**Padbury Parish Council**

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

3rd September 2020

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 8th September 2020 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 14th July 2020 - Copy attached PPC/02/2021

## Casual Vacancy

The Elections Officer has advised that no one has called for a bye-election and that the Parish Council may co-opt a suitably qualified candidate as and when one becomes available. An application has been received and is to be considered for Co-option.

## Sports Field, Play Area & Woodland

* Re-development of the Pavilion – The first meeting of the Pavilion rebuild working group is due to take place remotely on the 10th September 2020. Agenda has been circulated. Members to resolve the Terms of Reference.
* Pavilion storage heaters – Smart meters to be fitted if possible. Smart meter installations are currently on hold. Clerk to chase.
* Electric box housing switches for path lights is now locked. Clerk has requested a copy of the key.
* Play Area lease – Chandler Ray dealing with the Land Registry.
* Play area (weekly inspection) – damaged bench, can the open bin be removed.
* Play area and multi-use games area signage - Members to consider RoSPA advice regarding signage. Members to resolve amendments to signage and new quotes.
* Playing fields – Councillor Morris to update regarding the quotes for blocked drains.
* Football Club – Started training again on the 8th August. Members to note that the invoice for the 1st half of the rent has been issued.
* Members to resolve the risk assessment that was carried out for the pavilion.

## Planning

6.1 New applications since last meeting:

* 20/02352/APP – Single storey side extension – The Ramblers, Main Street
* 20/02354/ALB – Single storey side extension, for new opening in existing side wall of property to create access – The Ramblers, Main Street

6.2 Decisions made by Buckinghamshire Council:

* 20/01897/ALB - Change of use from the public house (use Class A4 drinking establishments and A3 restaurants and cafes) to a single dwelling (use Class C3a dwelling house) – Four and 20, Main Street. **Listed building consent not required.**
* 20/01427/ALB – Works to improve and repair the roof of listed building – College Farm, Main Street. **Listed building consent.**
* 20/01603/APP – Demolition of existing building and replace with one dwelling – Former telephone repeater station, Winslow Road. **Approved.**
* 20/01222/APP - Demolition of existing pole barn and replacement with agricultural barn for dry storage of feed and hay for grazing sheep, pens for lambing and sheering plus isolation and quarantine pens and a dry area section for the keeping of site ground maintenance equipment - Land at White Bridge, Steeple Claydon. Parish Council comments added on 17th April. **Approved.**

6.3 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 – objection raised. Letter sent to Aylesbury Vale District Council regarding Section 215.
* 20/01896/APP – Change of use from the public house (use Class A4 drinking establishments and A3 restaurants and cafes) to a single dwelling (use Class C3a dwelling house) – Four and 20, Main Street

6.4 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 has been lodged, start date for appeal is the 16th March 2020**. Appeal allowed.**

## Finance

7.1 Account Balances:

The balances for the Bank accounts are as follows:

* Barclays Community Current account ending 959, £20,384.44 (as at 31st August 2020)
* Barclays savings account ending 970, £18,432.09 (as at 31st August 2020)
* Barclays Millennium Wood account ending 198, £6,287.00 (as at 31st August 2020)

7.2 Payments:

Paid between meetings:

* NPower - £209.17 (£199.21+ £9.96 VAT) - Pavilion electricity 6/4/20 – 23/6/20 - direct debit 6/8/20
* NPower - £13.44 (£11.20 + £2.24 VAT) – Unmetered street lighting June 2020 – direct debit 17/8/20
* NPower - £233.35 (£194.46 + £38.89 VAT) – Unmetered street lighting June 2020 – direct debit 17/8/20
* P Molloy - £408.62 - July salary £389.30 + £19.32 expenses, cheque 102149
* R Gough - £45.00 – July caretaking salary, cheque 102150
* P Burton - £42.00 – Training course, cheque 102151
* F Morris - £140.39 – Items for Pavilion, wall dispensers, sanitiser etc, cheque 102152
* R Gough - £108.00 – Mowing playing fields during July, cheque 102153

Payments to be agreed at meeting:

* P Molloy- £403.49 – August salary (£343.50) and expenses (£59.99 Microsoft subscription) – Cheque 102154
* R Gough – £45.00 – August caretaking costs – Cheque 102155
* Lynch Garden Services - £710 – Village grass cutting 16/7 & 12/8 and playground grass cutting 23/7, 6/8 & 20/8 – cheque 102156
* NPower - £13.88 (£11.57 + £2.31 VAT) – Unmetered street lighting July 2020 – direct debit 14/9/20
* NPower - £241.13 (£200.94 + £40.19 VAT) – Unmetered street lighting July 2020 – direct debit 14/9/20

7.3 Income:

* Padbury Tennis Club – 50% of rent & electricity charges - £223.93.

7.4 Members to resolve the following bank transfers from the Millennium Wood account to the current account:

* £157.61 – for the picnic table
* £45.00 – fuel costs for mowing the woods

7.5 Income and Expenditure reports - Members are asked to review and agree the Income, Expenditure, Summary and Budget year to date statements as of 31st August 2020.

7.6 Annual Governance and Accountability Return: Members are advised that the annual accounts were forwarded to the external auditor on 15th June 2020.

Dates for the 2019/20 return have been extended as follows:

* The publication date for final, audited, accounts for local councils will move from 30th September to 30th November 2020.
* Members to note that the notice of public rights and publication was issued on the 17th June 2020. The public inspection period was the 22nd June to 31st July 2020.

## Other Parish Council Business

* Website Accessibility (Wordpress automatic renewal on 26/9/20) – Members to note that this has been cancelled. Members to resolve the following for the new website – Accessibility Statement, The Publication Scheme, Website Content/Approval. In addition the contract with TEEC needs to be resolved, Councillor Burton is chasing. Go live date to be agreed.
* Members to review the redacting of signatures on documents posted on the website.
* Winslow & Villages Community Board meeting being held on the 29th September at 7pm.
* Thornborough Road – Overgrown hedges. Members to note that the works have been carried out.
* Members to discuss signage placed on the grass verges and proposed article for the pump and website.
* NBPPC email dated 27/8/20 - Government consultation on changes to current planning system.
* Members to resolve email received from Heartcibo – pop up bistro.
* The church has asked for permission to place Christmas trees around the village.

## 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.
* Bus stops (two by new development) – Improvements to be undertaken, but consultation has yet to be carried out.
* Crossing on the A413 – Under Section 38 developer to install an informal crossing, however no deadline date set. Under Section 106 a pelican or toucan crossing to be installed. This crossing will be pushed forward as priority but is subject to feasibility study and safety audits. Transport for Bucks will contact the Parish Council so as location and type of crossing can be discussed. Please note: the informal crossing and the pelican/toucan crossing maybe in the same location. Funds signed off, await sign off for works. Once signed off, conversations with stakeholders will be organised. Update 9th July: Await the PID from Transport for Buckinghamshire, currently going through their internal quality checks and approvals. When receive the PID and have a better understanding of predicted costs, I think it will likely be necessary to arrange a meeting with Padbury Parish Council. This is on my action list to arrange when I am in receipt of the document. 26th August – Clerk has requested an update.

## Highways

* Broken grate on Lower Way – Members to note, this has now been fixed.

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

13th October 2020 – 10th November 2020 – 8th December 2020