**Padbury Parish Council**

Minutes of a virtual meeting of Padbury Parish Council held on Tuesday 14th July 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; Sir B Stanier

# Period of Public Questions: None

The meeting commenced at 7.30pm.

# 12. Apologies - None

# 13. Declarations of Interest – None

# 14. Minutes

Resolved to receive the minutes and confirm the recommendations therein of the meeting of the Parish Council held on: Tuesday 9th June 2020 - PPC/01/2021.

# 15. Sports Field, Play Area and Woodland

* Re-development of the Pavilion – Open day held. VAT needs to be investigated as claims can be made for certain parts – SLCC can advise. Members **resolved** that a separate committee is to be arranged to progress plans (Councillors: Long, Morris, Murray and Williamson and 3-4 residents). Clerk to contact residents who expressed an interest during the open day.
* Pavilion storage heaters – Smart meters to be fitted if possible. Smart meter installations are currently on hold. Clerk to chase.
* Electric box housing switches for path lights is now locked. Clerk has requested a copy of the key.
* Play Area Lease – Chandler Ray dealing with the Land Registry.
* Tennis Club - Invoice for 1st half of the rent has been issued.
* Pavilion hire agreement – Members **resolved** to use new agreement as updated and circulated by Councillor Burton.
* Play area re-opened on 10th July. Members **resolved** the risk assessment and signage.
* Play area and Sportfields – Councillors met to discuss the annual inspection for the play area – maintenance works in progress. Thanks to Councillors Morris and Dickens for carrying out the works.
* Play area – Members **resolved** that weekly inspections (as advised by insurance company) need to be carried out by the Parish Council and recorded. Clerk is carrying out.
* Play area and multi-use games area signage - Quote and artwork received and circulated for comment. Members to consider RoSPA advice regarding signage. Members **resolved** that the clerk is to arrange for amendments to the signage and obtain new prices.
* Second picnic table for the top of the woods has been delivered – Councillor Dickens dealing with.
* Playing fields – Councillor Morris advised that the pitch had been sprayed and the invoice is with the football club. Quotes for blocked drains outstanding.
* Resident has raised concerns regarding dogs being exercised on the playing fields. Councillor Murray to arrange for an article to be placed in the pump.
* Youth Club – Members **resolved** that the invoice will be on hold until they can re-open.
* Football Club – Members **resolved** that the invoice will be issued when they start to re-use. Clerk to contact to ascertain when they will start using.
* Pavilion – Councillors Long, Morris and Murray to carry out a risk assessment.

# 16. Planning

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

* 20/01896/APP – Change of use from the public house (use Class A4 drinking establishments and A3 restaurants and cafes) to a single dwelling (use Class C3a dwelling house) – Four and 20, Main Street
* 20/01897/ALB - Change of use from the public house (use Class A4 drinking establishments and A3 restaurants and cafes) to a single dwelling (use Class C3a dwelling house) – Four and 20, Main Street

Members **resolved** not to add any comments for the above applications.

16.2 Members noted the following decisions made by Buckinghamshire Council:

* 20/01338/APP – Single storey side and rear extension – 73 Springfields. **Approved**
* 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. **Approved**

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

* 20/01427/ALB – Works to improve and repair the roof of listed building – College Farm, Main Street.
* 20/01603/APP – Demolition of existing building and replace with one dwelling – Former telephone repeater station, Winslow Road.
* 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.

16.4 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. Certificate refused. Appeal has been lodged, start date for appeal is the 16th March 2020**.** Councillor Chilver to provide update.

# 17. Finance

17.1 Members **resolved** to note that the balances for the bank accounts as at 30th June 2020 are as follows:

* Barclays Community Current account ending 959 £23,441.25.
* Barclays savings account ending 970 £18,432.09.
* Barclays Millennium Wood account ending 198 £6,287.00.

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

Paid between meetings:

* 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

Payments agreed at meeting:

* P Molloy- £535.46 – June salary (£377.85) and expenses (£157.61 picnic table) – Cheque 102142
* R Gough – £45.00 – June caretaking costs – Cheque 102143
* EON - £165.30 (£137.75 + £27.55 VAT) – Street lighting maintenance for quarter ending 30/6/20 - Cheque 102144
* Creative Lincs - £30 – Play area banner – Cheque 102145
* NPower - £13.88 (£11.57 + £2.31 VAT) – Unmetered street lighting May 2020 – direct debit 12/7/20
* NPower - £241.13 (£200.94 + £40.19 VAT) – Unmetered street lighting May 2020 – direct debit 12/7/20
* Lynch Garden Services - £380 – Village grass cutting 16/6/20 and playground 10/6/20 and 10/7/20 – Cheque 102146
* ACS Services - £45 – Fuel costs for mowing Millennium wood – Cheque 102147

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

* Padbury Tennis Club – Electricity charges - £149.64

17.4Members **resolved** to note and agreed the Income, Expenditure, Summary and Budget year to date statements as of 30th June 2020.

17.5 Annual Governance and Accountability Return: Members **resolved** that the annual accounts were forwarded to the external auditor on 15th June 2020. On the 14/7/20, clerk received following notification - we have received and logged the Annual Governance and Accountability Return Part 3 for Padbury Parish Council and is now in the queue for processing.

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.
* Members **resolved** that the notice of public rights and publication was issued on the 17th June 2020. The public inspection period is 22nd June to 31st July 2020.

# 18. Other Parish Council Business

* Right of way path, West Furlong – Members **resolved** that the residents have been written to advising that they need to ensure they have suitable insurance in place regarding possible damage to their boundary fence or property. Members **resolved** that the works to the trees was being carried out on 16th and 17th July and that the parish council contribution is to be paid under the rules of the Local Government Act 1972 section 137.
* North Bucks rRIPPLE (footpaths/right of way access). Improvement plan received and circulated. Members **resolved** that Maylands have approved the works and that Savills are liaising directly with rRIPPLE.
* Website Accessibility (Wordpress automatic renewal on 26/9/20) – to be cancelled. Members **resolved** that following sub committee meeting on 1st July, website suppliers were discussed and that it was **resolved** to appoint TEEC. Also **resolved** website content to be transferred. Thanks to Councillor Burton for his work on this project.
* Parish Council Insurance – Suggestion made that repairs could be carried out to the pavilion under the insurance. Members **resolved** to be discussed further in sub-committee for the pavilion re-build.
* Councillor vacancy – received an enquiry which is being dealt with.
* Lynch Garden Services have raised concerns regarding hedge trimmings and tree branches on grass verges – Members **resolved** that Councillor Murray to add article in the pump. Councillor Dickens will trim branches to tree opposite the playground.
* Agenda for Winslow & Villages Community Board circulated – being held on Thursday 16th July 2020 at 7pm. No councillor available to attend.
* Thornborough Road – concern raised regarding overgrown hedges. Clerk to contact residents.

# 19. Buckinghamshire Council:

* The re-surfacing of the footway on Main Street is now complete – Clerk has raised concerns re grass verges with Buckinghamshire Council. Update received 11th June - They will be assessing sites for remedial work later this summer and the footway work at Padbury should be prioritised. Councillor Chilver to chase.
* 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, however no deadline date set. Under Section 106 a pelican or toucan crossing to be installed. The next Section 106 development programme meeting is being held in April. 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 as location and type of crossing can be discussed. Please note: the informal crossing and the pelican/toucan crossing maybe in the same location. Update 9th July: Await the PID from Transport for Buckinghamshire, currently going through their internal quality checks and approvals. When receive the PID and have a better understanding of predicted costs, I think it will likely be necessary to arrange a meeting with Padbury Parish Council. This is on my action list to arrange when I am in receipt of the document.

# 20. 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. Councillor Chilver to chase for an update.

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

8th September 2020; 13th October 2020; 10th November 2020; 8th December 2020

Meeting closed at 8.45pm

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