



**Great Horwood  
Parish Council**

# Great Horwood Parish Council

## DRAFT

Minutes of the Annual Parish Council Meeting held on Monday 19<sup>th</sup> May 2025 at 7.30pm in the Village Hall, Great Horwood.

Present: Former Cllr John Gilbey (JWG) Chairman\*, Cllr Caroline Cousin (CC) Vice Chairman, Cllr Jackie Goss (JG), Cllr Jonathan Evans, (JJ), Cllr Mary Saunders (MS), Sarah Biswell (Clerk), and 8 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.

**\*For items 1-3 these will be presented by former GHPC Chairman – John Gilbey.**

1.	<b>To receive apologies for absence</b> Bucks Cllr John Chilver, Cllr Thomas Lee.	
2.	<b>To receive declarations of interest for items on the Agenda</b> None.	
3.	<b>To elect the Chairman of the Council 2025/2026</b> Cllr Caroline Cousin was proposed by Cllr Jonathan Evans and was seconded by Cllr Jackie Goss – Cllr Caroline Cousin was unanimously elected as Chairman of the Parish Council. At this point John Gilbey left the meeting.	
4.	<b>To receive the Chairman's declaration of Acceptance of Office</b> The Chairman's declaration of acceptance was received.	
5.	<b>To elect a Vice-Chairman of the Council for 2025/2026</b> Cllr Thomas Lee was proposed as Vice Chairman by Cllr Jackie Goss and was seconded by Cllr Jonathan Evans and was unanimously elected as Vice Chairman of the Parish Council	
6.	<b>To receive the Register of Interests declaration from elected Councillor</b> Declaration signed and received from all Councillors and passed to the Clerk. All Councillors signed the Acceptance of Office for being a Councillor for Great Horwood Parish Council.	
7.	<b>To appoint Representatives to outside bodies</b>	
	North Bucks Community Board	CC
	North Bucks Parishes Planning Consortium (NBPPC)	CC/MS
	Village Hall	CC/TL/JG
	Poor's Allotments (Castlefields)	JG/JE
	2 Trustees to the Great Horwood and Singleborough Recreation Trust (who will be members of the Recreation Committee)	CC/JE
8.	<b>To appoint/reappoint members of the Committee of the Council</b> Members to the Planning Committee and to appoint a Chairman. Cllr Caroline Cousin was unanimously re-elected as Chairman and all Parish Councillors are members of the Planning Committee. CC (Chair) JE, JG, TL, MS.	
9.	<b>Confirmation of the Minutes of the Parish Council meeting held on 14<sup>th</sup> April 2025</b> The minutes were then agreed with 3 initialled amendments as being a true record and were signed by Cllr Cousin at the meeting.	

10.	<p><b>To consider matters arising from the Minutes of the last meeting (not otherwise included in the agenda)</b></p> <p>WCAG Accessibility still to do – <b>(Action Clerk)</b></p> <p>Cracked path outside resident's house – still to hear from BC/LAT – continue to chase <b>(Action Clerk)</b>.</p> <p>Planters – due to commence end of May – matter resolved in these minutes but will be reviewed later in the year.</p> <p>Online traffic Survey – Councillors fed back at meeting – Clerk to set up this up and post on social media <b>(Action: Clerk)</b>.</p> <p>Traffic calming measure discussion with LAT – still to hear back – chase up – <b>(Action: Clerk)</b>.</p> <p>Consortium of Parishes meeting – will get updates from next meeting to bring to full Council – resolved for these minutes.</p> <p>Proceeds from Quiz Nite – Clerk to chase up funding and exact requirement for use of funds <b>(Action: Clerk)</b>.</p> <p>Quote to agree for cementing bench in place – dealt with under Item 25- resolved for this section of the minutes.</p> <p>Cllr Cousin wrote to BC following meeting and response received – matter resolved.</p> <p>Devolution Agreement – received and input on Dropbox – matter dealt with under Item 22.</p> <p>Gov.uk website and email – dealt with under Item 26.</p> <p>MVAS report on Dropbox – matter resolved.</p> <p>Transfer to Liden Park – deal with under Item 27.</p> <p>Npower – deal with under Item 30.</p> <p>Odours in the village – reported by email to Environmental Health at BC – Clerk to chase up <b>(Action: Clerk)</b>.</p> <p>Clerk contacted GS Groundworks re adhoc work in the village - matter resolved.</p> <p>Employers NI – Clerk to continue to pursue issue with HMRC <b>(Action: Clerk)</b>.</p> <p>Work Place pensions – deal with under Item 31.</p>
11.	<p><b>Annual Parish Meeting – 28<sup>th</sup> April 2025</b></p> <p>23 people attended this meeting. Refreshments were offered to the attendees. Updates were given by the recipients of the Worthy Causes Grants in 2024.</p>
12.	<p><b>Report from Buckinghamshire Councillor – John Chilver</b></p> <p>Cllr Chilver was not at the meeting but gave the following information beforehand.</p> <p>“I think the 2 main outstanding issues are the repairs to the footpath which the Rights of Way manager sent an email about on 9th May, and the repairs to the pavement on Spring Lane which Matt Whincup has just replied about”.</p>
13.	<p><b>Public Participation</b></p> <p>One resident remarked on the current placing of the MVAS and asked if this could be moved to another part of the village. It was agreed to leave this where it was for another month and then move this on to another location within the village.</p>
14.	<p><b>Horwode Pece Management Committee Report</b></p> <p>Report was received and noted.</p> <p>John Nicholls confirmed that work at the Pece had stalled but had now resumed with the surrounds being in place by the end of May. The old timbers that are stored have been put in one location with red/white tape over them to deter anyone touching them. Work to clear this should be done by the end of May. He confirmed that he had received the ROSPA report and would report back to the next meeting when he will have had time to study it properly</p>
15.	<p><b>Footpaths Report</b></p> <p>Report received and noted, with thanks, from the Footpath Monitor.</p>
16.	<p><b>Roads Report</b></p> <p>Nothing to report.</p>
17.	<p><b>Parish Maintenance</b></p> <p>Cllr Evans discussed the fence panel in Spring Lane which is currently being propped up and looks unsafe – Clerk has now referred this matter to Fairhive – originally due for replacement in July but Clerk has gone back to ask to get this done asap.</p>
18.	<p><b>Planning Report</b></p> <p>Report received.</p>
19.	<p><b>Issues arising from the Planning Report</b></p> <p>The Crown does not appear to have been sold at latest auction and the application to turn this to a private residence has been withdrawn.</p> <p>3 applications currently outstanding for Councillors to comment on – deadline is within the next few days</p>
20.	<p><b>Other Planning Matters</b></p> <p>Cllr Cousin contacted Jo Houston @ BC about amending the S106 allocation for 21/00221/APP to provision of play equipment. He has asked the planning officer if it would be possible, and awaits an answer. He also confirmed that the original request for a contribution towards a cycleway would not be possible as this was a matter for Highways, not sports and leisure.</p>

21.	<p><b>Neighbourhood Plan</b> Bucks North Planning Team have now revised their prediction for housing need for GH, this is now calculated with an indicative figure as 10% growth of the March 2024 dwelling stock over 20 years. For GH that gives a figure of 50.6 between 2025-2046 – around 2.5 per year between 2025-2045. It is up to the PC to go with this calculation or the NPPF figures – this would need to comply with the Bucks Plan when issued. Jonathan Harbottle will be attending the next meeting to give a presentation of his proposal for development of land west of Home Farm.</p>
22.	<p><b>Devolution Agreement</b> The agreement has now been received showing the correct grassed areas in GH on the online interactive map provided by Buckinghamshire Council. This has resulted in an increase in the annual payment which now amounts to £2,253.95 and payment is due to be paid at the end of May 2025.</p>
23.	<p><b>Report from the MVAS and Speedwatch</b> MVAS report has been received and is on Dropbox. It was agreed to monitor the traffic at it's current position for another month and then move this to a different location.</p>
24.	<p><b>Winslow Villages and Community Board</b> This has been renamed North Bucks Community board following the reorganisation. No meetings are currently planned.</p>
25.	<p><b>To receive a report from any meetings attended</b>  <b>Cllr Cousin</b>  22<sup>nd</sup> April – Neighbourhood Planning Steering Group  16<sup>th</sup> May – Neighbourhood Planning Steering Group  <b>Cllr Goss</b>  22<sup>nd</sup> April – Neighbourhood Planning Steering Group  16<sup>th</sup> May – Neighbourhood Planning Steering Group  <b>Cllr Evans</b>  28<sup>th</sup> April – Annual Parish Meeting  <b>Cllr Lee</b>  28<sup>th</sup> April – Annual Parish Meeting</p>
26.	<p><b>Gov.uk email address – update</b> This is still an action to be taken, report back at next meeting (<b>Action: Clerk</b>).</p>
27.	<p><b>Transfer of Liden Park</b> Transfer of Title and Deed of Covenant documents were signed and witnessed at this meeting – Clerk to send to Solicitors by Special Delivery. Now awaiting a transfer date from the Solicitors – Clerk to continue to monitor (<b>Action: Clerk</b>).</p>
28.	<p><b>Transfer of Shorts Field</b> A legal firm has been selected by the PC to deal with the Amenity Space transfer and details have been sent to Lodge Park Homes. Awaiting a response (<b>Action: Cllr Cousin/Clerk</b>).</p>
29.	<p><b>Update on EV Charging Points</b> Nothing further to report on at this meeting – Cllr Cousin will continue to liaise (<b>Action: Cllr Cousin</b>).</p>
30	<p><b>To receive and note correspondence</b>  Npower – suspending taking monthly payments in January 2025 as reported last month. Chased up Npower since the last meeting – their reply –  <i>The above account has had the billing suspended for P434 Half Hourly Settlement for UMS Metering Systems and is on hold until October 2025 when the project should have been completed by then. Sorry that you didn't receive the communication for the P434 Half Hourly Settlement for UMS.</i>  Funds are in the budget for this – based on last year's payments from February to October – approximately £600. Awaiting response from Npower (<b>Action: Clerk</b>).</p> <p>Dave and Aly Taylor trimmed the bushes surrounding the Green last weekend so PC sent a thank you email to them</p> <p>Zurich claim for destroyed litter bin – submitted and settled claim - £354.98 - should be in the UTB account in the next 3-5 working days.</p> <p>Received Ian's Walkers current yearly Public Liability Certificate – retained on file.</p> <p>Quote for concrete slab under Liden Park – on Dropbox £216.00 – all Councillors resolved to accept this quotation for the work to be undertaken.</p>

**Finance**

To approve schedule of payments requiring authorisation.

**Great Horwood Parish Council Receipts and Payments up to 19th May 2025**

Payments	Payee	Type	Payment £
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**Payments due**

GH 25.010	Clerks Salary	SO	851.24
GH 25.011	Rent of Village Hall - Steering Group meeting	FPO	16.00
GH 25.012	Expenses for APM - Food and Drink - Clerks expenses	FPO	24.45
GH 25.013	Clerks expenses - Bin bags for Litter Pick	FPO	16.98
GH 25.014	Clerks expenses - Litter Picks	FPO	38.98
GH 25.015	Walker Grounds care - HP Grass cutting - invoice 809	FPO	161.50
GH 25.016	Walker Grounds Care - GH grass cutting - invoice 808	FPO	625.85

**Total of T1 Current Account as of 17th May 2025****17,400.67**

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

**Receipts/Transfers**

<b>Receipt</b>	<b>Transfer in from HP Account to T1 Account to pay invoice 809</b>	<b>Transfer</b>	<b>161.50</b>
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**Horwode  
Pece****Receipts/Transfers**

<b>Transfer</b>	<b>Transfer to T1 Current Account to pay invoice 809</b>	<b>Transfer</b>	<b>161.50</b>
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**Income/  
Interest****Total of Horwode Pece Account as of 17th May 2025****3,405.74**

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

**Reserves Account****Receipts/Transfers**

NIL

**Income/  
interest****Total in Reserves account as of 17th May 2025****45,997.13**

	<p><b>Financial Regulation 2.4 Review of effectiveness of internal control.</b>  Cllr Cousin confirmed that the financial regulations are being met for internal control and no issues arising. The effectiveness of the internal control has been reviewed by Cllr Cousin. She considered the Council's internal controls against the guidance in the 2024 Practitioners' Guide, and concluded it was in order.</p> <p><b>Statement of Receipts and Payments for the year to 31 March and the accounting statements in the form of Section 2 of the Annual Governance and Accountability Return to be approved.</b>  Receipts and Payments for the year to 31 March to be brought to the next meeting (<b>Action: Clerk</b>).  The completed AGAR return was uploaded to Dropbox and the variances explained – receipts and payments lower this year due to the Village Hall refurbishment last year. Salary costs were increased as there was a Clerk in position for the whole year, rather than part of the year 2023/2024. Full Council agreed with the figures presented.</p> <p><b>Banking arrangements including bank mandate to be approved by PC</b>  The banking mandate is to be brought forward to the next meeting. A Signatory Alteration Form was presented to the Council to delete former Councillor John Gilbey from the UTB bank mandate – this was signed and authorised – to be sent to UTB to action (<b>Action: Clerk</b>).</p> <p><b>Report on verification of bank reconciliations - to be done every 6 months.</b>  Clerk confirmed that the bank reconciliations for 2024/2025 have been completed and signed off by Cllr Lee.</p> <p><b>Barclaycard set up – update</b>  Email correspondence continues with this application – Clerk to feedback at next meeting (<b>Action: Clerk</b>).</p> <p><b>Worknest Pension Scheme set up – update</b>  Scheme has been set up – contribution levels and payment dates still to be done (<b>Action: Clerk</b>).</p> <p><b>Insurance Renewal</b>  Insurance is due for renewal 1<sup>st</sup> June 2025. Comparisons were presented to all Councillors for both the existing scheme (Zurich) and Clear Council and Gallagher Consulting. It was resolved to stay with Zurich for the coming 12 months – Clerk to pay the annual premium before the due date – this will be reflected in next month's R&amp;P (<b>Action: Clerk</b>).</p>
31.	<p><b>Items for the next meeting</b>  To approve schedule of payments requiring authorisation  RFO to present statement of receipts and payments to date under each head of budget to year end 31 March 2025  RFO to present statement of receipts and payments to date under each head of budget to June 2025.  Written report of internal auditor  AGAR – including Governance Statement to be presented to Council for formal approval 2024/2025  Review of Financial Regulations document  Bank mandate to approved by the PC</p>
32.	<p><b>Confirmation of date and time of the next meeting</b>  Monday 9th June 2025 at 7.30pm in the Village Hall.</p>

The meeting closed at 8.50 pm.

Signed                      Date

Chairman

### **Horwode Pece Management Committee - Report to Parish Council May 2025**

In March, I reported that a contractor, Tim Helsdon, had agreed to undertake the ground work and complete the replacement of the surround to the Teenage area. The aim was that the work would start shortly after the Easter weekend and should have been completed in 3-4 days. Ready for the April meeting, Tim told me the work was just about to start. It did, the following week, with the old wood surround removed, temporarily being stored in the horseshoe bank area of the Rec. This old woodwork will be later removed and disposed off.

Over the following week, part of the new plastic surround was installed; not identical to the Toddler Area, but following instruction provided on-line by the plastic lumber supplier. This variance was taken up with the contractor. Follow some discussions it was agreed that he should continue and complete the installation. Although not the same as the Toddler area, it would work and provide the barrier for the Teenage area rubber chippings.

Since these discussions, work seems to have stalled. The way forward was agreed and Tim said work would continue the following week. However, this weekend, now two weeks later, no further progress has been made.

Children, under supervision, should still be able to use equipment down the Rec. while work is on-going. The Toddler area should be completely clear of workmen. Parents and Children should have regard for the pile of removed old timber, as many timbers may have exposed screws and are not safe to climb on. Access will be provided to the Teenage area, using the existing ramp. Please watch out for the work areas and do as asked by the men undertaking the work.

While the work is going on, the Rec. continues to be inspected weekly. Looking this weekend, it is clear the grass has been recently cut. Some repair work has been reported, including repair to the wooden slats of the goals and re-bonding the underlay below the SuperNova. These items are already known to the Management Committee and are planned for repair later this spring, at the Spring Working Party, once the new plastic surround work is complete.

Planned works for the Spring Working Party:

- Repairing the wooden slats to the goals.
- 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  
11/5/2025

#### Planning Committee Report - for meeting on 19 May 2025 (as at 16 May 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
14/1/25	25/00073/ALB Mr Naim Poptani	Mr Fridolin Engel	The Crown PH 1 The Green Great Horwood Buckinghamshire MK17 0RH	Listed building application for reinstatement of the ground floor as a public house, modifications to the arrangement of existing staircase to first floor, glazed screen to the rear annex section, modifications to the existing kitchen area, installation of conservation rooflights to rear kitchen area and main attic, enlargement of existing first floor bathroom and relocation of door openings and reinstatement of the attic space as a habitable space	No objection (qualified)	Withdrawn
10/4/25	25/01156/AGN	Mr L Ridgway	Ridgway Farm Spring Lane Great Horwood Milton Keynes MK17 0QW	Erection of general purpose agricultural building	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 McDonagh	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 Hor- wood MK17 0NP	Four no. commercial stables, ancil- lary facilities, parking, landscaping and internal road	Objection	Awaiting decision
2/12/24	24/03513/APP	Andrew Mar- shall	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 (retrospec- tive)	Objection	Awaiting decision
17/12/24	24/03754/APP Kirstie Elliot	Mr T Northey	Land Off Winslow Road Great Hor- wood Bucks	Erection of two detached 2 storey dwelling houses with new access off the Winslow Road together with foot- path, garaging, parking, landscap- ing and all enabling works	Objection	Awaiting decision
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	Awaiting decision
2/1/2025	24/03870/APP	Mr And Mrs H Elliott	Spring Cottage 28 Spring Lane Great Horwood Bucking- hamshire MK17 0QW	Erection of dwelling with access and amenity space together with the conversion and alterations of exist- ing dwelling to form ancillary accommodation/outbuilding (part retrospective)	Objection	Awaiting decision
4/3/25	25/00425/APP	Mr And Mrs H Elliott	Spring Cottage 28 Spring Lane Great Horwood Bucking- hamshire MK17 0QW	Householder application for con- struction of detached car port	No objection	Awaiting decision
23/4/25	25/01025/APP Dipanwita Chat- terjee	Mr Pithers	Greenway Busi- ness Park 7 Wins- low Road Great Horwood Bucking- hamshire MK17 0NP	Erection of two storey modular building to be used as office facili- ties		
25/4/25	25/01262/VRC	Mr and Mrs P Pearce	Spring Hill Farm Little Horwood Road Great Hor- wood Buckingham- shire MK17 0NZ	Removal of condition 3 (agricultural occupancy condition) 4 (private residential accommodation) relating to application 78/01811/AV (Erec- tion of a farmhouse)		
28/4/25	25/00515/APP Kirstie Elliot	Mr Tony Baker	The Bungalow 29A Nash Road Great Horwood Bucking- hamshire MK17 0RA	Householder application for erection of 4ft high picket fence and gates across front of garage and driveway adja- cent to lane		



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