**Padbury Parish Council**

Minutes of a virtual meeting of Padbury Parish Council held on Tuesday 9th June at 7.30pm

Present: Councillors: M Long, Chairman; S Dickens, Vice Chairman; F Morris; V Murray; M Williamson; P Burton

Also present: P Molloy, Parish Clerk; Councillors: J Chilver; L Monger; S Renshell; Sir B Stanier

# Period of Public Questions: None

The meeting commenced at 7.35pm.

# 1. Apologies - None

# 2. Declarations of Interest – None

# 3. Minutes

Resolved to receive the minutes and confirm the recommendations therein of the meeting of the Parish Council held on: Tuesday 21st April 2020 - PPC/11/1920.

Members resolved the new layout due to minutes being accessible.

# 4. Sports Field, Play Area and Woodland

* Re-development of the Pavilion – Open day held on 7th March 2020. VAT needs to be investigated as claims can be made for certain parts. Society of Local Council Clerks can advise. Suggested that an analysis be carried out before any works are instructed. No further action to report.
* Pavilion storage heaters – NPower contract ends 2021 (three year contract). Clerk has requested for smart meters to be fitted via online and email. Smart meter installations are currently on hold.
* Tennis Club – Members **resolved** that invoice issued for electricity usage has been paid.
* Electric box housing switches for path lights is to be locked. Tennis club chairman now has the key, clerk to ask for a copy.
* Play Area Lease – Chandler Ray dealing with the Land Registry. Councillor Long is chasing.
* Tennis Club - Invoice for the 1st half of the rent postponed until 1st July. Tennis courts re-opened on 13th May. Members **resolved** to reduce 1st payment by £100 due to the courts being closed.
* Pavilion hire agreement – Members **resolved** to use new agreement as updated and circulated by Councillor Burton.
* Members **resolved** to note that the Multi Use Games Area re-opened on the 1st June. Play area is still locked until further notice.
* Play area and Sportfields – The annual inspections have been carried out and the reports have been circulated. Members **resolved** that a smaller group would meet to discuss reports (Councillors: M Long, S Dickens, F Morris & V Murray).
* Monthly inspections to be carried out by parish council. Clerk to arrange.
* Members discussed proposed new signage for play area and multi use games area – to be discussed further along with the annual inspection reports.
* Parish Council in contact with solicitor regarding a legacy left for the maintenance of the woods. No further update from solicitors.
* Members **resolved** not to fit a memorial plaque for benefactor (for the maintenance of the woods).
* Resident has requested a second picnic table be installed at the top of the woods – Members **resolved** and payment to be from Millennium Wood account, Clerk to get some quotes.
* Members **resolved** that the football club will be arranging and paying for the pitch to be sprayed. Councillor Morris to liaise with football club chairman and arrange necessary signage.
* Members **resolved** that Councillor Morris will arrange for quotes regarding blocked drains in the fields.

# 5. Planning

5.1 New Applications: Members noted the following applications made since the last meeting:

* 20/01338/APP – Single storey side and rear extension – 73 Springfields. Parish Council comments were added on 27th April.
* 20/01389/APP – Variation of condition 2, replace listed approved site plan with updated version relating to application 18/01703/APP (allowed at appeal ref: APP/J0405/W/18/3211072) – Fairhaven, Main Street. Parish Council comments were added on 22nd May. Councillor Chilver has ‘called in’ (raised objection and referred to planning committee).
* 20/01427/ALB – Works to improve and repair the roof of listed building – College Farm, Main Street. Parish Council comments agreed.
* 20/01603/APP – Demolition of existing building and replace with one dwelling – Former telephone repeater station, Winslow Road. Parish Council comments agreed.

5.2 Members noted the following decisions made by Buckinghamshire Council:

* 18/04100/APP - Create 5 No. parking bays on Vale of Aylesbury Housing Trust land adjacent to No. 70 Springfields to ease parking congestion for local residents. Land Adjacent to 70 Springfields – Tree Officer comments received. **Approved**.
* 19/04276/ALB - Change of use from public house class A4 and restaurant A3 to veterinary surgery class D1a non-residential institution with the adjacent residential accommodation use class C3a dwelling house - formerly The Blackbird Public House and Four and 20 Main Street, Padbury. Parish council commented. New plan added to application. Aylesbury Vale District Council advised Parish Council comments remain the same. **Refused**.
* 19/04275/APP - Change of use from public house class A4 and restaurant A3 to veterinary surgery class D1a non-residential institution with the adjacent residential accommodation use class C3a dwelling house - Formerly the Blackbird Public House and Four and 20 Main Street, Padbury. Parish council commented. New plan added to application. Aylesbury Vale District Council advised Parish Council comments remain the same. **Refused**.
* 20/00050/APP – Rear single storey extension – 12 Boundary Road, Padbury. Parish Council comments added on 20th February. **Approved**.
* 20/00877/COUAF – Determination under Class R of Part 3 of Schedule 2 to the Town and Country Planning (General Permitted Development) (England) Order 2015 (Amended) as to whether prior approval is required in respect of transport and highways impacts, noise impacts, contamination risks and flood risks for the change of use of the existing agricultural building to a flexible use falling with business use general storage (class B8) - Manor Farm, Thornborough Road. Parish Council comments added on 13th April. Received emails from resident which have been responded to. **Approved**.
* 19/03089/APP – Demolition of existing storm porch and erection of single storey rear extension – Birch Barn, Church Lane – Residents have appealed**. Appeal allowed**.

5.3 Members noted the following applications awaiting determination by Buckinghamshire Council:

* 19/01233/APP - Erection of agricultural building - Land Rear/adjacent to Fairhaven, Main Street – objection raised. Letter sent to Aylesbury Vale District Council regarding Section 215.
* 20/01222/APP - Demolition of existing pole barn and replacement with agricultural barn for dry storage of feed and hay for grazing sheep, pens for lambing and sheering plus isolation and quarantine pens and a dry area section for the keeping of site ground maintenance equipment - Land at White Bridge, Steeple Claydon. Parish Council comments added on 17th April.

5.4 Other Planning issues: Members noted:

* 19/03554/ACL – Application for a Lawful Development Certificate for an existing development of use of a detached dwelling (C3) – Old Oak House, 23B Old End. Response sent by Parish Council. Certificate refused. Appeal has been lodged, start date for appeal is the 16th March 2020**.**
* Resident wrote to Parish Council advising of intention to apply for planning for the Old Chapel. Reply has been sent.

# 6. Finance

6.1 Members **resolved** to note that the balances for the bank accounts as at 31st May 2020 are as follows:

* Barclays Community Current account ending 959 £24,919.53.
* Barclays savings account ending 970 £18,427.14.
* Barclays Millennium Wood account ending 198 £6,287.00.

6.2 Members **resolved** to make the following payments:

Paid between meetings:

* Came & Company - £1,993.69 – Insurance – Cheque 102132
* NPower - £528.20 (£440.17 + £88.03 VAT) – Pavilion electricity from 14/1/20 to 6/4/20) – direct debit 6/5/20
* C F Morris - £99.00 (£82.50 + £16.50 VAT) – Oil & diesel for mowers – Cheque 102133
* Lynch Garden Services - £380.00 – Village grass cutting, play area grass cutting 15th & 29th April – Cheque 102134
* Rospa - £177.00 (£147.50 + £29.50 VAT) – Annual inspection of the play area and springfields – Cheque 102135
* D O’Brien – £108.56 – End April/May salary & tax refund – Cheque 102136
* R Gough - £45.00 – May caretaking costs – Cheque 102137

Payments agreed at meeting:

* P Molloy- £571.57 – May salary (£389.30) and expenses (£182.27) – Cheque 102138
* Mrs M R Rose - £45.00 – Internal audit service – Cheque 102139
* Lynch Garden Services - £380 – Village grass cutting & play area mowing – Cheque 102140
* NPower - £13.44 (£11.20 + £2.24 VAT) – Unmetered street lighting April 2020 – direct debit 19/6/20
* NPower - £233.35 (£194.46 + £38.89 VAT) – Unmetered street lighting April 2020 – direct debit 19/6/20
* R Gough - £180.00 – Mowing of playing fields – Cheque 102141

6.3 Members **resolved** to note the following income:

* VAT 126 refund from HMRC reflecting payments made in 2019/20 - £1,757.48
* HMRC tax refund for D O’Brien - £12.80
* Buckinghamshire Council, first precept payment - £12,240

6.4Members **resolved** to note and agreed the Income, Expenditure, Summary and Budget year to date statements as of 31st May 2020.

6.5 Annual Governance and Accountability Return: Members **resolved** that the Internal Auditor has reviewed all documentation electronically and has completed the Internal Audit for 2019-20. The Internal Auditor has completed and signed page 3 of the return.

* + 1. Members **resolved** and the Chairman to sign the Annual Governance Statement 2019-20 (page 4).
		2. Members **resolved** and the Chairman to sign the Accounting Statements 2019-20 (page 5).
		3. Members **resolved** the 2019-20 audit for submission to the External Auditors.

Dates for the 2019/20 return have been extended as follows:

* The publication date for final, audited, accounts for local councils will move from 30th September to 30th November 2020.
* To give local councils more flexibility, the requirement for the public inspection period to include the first 10 working days of July has been removed. Instead, local councils must commence the public inspection period on or before the first working day of September 2020.
* This means that draft accounts must be approved by 31st August 2020 at the latest or maybe approved earlier where possible.

6.6 Members **resolved** that the Clerk has transferred £225.00 from the Millennium Wood account to the Community Current account in respect of hedge cutting and mowing for 2019/20.

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6.7 Members **resolved** that the gang mower has been deleted from the asset register.

# 7. Other Parish Council Business

* Resident query re tree down right of way path to fields via West Furlong – following emails and conversation between Clerk and Buckinghamshire Council, it has been agreed that the landowner cannot be identified. Buckinghamshire Council will not undertake any works unless significant risk or harm to the general public. Resident advised accordingly. Resident has asked the following – what happens and who is responsible should our or our neighbours boundary fence or property be damaged? Resident to be advised that they would need to ensure they had suitable insurance in place. Members **resolved** that the Parish Council would arrange for the works to the trees to be undertaken on the basis that the cost is split with the residents.
* No Expressway Group – Advised that it may be cancelled, await confirmation.
* North Bucks rRIPPLE – Footpaths/right of way access. Improvement plan received and circulated. Maylands have approved the works, await response from All Souls – clerk in contact with agent.
* Website Accessibility (Wordpress automatic renewal on 26/9/20) – Councillor Burton to provide update. Councillor Burton and Clerk attended training course on 3rd June regarding accessible documents. Councillor Burton attending further course on 19th August – Clerk to see if we can get a refund. Members **resolved** to hold a separate meeting to discuss in more detail, Councillor Burton to advise suitable dates.
* Procedure for approval of minutes – to be discussed in above meeting.
* Members **resolved** that the insurance has been renewed – Councillor Williamson queried if land insured. Clerk to forward insurance documents.
* Received complaint from resident about rights of way path from the woods through Bennetts Close – Response received from Buckinghamshire Council and forwarded to resident.
* Councillor vacancy – notice has been placed in the noticeboards and also mentioned in the Padbury pump.

# 8. Buckinghamshire Council:

* The re-surfacing of the footway on Main Street is now complete. Clerk raised concerns about how the grass verges were left, awaiting a response. Clerk chased 8th June.
* Bus stops (two by new development) – Improvements to be undertaken but consultation has yet to be carried out.
* Crossing on the A413 – Under Section 38 developer to install an informal crossing, no deadline date set. Under Section 106 a pelican or toucan crossing is to be installed. This crossing will be pushed forward as priority but is subject to feasibility study and safety audits. Transport for Bucks will contact the Parish Council so that location and type of crossing can be discussed. Please note: the informal crossing and the pelican/toucan crossing may be in the same location. **Update received** – funds signed off, await sign off for works. Once signed off, conversations with stakeholders will be organised.

#  9. Correspondence circulated in between meetings via email:

* Residents of Regeneration Estates monthly meeting
* Residents of Regeneration Estates - Minutes of meeting of 1 May
* North Bucks Parishes Planning Consortium representation to the MK Strategy to 2050
* Residents of Regeneration Estates submission on MK Futures 2050
* Planning Application Consultation 20/01427/ALB – College Farm
* Salden Chase Planning Application/Appeal - Newton Longville Parish Council Meeting today - Zoom login details
* Chiltern & South Bucks Local Plan - Failure to comply with the Duty to Co-operate / Have We Got Planning News For You
* Update on Town and Parish Council involvement in planning applications
* Planning Application Consultation 20/01603/APP – Former telephone repeater station
* LTN 31 - local Council General Powers
* Letter from Buckingham Town Council to Warren Whyte
* Honouring outstanding persons for coronavirus work contributions
* LTN 87 – Procurement
* North Bucks Parishes Planning Consortium Annual General Meeting – respond by 14/6/20
* Letter from Buckingham Town Council to Warren Whyte
* Letter from Buckingham Town Council to Warren Whyte – added note from Cllr Monger

Members **resolved** that this list was not required and to just add any specific items to the agenda.

# 10. Highways

* Broken grate on Lower Way – resident has reported via Fix my Street, latest comment – ‘We have assessed your report and the repair of this defect has been added to our programme of works’. No further updated as at 2nd June.

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

14th July 2020; 8th September 2020; 13th October 2020 (TBC); 10th November 2020; 8th December 2020

Meeting closed at 9.15pm

Signed…….………………………………Chairman / Date…………………………