

Padbury Parish Council

Telephone: 07961 827302 – Website address: www.padburyparishcouncil.com

Email: padburyparishcouncil@gmail.com

17th April 2024

Dear Councillors and Residents of Padbury,

I hereby give you notice that the Parish Council meeting will be held at the Pavilion on **Tuesday 23rd April 2024** 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

1. Period of Public Participation

2. Apologies

Members are asked to receive apologies.

3. 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.

4. Minutes

Members are asked to approve the minutes of the meeting of the Parish Council held on the 13th February as a correct record – copy attached PPC/05/23-24.

5. To receive updates from Buckinghamshire Councillors

Update on planning application 22/03695/AOP – Outline application for up to 79 dwellings.

6. Sports Field, Play Area and Woodland

- 6.1. Pavilion – Members to review and resolve the booking fees and hire agreement.
- 6.2. Members to review the Pavilion schedule of costs.
- 6.3. Members to resolve works to car park as quotes: A) £4210 plus VAT or B) £4205. Third contractor declined to quote.
- 6.4. Pavilion – Members to consider relocating the water tap to outside the pavilion, approximate cost £100-£130.
- 6.5. Pavilion – Members to consider purchasing a trolley for the tables, cost £416.40 plus VAT.

- 6.6. Tennis Club – Members to review/resolve the items raised: 1) access path, 2) water standpipe nearer the courts and 3) contributing towards the court resurfacing costs (as circulated on 6th March)
- 6.7. Pavilion – Members to note building insurance valuation being carried out.
- 6.8. Play area – Members to note the annual inspection has been booked. Members to resolve additional cost of £50 plus VAT to accompany the inspector.
- 6.9. Woods – See request by Greener Padbury Group.

7. Planning

- 7.1. Members to resolve new applications to be considered at this meeting:
 - 22/03695/AOP – Outline application for up to 79 dwellings and associated works with all matters reserved except for access – Land North of A413 (circulated on 7th March)
 - 24/00791/APP – Conversion of barn outbuilding with alterations and extensions to dwelling with allocated car parking spaces and private amenity space – 7 Bennetts Close (circulated on 21st March)
- 7.2. Members to resolve any applications received following the issue of this agenda.
- 7.3. Members to note applications dealt with under delegated procedures, see list at end of agenda.
- 7.4. Members to note applications pending consideration and decisions made by Buckinghamshire Council, see list at end of agenda.

8. Finance

- 8.1. Members to note the balances for the bank accounts as at the 31st March 2024, are as follows:
 - Barclays Community Current account ending 959 £17,253.94
 - Barclays savings account ending 970 £48,889.49
 - Barclays Millennium Wood account ending 198 £15,073.51
- 8.2. Members to note payments paid between meetings, see list at end of agenda.
- 8.3. Members to resolve to make the following payments:
 - Wave: £80.23 Pavilion water 15th January to 14th April. Direct debit
 - R Gough: £50 Painting the pavilion wall.
 - EON: £1870.80 (£1559 plus £311.80 VAT) To install new streetlight in Spingfields.
 - Buckinghamshire Best Kept Village Competition 2024: £25.
- 8.4. Members to note the following income for March: £3579.44 S106 payment, £50 Padbury Pump advertising and £107.64 bank interest.
- 8.5. Members are asked to review and agree the Income, Expenditure, Summary and Budget year to date statements as at 31st March 2024. These form the financial basis for the Annual Governance and Accountability Return.
- 8.6. Annual Governance and Accountability Return (AGAR) – Members are asked to review page 5 - Section 2 Accounting Statements 2023/24 for accuracy. Members are advised that the Internal Auditor has reviewed all documentation electronically.
- 8.7. Members are asked to review the Bank Reconciliation, Explanation of Variances and the Asset Register for 2023-24. Members to note the Asset Register has been updated, updates to be approved.
- 8.8. Members to review/approve March bank statements.

9. Other Parish Council Business

- 9.1. Right of Way lease – Online meeting held with Savills.
- 9.2. Members to consider offer of a bench left in a residents will and agree location.
- 9.3. Members to resolve entry to Best Kept Village Competition 2024, cost £25.
- 9.4. Members to resolve the following policies: Developer's Protocol and CCTV Policy.
- 9.5. Annual Parish Meeting and Opening Event for Pavilion – Monday the 20th May, 6-8pm. Members to agree refreshments and set up.
- 9.6. Consultation on Trading Licences – Members to resolve response as circulated on the 16th April.
- 9.7. Members to review insurance questionnaire. Members to note, long term agreement now broken due to claim.
- 9.8. A413 verge – Members to resolve obtaining a quote to trim back vegetation.

10. Funding

- 10.1. Await response from Community Boards as to whether we can apply for funding for the zip wire – Members to note 50% match funding required.

11. Contracts and Similar Matters

- 11.1. Members to note, Devolved Services for 2024-25 Agreement signed by the parish council. A volunteer is requested to review the devolved services agreement to check that we are doing all that is required of us.
- 11.2. Members to note, Agreement for playground and verge mowing is now fully signed and insurance details provided.
- 11.3. Dog Waste Collection Service 2024-25 – Members to review and resolve, as circulated on the 17th April.

12. Meetings, Events and Training

- 12.1. Community Boards Meeting – to be advised.
- 12.2. NBPPC meeting – 17/4/24, David Green attending.
- 12.3. Greener Padbury Group – 14th May
- 12.4. Parish Liaison Meeting – 10th July
- 12.5. EWR Local Representatives Groups – 9th May
- 12.6. Training – as details circulated

13. Maintenance/Environmental Issues

- 13.1. Jobs around the village – updated list circulated on the 16th April.
- 13.2. Greener Padbury Group – Members to review and resolve the following: 1) The clearing of some blackthorn as details circulated on 28th March. 2) Scything course on the 6th July and 3) Various tables in the playground on the 7th July as details circulated on the 15th April.

14. Highways

- 14.1. Traffic Calming Measures – Clerk to update.
- 14.2. Lower Way moving traffic enforcement camera – Await an installation date.

15. Matters dealt with between meetings

- 15.1. Purchase of a second hand hedge trimmer agreed.
- 15.2. Councillor Barnes attending planning training, cost £50.

- 15.3. Padbury Pump Advertising – policy finalised and added to website.
- 15.4. Agreed to carry out insurance valuation for pavilion, cost £220 plus VAT.
- 15.5. Football clubs end of season presentation on the 1st June at the pavilion.
- 15.6. Community Board Boundary Review Survey – completed and submitted.
- 15.7. Devolved Services Agreement 2024-25 signed.
- 15.8. Benches outside pavilion, timbers to be replaced, cost £120 plus VAT per bench.

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

21st May (Annual Meeting of the Parish Council), 9th July, 10th September & 10th December

Planning applications dealt with under delegated procedures:

- 24/00447/APP – Householder application for single storey side extension to form annex accommodation – Pen Y Bank, Main Street. No objection.
- 23/03885/ALB – Listed building application for installation of solar panels on roof – Lime Tree House, Bryne Lane. No objection.
- 24/00867/APP – Householder application for install EV charging point to face of wall at rear of Bennetts Farmhouse - Bennetts Farmhouse, Main Street. No objection.
- 24/00868/ALB – Listing building application for install EV charging point to face of wall at rear of Bennetts Farmhouse - Bennetts Farmhouse, Main Street. No objection.

Planning decisions made by Buckinghamshire Council since the last meeting:

- 24/00301/APP – Householder application for demolition of single storey garden room and replace with single storey side/rear extension. Erection of front porch. Insertion of rooflights and windows and fenestration alterations. Installation of solar panels – 4 Bennetts Close. APPROVED
- 24/00342/ALB – Listed building application for replacement of outbuilding roof from corrugated sheet to slate tile – 15 Old End. CONSENT GRANTED
- 24/00447/APP – Householder application for single storey side extension to form annex accommodation – Pen Y Bank, Main Street. APPROVED
- 23/03885/ALB – Listed building application for installation of solar panels on roof – Lime Tree House, Bryne Lane. CONSENT REFUSED

Planning applications pending consideration by Buckinghamshire Council:

- 22/03735/APP Householder application for proposed freestanding solar photovoltaic system – College Barn, Thornborough Road
- 24/00143/APP - Householder application for detached single storey building at rear of dwelling to provide garage and garden store, remove silver birch tree and remove leylandii hedge to northeast boundary/new native species hedgerow planted to northeast boundary – Bennetts Farmhouse, Main Street

Schedule of payments paid between meetings:

- Morleys (Bicester) Ltd - £1692.41 new tables and chairs for the pavilion
- P Molloy - £612.49 February net salary and expenses (toilet roll and new kettle for pavilion).
- HMRC - £3.00 PAYE for February
- R Gough - £52.50 caretaker for February, paid by standing order

- M Jackson - £50 gates for February, paid by standing order
- Heron Signs - £230.64 new sign for the pavilion
- A P Electrical Installations – £140 new socket at pavilion
- A to Z Energy Solutions - £1392 cavity wall insulation at the pavilion
- EON - £348 new LED lantern by Amblers Way
- Evergreen Machinery - £50 payment towards hedge trimmer
- Greener Padbury Group - £100 payment towards maintenance at the woods (as agreed at February meeting)
- Buckinghamshire Council - £350.52 emptying of dog waste bins for 2023-24
- NPower - £16.88 streetlights for January. Direct debit
- NPower - £354.56 streetlights for January. Direct debit
- P Molloy - £100.34 bike rack, cleaning products for pavilion, mobile top up, 2 files and 1 set of dividers
- Phillips Print & Stationers - £9.82 to print and laminate signs for the pavilion
- F Morris - £131.97 new battery for tractor
- EON - £378 new LED street lantern (outside 9 Springfields Court)
- EON - £162 attend to streetlight on Springfields, replumb leaning column
- Savills - £5 wayleaves & sundry, right of way, paid by standing order
- Savills - £180 playground rent, paid by standing order
- Oakpark Alarms - £2220 CCTV at pavilion
- M Tweed - £21 March cleaning at pavilion
- R Gough - £52.50 Caretaker for March, paid by standing order
- M Jackson - £50 Securing the gate for March, paid by standing order
- NPower - £15.71 Street lighting for February. Direct debit
- NPower - £309.22 Street lighting for February. Direct debit
- P Molloy - £602.66 Net salary for March and expenses (paint, paint brush & gate sign)
- HMRC - £3 Employee PAYE.
- NBPPC - £20 annual membership fee
- BMKALC - £148.05 annual membership fee
- EON Energy Solutions - £228.60 street lighting maintenance for quarter ending March 2024
- B Knight - £190 Internal audit fee
- Lynch Garden Services - £530 Park and village mowing
- Phillips & Sons (Buckingham) Ltd - £236.55 April/May addition of the Padbury Pump