



SHABBINGTON PARISH COUNCIL

Minutes of Shabbington Parish Council meeting held on Monday 8th September 2025

Attendees

Cllrs Richard Hall (Chairman), Angie Kirkwood-Lalanne (Vice Chairman), Miriam Boswell, Maria Millan, Chris Davies.

Helen Spurgeon (Parish Clerk), 8 members of the public.

1. Apologies for absence

None.

2. Declarations of interest in items on the agenda.

None.

3. To approve the Minutes of the Parish Council meeting held on 14th July 2025.

The minutes were approved and agreed as a true record.

It was reported that a GDPR breach had happened following the July meeting. This has been reported to the ICO. It is recommended that all councillors attend GDPR training which BALC are offering for councillors as an online evening session in November.

4. Public participation

A member of the public asked for an update on the proposal for a bench at the Millennium Field. It was suggested that a recycled plastic bench would be more durable and weatherproof with the flooding at the field. **Action:** Chairman to explore options.

It was reported that a dominant structure is now visible at the sewage works following the upgrade. Residents have been advised by Thames Water that screening will be planted.

5. Matters arising from previous Minutes

- **Barking dogs.** The resident has been advised how to make a complaint with Bucks Council.
- **Playground equipment repairs.** A quote for £300 has been received. We are waiting for the purchase order to come through so that we can fill it in. It will need to be arranged for someone to be on site to meet the engineer.
- **Speeding.** The 20 is plenty banners are now down. One is missing and some of the rods are broken.
- **Village Gates.** Alison Poland is our new Local Area Technician. A site visit will need to be arranged with her.
- **Millenium Field track.** Cllr Davies has sent out a specification for refurbishment at Millennium Field Road. One quote has been received, no reply has been received from the other 2 contractors. A further 2 contractors were suggested. It was agreed that the first pothole is the worst, and it was suggested that a temporary repair be arranged by the PC. **Action:** Cllr Davies to come up with a plan.
- **Tessa Alexander's bench.** Suggested location - on Crendon Road, near the noticeboard on the hardstanding where the old bench used to be. We can't move forward with this until we know what is happening with the verge. SNN to finalise their plan.
- **Verge Cutting.** The PC and SNN will work together on this.



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- **Mill Lane and footpath access.** The bridge issue has been fixed and the stile replaced. The deep crevice in the road now has grass growing in it, this has been reported on Fix My Street, **Action:** Chairman to follow up. The railing by the Shabbington sign is jutting out where it was hit by a vehicle, **Action:** Vice Chairman to report to Alison Poland. Road markers have been installed on Ickford Road.

6. Shabbington Nature Network Update

The verge by the noticeboard is going to be revamped as the wildflowers haven't succeeded.

Moth trapping took place on 24th July with 36 species being trapped.

The photography competition closes on 30th September.

Clearance of the Himalayan balsam down by the river was done several times.

Swift boxes are due to go in the bell tower at the church in time for the nesting season.

A baby swift was rescued which has now been released.

No discharges have been made even with the high rainfall. This may be due to the upgrade at the sewage works.

The monthly water testing of the river has been done. The results were within the usual range.

2 otter sightings were reported at the river and hedgehogs have also been sighted.

7. Dog waste bins

A request was received for a new dog waste bin somewhere between the Pond Garden and the Old Fisherman. This request was rejected by the PC as it is only a short walk to the dog bin by the Pond Garden. **Action:** Clerk to reply to request.

It was reported that the litter bin at the Millennium Field is getting full with litter and dog waste. It was suggested that the dog bin at the footpath crossroads could be relocated to the Millennium Field car park. **Action:** Clerk to find out cost to relocate dog bin from Streetscene.

8. Future Hut Funding

The new build is making good progress and is a real community effort. Village fundraising has brought in £31k. The Lottery Community Fund have awarded £20k and the PC have contributed £10k.

Shabbington Village Community Trust are requesting further funding from the PC for £7,000 in this financial year plus a request that we act as a guarantor for a £20,000 loan that they wish to take out.

A discussion took place around the request. It was agreed that the Chairman would seek the advice of BALC on how much the PC can donate in a financial year and if the PC can act as a guarantor for a loan. The Chairman proposed a separate meeting with Cllr Davies to look at the forecast in detail.

9. HGVs through village

There are a large number of HGVs coming through the village, causing damage to the bridges. A discussion took place over whether the bridges have a weight limit. **Action:** Chairman to speak to Oxfordshire County Council and Bucks Council to find out whether there is a weight limit.

10. Finance

- The payment runs for August and September were approved as circulated.
- Accounts to end August 2025, as circulated, were agreed. The bank balance stands at £21,772, of which £451 is SNN funds.
- It was confirmed that the final external auditor report had been received with no action required.



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SHABBINGTON PARISH COUNCIL - PAYMENT RUN August 2025			
Payee	Chq. No/BACS	Detail	
RTM Landscapes	BACS	Grass cutting July	£ 420.00
M R Cross	BACS	Inv 356 grass cut play area July	£ 210.00
Mrs H Spurgeon	BACS	Net salary Parish Clerk 24 hours + backpay £365.08, office £50, phone wifi software £20	£ 435.08
DD payments			
Lloyds Bank	DD	Banking fee	£ 4.25
HMRC	DD	PAYE	£ 235.60
Sage	DD	Payroll software	£ 13.20
Total payments			£ 1,318.13

SHABBINGTON PARISH COUNCIL - PAYMENT RUN September 2025			
Payee	Chq. No/BACS	Detail	
RTM Landscapes	BACS	Grass cutting August	£ 420.00
M R Cross	BACS	Inv 365 grass cut play area August	£ 210.00
Richard Blandy	BACS	Bat boxes (SNN)	£ 221.88
Claire Nuttall	CHQ 1135	swift rescue donation (SNN)	£ 100.00
Carolyn Willis	BACS	paper bags + gift (SNN)	£ 22.99
Shabbington Village Community Trust	BACS	Village Hut rebuild contribution	£ 5,000.00
PKF Littlejohn	BACS	External audit	£ 252.00
Bucks Council	BACS	May election recharges	£ 177.00
Mrs H Spurgeon	BACS	Net salary Parish Clerk 24 hours £324.60, office £50, phone wifi software £20	£ 394.60
DD payments			
Lloyds Bank	DD	Banking fee	£ 4.25
Sage	DD	Payroll software	£ 13.20
Total payments			£ 6,815.92

11. Planning

There are currently no applications requiring comments.

12. Street lighting & street repairs

Nothing to report.

13. Millennium Field & Pond Garden

A request has been received for closed picket fencing to be installed around the play area. **Action:** Vice Chairman to speak to another PC about a similar project.

14. Meetings

On 21st August the Chairman met with Elaine Hassall, Community Board Manager for West Bucks. She recommended that we look into the community right to bid for The Old Fisherman so that if it goes up for sale the community have 6 months to put in a bid. Elaine confirmed that the PC would have to fund gritting and flooding signs. We also need to think about general reserves and earmarked reserves going forward.

On 4th September the Chairman attended the Community Board meeting. Cllr Clive Harriss said he would make a visit to Shabbington. There are no particular projects planned for Shabbington. The Chairman asked about Section 106 monies as Shabbington is affected by the development around it.

15. Items for information

The planning application for the Acorn Biodigester at Chilton is still ongoing.



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- 16. Date of next meeting** in the Church
Monday 13th October at 7.30pm

There being no further business the Chairman closed the meeting at 9.12pm.