

**NOTICE OF THE ANNUAL PARISH MEETING OF TURVILLE
PARISH COUNCIL AT
7.30 PM ON TUESDAY 5TH MAY 2026
AT ST MARYS CHURCH, TURVILLE**

AGENDA

1. Welcome
2. Apologies for absence
3. Chairman's Report
4. Finance Report
5. Any other Business

Alice Nuttgens

The Chairman

All meetings are open to the public and members of the press.

Any items members of the public would like the Parish Council to consider should be notified to the Clerk in writing prior to the meeting, The Meeting may be unable to deal with matter without prior notification

Lorna Coldwell, Clerk to the Council
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28.04.26

**NOTICE IS HEREBY GIVEN THAT THE ANNUAL
PARISH COUNCIL MEETING OF TURVILLE PARISH
COUNCIL WILL BE HELD AT ST MARYS CHURCH,
TURVILLE ON TUESDAY 5TH MAY 2026**

FOLLOWING THE ANNUAL PARISH MEETING

The meeting will be open to the public and members of the press

AGENDA

1. Apologies for absence
2. Election of Chairman and signing of the Declaration of Acceptance of Office
3. Election of Vice Chairman
4. All Councillors to sign the Declaration of Acceptance of Office
5. Election of Responsible Financial Officer
6. Register of Interests
7. The appointment of representatives to Committees:
 - i. Village Hall Committee
 - ii. West Chilterns Community Board

Lorna Coldwell, Clerk to the Council

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21.04.26

Notice of the meeting of Turville Parish Council on Tuesday 5th May 2026
following the Annual Parish and Annual Parish Council meetings,
St Marys Church, Turville

In accordance with the provisions of Local Government Act 1972, you are hereby summoned to the above Meeting, when the business to be discussed will be as follows:

AGENDA

1. Apologies for absence:

Any apologies to be given.

Cllr Abbot has sent her apologies.

2. Disclosure of Pecuniary and Personal Interest in items on the agenda:

Opportunity for any Councillor to declare an interest in any items on this agenda.

3. To confirm the minutes of the ordinary parish council meeting held on 11th March 2026

Minutes from the meeting held in March to be confirmed as accurate and signed by the Chairman.

4. To report on matters arising from the minutes not on the agenda – for information:

- Clerk has instructed the contractor for renovating the telephone boxes where the AEDs are housed, he will be carrying out the work imminently.
- Clerk has started the paperwork for online banking and will complete and send. Signatures from existing signatories will be required, Clerk will organise.

5. Public question and answer session:

The time period for public representations and participations shall not exceed 15 minutes, unless the Chairman permits a longer period.

6. Reports to be received if any, including any update regarding tree works being carried out at Northend Common:

Clerk has attended:

20/03/26 – Cyber Resilience webinar
31/03/26 – 21st Century Clerking webinar
14/04/26 – Parish Planning Meeting
16/04/26 – Parish Liaison meeting
20/04/26 – BMKALC Clerks Seminar
28/04/26 – Clerks Meeting

7. Items to note – any items as appropriate that are not an agenda item:

- Clerk has reported potholes around the parish to Transport for Bucks via [Fix My Street](#) which is an online service that anyone can use.
- Various road closures have been advertised on the website; these are also sent to the WhatsApp Community. This is for parish information to be distributed, please [contact the Clerk](#) should you wish to be added.

8. Planning:

a) Buckinghamshire Council decisions made since previous meeting – to be noted only:

[PL/25/5246/FA – 6 Square Close Cottages School Lane Turville](#) – Single storey rear extension and fenestration alterations including the replacement of ground and first floor rear windows and doors – **Conditional Permission**

[PL/26/00373/KA – Turville Lodge Turville Heath Turville Heath](#) – Tree works as shown on Tree Assessment (Turville Heath Conservation Area) – **TPO shall not be made**

[PL/26/00506/KA - The White House Turville Heath Turville Heath](#) – Reduce height by circa 3m and radial spread by circa 1.5m x 1 Beech (T1) – **TPO shall not be made**

[PL/26/01409/KA – St Marys Church Turville Valley Road Turville](#) – Reduce two Horse Chestnut trees by 3m in height and spread (Turville Conservation Area) – **TPO shall not be made**

[PL/26/00824/HB – Turville Grange Turville Heath Turville Heath](#) – Listed building application for removal of existing windows in primary building and replacement with new timber windows – **awaiting decision**

[PL/26/00858/HB – Turville Grange Turville Heath Turville Heath](#) – Listed building application for repointing with some localised repairs to the primary building – **awaiting decision**

[25/06449/FUL – Saviours Northend Road Turville Heath](#) – Demolition of existing outbuildings and extensions, alterations to the elevation of the existing dwelling and erection of a new building in the curtilage of the existing dwelling with associated hard and soft landscaping works including swimming pool – **awaiting decision**

[PL/26/00714/HB – Telfers Cottage Turville Valley Road Turville](#) – Listed building application for replacement windows and doors and add secondary glazing – **awaiting decision**

[PL/26/01487/FA – Vine Lodge Northend Road Northend](#) – Demolition of existing garage and sheds and construction of replacement garage, shed and Japanese tea hut – **awaiting decision**

[PL/26/01268/HB – White Cottage Turville Valley Road Turville](#) – Listed building application for minor amendment to internal layout, with bathroom to west side of cottage added – **awaiting decision**

b) New applications to be considered the PC with comments to be submitted to Buckinghamshire Council planning portal, including any applications received between the circulation of this agenda and the meeting:

[PL/26/03073/KA – The Old Vicarage Turville Valley Road Turville](#) – Thin upper canopy by 20% on pleached Lime trees and prune remaining canopy to previous pruning points (approximately 0.5m height and spread)

[PL/26/01881/HB – Telfers Cottage Turville Valley Road Turville](#) – Listed building application for replacement of asbestos chimney pot and add additional chimney pot to south east chimney

9. Finance

Copies of the accounts have been circulated to the Councillors for reading prior to the meeting. The bank statements will be available for inspection at the meeting.

- a) To receive the internal auditor's report
- b) Certificate of Exemption – to consider whether to complete a Certificate of Exemption from submission to the External Auditor due to being under the £25,000 threshold or to have a Limited Assurance Review
- c) To approve and adopt the accounts for 2025-26 in the receipts and payments format
- d) To note the year end bank reconciliation
- e) To agree and sign Section 1 – the Annual Governance Statement for 2025-26
- f) To agree and sign Section 2 – the Accounting Statements for 2025-26
- g) To confirm the dates for the period for the exercise of public rights – Clerk proposes 03/06/26 – 14/07/26

h) To note the Bank Balance:

Opening Balance 01/03/2026	18381.65
Less March payments	(1069.03)
Less April payments	(867.51)
Closing Balance 30/04/26 unrestricted reserves	16445.11

i) To confirm the following payments:

Lorna Coldwell – salary May – paid via Standing Order	363.26
Lorna Coldwell – expenses Mar/Apr	113.62
Zurich – PLI insurance	305.67
St Marys Church hall – hire	20.00
BMKALC – annual subs	54.24
Lloyds Bank charges – paid via DD	4.25 (approx.)
Total:	

j) To nominate a Councillor to check and approve the bank reconciliations for January, February, March and April

Bank statements were unavailable at the previous meeting.

k) To note the Clerks working hours:

Contracted hours per month = 20

Jan – Apr 2026 – total contracted hours 80h, 80h 30m worked to 30/04/26

10. To confirm the date for the next meeting as:

The date for the meeting to be held in July will be confirmed.

The Meeting is open to the public and members of the press



28th April 2026