**Padbury Parish Council**

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14th May 2021

Dear Councillors and Residents of Padbury,

I hereby give you notice that the Annual Meeting of Padbury Parish Council will be held at the Village Hall on Thursday 20th May 2021 at 7.30pm, followed by the Parish Council meeting.

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 and before the Parish Council Meeting there will be a period of public questions.

**PLEASE NOTE**: Use the sanitiser provided; Masks must be worn; Maintain social distancing; DO NOT attend if you or anyone in your household has Covid symptoms. If you develop symptoms within 7 days of attending the hall please advise the clerk immediately. NHS QR posters are situated in the main hall – names, addresses and telephone numbers of all those attending will be recorded.

*Pam Molloy*

Pam Molloy, Parish Clerk

# **AGENDA**

## Election of Chairman

Nomination and election of Chairman, followed by the signing of Acceptance of Office.

## Election of Vice Chairman

Nomination and election of Vice Chairman, followed by the signing of Acceptance of Office.

## Co-option

## Members received applications, to be considered for Co-option.

## 4. Acceptance of Office and Declarations of Interest

To confirm Acceptance of Office and Declarations of Interest of all councillors and submit signed forms to the clerk.

## 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 13th April 2021 - Copy attached PPC/10/2021.

## Appointments to Committees

Village Hall

Planning

NBPPC

BMKALC

School/Preschool representative

Community Boards

Greener Padbury Group

Pavilion Rebuild working group

## Review polices

Review and adoption of Standing Orders, Financial Regulations and Complaints Procedure.

## Asset Register

Review and adopt Asset Register.

## Sports Field, Play Area & Woodland

* Re-development of the Pavilion – Clerk has written to All Souls requesting permission for the rebuild – await response. Advice received from planning department regarding pre-application advice and full planning application fees. Fees are pre-application £618 and full planning £462 (50% discount so £231).
* Smart meters for Pavilion – Clerk has been advised the following - unfortunately we are unable to install a smart meter at the moment as you have a multi rate meter.
* Play Area lease – Chandler Ray dealing with the Land Registry.
* Leak in the Pavilion – Members to note that the caretaker has done the necessary works.
* Play area replacement of equipment and maintenance works – Clerk to update.
* Tennis Club – Members to note invoice has been issued.
* Play area & Pavilion – Members to consider the request for an outside tap to be fitted.
* Members to consider the request from Thornborough Cricket club to purchase the green roller at the back of the playing fields.
* Members to resolve Agreement forwarded by the Football Club for a grant application – email circulated 11/5.
* Pavilion – Members to consider employing a cleaner, once a month.

## Planning

12.1 New applications since last meeting:

* 21/01493/APP – Single storey extension to east elevation – Low Farm, Thornborough Road
* 21/01490/APP – Single storey rear extension – 3 Amblers Way
* 21/00755/APP – Replacement of 7 windows – 24 Old End
* 21/00756/ALB – Replacement of 7 windows – 24 Old End

12.2 Decisions made by Buckinghamshire Council:

None

12.3 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. 14/5 – requested an update.
* 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
* 21/00392/APP – Removal of condition 2 (Materials) on application 16/02805/APP Conversion of a storage barn to farm managers accommodation and office. We intend to install an air source heat pump to heat the barn, therefore the need is to minimise heat loss through installation of UPVC windows. Windows to be allowed as UPVC rather than wood. Colour will be dark oak to match existing barn – Padbury Hill Farm, Steeple Claydon Road
* 21/01000/APP – Proposed single storey side extension following demolition of existing garage/store – South View, Winslow Road

12.4 Other Planning issues:

* 19/03554/ACL – Application for a Lawful Development Certificate on the grounds that construction of the detached dwelling was commenced in accordance with planning permission ref. 15/01216/APP by clearing the site and demolishing garages on the site – Old Oak House, Old End. Certificate refused. Appeal lodged and allowed**.** Enforcement notice issued by Buckinghamshire Council on the 9th December. **Appeal** lodged ref: 21/00009/ENFNOT, start date is 22/2/21
* 20/03674/ACL – Application for a Lawful Development Certificate for a Proposed Construction of a detached dwelling (C3) – Old Oak House, Old End – **Appeal** lodged ref: 21/00008/NONDET, start date is 22/2/21
* 20/03675/APP - Construction of extensions to the permitted dwelling (retrospective) – Old Oak House, Old End. Parish Council requested this to be Called In. **Appeal** lodged ref: 21/00007/NONDET, start date is 22/2/21

## Finance

13.1 Account Balances: The balances for the Bank accounts are as follows:

* Barclays Community Current account ending 959, £33,410.60 (as at 30th April 2021)
* Barclays savings account ending 970, £18,435.56 (as at 30th April 2021)
* Barclays Millennium Wood account ending 198, £15,909.39 (as at 30th April 2021)

13.2 Payments:

Paid between meetings:

* Bucks Playing Fields Association - £20 – Annual fees. D/Debit 1/4/21
* NPower - £221.27 – Unmetered street lighting for February 2021. D/debit 12/4/21
* Wave - £47.16 – Pavilion water from 15/1/21 to 14/4/21. D/debit 29/4/21
* NPower - £245.00 – Unmetered street lighting for March 2021. D/debit 14/5/21

Payments to be agreed at meeting:

* P Molloy - £411.60 - April salary. Cheque 102204
* R Gough – £45.00 – April caretaking costs. Cheque 102205
* R Gough - £108 - Works carried out in Pavilion. Cheque 102205
* BMKALC - £154.20 – Annual membership fees for BALC, NALC and LCR. Cheque 102206
* T King Promotions - £72.00 (£60 + £12 VAT) – 6 x high visibility vests. Cheque 102207
* Mrs J Olds - £130.00 – Internal audit. Cheque 102208
* F Morris - £75.95 (£63.28 + £12.67 VAT) Paint, mould remover & roller. Cheque 102209
* Phillips Print - £185.08 – April/May 21 Padbury pump printing. Cheque 102210

13.3 Income:

* £125 – Savills/All Souls – Refund for wayleaves and playground rent paid in error.
* £1,748.96 – Buckinghamshire Council – Devolved services.
* £12,052 – Buckinghamshire Council – 50% of precept.

13.4 Income and Expenditure reports - Members are asked to review and agree the Income, Expenditure, Summary and Budget year to date statements as of 30th April 2021.

13.5 Internal Audit for 2020-21 – Members to note that the internal audit has been carried out. A copy of the internal audit report has been issued with this agenda – members to review and consider the recommendations. The members are also asked to review the Internal Audit which has been completed and signed, page 3 of the return.

13.6 Annual Governance Statement for 2020-21 - Members to review and approve, and the Chairman to sign the Annual Governance Statement 2020-21 (page 4).

13.7 Accounting Statements for 2020-21 - Members to review and approve, and the Chairman to sign the Accounting Statements 2020-21 (page 5).

13.8 Members are asked to review and approve the Bank Reconciliation, Explanation of Variances and the Asset Register 2020-21.

13.9 Members to resolve the 2020-21 audit for submission to the External Auditors.

13.10 Members to resolve the update of the bank mandate.

## Other Parish Council Business

* Speed Indication Displays – Members to note that two temporary displays have been fitted. Clerk to update regarding new signs. Clerk obtaining quotes for new poles.
* Existing speed sign – Members to note, unable to source parts required.
* Bucks and Oxon 4x4 Response Group – Insurance query answered, email circulated 13/5.
* Website – Members to resolve Planning Tracker Feature as email circulated on 26th April.
* Accounts package – Members to note clerk happy to continue with using Excel spreadsheets.
* Members to resolve change of date for June meeting to the 10th June (will be held at Village Hall).
* Great Central Corridor Rebuilding and radial links Zoom Meeting (email 24/4) – meeting 24th June at 3pm.
* Consultation on Electronic Communication Infrastructure (email 27/4) - NALC has requested that we forward to our members for comments.  Please email your comments to [nalc@nalc.gov.uk](mailto:nalc@nalc.gov.uk)  for the attention of Chris Borg by 21/5/21.
* Winslow and Villages Community Board – Date of meeting has changed from 24th June to 15th July at 7pm via Teams.
* Insurance due for renewal on the 1st June, await renewal quote.
* Members to note that the clerk’s annual appraisal has been carried out and to consider increasing the monthly hours to 32. Also to note that in April and May, the hours may increase due to the extra workload.

## Maintenance/Environmental issues

* Community Support Group within Padbury – Members to note high visibility vests ordered. Members to discuss job list circulated on 6/5/21. Risk assessments need to be carried out.
* Greener Padbury Group – Members to review the emails circulated on the 10/5 and 11/5 regarding the Millennium Woods. Members to resolve if the parish council will pay for the environmental consultancy, costing between £850-£950. Members to review the Terms of Reference provided.

## Buckinghamshire Council

* The re-surfacing of the footway on Main Street is now complete – Clerk raised concerns re grass verges with Buckinghamshire Council. Advised on the 9th March that works will be carried out. *Chased for an update 5/4 and 11/5*.
* Crossing on the A413 – Statutory consultation expired 29th April. Update circulated 13/5/21.

## Highways

* Flooding on Main Street – Following a site visit, the Local Area Technician for Buckinghamshire Council advised that the following works would be carried out: unblocking storm drain, clearing drains and the ditch will also be cleared. 11/5 – emailed asking if works scheduled, await response.
* HGVs driving through the village – Members to note that signage has been placed at all entry points to the village advising – No Access to EWR lorries. Also to note that the clerk is reporting any HGVs spotted coming through Padbury.
* Members to note that the EWR speed awareness sign has been relocated on the A413.
* Following the Annual Parish Meeting the question was raised if it was possible to get a road weight limit or reduce speed to 20mph.

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

8th or 10th June 2021, 13th July 2021, 14th September 2021, 12th October 2021, 9th November 2021 & 14th December 2021