**Padbury Parish Council**

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30th November 2023

Dear Councillors and Residents of Padbury,

I hereby give you notice that the Parish Council meeting will be held at the Village Hall on **Thursday 7th December 2023** 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.

*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 12th September as a correct record – copy attached PPC/03/23-24.

# To receive updates from Buckinghamshire Councillors

# Sports Field, Play Area and Woodland

* 1. Pavilion – Members to discuss and agree the following: re-opening event, name for pavilion, managing bookings and booking fees.
	2. Pavilion – Members to review schedule of costs.
	3. Pavilion - Members to resolve quote for additional fire extinguisher and fire blanket, cost £289.23 + VAT.
	4. Pavilion – Members to review cost for CCTV (£1590 + VAT) as circulated on 24/11/23. Two further quotes yet to be obtained.
	5. Pavilion – Members to resolve purchase of smaller items ie new hoover, signs, toilet roll holders, paper towel holders etc.
	6. Garage water pipe – Await quote.
	7. Pavilion insurance – Clerk to update.
	8. Path lights – Await quote.
	9. Parking – Members to review following receipt of a complaint.
	10. Football club agreement – Issued to them for signing, Council to sign when returned.
	11. Play area – List of works circulated on 28/11/23. Members to review/resolve.
	12. Play area – Members to note article in pump and voting in school for new piece of equipment.
	13. MUGA fence – Members to resolve, cost of works: 1) £1195 + VAT for weld mesh and 2) £1700 + VAT for chain link.
	14. Woods – Members to resolve works to be carried out to the Willows.
	15. Ride on mower – Not fixed due to costs, members to consider trading in for spares / petrol long pole hedge trimmer. Cllr Morris to update.
	16. Pavilion electricity – Members to note fixed 1 year contract commenced on the 27/9/23.

# 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. 23/00011/NONDET – Application for permission in principle for the erection of minimum of 5 and maximum of 9 dwellings – Land adjacent to West Bourn, Main Street – APPEAL DIMISSED.
	5. Neighbourhood plan – Article placed in the pump.

# Finance

* 1. Members to note the balances for the bank accounts as at the 29th November 2023, are as follows:
* Barclays Community Current account ending 959 £946.40
* Barclays savings account ending 970 £28,641.49
* Barclays Millennium Wood account ending 198 £15,373.51
	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: £711.40 November net salary and part back pay and expenses (stamps). Cheque 102454
* HMRC: £32.60 – PAYE Molloy for November. Cheque 102455
* R Gough: £52.50 Caretaker for November. Standing order
* M Jackson: £50 Securing the gate for November. Standing order
* F Morris: £31.50 Village Christmas tree. Cheque 102456
* Phillips Print & Stationers: £233.99 December/January Padbury Pump. Cheque 102457
	1. Members to note the following income for November: £15,450.63 VAT refund, £18,662 S106 funds and £50 Padbury Pump advertising.
	2. Members are asked to review and agree the Income, Expenditure, Summary and Budget year to date statements as at 30th November 2023.
	3. Members to review/resolve October bank statements.
	4. Members to note VAT claim made for £15,450.63.
	5. Internal Audit for 2023-24 – Members to resolve the appointment of B Knight, cost £190.
	6. Members to resolve the use of the Scribe accounts package, cost £595 + VAT.
	7. Budget 2024-25 – Members to review and resolve.
	8. Precept 2024-25 – Members to review and resolve.
	9. Members to resolve updated Asset Register (speed signs updated).
	10. Members to note the Local Government Services Pay Agreement for 2023 has finally been published. Clerk now on SCP16, which will be back dated to 1/4/23.

# Other Parish Council Business

* 1. Right of Way lease – Received new lease, circulated 18/10/23. Members to review/resolve.
	2. Anglian Water – Meeting arranged for the 16/1/24 at 6.30pm. Members to agree attendees.
	3. Members to note that our unmetered supply certificate for the street lights has been updated.
	4. Members to consider D-Day event, 6th June 2024.
	5. Members to resolve the Document Retention Policy, as circulated on 28/11/23.

# Funding

* 1. Tesco – Awarded £500 for the MUGA fencing.
	2. National Lottery Community Fund – Members to note application was unsuccessful (for the new zip wire & springy).
	3. Gawcott Fields Community Solar – Application submitted on 27/9/23 for cavity wall insulation (£3,500) and loft insulation (£1,000).

# Contracts and Similar Matters

* 1. Members to resolve contractor for the verge mowing: quotes received (A) £450, (B) £500 and (C) declined to quote.
	2. Members to resolve extending agreement for playground mowing, cost £80/cut.

# 12. Meetings, Events and Training

* 1. Community Boards Meeting – 7/2/24
	2. NBPPC meeting – 10/1/24
	3. Greener Padbury Group – 01/12/23, 10/01/24 & 20/03/24
	4. Parish Liaison Meeting – 24/1/24, 6.30pm
	5. Councillor training – 30/1/24, 6.30pm. Free and online.

# 13. Maintenance/Environmental Issues

* 1. Jobs around the village – Updated and circulated on 30/11/23.
	2. Greener Padbury Group – Members to resolve proposed schedule of works as circulated on 27/11/23. Update received: cutting and clearing of meadow carried out 28/11/23.

# 14. Highways

14.1. Traffic Calming Measures – Application via Buckinghamshire Council

Community Boards not being considered as highways not included in their current priorities. Members to discuss next steps.

# 15. Matters dealt with between meetings

15.1. Clerk attended Risk Management course, cost £25

15.2. PWC appointment for building regulations confirmed, cost £2162 + VAT.

15.3. Pavilion – Agreed the following: Changing room door upgraded to brown, cost £153 + VAT. To fit a macerator, cost £210 + VAT. To install emergency lighting, smoke & heat detectors, cost £435 + VAT. To omitting the raised/insulated floor in the cricket hut, saving £580 + VAT.

15.4. Agreed reimbursement of £40 to the tennis club due to no power.

15.5. Agreed response to resident regarding Ox Lane traffic lights.

15.6. Agreed revisions to football club agreement.

15.7. Agreed response to football club regarding the use of the showers and the

 installation of a coffee machine.

15.8. Agreed the football club could have a food van present on the 11/11/23.

15.9 Agreed the repair and replacement of two street lights in Springfields, costs £290

 + VAT and £1466.95 + VAT.

# 16. Dates of next meetings - Members to note new dates:

13th February, 23rd April, 21st May, 9th July, 10th September & 10th December

Planning applications dealt with under delegated procedures:

* 23/02914/ALB Listing building application for structural repairs and underpinning of part of the foundations – 23 Old End. No objection.
* 23/03171/APP Householder application for first floor extension to existing single storey annexe to side of main property – The Paddocks, Winslow Road. No objection.

Planning decisions made by Buckinghamshire Council since the last meeting:

* 23/02475/VRC - Variation of condition 2 (Approved drawings) attached to listed building consent 22/01343/ALB (listed building application for removal and replacement of existing fibre cement slates to main roof, catslide roof and porch roof, lower sill to central dormer window, new windows and associated lead work to 3no. dormer windows and PV panels (inset) to rear roof slope (south east)) -Bennetts Farmhouse, Main Street. CONSENT GRANTED
* 23/02563/APP – Householder application for first floor side extension and garage conversion - 1 Lodge Close. APPROVED
* 23/02613/APP – Householder application for erection of two storey part single storey side part rear extension, outbuilding extension, provision for off road parking and associated external works – 6 Main Street. APPROVED

Planning applications pending consideration by Buckinghamshire Council:

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

Schedule of payments paid between meetings:

* Tame Your Garden: £600 (£500 + £100 VAT) – village mowing for September. Cheque 102435
* BMKALC: £25 – Risk Management training course (50% of cost). Cheque 102436
* GRB Building Services: £19,800 (£16,500 + £3,300 VAT) – for goods and materials ordered for the pavilion. Cheque 102437
* NPower: £25.63 (£21.36 + £4.27 VAT) – street lighting for August. Direct debit payment on 16/10/23
* NPower: £366.12 (£305.10 + £61.02 VAT) - street lighting for August. Direct debit payment on 16/10/23
* R Gough: £52.50 – Caretaker for September. Paid by standing order 2/10/23
* M Jackson: £50 – Securing gate for September. Paid by standing order 2/10/23
* P Molloy: £558 – September salary & expenses (mobile top up). Cheque 102438
* Lynch Garden Services: £160 – Mowing play ground x 2 in September. Cheque 102439
* EON: £228.60 (£190.50 + £38.10 VAT) – Street lighting maintenance for quarter ending 30/9/23. Cheque 102440
* AB Design Solutions Ltd: £3,600 (£3,000 + £600 VAT) – Building regulations full plans package. Cheque 102441.
* PWC Building Control Services Ltd: £630 (£525 + £105 VAT) – Building regulations registration fee. Cheque 102442
* R Gough: £264 – Mowing/strimming the playing fields, June to October. Cheque 102443
* TEEC: £156.59 (£130.49 + £26.10 VAT). Hosting of our website. Cheque 102444
* GRB Building Services: £44,400 (£37,000 + £7,400 VAT). Pavilion works – 1st fix electrics and plumbing, demolish toilet area, site strip and excavate. Cheque 102445
* Wave - £108.87. Pavilion water 15/7/23 to 14/10/23. Paid by direct debit.
* M Jackson: £50 – Securing gate for October. Paid by standing order on 1/11/23
* R Gough: £52.50 – Caretaker for October. Paid by standing order on 1/11/23
* P Molloy: £627.97 – October salary and expenses (poppy wreath, printer ink & stamps). Cheque 102446
* Padbury Tennis Club: £40 – Reimbursement due to loss of fees. Cheque 102447
* Phillips Print: £233.99 – October/November Pump. Cheque 102448
* Tame Your Garden: £600 (£500 + £100 VAT). October village mowing. Cheque 102449
* GRB Building Services: £18,000 (£15,000 + £3,000 VAT). Pavilion refurb works. Cheque 102450
* Churches Fire Security Ltd: £57.67 (£48.06 + £9.61 VAT). Annual service of fire extinguishers. Cheque 102451
* PWC Building Control Services Ltd: £1,964.40 (£1,637 + £327.40 VAT). Building regulations inspections fees. Cheque 102452
* EON Next: £291.71 (£277.82 + £13.89 VAT). Pavilion electricity from 1/8/23 to 31/10/23. Direct debit 16/11/23
* GRB Building Services: £25,200 (£21,000 + £4,200 VAT). Pavilion refurb works. Cheque 102453