

## **Padbury Parish Council**

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15<sup>th</sup> May 2024

Dear Councillors and Residents of Padbury,

I hereby give you notice that the Annual Meeting of the Parish Council will be held at the Pavilion on **Tuesday 21<sup>st</sup> May 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. Election of Chairman**

Nomination and election of Chairman, followed by the signing of Acceptance of Office.

#### **2. Election of Vice Chairman**

Nomination and election of Vice Chairman, followed by the signing of Acceptance of Office.

#### **3. Period of Public Participation**

#### **4. Apologies**

Members are asked to receive apologies.

#### **5. 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.

#### **6. Minutes**

Members are asked to approve the minutes of the meeting of the Parish Council held on the 23<sup>rd</sup> April as a correct record – copy attached PPC/06/23-24.

#### **7. To receive updates from Buckinghamshire Councillors**

#### **8. Appointments to Committees/Groups/Areas**

Village Hall

Planning / NBPPC

BMKALC / NALC

School / Preschool representative

Community Boards  
Greener Padbury Group  
Any other

## **9. Review Policies**

Review and adoption of Standing Orders, Financial Regulations, Complaints Procedure and Risk Management.

## **10. Asset Register 2024-25**

Review and adopt Asset Register.

## **11. Sports Field, Play Area and Woodland**

- 11.1. Pavilion items to be reviewed: 1) hiring of facilities 2) meeting with football club 3) cleaner required 4) existing floor and any other relevant items.
- 11.2. Members to review the Pavilion schedule of costs and consider future expenditure.
- 11.3. Members to resolve a new sign for the car park and updating the email address on all existing signs, await cost.
- 11.4. Access path – Clerk met contractor on 15<sup>th</sup> May, await quote.
- 11.5. Play area – Members to note the annual inspection has been booked for the 22<sup>nd</sup> May.

## **12. Planning**

- 12.1. Members to resolve any applications received following the issue of this agenda.
- 12.2. Members to note applications pending consideration and decisions made by Buckinghamshire Council, see list at end of agenda.
- 12.3. Buckinghamshire Council's Planning Committee will meet on the 26<sup>th</sup> June to consider application 22/03695/AOP - outline application for up to 79 dwellings and associated works with all matters reserved except for access. Members to decide who should attend the meeting.

## **13. Finance**

- 13.1. Members to note the balances for the bank accounts as at the 30<sup>th</sup> April 2024, are as follows:
  - Barclays Community Current account ending 959 £30,074.44
  - Barclays savings account ending 970 £48,889.49
  - Barclays Millennium Wood account ending 198 £15,073.51
- 13.2. Members to resolve to make the following payments:
  - P Molloy: £667.99 April net salary and expenses (Box of hand towels and 2 key safes).
  - HMRC: £7 – PAYE Molloy for April.
  - R Gough: £62.50 Caretaker for April. Standing order.
  - M Jackson: £55 Securing the gate for April. Standing order.
  - JDB Plumbing & Heating: £120 Relocate tap outside.
  - A Picketts: £125 Supply and fit time switch for path lights.
  - Cardinus: £264 (£220 plus £44 VAT) Restatement cost assessment for pavilion and garage.
  - BMKALC: £50 Planning training course

- EON Next: £1547.91 (£1474.20 plus £73.71 VAT) Pavilion electricity for 31<sup>st</sup> October to 27<sup>th</sup> March.
  - D & A Sheds: £288 (£240 plus £48 VAT) To fit new timbers to the benches.
  - Plus any invoices received following the issue of this agenda.
- 13.3. Members to note the following income for April: £17,300 50% of precept, £2,016.82 devolved services payment, £601.20 Tennis Club rent and electricity and £358.30 Padbury Pump advertising.
  - 13.4. Members are asked to review and agree the Receipts, Payments and Summary of Receipts and Payments as at 30<sup>th</sup> April 2024.
  - 13.5. Internal Audit 2023-24 – Members to note that the internal audit has been carried out. A copy of the internal audit report has been circulated – members to review. The members are also asked to review the Internal Audit which has been completed and signed, page 3 of the return.
  - 13.6. Annual Governance Statement for 2023-24 – Members to review and approve and the chairman to sign the Annual Governance Statement 2023-24 (page 4).
  - 13.7. Accounting Statements for 2023-24 – Members to review and approve and the chairman to sign the Accounting Statements 2023-24 (page 5).
  - 13.8. Members are asked to review and approve the Bank Reconciliation, Explanation of Variances and the Asset Register for 2023-24.
  - 13.9. Members to resolve the 2023-24 audit for submission to the External Auditors.
  - 13.10. Members to note the date for the exercise of public rights will be 3<sup>rd</sup> June to 12<sup>th</sup> July.
  - 13.11. Members to review April bank statements.
  - 13.12. Members to note VAT claim made for January to March 2024 of £4808.16.
  - 13.13. Members to review and resolve earmarked reserves.

#### **14. Other Parish Council Business**

- 14.1. Right of Way lease – Savills response circulated on the 8<sup>th</sup> May, Members to review and resolve response.
- 14.2. Bench left in residents will, to be placed in the playground - Members to resolve type of bench and installation.
- 14.3. Members to resolve request for a donation for the upkeep of the Churchyard, approximately £250-£500 per annum.
- 14.4. Padbury though the years book – printing costs: 50 copies £380 and 100 copies £670. Members to review.
- 14.5. Consultation on Trading Licences – Councillor Burton attended workshop.
- 14.6. Members to review and resolve insurance renewal, cost £4325.13. Quote has been requested via Zurich.
- 14.7. Consultation into barriers to community energy projects – Members to review, as circulated on 8<sup>th</sup> May.
- 14.8. Free defibrillator training via EWR – clerk to update.
- 14.9. Members to review the following policies: Scheme of Delegation (circulated 15<sup>th</sup> May) and draft Biodiversity Policy (circulated 8<sup>th</sup> May). Volunteer required to oversee the biodiversity policy.
- 14.10. Members to agree dates for Council meetings up to May 2025.

#### **15. Funding**

- 15.1. Community Boards will consider an application for a new zip wire, 50% match funding is required – Members to resolve.

## **16. Contracts and Similar Matters**

- 16.1. Nothing to report.

## **17. Meetings, Events and Training**

- 17.1. Community Boards Meeting – 21<sup>st</sup> May.
- 17.2. NBPPC meeting – 19/6/24
- 17.3. Greener Padbury Group – 14<sup>th</sup> May
- 17.4. Parish Liaison Meeting – 10<sup>th</sup> July
- 17.5. Training – as details circulated

## **18. Maintenance/Environmental Issues**

- 18.1. Jobs around the village – updated list circulated on the 15<sup>th</sup> May.

## **19. Highways**

- 19.1. Traffic Calming Measures – Clerk to update following meeting held with Buckinghamshire Highways.
- 19.2. Lower Way moving traffic enforcement camera – Await an installation date.

## **20. Matters dealt with between meetings**

Nothing to report.

## **21. Dates of next meetings - Members to note dates:**

9<sup>th</sup> July, 10<sup>th</sup> September & 10<sup>th</sup> December

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
- 22/03695/AOP – Outline application for up to 79 dwellings and associated works with all matters reserved except for access – Land North of A413
- 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
- 24/00867/APP – Householder application for install EV charging point to face of wall at rear of Bennetts Farmhouse - Bennetts Farmhouse, Main Street.
- 24/00868/ALB – Listing building application for install EV charging point to face of wall at rear of Bennetts Farmhouse - Bennetts Farmhouse, Main Street.