Action: Clerk to continue to pursue this issue).</p> <p>Employers NI - update</p> <p>Letter has been issued to HMRC on the various issues surrounding the report on the PAYE Basic Tools programme (Action: Clerk to continue to monitor).</p>
25.	<p>Items for the next meeting</p> <p>To approve schedule of payments requiring authorisation</p> <p>Confirmation/appointment of Internal Auditor for 2025/2026 audit</p> <p>Recruitment of more Parish Councillors</p>
26.	<p>Confirmation of date and time of the next meeting</p> <p>Monday 9th February 2026 at 7.30pm in the Great Horwood and Singleborough Village Hall.</p>

Great Horwood Parish Council Receipts and Payments up to 12th December 2025

Current Account

T1 Account number: 20500946

Payments	Payee	Type	Payment £	VAT
Payments due				
GH 25.089	Unity Trust Bank - November 2025	DD	6.00	0.00
GH 25.090	Clerks Salary - November 2025	SO	878.80	0.00
GH 25.091	N Power October 2025 - IN14356448	DD	104.50	4.98
GH 25.092	BMKALC invoice - Data Protection Overview session - Sarah Biswell	FPO	50.00	0.00
GH 25.093	RCOH - NP - review meeting, site visit and SEA Scoping Report	FPO	4800.00	800.00
GH 25.094	Worthy Causes Grant - GH Football Club	FPO	500.00	0.00
GH 25.095	Worthy Causes Grant - GH CofE School	FPO	500.00	0.00
GH 25.096	Worthy Causes Grant - Winslow and District Community Bus	FPO	900.00	0.00
GH 25.097	Worthy Causes Grant - GH Rainbows/Brownies/Guides/Scouts	FPO	1000.00	0.00
GH 25.098	Worthy Causes Grant - GH Art & Craft Club	FPO	350.00	0.00
GH 25.099	Worthy Causes Grant - GH WI	FPO	250.00	0.00
GH 25.100	Aubergine website - build website for GHPC	FPO	499.00	99.80
GH 25.101	Cloud Next Email for all Councillors & Clerk	FPO	164.98	32.20
Receipts				
GHR 25.021	Allotment Rent - Plot 8 - WR	FPO	5.00	0.00
GHR 25.022	Allotment Rent - Plots 3& 3a - WR	FPO	10.00	0.00
GHR 25.023	Allotment Rent - Plot 1 - CL	FPO	5.00	0.00
Transfers				
Transfer	Transfer in from Reserves for VAT refund which is part of budget not Reserves		24.91	
Transfer	Transfer in from Earmarked Reserves for RCOH payment (Neighbourhood Plan) GH25.093		4800.00	
Total of T1 Current Account as of 12th December 2025				15,466.21

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

Horwode Pece Account number 20500962

Receipts/Transfers

Total of Horwode Pece Account as of 12th December 2025

3,390.71

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

Reserves

Account Account number 20500959

Receipts/Transfers

Transfer	Transfer to Current T1 Account from Reserves for VAT refund which is part of budget not Reserves		24.91	
Transfer	Transfer to Current T1 Account from Reserves for RCOH payment GH25.093		4,800.00	

Total in Reserves Account as of 12th December 2025

48,210.56

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

Liden Park

Account

Account number 20508922

Receipts/Transfers

Total in Liden Park Account as of 12th December 2025

26,898.27

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

The meeting closed at 8.54pm

Signed

Date

Chairman

Planning Committee Report - for meeting on 15 December 2025 (as at 12 December 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
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
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
12/3/25	25/00518/ADM	Chris Lewis-Evans	Unit A At Land Adjacent To Cakeford Little Horwood Road	Prior notification application (Part 11, Class B) for demolition of building	No objection	Details required

			Great Horwood Buckinghamshire			
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
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
9/12/25	PL/25/4881/FA Anna Souter	Mr & Mrs Cook	Singleborough Stud , Bletchley Road, Great Horwood, Buckinghamshire, MK17 0RB	Proposed single storey rear extension including an external swimming pool		

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