

**All Councillors are Hereby Summoned to Attend and Members of  
the Public are Invited to Attend the Annual Meeting of Little  
Horwood Parish Council in the Memorial Hall at 7.30pm on  
Monday 11<sup>th</sup> May 2026**

**AGENDA**

26/045	<b>Election of Chairman and to receive the confirmation of acceptance of office</b>
26/046	<b>Apologies for absence</b>
26/047	<b>To receive declarations of personal or prejudicial Interest and consideration of requests for dispensations</b>
26/048	<b>Minutes of the Parish Council meeting held on 9<sup>th</sup> March 2025 to be approved and signed</b>
26/049	<b>Election of Vice-Chair</b>
26/050	<b>Review of delegations to committees and appointments to/representation of members to committees/outside bodies</b>
	<i>At approximately 8.15pm the Chairman will adjourn proceedings for public participation.</i>
26/051	<b>Buckinghamshire Council News</b>
26/052	<b>Items deferred from previous meeting</b> (Not covered elsewhere on the agenda).
26/053	<b>Clerk's Report</b>
26/054	<b>Planning and Development</b> <ul style="list-style-type: none"> <li>a) Planning &amp; Development Report</li> <li>b) Planning Forum meeting report – RM</li> <li>c) CIL consultation</li> <li>d) Local Plan parking &amp; design standards consultation</li> <li>e) Norbury Solar farm update – HK. Approval and signing of Voluntary Unilateral Agreement</li> </ul>
26/055	<b>To receive a report on other meetings/training attended</b> Short report or comment on usefulness. <ul style="list-style-type: none"> <li>a) Clerks Forum - HK 29/01</li> <li>b) Finance for Councillors – ADM 29/01</li> <li>c) Parish Liaison Meeting - ADM 16/04</li> <li>d) AGAR for Councillors – DF 11/03</li> </ul>
26/056	<b>20 mph campaign</b> <ul style="list-style-type: none"> <li>a) SID progress</li> <li>b) Collaboration with Whaddon</li> </ul>
26/057	<b>Parish Maintenance</b> <ul style="list-style-type: none"> <li>a. Land registry update – village green &amp; permissive path.</li> <li>b. Approval for new posts for post &amp; chain fence on the Green</li> <li>c. New defibrillator &amp; cabinet requirement – decision on whether to buy ourselves or follow up possibility of assistance.</li> <li>d. Spring litter pick report</li> </ul>
26/058	<b>City Fibre</b> Update on discussion with City Fibre
26/059	<b>Administration</b>

	To report on progress with website Recommendation for online document storage for councillors to access (AK)
	<b>Annual Governance and Accountability Return</b>
	<b>to receive and note the AGAR Internal Audit report</b>
26/060	<b>to resolve to approve the Annual Governance Statement for the 2024/2025 AGAR</b> Each assertion to be considered in turn, to be signed by the Clerk & Chair
26/061	<b>to receive and resolve to approve the AGAR Accounting Statements section 2 for the 2024/2025 audit</b> to be signed by the Chair.
26/062	<b>to note that an external audit is required</b>
26/063	<b>To confirm dates for publication of AGAR and notice of public rights</b> 3 <sup>rd</sup> June – 14 <sup>th</sup> July suggested.
26/064	<b>To agree actions required arising from internal audit report</b>
26/065	<b>To consider the Gallagher/Hiscox public liability/asset insurance renewal</b>
26/066	<b>Review and Adoption of Governance Documents</b> Standing Orders Financial Regulations Code of Conduct Full Risk Assessment
26/067	<b>Policies for Review and Adoption</b>  a) Green Spaces working party Terms of Reference b) Disaster action plan – consider setting up a working party to go through template issued by BMKALC c) Adoption of ICO d) Publication scheme
26/068	<b>Finance</b>  a) to review bank reconciliation, receipts and authorise payments. b) to receive and note end of year accounts and final budget actuals c) To review and approve the asset register d) to authorise payment of the internal auditor's invoice e) To approve the following standing orders and direct debits SO Clerk's salary DD Streetlighting power, Scribe, Landlords Allotment rents, Anglian Water (allotments), Information Commissioner's Office & Employer National Insurance. f) to consider and approve grants to be made in 2025-6 Financial Year: Citizen's Advice Bureau £20.00, British Legion £50.00, Community Bus £100.00, Men in Sheds £100 g) to approve the annual grant to LH Rec Ground Trust of \$2,500 and consider their mowing contribution (currently £395). h) to review current subscriptions - NBPPC, BMKALC (Bucks & Milton Keynes Association of Local Councils), Information Commissioners Office, SLCC (Society of Local Council Clerks).
26/069	<b>Confirmation of Dates &amp; times of Meetings for the year.</b> 10/11/25, 12/01/26, 09/03/26, 11/05/26, 13/07/26, 14/09/26. 7.30 pm
26/070	<b>Items for the next meeting</b>
26/071	<b>Date of the next meeting – 13/07/2026 at 7.30 pm in the Memorial Hall</b>

A handwritten signature in black ink, appearing to read 'Hilary Kane', with a period at the end.

Hilary Kane Clerk to the Council  
2026

[clerk@littlehorwoodparishcouncil.gov.uk](mailto:clerk@littlehorwoodparishcouncil.gov.uk)

<https://littlehorwoodparishcouncil.gov.uk/>

The following is included for information only and does not constitute part of the agenda. It will be updated as required.

### Planning and Development Report - for meeting on 9<sup>th</sup> March 2026

Below are current and recent Planning Applications. The Parish Council is invited to ratify the comments made to AVDC on behalf of the Planning Committee since the last meeting

#### CURRENT PLANNING APPLICATIONS

Date Received	Application Number Respond by	Site Address	Details of Application	Parish Council Response	AVDC Decision
23/01/2025	25/00199/APP 03/03/2025 04/06/2025 Amended 03/10/2025 Amended	Land North Of Mursley Road Little Horwood Bucks MK17 0PA	Erection of nine detached and semi detach 2 storey dwellings with new access off Mursley Road, footpaths, carports, parking, landscaping and all enabling works	Objection with request to call in	Approved.
09/03/2026	PL/26/01071/KA 30/03/2026	St Nicholas Church Church Street Little Horwood Buckinghamshire MK17 0PF	Raise crown by approximately 3m to allow light onto footpath x 1 Thuja and remove epicormic growth up to approximately 2m to raise crowns x 3 Yews	None given	Approved (TPO not made).
15/01/2021	21/00146/COUAR 11/02/2021	Clare Farm Winslow Road Little Horwood Buckinghamshire MK18 3JW	Determination to whether prior approval is required in respect of transport & highway impact, noise, contamination risk, flooding and locational considerations for the conversion of agricultural barn into dwelling house (Class Q(a)) and in relation to design and external appearance of the building(Class Q(b)).	No objection	Not proceeded with
16/03/2026	PL/26/02138/TP 08/05/2026	1 The Green Little Horwood Buckinghamshire MK17 0PB	T1 Ash - Reduce large limb over neighbours garden by approx. 2m. (2006 No 12).	No objection	