**Padbury Parish Council**

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13th April 2023

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 18th April 2023** following the Annual Parish 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 participation.

*P Molloy*

Pam Molloy, Parish Clerk

# AGENDA

# Period of Public Participation

# 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 February as a correct record – copy attached PPC/06/22-23.

# To receive updates from Buckinghamshire Councillors

* Ox Lane repairs – summer/autumn 2023, please confirm

# Sports Field, Play Area and Woodland

* 1. Pavilion – Members to resolve the following:
* Kitchen – Eight builders contacted, four declined, one await response and met with three – await their quotes. To review and resolve quotations received.
* To resolve kitchen units, handles, worktop and wall tiles.
* To resolve updated tender documentation, as emails circulated on 14/3/23 and 11/4/23 and agree tender release date.
  1. Woods – Members to resolve an inspection date.
  2. Playground – Members to resolve councillor attending annual inspection.
  3. Path lights – Switch is tripping due to faulty lights, as email circulated on 12/4/23. Members to resolve whether to repair/replace.
  4. Pavilion – Possible leak either the water tank pipes or roof tiles, to be investigated.
  5. Members to review and resolve email circulated on 12/4/23 from Padbury Football Club with regards to an adult football team using the facilities for next season.
  6. Members to review and resolve email circulated on 12/4/23 regarding Winslow Juniors using the facilities in May.

# Planning

* 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 applications pending consideration and decisions made by Buckinghamshire Council, see list at end of agenda.
  4. Members to discuss the issue of a neighbourhood plan.

# Finance

* 1. Members to note the balances for the bank accounts as at the 31st March 2023, are as follows:
* Barclays Community Current account ending 959 £36,997.62
* Barclays savings account ending 970 £18,477.65
* Barclays Millennium Wood account ending 198 £15,428.51
  1. Members to note payments paid between meetings, see list at end of agenda.
  2. Members to resolve to make the following payments:
* P Molloy: £491.19 March salary and expenses (rubber mat, mobile top up, 2 x folders, 1 x dividers and paper). Cheque 102387
* R Gough: £47.50 Caretaker for March. Standing order on 3/4/23
* M Jackson: £45 Securing the gate for March. Standing order on 3/4/23
* M Tweed: £19 Cleaning pavilion in March. Cheque 102388
* EON: £165.30 (£137.75 + £27.55 VAT) Street lighting maintenance for quarter ending 31/3/23. Cheque 102389
* NBPPC: £20 Annual membership fee. Cheque 102390
* Buckinghamshire Best Kept Village Competition: £25. Cheque 102391
* NPower: £24.07 (£20.06 + £4.01 VAT) Street lighting for February. Direct debit 15/04/23
* NPower: £467.32 (£389.43 + £77.89 VAT) Street lighting for February. Direct debit 15/04/23
  1. Members to note the following income: February: £11,857.76 insurance subsidence claim. March: £22.90 bank interest
  2. Members are asked to review and agree the Income, Expenditure, Summary and Budget year to date statements as of 31st March 2023. 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 2022/23 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.
  4. Members are asked to review the Bank Reconciliation, Explanation of Variances and the Asset Register for 2022-23.
  5. 2021-22 Review of Effectiveness of Internal Auditor – as circulated on 23/3/23. To be reviewed and signed.
  6. Members to note the bank mandate has been updated, await confirmation.
  7. Budget for 2023-24 – Members to resolve allocation of general reserves.

# Other Parish Council Business

* 1. Letter to be sent to Anglian Water regarding the issues in the village – clerk to update.
  2. Members to resolve entering the best kept village competition, cost £25.
  3. Right of Way lease – current lease has expired, Savills updating.
  4. Members to resolve insurance renewal, cost £2755.54 as emails circulated 3/4/23 and 5/4/23. Policy start date is 1/6/23.
  5. Members to resolve risk assessment for volunteers – to follow.
  6. BMKALC email: DLUHC Consultation On Infrastructure Levy (CIL Monies) – response to consultation required by the 19/5/23.
  7. Village Hall coffee mornings – Councillor attendance, members to resolve.
  8. Padbury Pump – Members to thank Cassie and welcome Derek.

# Funding

* 1. Tesco – application approved, voting in store April to June.

# Contracts and Similar Matters

* 1. Playground mowing – Members to note Agreement fully signed.
  2. Devolved services/mowing of verges – Members to note signed agreement and insurance details received from new contractor.

# 12. Meetings, Events and Training

* 1. Buckinghamshire Council Planning meeting – 20th April at 1pm via Zoom
  2. Community Boards Meeting – 25th April, St. Laurence Room, 7:30pm
  3. NBPPC meeting – 22nd May at 7.30pm via Zoom
  4. Greener Padbury Group – 7th June at 8pm
  5. Parish Liaison Meeting – 28th June at 6.30pm, in person (Aylesbury)
  6. Training: 17/5/23 Civility & Respect, 6/6/23 Managing Projects, 13/6/23 Freedom of Information and 15/6/23 Risk Management
  7. Members to note, clerk has completed and passed ILCA.

1. **Maintenance/Environmental Issues**
   1. Jobs around the village – Updated and circulated on 13/4/23.
   2. Greener Padbury Group/Woods – Following the walk around the woods, members to review and resolve items raised as circulated via email on 20/3/23 – update circulated with agenda.
   3. Greener Padbury Group/Verges & Playground – Members to resolve plans, as circulated on 12/4/23.
   4. Members to resolve Greener Padbury Group placing a metal 6x4 feet shed in the woods as details circulated on 13/4/23.

# Highways

14.1. Traffic Calming Measures – Application via Buckinghamshire Council

Community Boards is on hold until 2023-24 – have requested an update. New brochure being produced which will include costings should be available approximately June 2023.

14.2. Members to review and resolve quote to repair speed sign and whether to claim

via insurance, as email circulated 6/4/23.

# Matters dealt with between meetings

15.1. Parking on verges – response to residents complaint and action taken agreed.

15.2. Consultation for a disabled parking space – shared details via Facebook and our

website.

15.3. Pavilion planning application – agreed extension.

15.4. Pavilion building regulations and changing room – agreed way forward, as email

circulated on the 20/2/23.

15.5. Devolved Services Agreement for 2023-24 – Agreed and signed.

15.6. Parking around Springfields – response to residents complaint and action taken

agreed.

15.7. Pavilion kitchen – the following was agreed: kitchen layout, to bring works

forward in order not to lose the National Lottery funding, specification finalised

and approved and to contact local builders to quote for the works.

15.8. Local Plan for Buckinghamshire, Infrastructure Baseline – response sent.

# Dates of next meetings – Members noted:

23rd May (Annual Meeting of the Parish Council), 11th July, 12th September and 12th December

Planning applications dealt with under delegated procedures:

* 23/00459/APP Householder application for removal of section of garden wall and erect driveway gates – 15 Old End. No objection
* 23/00460/ALB Listed building application for removal of section of garden wall and erect driveway gates – 15 Old End. No objection

Planning decisions made by Buckinghamshire Council since the last meeting:

* 22/04192/APP Improvement of existing sports pavilion including extension to main room, improvement of disabled access, WCs, additional car parking and window alterations – Pavilion, Springfields. APPROVED
* 22/04305/APP Householder application to reconfigure 4 ground floor windows – 5 West Furlong. APPROVED
* 23/00402/APP Householder application for demolition of conservatory, erection of side extension, addition and relocation of dormers and skylight windows – Bramley Orchard, Bryne Lane. APPROVED

Planning applications pending consideration by Buckinghamshire Council:

* 22/03695/AOP Outline application for up to 81 dwellings and associated works - Land North of A413.
* 22/03735/APP Householder application for proposed freestanding solar photovoltaic system – College Barn, Thornborough Road

Schedule of payments paid between meetings:

* P Molloy: £467.23 - February salary & expenses. Cheque 102382
* R Gough: £47.50 - February caretaker. Standing order on 1/3/23
* M Jackson: £45 - February gates. Standing order on 1/3/23
* BMKALC: £45 - Planning training course. Cheque 102383
* C Again Cleaners: £30 - Cleaning of solar panels. Cheque 102384
* NPower; £26.65 (inc VAT) - January street lights. Direct debit 18/3/23
* NPower: £533.06 (inc VAT) - January street lights. Direct debit 18/3/23
* Buckinghamshire Council: £269.62 (inc VAT) – Emptying the dog bins for the year. Cheque 102385
* Buckinghamshire Council: £50.56 (inc VAT) – Emptying the new dog bin for 9 months. Cheque 102385
* Phillips Print & Stationers: £197.63 – February/March pump. Cheque 102386
* Savills/All Souls: £5 – Wayleaves & Sundry/Right of way. Standing order 23/3/23
* Savills/All Souls: £180 (inc VAT) - Playground Rent. Standing order 27/3/23