**Padbury Parish Council**

Minutes of the Padbury Parish Council meeting held on Thursday 14th April 2022 at 7.30pm.

Present: Councillors P Burton (Chairman), F Morris, V Murray, S Dickens and D Miah

Also present: P Molloy, Parish Clerk, Buckinghamshire Councillors B Stanier and D Goss and one resident.

# Period of Public Questions: None

The meeting commenced at 7.30pm

# 114. Apologies – Councillor D Green and Buckinghamshire Councillor J Chilver

# 115. Declarations of Interest – None

# 116. Minutes

**Resolved** to approve the minutes of the meeting of the Parish Council held on the 8th February 2022 as a correct record - PPC/08/21-22.

# 117. To receive updates from Buckinghamshire Councillors

# As report and comments made at the Annual Parish Meeting held on the 14th April.

# 118. Sports Field, Play Area and Woodland

* 1. Re-development of the Pavilion – Councillor Burton provided an update

following recent meeting with the architect. Await new plans. Play equipment one quote received, await a further two – funding discussed.

* 1. Section 106 funding – Members noted form submitted and requesting plans,

costs and funding being looked into.

* 1. Subsidence claim for the pavilion – Members advised that the claim is valid

and await further information from insurance company.

* 1. Signage – Members **resolved** wording and position.
  2. New dog bin has been ordered, await delivery of stock (approximately 5

weeks). Members **resolved** position and to fit ourselves. Cost if installed by ourselves is £261.88 (£334.16 for supply and fit).

* 1. Members discussed options regarding Public Space Protection Orders and

Byelaws. Await response to further enquiries.

* 1. Play equipment – Members noted annual inspection due to be carried out in

May. Councillors Burton and Green have agreed to attend.

* 1. Playground maintenance – One quote received and circulated on 22nd March,

await two further quotes.

* 1. New Memory Swing – Members **resolved** for it to be fitted following

information received.

118.10 Email dated 4th March from the football club – Members discussed content and resolved to monitor following the fitting of the new sign and dog bin. Members **resolved** that the gate would remain open during the day.

118.11 Members discussed enquiry received from an adult football club. Padbury Football Club have a committee meeting at the end of April.

# 119. Planning

119.1 New Applications: Members noted the following applications made since the

last meeting:

| Reference | Location | Description |
| --- | --- | --- |
| 22/00857/APP | Wesley Cottage Main Street | Householder application to replace existing kitchen window with French door. No objection |
| 22/01039/APP | South View Winslow Road | Householder application for single storey side extension following demolition of existing garage/store (amendment to approval 21/01000/APP). No objection |

119.2 Members noted application dealt with under delegated procedures – see list at end of these minutes.

119.3 Members noted decisions made by Buckinghamshire Council – see list at end of these minutes.

119.4 Members noted the applications awaiting determination by Buckinghamshire

Council – see list at end of these minutes.

# 120. Finance

120.1 Members **resolved** to note that the balances for the bank accounts as at 31st

March 2022 are as follows:

* Barclays Community Current account ending 959 £22,474.52.
* Barclays savings account ending 970 £18,437.40.
* Barclays Millennium Wood account ending 198 £15,689.39.

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

Paid between meetings under delegated procedures – see list at end of these minutes.

Payments agreed at meeting:

| Payee | Amount | VAT | Purpose | Cheque no/ direct debit |
| --- | --- | --- | --- | --- |
| P Molloy | 550.26 | 0 | March salary and back pay for pay award | 102290 |
| P Molloy | 28.82 | 0 | Expenses – mobile top up and cleaning materials for pavilion | 102290 |
| R Gough | 45.00 | 0 | March caretaking costs | 102291 |
| M Jackson | 45.00 | 0 | March - Securing playing field gate | 102292 |
| AB Design Solutions | 1010.00 | 202.00 | Architect’s fees for the pavilion redevelopment | 102293 |
| EON | 46.94 | 9.39 | Bennetts Close and Old End – replaced photocell to streetlights | 102294 |
| EON | 137.75 | 27.55 | Street lighting maintenance for quarter ending 31/3/22 | 102294 |
| NBPPC | 20.00 | 0 | Membership fee for year ending 31/3/23 | 102295 |
| Best Kept Village | 25.00 | 0 | Entry fee for Buckinghamshire Best Kept Village Competition | 102296 |
| NPower | 227.03 | 45.41 | Street lighting – February 2022 | Direct debit on 7/4/22 |
| NPower | 10.34 | 0.56 | Street lighting – February 2022 | Direct debit on 7/4/22 |
| M Tweed | 19.00 | 0 | April cleaning of pavilion | 102297 |
| E.ON Next | 133.58 | 0 | Pavilion electricity | 102298 |
| BMKALC | 143.92 | 0 | Annual subscriptions | 102299 |
| NPower | 11.21 | 0.60 | Street lighting – March 2022 | Direct debit on 8/5/22 |
| NPower | 236.96 | 47.39 | Street lighting – March 2022 | Direct debit on 8/5/22 |

120.3 Costs to be looked into for street lighting.

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

February £847.80 – Youth Club donation. March £350.00 – Football club rent (2nd half) and 46p bank interest.

120.5Members **resolved** the Income, Expenditure, Summary and Budget year to

date statements as of 31st March 2022. Members also **resolved** that these form the

financial basis for the Annual Governance and Accountability Return.

120.6 Annual Governance and Accountability Return (AGAR) – Members **resolved** page 5 – Section 2 Accounting Statements 2021/22 for accuracy. Members **resolved** to note that the Internal Auditor will review all documentation electronically before members review and signing of the entire AGAR prior to submission to the External Auditors.

120.7 Members **resolved** the Bank Reconciliation, Explanation of Variances and the Asset Register 2021-22.

120.8 Internal Audit for 2021-22 – Members noted that further information as requested by the internal auditor has been forwarded and that an online meeting is booked for the 25th April. The AGAR section 2 and supporting documents have also been forwarded.

120.9 Budget for year 2022/23 – Members **resolved** the allocation of general reserves, as follows: £5000 for playground equipment and £600 for the Jubilee event. Members also **resolved** reserves made previously, as follows: build fund for pavilion £2500, playground equipment/maintenance £4409 and speed indication displays £5000. In addition there are two earmarked reserves: Millennium Woods £15689.39 and new playground equipment £848.

120.10 Asset Register – Members noted that the Speed Indication Devices and new bus shelter have been added. Members **resolved** updated asset register.

120.11 Bank mandate to be updated – in progress.

120.12 Members **resolved** that the caretaker and gatekeeper payments are to be made by standing order.

120.13 Cheque received from village events fund – Councillor Burton provided an update. Discussed options. Existing committee members of the village events fund to be contacted.

# 121. Other Parish Council Business

* 1. Best Kept Village Competition, cost £25 – Members **resolved** to pay entry fee

for competition.

* 1. Dog bin on green - Councillor Dickens raised his concerns about fitting a

paving slab – Members **resolved** to try and reposition the bin in a more suitable location.

**122. Jubilee Event – 5th June**

* 1. Application for a temporary events notice has been made by the clerk on behalf of the parish council. Meeting of the working group to be held in May. Councillor Murray to liaise with the working group regarding the programme going in the pump and to co-ordinate back up plan for 1st aiders. Councillor Morris will arrange the toilets. Accessible toilet has been ordered.

## Contracts and Similar Matters

* 1. Quote of £40 for spraying grass around the play equipment posts – Not

**resolved.** Discussed other options, Councillors Morris and Dickens to look at fitting plastic collars to the posts to prevent damage from strimmer.

1. **Village Organisations – oral reports on matters relevant to the Parish Council**

* Village Hall – Getting busy again and back up to normal usage.
* School/Preschool – Forest school is going well. Funding required for garden room.
* Greener Padbury Group – Consultant visiting woods on 18th April. Village consultation in June.

# 125. Meetings

* 1. Community Boards - Community engagement event 30th June at 2pm in

Waddesdon. Details to be confirmed.

* 1. BMKALC and Bucks Council Parish Liaison Meeting 20th April at 7.30pm –

send our apologies.

* 1. Community Boards Meetings – 7th July, 6th October and 9th February –

Councillor Burton has noted dates.

* 1. New Community Board Co-ordinator appointed – Clerk arranging to meet to

walk around Padbury and discuss funding.

# 126. Maintenance/Environmental Issues

126.1 Jobs around the village – Updated list circulated for 2022. New push for volunteers required via the pump and Facebook.

# 127. Highways

# Traffic Calming Measures – Clerk submitted updated application to the

# Community Boards. Discussed HS2 Road Safety Fund – clerk to make application for £30,000 with the parish council contribution of £1,500.

* 1. Community Speed Watch – Costs of equipment discussed. Await information

on training required before seeking volunteers.

* 1. Speed Indication Displays – Training to be arranged in May. Councillors

Green, Burton and clerk to attend.

* 1. Members noted, works in progress to the pavements around Springfields.

**128**. **Matters dealt with between meetings**

128.1 Agreed to a presentation by the Greener Padbury Group at the May meeting.

128.2 New signage quote approved. Wording amended.

128.3 Agreed to make access easier to dog bin by fitting a paving slab – see 121.2

128.4 Responses to complaint regarding incident at the playing fields.

128.5 Approved additional cost of £42 + VAT to meet with the inspector for the play

equipment.

128.6 Clerks salary review agreed

# 129. Dates of next meetings – Members noted:

Members **resolved** to change date of September meeting.

24th May (including Annual Meeting of Padbury Parish Council), 12th July, 27th September & 13th December.

Meeting closed at 9pm

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

## Schedule of planning applications dealt with under delegated procedures:

| Reference | Location | Description |
| --- | --- | --- |
| 22/00774/APP | Fairhaven, Main Street | Demolition of garage and bungalow and erection of new dwelling. Objected – drainage, access and size. |

## Schedule of planning decisions made by Buckinghamshire Council since the last meeting:

|  |  |  |  |
| --- | --- | --- | --- |
| Reference | Location | Description | Decision |
| 22/00041/ALB | The Ramblers, Main Street | Listed building application for lime-based render to brick infill panels of timber frame | Consent Granted |
| 21/04658/APP | 8 Boundary Road | Householder application for single storey rear extension and extension over garage. No objection | Approved |
| 21/04148/APP | College Farm, Main Street | Householder application for internal alterations and the addition of two rooflights and a vent to the existing rear outbuilding. | Approved |
| 21/04149/ALB | College Farm, Main Street | Listed building application for internal alterations and the addition of two rooflights and a vent to the existing rear outbuilding | Consent Granted |

Schedule of planning applications pending consideration by Buckinghamshire Council:

| Reference | Location | Description |
| --- | --- | --- |
| 20/04298/APP | The Ramblers, Main Street | Alterations to boundary treatment at front and rear of property to include removal of finials and paint from existing front palisade fence, removal of woven willow fence panel from rear garden and replacement with 1.2 metre post and rail fence with wire behind (retrospective). |
| 22/00381/APP | Stable at The Poplars, Lower Way | Householder application for internal alterations to convert existing one bedroom annex into a two bedroom annex, conversion of one garage space into living accommodation, replacement of one garage door with a window, one existing window with a pair of French doors and one door with a window – No objection but to include a comment that hedge needs cutting as overhanging the road. |
| 22/00382/ALB | Stable at The Poplars, Lower Way | Listed building application for internal alterations to convert existing one bedroom annex into a two bedroom annex, conversion of one garage space into living accommodation, replacement of one garage door with a window, one existing window with a pair of French doors and one door with a window – No objection but to include a comment that hedge needs cutting as overhanging the road. |

Payments paid between meetings:

| Payee | Amount | VAT | Details | Cheque no/ direct debit |
| --- | --- | --- | --- | --- |
| Enterprise Skip Hire Ltd | 65 | 13 | Hire of disabled toilet for Jubilee event | 102278 |
| Savills | 150 | 30 | Annual rent for playground | 102279 |
| Savills | 5 | 0 | Wayleaves & Sundry – Right of way | 102279 |
| A Picketts | 430 | 0 | Installation of de fib | 102280 |
| P Molloy | 376.32 | 0 | February Salary | 102281 |
| P Molloy | 42.10 | 0 | Expenses – printer ink, envelopes & gunk | 102281 |
| R Gough | 45 | 0 | February caretaker | 102282 |
| M Jackson | 45 | 0 | February gatekeeper | 102283 |
| D & A Sheds | 1275.00 | 255.00 | Fitting of new bus shelter | 102284  102285 |
| C F Morris | 120 | 24 | Diesel for tractor | 102286 |
| M Tweed | 18 | 0 | Pavilion cleaning for March | 102287 |
| NPower | 11.58 | 0.62 | Street lighting – January 2022 | Direct debit 10/03/22 |
| NPower | 262.81 | 52.56 | Street lighting – January 2022 | Direct debit 10/03/22 |
| Phillips Print | 189.24 | 0 | Feb/March pump | 102288 |
| Traffic Technology | 7569.00 | 1513.80 | 3 x Speed Indication Devices | 102289 |