



<p><b>Present:</b> Cllr Stephen Le Tissier (Chair), Cllr Stephen Proffitt (Vice Chair) Cllr Frank Mahon, Cllr Andrew Shergold                  In attendance: Clerk, Cllr's and 04 member of the public.                  Dictaphone on for Clerks record. The meeting was opened by Cllr Le Tissier at <b>19.30</b>                  The Steeple Claydon Parish Council meeting was held in person at the Village Hall, MK18 2PY on Tuesday 03 February 2026, admission from 7.15pm onwards for a 7.30pm start.                  Members of the public are welcome to come along to see what the council is doing. There is a public participation session at the start of the meeting when the public are able to comment on the agenda items or ask the council questions about their activities. The agenda is published on the website and on the VH noticeboard on the Thursday before the meeting.</p> <p><b>QUESTIONS FOR PARISH COUNCIL</b>                  All questions from parishioners will need to be submitted to the Clerk before the meeting - cut off midday on the day of the meeting, details below. If you need any help or information from your PC, please contact the Proper Officer and Clerk to the Council; Ms Hannah Holmes  <a href="mailto:clerk@steepleclaydonparishcouncil.gov.uk">clerk@steepleclaydonparishcouncil.gov.uk</a>  <a href="http://www.steepleclaydonparishcouncil.gov.uk">www.steepleclaydonparishcouncil.gov.uk</a>                  Tel. 01296 534698. Please note Clerk is part-time: 9.30am - 2.30pm, Monday to Friday</p>	
<p><b>1. Welcome by Chairman</b></p>	
<p><b>2. Apologies</b> To receive Councillor's apologies; Apologies received from Cllr Mapplethorpe and Cllr Watts, noted by Cllrs present</p>	
<p><b>3. Declarations of Interest;</b> In accordance with Sections 30 (3) and 235 (2) of the Localism Act 2011; To receive declarations of interest and dispensations in respect of matters contained in this agenda:                  Cllr Mahon noted 14.a</p>	
<p><b>4. Minutes</b> - To approve and sign the minutes of the meeting held on Tuesday 06 January 2026                  Approved as a true representation of the January 2026 PC meeting;                  Proposed by Cllr Mahon and seconded by Cllr Shergold all other Cllr's agreed, so it was <b>resolved</b> - signed off by Cllr Mahon                  a. Matters arising from the minutes                  None</p>	
<p><b>5. Councillor Co-Option</b> – to consider any co-option applications received.                  None received. Cllrs agreed to put on March agenda and advertise in magazine.</p>	
<p><b>6. Chairman's Comments</b> - To receive a report on matters not on the agenda but of interest to the Council and Parish:                  Cllr Le Tissier noted that the road safety fund design is now out and consultee commenting by Feb 13 then public consultation for Addison potential design / comments – we will advertise this when it is out.                  Cllr Le Tissier noted getting a drainage survey on recreation ground / football pitch this was done by the GMA – Grounds Maintenance Association, will discuss this more under that agenda item.                  There will be an update on NHoodPlan documents and Cllr le Tissier has been in touch with EKFB regarding our village emergency plan; if there is a rail accident for example. Will update when a response is received.</p>	
<p><b>7. Update from Unitary Ward Cllr</b> – Cllr F Mahon                   Cllr Mahon updated the meeting regarding the Local Plan at BC – a timeframe has now been set</p>	

<p>Local Plan must be submitted by Unitary Council in December 2026 – otherwise the Government take over local control in this matter. Cllr Le Tisser requested that Cllr Mahon write to PC officially to update us regarding this matter. Cllr Mahon agreed.</p> <p>Parishioners from Claybourne estate have noted letters have been received and were queried. Regarding BC looking for a call for sites for building houses on. Cllrs believe they may have been sent in error. Cllr Mahon will query this with BC planning department at their next meeting, then update SCPC.</p> <p>Cllr Mahon updated the meeting regarding Rosehill solar farm – 100+ people attended the last action group meeting – noted the action group have raised £60K to hire in specialists to fight the solar application, which is still going through process.</p>	<p>Cllr Mahon</p> <p>Cllr Mahon</p>
<p><b>8. Public Participation</b> – Standing Orders are set aside to allow for public participation - The meeting was closed by the Chair and public participation was opened at <b>19.41</b></p> <p>P1 – hs2 road safety funding road scope queried. Cllr Le Tissier will check where it is at. IH is happy to help Cllr Le Tissier</p> <p>P2 – ref 38 QCRd PA – the BC yellow notices appear not to be displayed – Cllr Mahon will raise this query next Monday at BC planning meeting – P2 made a suggestion of a footpath connection between QCrd and Meadoway/Maple Leys green through any new development – cllrs agreed that this is a good idea.</p> <p>P3 – regarding the road sweepers in Calvert, can we ask them to pop around SC? Cllr Le Tissier will ask Ashton at EKFB</p> <p>Public participation was closed at: <b>19.54</b> and the SCPC meeting was <b>re-opened</b>.</p>	<p>Cllr Le Tissier</p> <p>Cllr Mahon</p> <p>Cllr Le Tissier</p>
<p><b>9. Clerk report:</b> monthly report. Emailed to Cllrs on Friday 30 January 26 <b>Appendix 1</b></p>	
<p><b>10. Caretakers report:</b> none received</p>	
<p><b>11. Action Point List</b> – to go through and update completed actions for the last month. Cllrs were reminded by Clerk to check the To Do app regularly and to update when they have completed an action point. To Do List can be found in Outlook under a blue tick.</p>	
<p><b>12. Neighbourhood watch – any update?</b> Leave on agenda for March – no update as a NHWatch Co-ordinator in still needed for the village.</p>	
<p><b>13. Road Safety Strategy</b> a. Any update from working group? No updates. Cllr Mahon left the meeting at 20.01</p>	
<p><b>14 A. Planning and Development</b> – includes; <i>Planning, Developments and Roads / Street Furniture / EWR &amp; / HS2 / Neighbourhood Plan / Best Kept Village;</i></p> <p>a. NHPlan any update – Cllr Le Tissier</p> <p>b. NHPlan questionnaire / Leaflet / Poster / Webpage for approval – Cllr Le Tissier Cllr Le Tissier proposed we adopt the NHPlan documents and that they can now publish it. Cllr Shergold noted he was impressed with the professionalism of NHPlan documents Cllr Shergold seconded approve. Clerk to write to Ian and Charlie to say all documents were adopted/approved. Cllr Shergold encouraged all Cllrs to attend the NHP meetings. Council approved the NHPlan documents can use the SCPC header.</p> <p>c. <b>PL/25/5275/FA</b> Application type: Full Planning Permission <b>Location:</b> 38 Queen Catherine Road, Steeple Claydon, Buckinghamshire, MK18 2PY <b>Proposal:</b> Demolition of existing dwellinghouse and outbuildings and the construction of 4 detached dwellinghouses and a 2-storey building comprising of 4 no. Apartments together with associated garages and carport, construction of vehicular access and closure of existing vehicular access and hardstanding and landscaping works. The statutory 21-day period for this application ends 2 February 2026. Extension granted until 04/02/2026</p>	<p>Clerk – done 04/02</p> <p>Clerk –</p>

<p>Cllr Le Tissier introduced and discussed the PA and noted the local pinch point, noted no traffic calming and to add in public footpath comment discussed at tonight's meeting.</p> <p>Cllr Le Tissier proposed we object, seconded by Cllr Shergold, Cllrs present <b>resolved to Object</b> – based on edit of <b>appendix 2</b>,</p> <p>Requested Clerk to send to P4 the comments – Cllr Le Tissier has P4 contact details – to send onto Clerk.</p> <p>d. <b>Proposed Installation at:</b> Claydon West Junction, Shepherds Furze Farm, Steeple Claydon MK18 2HH (NGR: E469086, N225692) a proposed upgrade of the telecommunications equipment at the above site. Cllrs not commenting just raising awareness</p> <p>e. <b>PL/25/3045/HS2 High Speed Rail (London - West Midlands) Act 2017 – Approval of details</b> <b>Application type:</b> Infrastructure project - HS2 application , Plans and Specifications - Schedule 17 <b>Location:</b> Land From Sheepphouse Wood (South Of Calvert) To The East Of Portway Farm, Buckinghamshire, <b>Proposal</b> In accordance with requirements of Paragraph 9(4)(b) of Schedule 17 to the HighSpeed Rail (London - West Midlands) Act 2017, the nominated undertaker hereby requests approval of a SCHEME OF MITIGATION for Work No. 2/49 (in part), 2/75A, 2/78, 2/79, 2/80, 2/80A (in part), 2/81, 2/91 (in part) and 2/91A described in Schedule 1 of the HS2 (London – West Midlands) Act 2017. This letter is to inform you that the Council has received the above application. The details relating to this submission (<b>reference PL/25/3045/HS2</b>), including plans and any supporting documents, can be viewed electronically on the Council's Public Access System for the East and South Planning Areas at <a href="http://www.southbucks.gov.uk/viewplanning">www.southbucks.gov.uk/viewplanning</a>. Please be advised that this letter is for <b>information purposes only</b> and the Council is not requesting comments in relation to this submission. However, if you have any concerns or questions regarding the submitted details, please contact HS2 Limited directly. No comment from PC just raising awareness</p>	<p>done 04/02 Clerk done 09/02</p>
<p>f. <b>PL/26/00311/TP</b> <b>Application type:</b> Works to trees subject to a Tree Preservation Order (TPO) <b>Location:</b> Three Gables , 26 North End Road, Steeple Claydon, Buckinghamshire, MK18 2PG <b>Proposal:</b> T1 Horse chestnut - remove torn/hanging limbs and reduce crown by 2m. T2 - T5 Poplar - re-pollard crown back by removing approximately 3m of new growth and 1m of rotten stem. (TPO 13, 1993) Comments until 18/02/26 Cllrs discussed the recent TPO tree that had fallen last month. Same group of TPO trees. Cllr Le Tissier proposed we support them seconded by Cllr Shergold, Cllr Proffitt agreed so it was <b>resolved to support</b>.</p> <p>g. Buckinghamshire Highways have just launched a consultation today (<b>Thursday 29<sup>th</sup> January 2026</b>), and this will run until <b>Thursday 26<sup>th</sup> February 2026</b>, for a period of 4 weeks. These proposed amendments have been identified following the making of the HS2 Act and the preliminary and detailed design completed by HS2 with engagement with Buckinghamshire Council. All the Traffic Regulation Orders (TROs) have been identified as required by relevant design standards (Design Manual for Roads &amp; Bridges, The Traffic Signs Regulations and General Directions 2016) as a result of:</p> <ul style="list-style-type: none"> <li>• changes to existing TROs where the layout on the highway has changed</li> <li>• new traffic regulation orders as required by the new design and mandatory standard</li> </ul> <p>The proposed TROs have been agreed in principle with Buckinghamshire Council &amp; Buckinghamshire Highways and in the case of Speed Limits agreement with Thames Valley Police has been confirmed. The consultation survey will close at <b>11:59pm on Thursday 26<sup>th</sup> February 2026</b>. Full details of the proposals for both HS2 and SEALR can be found via our consultation page on Your Voice Bucks - <a href="https://yourvoicebucks.citizenspace.com/roads-parking/hs2-and-sealr-tros/">https://yourvoicebucks.citizenspace.com/roads-parking/hs2-and-sealr-tros/</a>. Following the consultation, we will analyse the responses received and provide the Leader with a Key Decision Report with our recommendations.</p>	<p>Clerk done 04/02/26</p>
<p>Should you have any further queries, please do not hesitate to contact us at <a href="mailto:bhcomms@atkinsrealis.com">bhcomms@atkinsrealis.com</a> Cllrs agreed it would be useful to put this information on SCPC Facebook page and to encourage comments</p>	<p>Clerk – done 06/02</p>

<p><b>B. Properties and Facilities</b> – includes; Village Hall, Cottage &amp; Library / Recreation Ground / Vicarage Orchard / Pavilion Project</p> <p>a. Tractor &amp; Fireworks shed roller door update: Clerk / Cllr Le Tissier Company chosen, proforma now agreed, Clerk to double check it can be done in a day – made secure overnight</p> <p>b. Pavilion refresh brief onto Gov portal update: <a href="https://www.find-tender.service.gov.uk/Notice/003738-2026">https://www.find-tender.service.gov.uk/Notice/003738-2026</a> - Clerk Clerk noted the pavilion brief and tender documents are now on the government portal, the SCPC website, has been advertised on SCPC facebook and we have to date had 16 companies contact the Clerk for further details.</p> <p>c. Tree planting x30 and MUGA flowers – Clerk update Clerk noted the SC Scouts and Cubs will get x15 saplings each and will be planting them at VO and rec ground, trying to see if can get the brownies to do the wild flower seed planting at the MUGA as the primary school no longer have an eco club.</p> <p>d. Grit bins x2 locations – Cllr Le Tissier has a what three word location to pass to clerk Cllr Le Tissier gave a Rec ground/football pitch update – discussed how SCPC had joined the Grounds Maintenance Assoc for 3 members, so had arranged to meet with the GMA and FC Assoc and they took ground samples and will come up with survey report – Cllr Le Tissier noted they had discussed the layout of pitches, due to the current trenches in the recreation ground from the herringbone drainage system. Cllr Le Tissier discussed possible future funding from GMA for pitch improvements, these would taper out over time. It was noted that there have been previous requests to roller the pitch, but it is the wrong thing to do to our particular pitch and it actually needs aeration/scarifying – as few inches down it is compacted solid clay. Rollers are only good for a cricket pitch – discussed possibly donating roller currently in the overgrown area to a local Cricket team. Discussed potentially marking out smaller child's pitch – can then put out the child's goals for use. Cllr Le Tissier noted the Etesia has been repaired and is in good mechanical order, but it needs a valet. Council might like to then consider selling it in the spring – add to march agenda</p>	<p>Clerk – done 04/02</p> <p>Cllr Le Tissier</p>
<p><b>C. Finance</b></p> <p>a. To approve the payments listed in the finance run for February 2026 - Clerk Cllr Shergold proposed we approve, seconded by Cllr Le Tissier agreed by Cllrs present.</p> <p>b. Cllr to approve BACS run before Friday 06 February 2026 Cllr Proffitt agreed and clerk to remind Cllr Proffitt</p> <p>c. Data map and risk assessment for Council review – Clerk / Cllr Watts – must be done by March – to go on March agenda</p> <p>d. Clerk homeworking allowance request – Clerk Cllr Le Tissier proposed we agree the BMKALC recommendation of £26 per month from next month, seconded by Cllr Shergold agreed by Cllr Proffitt so it was <b>resolved</b></p> <p>e. Quotes for leaflet for NHPlan - Clerk Query on recycled paper then we approve</p>	<p>Clerk – done</p>
<p><b>D. Youth Council</b> - any update – Cllr A Shergold</p> <p>a. next mtg Friday 27 Feb and first youth get together planned for 06 March 26 Bank account being set up by Clerk needs further details from Cllr Shergold and Carol Bradbury. Matt Dunn has spoken to Cllr Le Tissier that there might be some funding available.</p>	

<p>Adopt a granny – Cllr Shergold is moving the idea forward.</p>	
<p><b>E. Communications</b> – a. any update from working group – Cllr Watts b. Monthly magazine article to be produced – Cllr Le Tissier agreed to do an article for the next edition. Addison road improvements via HS2 road safety fund, NHPlan, Cllr recruitment. c. To review and agree privacy policy – Cllr Watts / Cllr Le Tissier Cllr Le Tissier proposed and Cllr Shergold seconded – so it was agreed</p>	<p>Cllr Le Tissier - done</p>
<p><b>F. Events</b></p> <p>a. Farmers Market – any update Cllr Le Tissier  Ongoing.</p> <p>b. Music event – 15 August 2026 – Cllr Proffitt  Cllr Proffitt discussed the idea of a music event at the rec; has had a provisional meeting and chosen a provisional date – met with ex cllr John Mitchell, and a chap who has previously run music events in villages. Cllr proffitt will arrange another meeting to discuss further.  Cllr Le Tissier suggested Cllr’s start the process of planning the music event.  Subject to a full plan being presented to Council.</p>	
<p><b>15. Rosefield Solar Farm</b> – any update - Cllr Mahon Cllr Mahon discussed this in item 7</p>	
<p><b>16. Future agenda Items</b> - Councillors are invited to propose items for consideration for the next agenda.</p>	
<p><b>17. Date of next meeting: Tuesday 03 March 2026 at the Village Hall</b></p>	
<p><b>18. Confidential Items</b> - That under the Public Bodies (Admission to Meetings) Act 1980, the public and representatives of the press and broadcast media is excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted. i. Staffing update</p>	
<p>Any other business and future agenda items are invited by all Councillors to be sent to the Clerk (minimum of a week) ahead of preparing the next agenda.</p>	
<p><b>Meeting was closed by the Chair, Cllr Le Tisser at 8.39pm</b></p>	
<p>The next Parish Council meeting will be held on <b>Tuesday 03 March 2026</b> at 7.30pm. The meeting will open from 7:15 and will start at 7:30 prompt. If you need any help or further information regarding accessing the meeting please contact the clerk, Hannah Holmes, Mon-Fri 9.30am - 2.30pm Clerk phone – 01296 534698. Website <a href="https://www.steepleclaydonparishcouncil.gov.uk">https://www.steepleclaydonparishcouncil.gov.uk</a> Email – <a href="mailto:Clerk@steepleclaydonparishcouncil.gov.uk">Clerk@steepleclaydonparishcouncil.gov.uk</a></p>	

Signed.....

Date.....

## Appendix 1

### Summary of Clerk activity from 06/01/2026

- **January 2026**

#### Administration

- Preparation of monthly transactions for February 2026 Meeting of the Council

#### On-going

- January 2026 Draft Minutes prepared and on public display
- February 26 agenda prepared and on public display
- February Wage run and finance runs prepped
- On-going email correspondence and MOP queries
- Website updates ongoing
- Planning Application PC response submitted ref: **PL/25/4785/FA / PL/25/4698/FA / PL/25/5463/FA** 07/01/26
- **Streetlights:** column 38 Meadoway being replaced in next 9 weeks – 20/10/25 chased 16/01 Lamppost removal query from Tilia – pole 61 opposite Redland Close, approved by PC 19/11/25 - Clerk has contacted Eon & Npower. Removal planned for w/c 26/01/26 Clerk notified NPower 31/12 & 09/01 & 13/01
- **Fixmystreet:** missing Give way sign Addison Road ref: 8777295 27/01 BC state 6-8wks to repair

#### Meetings:

07/01 - Calenso –online booking diary for hall/pavilion  
07/01 - Scribe  
13/01 - WorkNest x2 mtgs  
14/ 01 - Scribe training  
14/01 - MA Gov portal  
15/01 - WorkNest mtg  
15/01 - Cllr SP  
19/01 - SH rtwq  
19/01 - Cllr Watts – calenso  
20/01 - WorkNest training  
20/01 - calenso calls  
21/01 - Scribe training  
22/01 - WorkNest training  
23/01 - met with SH to go through Calenso site  
28/01 - flytipping – BC waste enforcement officer  
29/01 - Cllr SP

#### Other:

- Worknest appointed for 60 months – 07/01 - two portals
- Precept submitted – 07/01
- Tree blown down at recreation ground arranged removal – 09/01
- Booked roller doors for tractor shed and negotiated re 50/50 payment – 08/01
- Youth Club meeting minutes out 31/12
- Applied for HS2RSF refund for MVAS brackets - £150 exc VAT – 25/11 PO subd 09/01 rec'd 21/01
- Tractor insured, 200 hrs service booked & gang mowers sharpened – 13/01
- Data map and retention schedule prepared – passed to Cllr Watts 13/01

- draft 'conditions of participation' ref Pav refurb works to Cllrs 15/12
- Sports Pavilion tender on Gov.uk portal site - 16/01 closes 02/03/26
- Calenso migration – on-going – has been a lot of issues
- Saplings x 30 to be planted by Cubs/Scouts at Rec/VO - agreed – 15/01
- Applied for and approved for Free wooden planter from EKFB 20/01
- Tree works at rec ground by clocktower booked 21/01
- Setting up Bank account for youth club cafe – 27/01 on-going
- Applied to SC Community Fund for £100-150 for craft supplies etc for SCYCC - 28/01
- Submitted EMF interest PO for £10,266.89 - 27/01
- Assured drainage called out for pavilion - blocked urinal issue – 30/01
- No flytipping signs x6 from BC for VO and Rec Ground – 29/01

On-going:

- Investigated disabled parking spot placement at hall with caretaker – wed 17/12 c'taker to re-do
- Contacted ex-cllrs regarding fingerpost sign. Fingers being engraved - expected in Nov 25 – chased 21/01
- S106 VAT query resp rec'd 25/11 to do mtg with NO
- Remembrance Day 2026 rolling road closure enquiry to BC –12/11 - chased 28/01 re PLI query
- Applied for HS2RSF refund for MVAS brackets - £150 exc VAT – 25/11 PO submitted 09/01 **rec'd**
- Enquiry to EKFB regarding routine maintenance/trimming of enclosed footpaths SCL near 'School Hill/Addison Rd' compound - initial email June 25 – chased 12/25 and 21/01
- Scribe training and input continues – now in income and expenditure
- Activelandscapes to come and mend MUGA vandalised flooring – 30/01
- *Upcoming; Fire safety review*
- *Upcoming; Negative tree survey*

Please note: The Clerk will be alternating at the **Library & Mollys Cafe – fortnightly for a 'Clerk Clinic'**, on **Thursdays from 10am - during term time. Please email Clerk to book an appointment.**

**Dates:** Thursday 05 February Mollys Cafe, Thursday 05 March Library, Thursday 19 March Mollys Cafe Thursday 16 April Library.

## Appendix 2

Summary Grounds for Objection ref PL/25/5275/FA

- Overdevelopment and character harm - the scale, density and apartment-led form are out of keeping with the established character of Queen Catherine Road.
- Heritage impact - harm to the setting of the adjacent Grade II listed Well Cottage and the likely loss of a curtilage listed structure, contrary to statutory duties.
- Levels, massing and overlooking - excessive height and reduced separation distances result in unacceptable impacts on neighbouring properties at Hillcott Close.
- Residential amenity - loss of privacy, overbearing relationships and increased noise and activity
- Highway safety - material increase in traffic on a constrained road forming a key pedestrian route to the village school, with no traffic-calming measures proposed.
- Drainage and ground stability - insufficient information to demonstrate that flood risk and ground stability impacts can be safely managed.
- Ecology - reliance on future surveys and mitigation does not provide sufficient certainty at application stage. It is felt that the identified harms are not outweighed by the public benefits of the proposal.

### 1. Planning Policy and Legal Context

Planning applications must be determined in accordance with the development plan unless material considerations indicate otherwise (Section 38(6) of the Planning and Compulsory Purchase Act 2004). The relevant policy framework comprises: - The National Planning Policy Framework (NPPF); - The Vale of Aylesbury Local Plan (VALP); - The Steeple Claydon Neighbourhood Plan (made).

### 2. Overdevelopment, Design and Local Character

The proposal replaces a single dwelling with eight residential units, including a two-storey apartment block. This represents a significant intensification of development. Neighbourhood Plan Policy SC8 and VALP design policies require development to respond positively to local character, plot rhythm, scale and grain. The density, layout and massing of this scheme appear driven by maximising unit numbers rather than contextual design, resulting in a cramped and urban form that is uncharacteristic of

Queen Catherine Road. The proposal therefore conflicts with NPPF Chapter 12, which requires high-quality, context-responsive design.

### 3. Impact on Heritage Assets

Well Cottage (No.40 Queen Catherine Road) is a Grade II listed timber-framed building with dendrochronology evidence indicating late-medieval origins (circa 1444-1445). Section 66 of the Planning (Listed Buildings and Conservation Areas) Act 1990 requires decision-makers to give special regard to the desirability of preserving listed buildings and their settings. Neighbour evidence indicates that the boundary barn/outbuilding proposed for demolition predates 1 July 1948 and is likely to form part of the historic curtilage of the listed building. The submitted Heritage Statement does not robustly assess curtilage status or setting impact. As such, the proposal conflicts with Neighbourhood Plan Policy SC10, VALP heritage policies and NPPF Chapter 16, which require great weight to be given to the conservation of designated heritage assets.

### 4. Levels, Massing, Separation and Residential Amenity

Neighbour technical submissions (Appendices A and B) demonstrate that, when ground levels are properly accounted for, proposed ridge heights would sit up to approximately 5-6 metres above existing dwellings at Hillcott Close. Separation distances are reduced to approximately 27 metres in places, contrary to the application's stated 30 metres. Finished ground levels, eaves heights and ridge heights are inconsistently defined, preventing a transparent assessment of impact. The resulting overlooking, loss of privacy and overbearing impact conflict with Neighbourhood Plan Policy SC9, VALP amenity policies and NPPF requirements to maintain a high standard of amenity for existing residents.

### 5. Highway Safety and Sustainable Transport

The proposal introduces a material increase in vehicle movements associated with approximately 20 on-site parking spaces. Queen Catherine Road functions as a main route through the village and forms part of a well-used pedestrian route to the village school. Footways are limited, sight lines are constrained and no traffic-calming or pedestrian safety measures are proposed. The development therefore raises legitimate highway safety concerns.

This conflicts with VALP transport policies and NPPF Chapter 9, which requires development to provide safe and suitable access for all users.

### 6. Drainage, Flood Risk and Ground Stability

The proposal would significantly increase impermeable area through additional built form and hardstanding. Insufficient information has been provided regarding finished ground levels, surface-water disposal, exceedance routing and long-term maintenance. As a result, it has not been demonstrated that the scheme would avoid increasing flood risk or adversely affecting ground stability. This conflicts with VALP drainage policies and NPPF Chapter 14.

### 7. Ecology and Biodiversity

While a Protected Species Survey has been submitted, it relies on further surveys and mitigation at later stages. Planning policy requires ecological impacts to be understood and addressed prior to determination. The

proposal therefore fails to demonstrate compliance with NPPF Chapter 15, which seeks to conserve and enhance biodiversity.

8. Overall Planning Balance and Advice

When assessed against the statutory duties and relevant national, local and neighbourhood planning policies, the proposal results in clear and demonstrable planning harm.

**Added:** We would like to ask for it to be considered to install a footpath/PROW connecting through proposed development to go from Queen Catherine Road towards Meadoway/Maple Leys

**Appendix 3**

Payee	Details	Payment method	Clr initial	Category	Net	VAT	Gross
Hannah Holmes	wages (x25 hrs p/w)	BACS		Wages	£		£
Sam Hills	wages (SSP) full-time	BACS		Wages	£		£
Pat Serle	wages x 33 hrs	BACS		Wages	£		£
Nick Osgerby	wages x 5 hrs p/month	BACS		Wages	£		£
Pat Serle	expenses - books adult and children	BACS		Library	£29.49		£29.49
Hannah Holmes	expenses - monthly office space/pint of milk for mtgs	BACS		Admin & equipment	£10.96		£10.96
Sam Hills	expenses - Batteries C x2 - for Xmas lights	BACS		Hall	£5.00		£5.00
Cashcard	monthly fees/dd etc	BACS		Misc	£500.00		£500.00
Cashcard	annual fee for Calenso - clerk note	BACS		Admin & equipment	£281.00		£281.00
Worknest	EL Pro yr 1	BACS		Admin & equipment	£1,975.00	£395.00	£2,370.00
BGS Ltd	50% upfront for 2 x roller doors for tractor shed	BACS		Rec Ground & Pavilion	£3,145.00	£629.00	£3,774.00
Golding & Son Electricals	replace flood light above library door	BACS		Library	£265.00		£265.00
E-on	street light maint for quarter ending Dec 25	BACS		Street Lights	£310.00	£62.00	£372.00

Steeple Claydon Parish Council.  
Minutes of February 2026

NALC	Cllr training course - ref future leaders	BACS		Training Courses	£35.00	£7.00	£42.00
RT Machinery	Oil x5L for tractor	BACS		Rec Ground & Pavilion	£32.50		£32.50
Richard Claridge	remove fallen tree in rec ground	BACS	invoice req 30/01	Rec Ground & Pavilion	£400.00		£400.00
rCOH Ltd	ONeill Homer NHoodPlan invoice2 website domain purchase x3years renewal date 08/12/2028 inv 1927	BACS		Neighbour Hood Plan 25 26	£1,750.00	£350.00	£2,100.00
Scribe	monthly fee finance database	DD quarterly		Admin & equipment	£68.00	£13.60	£81.60
HMRC	PAYE month 11	DD quarterly		Wages	£828.63		£828.63
Barclays	account fee 13 Nov - 14 Dec 25	DD		Admin & equipment	£8.50		£8.50
Buckinghamshire Council	commercial waste bins empty Dec 25 (hall & rec)	DD		Bins	£116.40		£116.40
British Gas	gas bill hall - flagged by Clerk to Cllrs and caretaker	DD		Hall	£871.43	£174.29	£1,045.72
YPGas	elec bill hall/library 10/12 - 10/01/26	DD		Library	£138.97	£6.95	£145.92
YPGas	elec bill to clicktower/cctv 10/12 - 10/01	DD		Clock Tower & Children's Corner	£57.81	£2.89	£60.70
Buckinghamshire Council	emptying of dog waste bins 01/04/25 - 31/03/2026	DD		Bins	£1,800.00	£360.00	£2,160.00
Nest	staff pensions x2 dec	DD		Wages	£197.31		£197.31
NPower	streetlight elec 01/12 - 31/12/25	DD		Street Lights	£700.28	£140.06	£840.34

Steeple Claydon Parish Council.  
Minutes of February 2026

					£16,826.55	£2,140.79	£18,967.34
Vonage	VOIP line Clerk & Library monthly fee	cashcard	10 January 2026	Admin & equipment	£18.38	£3.68	£22.06
Calenso	online booking diary	cashcard	16 January 2026	Admin & equipment	£281.00		£281.00
Buckinghamshire Council	Garden waste bin for hall/cottage	cashcard	23 January 2026	Cottage	£62.00		£62.00
Microsoft	fees and services	cashcard	12 January 2026	Admin & equipment	£43.47	£8.69	£52.16
Microsoft	fees and services	cashcard	21 January 2026	Admin & equipment	£30.24	£6.05	£36.29
Microsoft	fees and services	cashcard	12 January 2026	Admin & equipment	£1.74		£1.74
EE ltd	caretaker phone	cashcard	26 January 2026	Admin & equipment	£12.00		£12.00
Zempler	fee for cash	cashcard	09 January 2026	Admin & equipment	£4.00		£4.00
Amazon	3 x a5 notebooks	cashcard	30 January 2026	Admin & equipment	£5.99		£5.99
					£458.82	£18.42	£477.24