

**Minutes of the Gawcott with Lenborough Parish Council Meeting held on  
Thursday 17<sup>th</sup> September 2026 at 7.30pm**

**Present:** Cllr White (Chair), Cllr Ulph, Cllr Bate, Cllr Burgess, Cllr Gibbs, Cllr Tofield, Cllr Robertson, Kelly Harris, Clerk & RFO

**Buckinghamshire Cllrs:** No representatives in attendance

**1. To receive apologies for absence**

Apologies were received from Bucks Councillor Fealey.

**2. To receive declarations of interest**

None received.

**3. To approve the minutes of the Parish Council Meeting held on Thursday 9<sup>th</sup> June 2026**

The draft minutes were agreed unanimously and approved and signed as a true record of the meeting.

Cllr White advised that Hollow Farm has been granted planning permission.

In-Post – the Crown pub has received notice that they have 7 days to remove the In-Post locker. It has been installed at a listed building without any planning permission. The landlady has been advised she can apply for permission, but they also advised her that Heritage would not allow it to be located at the pub. The landlady has asked if the PC can write a letter to enforcement, but Cllrs agreed that instead of a letter the Clerk would call the enforcement officer. It was suggested that the locker could be placed at the barn in the carpark of the pub and the Clerk will find out if this is possible. **Action: Clerk**

**4. To approve the minutes of the Extraordinary Parish Council Meeting held on 28<sup>th</sup> July 2026**

The draft minutes were agreed unanimously and approved and signed as a true record of the meeting.

**5. Public Participation Session**

There were no members of the public in attendance.

**6. To receive updates from Buckinghamshire Councillors**

There were no Bucks Cllrs in attendance, however, Cllr White advised that a meeting had taken place with the MoJ regarding the prison. Cllrs were to submit to the MoJ the information given to HS2 about the traffic issues in the area. Traffic control at Radclive Road needs to remain in place. Cllr White believes most vehicles will use the Aylesbury to Bicester Road for new prison access but oversize loads and access by contractors from the north will travel through Gawcott. How the traffic is to be monitored has not been thought through, and there are no guarantees over traffic numbers. Cllr Fealey has advised that Bucks Highways are overseeing things.

**7. Finance**

**a. To agree the August payment run as circulated**

**GAWCOTT WITH LENBOROUGH PARISH COUNCIL - PAYMENT RUN August 2026**

| Payee     | Detail                                                | Amount  |
|-----------|-------------------------------------------------------|---------|
| Clerk     | Clerk salary for July                                 | £565.80 |
| Clerk     | Expenses - travel & work from home allowance for July | £59.00  |
| KJ Parker | Grass cutting - July                                  | £380.00 |

|                                          |                                                             |                  |
|------------------------------------------|-------------------------------------------------------------|------------------|
| Karen Richards                           | Pavilion cleaning for July & expenses for cleaning products | £200.00          |
| Gawcott Village Hall                     | Hall hire for April, May & June 2026                        | £72.00           |
| PKF Littlejohn LLP                       | External Audit fee                                          | £378.00          |
| PW Landscapes                            | 2 x visits to install MVAS machines                         | £600.00          |
| North Bucks Parishes Planning Consortium | ONH Local Plan Webinar 5th August                           | £50.00           |
| <b>Total</b>                             |                                                             | <b>£2,304.80</b> |

Cllrs unanimously agreed to the August payment run.

**b. To agree the September payment run as circulated**

**GAWCOTT WITH LENBOROUGH PARISH COUNCIL - PAYMENT RUN September 2026**

| <b>Payee</b>   | <b>Detail</b>                                                 | <b>Amount</b>    |
|----------------|---------------------------------------------------------------|------------------|
| Clerk          | Clerk salary for August                                       | £565.80          |
| Clerk          | Expenses - travel & work from home allowance for August       | £26.00           |
| KJ Parker      | Grass cutting - August                                        | £420.00          |
| Karen Richards | Pavilion cleaning for August & expenses for cleaning products | £172.24          |
| TEEC Limited   | Planning tracker on PC website                                | £28.80           |
| TEEC Limited   | Web hosting                                                   | £187.20          |
| RTM Landscapes | Hodding Wood tree survey                                      | £900.00          |
| <b>Total</b>   |                                                               | <b>£2,300.04</b> |

Cllrs unanimously agreed to the September payment run.

**c. To review the July 2026 bank statements and review and agree the payments and receipts reports**

Cllrs Gibbs checked the receipts and payments reports against the bank statements and all were approved.

**d. To review the August 2026 bank statements and review and agree the payments and receipts reports**

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**e. To note the conclusion of the external audit**

Cllrs noted the conclusion of the external audit and noted that no recommendations were made. The Clerk was congratulated for her work in completing the audit successfully.

**8. Planning: To discuss planning applications**

**a. Planning applications**

**PL/26/05720/FA - Manor Farm House, Hillesden Road, Gawcott**

Installation of a new kerb along highway edge, two dropped kerbs and provision of a formalised vehicular access arrangement and associated landscaping

Cllrs resolved to OBJECT to this application on the following grounds:

- The resident is seeking an unauthorised extension to the boundary of their property.
- The property is a listed building and includes a historic drinking trough.

- It would affect the character and appearance of the village and is located within the designated Conservation Area.

**PL/26/05998/FA - Oakhaven Park, Radcliffe Road, Gawcott**

Use of land for the stationing of caravans for residential purposes, hardstanding and the creation of new access ancillary to that use

Cllrs resolved to OBJECT to this application on the following grounds:

- Access should be provided via the road already serving the site, rather than creating a separate access point onto Radcliffe Road. This is a particularly dangerous road due to the high speeds at which vehicles travel along it.

**PL/26/06531/FA - Oakhaven Park, Radcliffe Road, Gawcott**

Use of land for the stationing of caravans for residential purposes, and hardstanding and erection of day room ancillary to that use

Cllrs resolved that no observations were made with this application.

**PL/26/07031/PIP - Land Adjacent Buckingham Road, Gawcott**

Application for permission in principle for the erection of minimum of 1 and a maximum of 6 dwellings

Cllrs resolved to OBJECT to this application on the following grounds:

- The development is outside the curtilage of the village
- 6 dwellings is viewed as too many in this area
- The land is off a very busy road.

**b. Ongoing planning matters – to receive the report regarding ongoing planning matters in the Parish**

Cllrs noted the report, no comments were made.

**c. Any other planning matters of relevance to Gawcott**

Cllr White advised that a planning specialist who works for Buckingham Town Council has asked for an informal meeting about the 2000 houses in the draft Bucks Local Plan. Cllr White is happy to meet with her and report back to the PC.

**9. To report on any Highways, Footpaths & Lighting matters**

The hedge on Buckingham Road that the solar farm is responsible for will be cut back in the Autumn.

The hedge outside Sunnyside on Hillesden Road still needs cutting back. The Clerk will produce a letter which Cllr Burgess will deliver. **Action: Clerk / Cllr Burgess**

**10. To report on any Maintenance and Environment issues**

A large hole has appeared on the footpath opposite Manor Farm and is currently coned off. Cllr Ulph will report via Fix My Street. **Action: Cllr Ulph**

**11. To provide updates for the Pavilion, Playing Fields and Play Area**

- **To provide an update on the Richard Roper project**

Cllr Ulph advised he is awaiting 2 quotes for the play area. He will obtain a third quote once he has received the others.

A meeting was held with the cricket club and Cllr White and Cllr Ulph to discuss sub-letting

the pitch. The cricket club shared their accounts and without sub-letting the pitch, the club would no longer exist, so it was agreed to leave things as they are for now.

Cllrs and the cricket club have agreed to meet yearly, and meetings still need to take place with the football club.

- **To discuss the state of the Pavilion after the school holiday football sessions**  
Complaints have been received about the state of the Pavilion and Cllr Burgess wanted to know if the company running the football sessions paid to hire it. Cllr White confirmed that they paid £600 to hire the Pavilion over the summer.

## **12. To report on any other Parish Council business**

- **To provide an update on Hodding Wood**  
There was nothing to report in terms of purchasing the wood. The Clerk was asked to remove this from the agenda.
- **To discuss the Hodding Wood tree survey and agree next steps**  
The tree survey has identified work required to several trees at a cost of £1500. Cllrs approved all the work identified in the report and the Clerk will instruct the contractor to proceed. **Action: Clerk**

## **13. To receive reports from the solar farm, village hall and community group**

The solar farm had a good summer and there is a board meeting in 10 days' time. They are looking to take on more volunteer directors. Cllr Ulph mentioned that the PC will need to start thinking about how to replace him on the board when he steps down in the next couple of years.

Village Hall – the Parish Council is facing spending in the region of £10,000 per year to keep the hall afloat. The PC will need to increase the precept to be able to do this and Cllrs will need to decide if this is sensible as the money will be needed for at least 5 years. One solution is that the PC could make an interim payment of £4000 from their reserves and increase the precept by £5000 with a review of the Hall's viability after 12 months to assess marketing/bookings progress and the financial outlook for 2028.

Community Group – the wreath making event in the village hall on 26<sup>th</sup> November has been popular, with just 4 tickets remaining.

## **14. Future meetings**

To note the date of future meetings

8<sup>th</sup> October 2026      12<sup>th</sup> November 2026      10<sup>th</sup> December 2026

The Chairman thanked everyone for their contribution, and declared the meeting closed at 21.30.

Chair: ..... Date: .....

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