**Padbury Parish Council**

Telephone: 07961 827302 - Website address: www.padburyparishcouncil.com

4th February 2021

Dear Councillors and Residents of Padbury,

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 came into force on 4th April 2020. This allows Padbury Parish Council to hold remote meetings. I hereby give you notice that a Parish Council meeting will be held remotely on Tuesday 9th February 2021 at 7.30pm.

All Members of the Council have been summoned to attend for the purposes of considering and resolving upon the business to be transacted at the meeting set out below.

The public are also invited and are welcome to attend the remote meeting. Before the Parish Council Meeting there will be a period of public questions. If a member of the public wishes to attend, please contact the Parish Clerk via email at padburyparishcouncil@gmail.com for the login details.

Pam Molloy

Parish Clerk

# **AGENDA**

## Apologies

Members are asked to receive apologies.

## Declarations of Interest

To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 section 32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

## Minutes

Members are asked to receive the minutes and confirm the recommendations or resolutions therein of the meeting of the Parish Council held on Tuesday 12th January 2021 - Copy attached PPC/07/2021

## Sports Field, Play Area & Woodland

* Re-development of the Pavilion – Next meeting being held on the 17th February. Drawing prepared by Councillor Long was circulated on the 28th January – to be discussed at meeting.
* Pavilion storage heaters – Smart meters to be fitted if possible. Clerk chased and advised that they are unable to send out engineers due to lockdown.
* Play Area lease – Chandler Ray dealing with the Land Registry. Councillor Long requested an update and costs, await response.
* Playing fields – Councillor Morris advised that he has been unable to find a contractor to provide quotes for the blocked drains, he will keep looking.
* Garage door – Members to note that the works have been completed. Thank you to Councillor Morris for collecting the door.
* Leak in the Pavilion which has caused some damp – Area needs to dry out and then be painted.
* Members to note that the invoice for the football club was issued on the 17th January.
* Play area – Thank you to Councillor Dickens for cutting the hedges.
* Members to note that Legionella testing at the pavilion will be carried out during February.

## Planning

5.1 New applications since last meeting:

* 21/00101/ALB – Remove plaster board and timber frame from the original existing wall, remove loose whychert from existing original wall and repair in situ with existing loose and new whychert (part retrospective) – 25 Old End
* 21/00331/APP – Erection of single storey rear extension and single storey side extension – 5 Potters Glen
* 21/00259/APP – Single storey front extension – 5 West Furlong

5.2 Decisions made by Buckinghamshire Council:

* 20/04283/ALB – Installation of a stone floor at ground floor level (retrospective) – The Ramblers, Main Street – CONSENT GRANTED

5.3 Awaiting determination by Buckinghamshire Council:

Members are asked to note the following applications that are pending consideration by Buckinghamshire Council.

* 19/01233/APP - Erection of agricultural building - Land Rear/adjacent to Fairhaven, Main Street. Letter sent to Aylesbury Vale District Council regarding Section 215. New planning officer appointed on 10th December.
* 20/03675/APP - Construction of extensions to the permitted dwelling (retrospective) – Old Oak House, Old End. Parish Council requested this to be Called In.
* 20/04282/ALB – Painting of internal timber beams in white paint (retrospective) – The Ramblers, Main Street
* 20/04298/APP – Retention of boundary treatment to the front and rear of the property – The Ramblers, Main Street
* 20/04352/APP – Demolition of single storey attached outbuilding and erection of a single storey extension – The Robin Hood, Main Street
* 20/04326/APP – Demolition of small lean to on rear of property, construction of pitched roof to replace flat roof and replacement of defective render on the outside of the building – Old White Horse, Main Street

5.4 Other Planning issues:

* 19/03554/ACL – Application for a Lawful Development Certificate for an existing development of use of a detached dwelling (C3) – Old Oak House, 23B Old End. Response sent by Parish Council. Certificate refused. Appeal lodged and allowed**.** Enforcement notice issued by Buckinghamshire Council on the 9th December.
* 20/01896/APP - Change of use from a public house (use class A4 drinking establishments and A3 restaurants & cafes) to a single dwelling (use class C3a dwelling house) – Four & 20, Main Street – Appeallodged ref: 20/00079/REF. Start date for the appeal is 1st December 2020.

## Finance

6.1 Account Balances:

The balances for the Bank accounts are as follows:

* Barclays Community Current account ending 959, £26,126.68 (as at 31st January 2021)
* Barclays savings account ending 970, £18,435.10 (as at 31st January 2021)
* Barclays Millennium Wood account ending 198, £5,909.39 (as at 31st January 2021)

6.2 Payments:

Paid between meetings:

* Wave - £45.35 – Pavilion water 15/10/20 – 14/01/21 – D/Debit 1st Feb.

Payments to be agreed at meeting:

* P Molloy- £459.30 – (£376.32 January salary & £82.98 expenses – legionella test kit and printer ink) – Cheque 102188.
* R Gough – £45.00 – January caretaking costs – Cheque 102189.
* M Jackson - £123.00 – Securing gate Oct-Jan – Cheque 102190.
* A Picketts Electrical Installations - £155.60 – Supply and fit electronic timer for path lights to tennis courts – Cheque 102191.
* J Meadows - £2,152.96 – Rebuilt damaged brickwork and replaced garage door – Cheque 102192.
* EON - £405.34 (£386.04 + £19.30 VAT) – Pavilion electricity 24/6/20 -31/12/20 – querying if payment being made by d/debit or if cheque needs to be raised, await response.

6.3 Income:

* None

6.4 Income and Expenditure reports - Members are asked to review and agree the Income, Expenditure, Summary and Budget year to date statements as of 31st January 2021.

6.5 Members noted that the update to the bank mandate to include Councillor Miah to the list of signatories for the parish council accounts was in progress.

6.6 Draft budget for year 2021-22 – Members to resolve draft budget issued on the 29th January and the following reserves:

Devolved services post 2022 - £3000.

Build fund towards pavilion refurb - £2000 + £2000 in budget for 2021-22.

Playground equipment/maintenance - £5000 proposed.

6.7 Internal Audit for 2020-21 – Members to resolve the appointment of Mrs J Olds as Internal Auditor at a rate of £130 + mileage/extras.

## Other Parish Council Business

* Winslow & Villages Community Board – Members to resolve if 2 or 3 devices required. Quote 1(S) 2 SIDs = £5650.40 or 3 = £8271.85. Quote 2(TT) 2 SIDs = £6055.20 or 3 = £8226.00.
* Existing speed sign – Members to resolve cost for repair - £125 to assess plus actual cost of repair.
* Accounts package – Councillor Burton and Clerk are looking into options available.
* Governance documents – Members are asked to review and resolve the following documents: Reserves Policy, Publication Scheme, Code of Conduct, Risk Assessment, Financial Regulations, Standing Orders and Developers Protocol. Circulated on 21st and 26th January.
* Members to resolve the updated Accessibility Statement (to follow).
* Bucks and Oxon 4x4 Response Group – Clerk to query insurance cover.
* Rolling Oats (refill shop) and Little Oaks (coffee) – Members to note that the clerk has advised them to check if they require a licence as playing fields car park is public land. Await response.
* Town and Parish Council elections taking place on 6th May 2021. Members to resolve content for the parish council website.
* Lynch Garden Services – Members to resolve their quote and agreement for next year. Quote circulated on 18th January. Agreement to follow.
* Parish Liaison Meeting held on the 27th January – Thank you to Councillor Burton for attending and circulating his notes.
* Parish Charter Survey – Questions circulated 1st February. Consultation open until the 7th March 2021.
* Website – Members to resolve signing up to Google analytics.
* Padbury W1 is 100 years old this year and they are asking for permission to plant a tree and some bulbs to mark the occasion.
* EWR Project Newsletter – Members to resolve whether to add information onto the parish council website. Circulated 4th February.

## Maintenance/Environmental issues

* Community Support Group within Padbury – Information circulated regarding Parish Stewards on 26th January. Members to consider an article in the pump looking for volunteers.
* Greener Padbury Group – Councillor Murray to provide an update.

## Buckinghamshire Council:

* The re-surfacing of the footway on Main Street is now complete – Clerk has raised concerns re grass verges with Buckinghamshire Council. Update received 11th June - They will be assessing sites for remedial work later this summer and the footway work at Padbury should be prioritised. Councillor Chilver to advise update and if works will actually be carried out.
* Bus stops (two by new development) – Improvements to be undertaken, but consultation has yet to be carried out. *Update 4/1/21 – Await update from Public Transport Team.* Chased for update on 28th January.
* Crossing on the A413 – Under Section 38 developer to install an informal crossing. Under Section 106 a pelican or toucan crossing to be installed. *Update 4/1/21 from Buckinghamshire Council – We did have some funding concerns early on in the scheme’s design stages, however we have worked hard to free up additional funding recognising that this is a priority item for the community and I am pleased to say that the project now has all the funding we anticipate needing which is great. This will include any extension to footways as might be necessary. Transport for Bucks is continuing with design work and as part of the design process would like to arrange a small informal meeting with the Parish to discuss the proposal (await dates). We have looked at a number of options in terms of location and have come up with a proposal which meets best practice guidelines however we wanted your buy in to the proposal before fixing anything. We anticipate this later in January* *so that we can present drawings etc for consideration - for COVID reasons this will have to be virtual, but we can share screens etc so should still work well. In terms of timetable, we are at the moment looking at constructing the crossing during the Summer Holidays this year, we anticipate construction lasting about 4 weeks. Because of the importance of the road, we are looking at single lane closure construction, meaning that we avoid total road closure. If we can bring forward construction we will, however COVID, lockdown and timetable conflicts might well prevent us from doing this.* Chased for update on 28th January.

## Highways

* Flooding on Main Street – Local Area Technician for Buckinghamshire

Council advised that he will be discussing this matter with management and colleagues in Strategic Flood Management.

* Number and speed of HGVs driving through the village – several residents have raised concerns.

## Dates of next meetings – Padbury Parish Council – Members are asked to note:

9th March 2021, 13th April 2021, 11th May 2021, 8th June 2021, 13th July 2021, 14th September 2021, 12th October 2021, 9th November 2021 & 14th December 2021