**Padbury Parish Council**

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18th May 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 **Tuesday 24th May 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**

## 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 have received an application for consideration for Co-option. If successful, applicant to confirm Acceptance of Office and Declarations of Interest 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.

## Minutes

Members are asked to approve the minutes of the meeting of the Parish Council held on the 14th April 2022 as a correct record - copy attached PPC/09/21-22.

## Appointments to Committees/Groups

Village Hall

Planning / NBPPC

BMKALC

School/Preschool representative

Community Boards

Greener Padbury Group

Pavilion Rebuild working group

## Review Policies

8.1 Review and adoption of Standing Orders, Financial Regulations, Complaints Procedure and Risk Assessment – as email circulated on 17th May.

## Asset Register 2022-23

9.1Review and adopt Asset Register – members to note the following have been added: 2 new items installed in the playground - £12,060 and the rocking horse - £8,025.60.

## To receive updates from Buckinghamshire Councillors

## Sports Field, Play Area & Woodland

* 1. Re-development of the Pavilion – Await new plans. Play equipment, two quotes received

await one more. Funding – members to note funding application via the Community Boards is now capped at £15,000. Other funding opportunities to be investigated.

* 1. Section 106 funding – Requested plans, costs and funding being looked into. Members

to review email circulated on 11th May, heading: S106 monies in the former Aylesbury Vale

district area.

* 1. Subsidence claim – Await date for drainage works. Estimated to take 7 working days,

this may be subject to change depending on whether further defects are found once works have begun.

* 1. Public Space Protection Orders – Response to further queries circulated on 25/4/22.
  2. Playground annual inspection - Councillor Burton met with the inspector on the 17/5/22

and circulated his notes – members to review.

* 1. Playground maintenance – One quote received and circulated, await two further quotes

- chased.

11.7 Slides – Members to resolve the following: fitting of two rubber mats, rub down and paint the framework and fit new timber.

11.8 Playground – Members to resolve to remove the covid related signage.

11.9 Football club shed to be relocated, members to resolve new location.

11.10 Woods – Members to resolve increase in cost for mowing the paths, to £55 per annum.

11.11 Playground – Councillors Morris and Dickens to update regarding plastic collars to be fitted around the posts.

11.12 Enquiry from an adult football club – Padbury Football Club discussing further at their AGM which is at the end of May.

## Planning

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

| Reference | Location | Description |
| --- | --- | --- |
| N/A |  |  |

* 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.

* 1. Members to note decisions made by Buckinghamshire Council since the last meeting –

see list at end of agenda.

* 1. 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, £27,159.60 (at 30th April 2022)
* Barclays savings account ending 970, £18,437.40 (at 30th April 2022)
* Barclays Millennium Wood account ending 198, £15,689.39 (at 30th April 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 |
| --- | --- | --- | --- | --- |
| Wave | 67.80 | 0 | Pavilion water – 15/1/22 to 14/4/22 | Direct debit on 29/4/22 |
| P Molloy | 448.20 | 0 | April salary | 102300 |
| P Molloy | 44.13 | 3.23 | Expenses – Temporary event notice, hand towels and paper cups for Jubilee event | 102300 |
| R Gough | 47.50 | 0 | April caretaking costs | 102301 |
| M Jackson | 45.00 | 0 | April - Securing playing field gate | 102302 |
| Jane Olds | 190.00 | 0 | 2021-22 Internal Audit | 102303 |
| Phillips Print | 243.32 | 0 | April/May Pump printing | 102304 |
| Wicksteed | 12409.33 | 2481.87 | Playground – supply and install two new items of equipment and refurbish rocking horse | 102305 |
| Lynch Garden Services | 490.00 | 0 | April grass cutting of village and two grass cuts to playground | 102306 |
| Lions Club | 45.00 | 0 | Hire of marquees for jubilee event | 102307 |
| M Holloway | 109.21 | 0 | Medals & prizes for jubilee event | 102308 |
| M Templeton | 32.84 | 0 | Printer cartridges for jubilee event printing | 102309 |
| NPower | 236.96 | 47.39 | Street lighting – March 2022 | Direct debit on 9/5/22 |
| NPower | 11.21 | 0.60 | Street lighting – March 2022 | Direct debit on 9/5/22 |
| NPower | 207.12 | 41.42 | Street lighting – April 2022 | Direct debit on 9/6/22 |
| NPower | 10.78 | 0.58 | Street lighting – April 2022 | Direct debit on 9/6/22 |

* 1. Income: 50% of precept: £13,200, devolved services payment: £1,801.43 and pump

advertising payments: £192.

* 1. 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 2022.

* 1. Internal Audit 2021-22 – 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.

* 1. Annual Governance Statement for 2021-22 - Members to review and approve and the

chairman to sign the Annual Governance Statement 2021-22 (page 4). Members to also review and approve and the chairman to sign the statement made regarding question 5.

* 1. Accounting Statements for 2021-22 – Members to review and approve and the chairman

to sign the Accounting Statements 2021-22 (page 5).

* 1. Members are asked to review and approve the Bank Reconciliation, Explanation of

Variances and the Asset Register 2021-22.

13.10 Members to resolve the 2021-22 audit for submission to the External Auditors.

13.11 Bank mandate updated – await confirmation.

13.12 Members to note VAT claim made on the 5th May - £2,261.02

13.13 Cheque received from village events fund – Existing committee members of the village events fund to be contacted.

13.14 Caretaker and gate keeper payments by standing order – clerk to contact the bank as require dual approval.

## Other Parish Council Business

* 1. Members to resolve the following training courses – 1) Writing Grant Applications and

Sourcing Local Council Funding Opportunities on 21st July, cost £45. 2) Introduction to Local Council Administration, cost £120 + VAT.

* 1. BMKALC email circulated 11/5/22 – Ensuring future representation for all areas on

BMKALC Exec Board.

* 1. Members to resolve the insurance renewal – currently awaiting quotes which we should

receive in time for the meeting.

* 1. Members to review meeting dates up to May 2023.

1. **Jubilee event – 5th June**

15.1 Working group meeting held on the 12th May – update to be provided.

15.2 Members to resolve risk assessment, circulated on 13th May.

15.3 Members to advise if attending and to agree thank yous.

## Contracts and similar matters

## 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. BMKALC and Bucks Council Parish Liaison Meeting 20th July at 6.30pm
  2. Community Boards Meetings – 7th July, 6th October and 9th February
  3. Members to note that clerk met with Community Board Co-ordinator to discuss existing

funding.

## Maintenance/Environmental issues

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

the 18th May.

19.2 Greener Padbury Group – Draft woods management plan circulated on 16th May.

## Highways

* 1. Traffic Calming Measures – Clerk submitted application to the HS2 Road Safety Fund.
  2. Community Speedwatch – Following presentation, members to resolve whether to take

this forward.

* 1. Speed Indication Displays – Awaiting date for training.
  2. Gigaclear – members to resolve whether to arrange a meeting with them to discuss their

works.

1. **Matters dealt with between meetings**

21.1 Community Speedwatch presentation arranged for the 24th May.

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

12th July, 27th September and 13th December 2022

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

| Reference | Location | Description |
| --- | --- | --- |
| N/A |  |  |

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

| Reference | Location | Description | Decision |
| --- | --- | --- | --- |
| N/A |  |  |  |

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

Payments paid between meetings:

| Payee | Amount | VAT | Details | Cheque no/ direct debit |
| --- | --- | --- | --- | --- |
| N/A |  |  |  |  |