**Padbury Parish Council**

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8th April 2022

Dear Councillors and Residents of Padbury,

I hereby give you notice that the Parish Council meeting will be held at the Springfields Pavilion on **Thursday 14th April 2022** following the Annual Parish Council meeting at 7pm.

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.

*P Molloy*

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.

## Minutes

Members are asked to approve the minutes of the meeting of the Parish Council held on the 8th February 2022 as a correct record - copy attached PPC/08/21-22.

## To receive updates from Buckinghamshire Councillors

## Sports Field, Play Area & Woodland

* 1. Re-development of the Pavilion – Councillor Burton to provide an update. Play

equipment, one quote received await a further two.

* 1. Section 106 funding – Members to note form submitted. Requesting plans, costs and funding being looked into.
  2. Subsidence claim for the pavilion – Members to note the following have been carried out – photographs taken, geotechnical survey and drainage inspection.
  3. Signage – Members to resolve positions.
  4. New dog bin has been ordered, await delivery of stock (approximately 5 weeks).

Members to resolve position. Cost if installed by ourselves is £261.88.

* 1. Members to discuss options regarding Public Space Protection Orders and Byelaws.
  2. Play equipment - Members to note annual inspection due to be carried out in May.

Councillors Burton and Green have agreed to attend.

* 1. Playground maintenance – One quote received and circulated on 22nd March, await two further quotes.
  2. New Memory Swing – possible issue, await advice from Technical Manager.
  3. Email dated 4th March from the football club – car park gate access
  4. Members to resolve enquiry received from an adult football club – as email circulated 22nd March. Padbury Football Club have a committee meeting at the end of April and will discuss.

## Planning

* 1. Members to resolve new applications to be considered at this meeting:

| Reference | Location | Description |
| --- | --- | --- |
| 22/00857/APP | Wesley Cottage Main Street | Householder application to replace existing kitchen window with French door |
| 22/01039/APP | South View, Winslow Road | Householder application for single storey side extension following demolition of existing garage/store (amendment to approval 21/01000/APP) |

* 1. Members to resolve any applications received following the issue of this agenda.
  2. Members to note applications dealt with under delegated procedures – see list at end of agenda.
  3. Members to note decisions made by Buckinghamshire Council since the last meeting – see list at end of agenda.
  4. Members to note applications that are pending consideration by Buckinghamshire Council – see list at end of agenda.

## Finance

* 1. Account Balances: The balances for the bank accounts are as follows:
* Barclays Community Current account ending 959, £22,474.52 (at 31st March 2022)
* Barclays savings account ending 970, £18,437.40 (at 31st March 2022)
* Barclays Millennium Wood account ending 198, £15,689.39 (at 31st March 2022)
  1. Payments paid between meetings - see list at end of agenda.
  2. Payments to be agreed at meeting:

| Payee | Amount | VAT | Purpose | Cheque no/ direct debit |
| --- | --- | --- | --- | --- |
| P Molloy | 550.26 | 0 | March salary and back pay for pay award | 102290 |
| P Molloy | 28.82 | 0 | Expenses – mobile top up and cleaning materials for pavilion | 102290 |
| R Gough | 45.00 | 0 | March caretaking costs | 102291 |
| M Jackson | 45.00 | 0 | March - Securing playing field gate | 102292 |
| AB Design Solutions | 1010.00 | 202.00 | Architects fees for the pavilion redevelopment | 102293 |
| EON | 46.94 | 9.39 | Bennetts Close and Old End – replaced photocell to street lights | 102294 |
| EON | 137.75 | 27.55 | Street lighting maintenance for quarter ending 31/3/22 | 102294 |
| NBPPC | 20.00 | 0 | Membership fee for year ending 31/3/23 | 102295 |
| Best Kept Village | 25.00 | 0 | Entry fee for Buckinghamshire Best Kept Village Competition | 102296 |
| NPower | 227.03 | 45.41 | Street lighting – February 2022 | Direct debit on 7/4/22 |
| NPower | 10.34 | 0.56 | Street lighting – February 2022 | Direct debit on 7/4/22 |

* 1. Income: February £847.80 – Youth Club donation. March £350.00 – Football club rent (2nd half) and 46p bank interest.
  2. Income and Expenditure reports - Members are asked to review and agree the Income, Expenditure, Summary and Budget year to date statements as of 31st March 2022. These form the financial basis for the Annual Governance and Accountability Return.
  3. Annual Governance and Accountability Return (AGAR) – Members are asked to review page 5 – Section 2 Accounting Statements 2021/22 for accuracy. Members are advised that the Internal Auditor will review all documentation electronically before your review and signing of the entire AGAR prior to submission to the External Auditors.

7.7. Members are asked to review the Bank Reconciliation, Explanation of Variances and the Asset Register 2021-22.

7.8. Internal Audit for 2021-22 – Members to note that further information as requested by the internal auditor has been forwarded and that an online meeting is booked for the 25th April. The AGAR section 2 and supporting documents have also been forwarded.

7.9. Budget for year 2022/23 – Members to resolve allocation of general reserves.

7.10. Asset Register – Members to note that the Speed Indication Devices and new bus

shelter have been added. Members to resolve updated Asset Register as circulated with the agenda.

7.11. Bank mandate to be updated – in progress.

7.12. Members to resolve caretaker and gatekeeper payments to be made by direct debit.

7.13. Members to note that a paper will be provided at a future meeting concerning the

cheque received from the village events fund (not yet banked).

## Other Parish Council Business

* 1. Best Kept Village Competition, cost £25 – Members to resolve.

1. **Jubilee event – 5th June**

9.1. Provide update.

## Contracts and similar matters

* 1. Members to resolve quote for £40 for spraying the grass around the play equipment posts – as email circulated 8th April.

## Village organisations – oral reports on matters relevant to the Parish Council

* Village Hall – Councillor Morris
* School/Preschool representative – Councillors Murray and Miah
* Greener Padbury Group – Councillor Murray

## Meetings

* 1. Community Boards - Community engagement event 30th June at 2pm in Waddesdon
  2. BMKALC and Bucks Council Parish Liaison Meeting 20th April at 7.30pm (online)
  3. Community Boards Meetings – 6th July, 5th October and 1st February

## Maintenance/Environmental issues

* 1. Jobs around the village – new push required for volunteers. Updated list for 2022

circulated 8th April.

## Highways

* 1. Traffic Calming Measures – Clerk submitted updated application to the Community Boards. HS2 Road Safety Fund – application to be made by 31st May.
  2. Community Speedwatch – Newsletter circulated 18th March. Costs circulated 8th April. Await further information.
  3. Speed Indication Displays – Now fitted, training to be arranged, Councillors Green,

Burton and clerk to attend.

* 1. Members to note, pavements around Springfields – work in progress.

1. **Matters dealt with between meetings**

15.1. Agreed to a presentation by the Greener Padbury Group at the May meeting.

15.2. New signage quote approved. Wording amended.

15.3 Agreed to make access easier to dog bin by fitting a paving slab.

15.4 Responses to complaint regarding incident at the playing fields.

15.5 Approved additional cost of £42 + VAT to meet with the inspector for the play

equipment.

15.6 Clerks salary review agreed.

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

24th May (including the Annual Meeting of the Parish Council), 12th July, 13th September & 13th December

## Schedule of planning applications dealt with under delegated procedures:

| Reference | Location | Description |
| --- | --- | --- |
| 22/00774/APP | Fairhaven, Main Street | Demolition of garage and bungalow and erection of new dwelling. Objected – drainage, access and size. |

## Schedule of planning decisions made by Buckinghamshire Council since the last meeting:

| Reference | Location | Description | Decision |
| --- | --- | --- | --- |
| 22/00041/ALB | The Ramblers, Main Street | Listed building application for lime based render to brick infill panels of timber frame | Consent Granted |
| 21/04658/APP | 8 Boundary Road | Householder application for single storey rear extension and extension over garage. No objection | Approved |
| 21/04148/APP | College Farm, Main Street | Householder application for internal alterations and the addition of two rooflights and a vent to the existing rear outbuilding. | Approved |
| 21/04149/ALB | College Farm, Main Street | Listed building application for internal alterations and the addition of two rooflights and a vent to the existing rear outbuilding | Consent Granted |

Schedule of planning applications pending consideration by Buckinghamshire Council:

| Reference | Location | Description |
| --- | --- | --- |
| 20/04298/APP | The Ramblers, Main Street | Alterations to boundary treatment at front and rear of property to include removal of finials and paint from existing front palisade fence, removal of woven willow fence panel from rear garden and replacement with 1.2 metre post and rail fence with wire behind (retrospective). |
| 22/00381/APP | Stable at The Poplars, Lower Way | Householder application for internal alterations to convert existing one bedroom annex into a two bedroom annex, conversion of one garage space into living accommodation, replacement of one garage door with a window, one existing window with a pair of French doors and one door with a window – No objection but to include a comment that hedge needs cutting as overhanging the road. |
| 22/00382/ALB | Stable at The Poplars, Lower Way | Listed building application for internal alterations to convert existing one bedroom annex into a two bedroom annex, conversion of one garage space into living accommodation, replacement of one garage door with a window, one existing window with a pair of French doors and one door with a window – No objection but to include a comment that hedge needs cutting as overhanging the road. |

Payments paid between meetings:

| Payee | Amount | VAT | Details | Cheque no/ direct debit |
| --- | --- | --- | --- | --- |
| Enterprise Skip Hire Ltd | 65 | 13 | Hire of disabled toilet for Jubilee event | 102278 |
| Savills | 150 | 30 | Annual rent for playground | 102279 |
| Savills | 5 | 0 | Wayleaves & Sundry – Right of way | 102279 |
| A Picketts | 430 | 0 | Installation of de fib | 102280 |
| P Molloy | 376.32 | 0 | February Salary | 102281 |
| P Molloy | 42.10 | 0 | Expenses – printer ink, envelopes & gunk | 102281 |
| R Gough | 45 | 0 | February caretaker | 102282 |
| M Jackson | 45 | 0 | February gatekeeper | 102283 |
| D & A Sheds | 1275.00 | 255.00 | Fitting of new bus shelter | 102284  102285 |
| C F Morris | 120 | 24 | Diesel for tractor | 102286 |
| M Tweed | 18 | 0 | Pavilion cleaning for March | 102287 |
| NPower | 11.58 | 0.62 | Street lighting – January 2022 | Direct debit 10/03/22 |
| NPower | 262.81 | 52.56 | Street lighting – January 2022 | Direct debit 10/03/22 |
| Phillips Print | 189.24 | 0 | Feb/March pump | 102288 |
| Traffic Technology | 7569.00 | 1513.80 | 3 x Speed Indication Devices | 102289 |