

LECKHAMPSTEAD PARISH COUNCIL
DRAFT Minutes of Meeting held on 2nd September 2026 at 7.30pm
in Leckhampstead Village Hall

Councillors present:

Lesley Smith (Chair)

Tessa White (Vice Chair)

Caroline Gurney

In attendance:

Joanna Taylor (Parish Clerk)

Cllr Schaeffer (part)

6 visitors

01/09. Apologies

Apologies were received from Cllr Osibogun, Cllr Sims and Cllr Krelle.

02/09. Declarations of Interest relating to items on this agenda

No interests were declared.

03/09. Approval of Minutes of the Annual and Extraordinary meetings held on 15th July 2026

Approval of the Minutes the meeting held on 15th July 2026 was proposed by Cllr White and seconded by Cllr Gurney. Cllr White signed the minutes.

04/07. Action from Minutes of Annual meeting held on the 15th July 2026

09/02/21 Long Row Paddock – Summer House Enforcement (EN/26/00382/OPDEV)

The Clerk advised there had been no developments on the enforcement. She will monitor. The Clerk also advised a response to the queries raised under reference PL/26/00387/PNAD had been provided by the planning officer and shared with all Councillors. Cllr Smith confirmed the development be monitored to ensure compliance.

10/02/21 Flooding (including Section 19 Report)

Cllr Krelle was not present to provide an update but the Clerk confirmed the Section 19 report had been shared with all Councillors. A resident asked if this report could be distributed to residents. The Clerk noted the report was unchanged from that issued by Buckinghamshire Council in January 2024 and she will put a link to their document on the village website.

Discussions regarding the Leck clearance had already taken place at the earlier Annual Parish meeting. The matter will be monitored. Those present agreed Leaky Dams upstream appear to be having a positive impact on village flooding.

08/09/18 Speedwatch

The Clerk noted the date of the October session will be agreed with all after the meeting. Queries were also raised regarding speed limits. The Clerk explained only vehicles travelling at 36mph or more can be recorded in sessions at the current site.

10/09/20 Village Green

The Clerk explained she was still waiting for the solicitor to respond to her query on the title document which refers to "West Berkshire" as well as "Buckinghamshire." She had requested (several times) for the reference to "West Berkshire" be removed to prevent confusion. The Clerk will chase again.

07/06/23 Village Paths

Cllr Smith explained busy workloads and holidays had meant the meeting between herself, the Clerk and Beth King could not take place. Cllr Smith will arrange this before the next meeting.

Thanks were given to those who had cut in the paths around 60 acre field (footpaths 2, 7 and 21.)

Cllr Smith noted there were still issues with one of the wooden "bridges" over the ditch in the gap in the hedge, possibly on footpath 2. She will send photos to the Clerk to report via Fix My Street.

13/10/23 Trees around village (not on Village Green)

Cllr White noted the extreme weather conditions had left many trees in a stressed condition. The planned cosmetic treeworks will now be completed later in the year once the trees have recovered.

07/01/24 Wicken Road Enforcement

Cllr Smith noted it could take up to two years for the enforcement to reach court. The Clerk will monitor matters. The item will be added back to the agenda when there is progress to report.

09/05/25 Damage to verges

Cllr Smith noted the damage extends throughout the village. A site meeting has been arranged with North West Buckinghamshire Highways Team on 4th September to discuss this and all other highways issues impacting the village.

05/09/25 Matters arising from the Annual Parish Meetings

Cllr Krelle was not present to provide an update on the promotion of the Village Hall Trust. Cllr Smith noted matters arising from this year's meeting include:

- Speedwatch sites – the Clerk agreed to check the Thames Valley Police criteria for sites and report back. A query was raised regarding the reduction

of speed limits, particularly in Church End to 20mph. The Clerk explained the process involves gathering evidence, producing a proposal and costings, getting agreement from the relevant bodies etc. It was suggested that “20 is plenty” signs could be used.

- Financial Contribution towards the flood monitoring equipment – the Clerk will forward details of the request to all Councillors once received.

10/05/26 Condition of river Leck around Wicken Road bridge

The Clerk noted this matter was raised at the May 2026 meeting and was to be reviewed in September. Cllr Smith explained it relates to a query from a resident about the poor condition of the Leck and surrounding vegetation at this bridge. Cllr Gurney noted she had seen someone recently carrying out water testing at this location but did not know who. Cllr Smith will speak to the resident again.

07/07/26 Assertion 10 – website compliance & emails

The Clerk explained work on the new Parish Council website with Aubergine was progressing and it should be ready for launch in November. This will be for all Parish Council business only but it will have a link to the existing village website allowing users to navigate between the two.

The Council’s “leckhampsteadbucks-pc.gov.uk” domain and Clerk email have been successfully transferred to Aubergine (from Namesco and Cloudy IT) and new Councillor email addresses using this secure domain have been created. She will meet with all Councillors individually to give them access to their new email accounts and provide assistance in setting up these accounts on devices.

Public Forum on new items added to the agenda.

No comments were made.

05/09. Financial Accounts

The Clerk confirmed the balances as at 02.09.26 were £4,327.80 (Community Account previously known as Treasurers Account) and £1,551.49 (Commercial Instant Access Account previously known as Business Account.) Total current cash in bank of £5,879.33

Since our last meeting, payments had been made for new PC website and emails of £670.80 to Aubergine, renewal of PC domain/domain handling fee of £120 to Aubergine, renewal of ICO membership of £52 to the ICO and £4.75 for bank charges. Total payments to date were £1,920.99.

The Clerk provided all with a copy of the latest budget. Payments still to come were the Clerks wages for June, July and August totalling £790.50, printer ink of £28.99 and renewal of the existing village website with Namesco, to be discussed later.

The Clerks also mentioned receiving an invoice today from Leckhampstead DCC for the Church grass cutting – total cost £1,900 which was slightly lower than the budget. The Clerk will arrange payment. Cllr Smith confirmed the Council will be given a copy of Leckhampstead DCC's grass cutting quote each year for information. Leckhampstead DCC will then invoice the Council for payment.

06/09. Planning Applications PL/26/06277/FA & PL/26/0678/HB – Willow Bridge Cottage

Cllr Smith noted this was for the construction of a flood defence wall in the garden. It was confirmed the garden has a well and other ground water issues which require the wall to be built close to the house. Those present had reviewed the documents submitted. No concerns were raised and no comments have been made to date. Those present unanimously agreed to support this application. The Clerk will inform the planning officer.

07/09. Wildfire risks

A resident raised concerns following the recent local wildfires and requested a more community based approach be considered, similar to the village flood risks. Cllr Smith noted fire risks are completely different to flood risks in terms of containment and management. Cllr Gurney noted farmers are fully aware of the risks and are adapting their practices (e.g. using water bowsers, cutting barriers in crops, working together when harvesting to spot issues etc.) It was suggested local Farmers may be best placed to offer support as they have the right equipment and can get to rural locations quicker than the Fire Service. Cllr Gurney, Cllr White and Cllr Smith agreed to discuss the matter with other local farmers and report back.

08/09. Clerk's Business

- **Policies for complaints; data retention; risk assessments; equality & diversity; health & safety; safeguarding and biodiversity** The Clerk noted the drafts had been sent again and no issues had been raised. These policies were then approved and adopted. The Clerk will publish the details as soon as possible.

The Clerk noted a new Accessibility Statement for the website had been drafted and approved by three members. Cllr Smith and Cllr White also approved the Accessibility policy. The statement was then adopted and the Clerk will publish the details.

- **Leckhampstead Village Website renewal**

The Clerk noted the existing village website for all non-council business (e.g. Village Hall, Church, Village news etc.) is due for renewal on 13th September. Our current provider, Namesco can continue our existing website builder services for £419.79 + VAT. This is another 2 year contract and the price is similar to other providers. Those present agreed to the renewal terms and the Clerk will arrange for payment using her personal card (as they only accept card payments.) She will then request a reimbursement.

The Clerk explained the village website is currently supported by Deb Boyce who has reluctantly agreed to continue until someone else steps forward. Another resident, Margot Thomas, offered her services as she has some experience in managing a website in her previous role. As the Clerk and Margot are both away shortly, it was agreed the Clerk will contact Margot at the end of October to begin her involvement. Those present thanked Margot for volunteering.

09/09. AOB

1. A resident noted the continuing issues with slow, unreliable broadband and requested support in raising the village's profile to have full fibre installed. Cllr Smith noted some properties in Wicken Road have full fibre but she has been told there are no plans to install full fibre elsewhere in the village during the next couple of years. As a result, many are looking at satellite installations instead. The Clerk mentioned this had been raised with our MP in February 2026 but nothing had happened. It was agreed the Clerk will contact our ward Councillors for support and the resident will contact our MP.
2. The new owner of the School House introduced himself and was welcomed to the village. He noted permission had been given for the previous owner to remove a tree on the village green that was close to the boundary wall. The works were not carried out at the time but he wanted to confirm the works could still be carried out now. Those present confirmed their continued agreement.
3. Cllr Gurney noted issues with boulders and rocks being put on the verges at Barrett's End making it very difficult for all users to pass. Recently a horse box was forced into a ditch as it tried to avoid a boulder and an oncoming vehicle. Cllr Smith and the Clerk agreed to visit Barrett's End during the upcoming meeting with the Highways Team and report back.

10/09. Items for inclusion at next meeting

09/02/21 Long Row Paddock – Summer House Enforcement
10/02/21 Flooding
08/09/18 Speedwatch
10/09/20 Village Green
07/06/23 Village Paths
13/10/23 Trees around village (not on Village Green)
09/05/25 Damage to verges
05/09/25 Matters Arising from the Annual Parish Meeting (including Speedwatch sites, speed limits and flood monitoring equipment contribution)
10/05/26 Condition of river Leck around Wicken Road bridge
07/08/26 Wildfire Response
09/08/26 Full fibre broadband
10/08/26 Obstructions on Barrett's End verges

11/09. Date of next meeting

Tuesday 13th October at 7pm. The Clerk will notify absent Councillors.

The meeting ended at 8.30pm

Clerk to the Parish Council

4th September 2026