**Padbury Parish Council**

Minutes of the meeting of Padbury Parish Council held on Tuesday 12th July 2022 at 7pm.

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

Also present: P Molloy, Parish Clerk and two residents.

# Period of Public Questions:

Two residents attended and raised concerns with a planning application, some of the issues raised were discussed.

The meeting commenced at 7pm

# Apologies Councillor Smith and Buckinghamshire Councillors Chilver, Stanier and Goss.

# Declarations of Interest – None

# Minutes

Resolved to approve the minutes of the meeting of the Parish Council held on the 24th May 2022 as a correct record - PPC/01/22-23.

# To receive updates from Buckinghamshire Councillors

Items carried over from the last minutes: Councillor Chilver agreed to chase the following: 1) Planning update for the house on Old End. 2) Footpath works missed to four properties on Springfields.

# Sports Field, Play Area and Woodland

* 1. Pavilion – Meeting held with architect, await final plans. Members to resolve finish to walls of the extension at a later date. Councillor Burton provided an update regarding the Contracts Finder website.
	2. Section 106 funding – Requested plans, costs and funding being looked into. Response to question raised was received today and circulated.
	3. Pavilion insurance claim – Awaiting date for drainage works.
	4. Slide at the playing fields – Members noted that the caretaker would be carrying out the works during the school holidays. Thank you to Councillor Dickens for replacing the timber board.
	5. Slides – Members noted rubber matting to be fitted. Resolved cost for ground pegs of £16.37. Check if mat suitable for zip wire.
	6. Enquiry from an adult football team – Members reviewed response from Padbury Football Club and resolved not to allow an additional team for now due to the upcoming building works.
	7. Members resolved the servicing of the tractor could wait and Councillor Morris agreed to take the ride on mower to the garage to see if it can be repaired.
	8. Woods - Members resolved that Councillor Dickens would identify any trees with potential issue of ash dieback. Trees to be marked. Dates to be agreed.
	9. Along playground fence line – Members resolved to leave trees as all appear healthy.
	10. Members resolved the spraying of blackthorn bushes at the top of the woods.
	11. Land at side of right of way, on way to the woods – Clerk has contacted the developers regarding maintenance/tree surveys. Initial response received and circulated, developer asked to update the Council after his next visit to the area.
	12. Multi use games area – Members resolved to obtain quotes for the fencing by the goal (pavilion end).
	13. Members resolved not to use Timberplay to inspect the play equipment.
	14. Members discussed costs to install a springer. Look at additional funding.
	15. Members resolved to get quotes for a new zip wire.

# Planning

* 1. New Applications: Members noted the following applications made since the last meeting:
* 22/01283/APP – Householder application for proposed demolition of single storey linked outbuilding at rear. Single storey replacement linked extension to form new kitchen with associated alterations to include extended raised patio at side of extension – Bennetts Farmhouse, Main Street. No objection.
* 22/01284/ALB – Listed building application for proposed demolition of single storey linked outbuilding at rear. Single storey replacement linked extension to form new kitchen with associated alterations to include extended raised patio at side of extension – Bennetts Farmhouse, Main Street. No objection.
* 22/01333/APP – Householder application for erection of garage and garden store building to rear – Bennetts Farmhouse, Main Street. Comments made.
* 22/01334/ALB – Listed building application for erection of garage and garden store building to rear – Bennetts Farmhouse, Main Street. Application withdrawn.
* 22/01342/APP – Householder application for removal and replacement of existing fibre cement slates to main roof, catslide roof and porch roof, lower sill to central dormer window, new windows and associated leadwork to 3 No. dormer windows and PV panels (inset) to rear roof slope (South East) – Bennetts Farmhouse, Main Street. No objection, comment made.
* 22/01343/ALB – Listing building application for removal and replacement of existing fibre cement slates to main roof, catslide roof and porch roof, lower sill to central dormer window, new windows and associated leadwork to 3 No. dormer windows and PV panels (inset) to rear roof slope (South East) – Bennetts Farmhouse, Main Street. No objection, comment made.
* 22/02071/APP – Householder application for erection of summer house – Sunny Hill Farm, Old End. No comments.
* 22/02072/ALB – Listed building application for erection of summer house – Sunny Hill Farm, Old End. No comments.
	1. Members noted application dealt with under delegated procedures since the last meeting – see list at end of these minutes.
	2. Members noted decisions made by Buckinghamshire Council since the last meeting – see list at end of these minutes.
	3. Members noted the applications awaiting determination by Buckinghamshire Council – see list at end of these minutes.

# Finance

* 1. Members resolved to note that the balances for the bank accounts as at 30th June 2022 are as follows:
* Barclays Community Current account ending 959 £20,309.62.
* Barclays savings account ending 970 £18,438.79.
* Barclays Millennium Wood account ending 198 £15,689.39.
	1. Members noted payments made under delegated procedures since the last meeting – see list at end of these minutes.
	2. Members resolved to make the following payments:
* P Molloy:£398.40 - June salary. Cheque 102319
* P Molloy: £329.97 (£274.97 + VAT £55) - Expenses: Buffalo board for slide and sign and printer ink. Cheque 102319
* R Gough: £47.50 - June caretaking costs. Cheque 102320
* M Jackson: £45.00 - Securing playing field gate in June. Cheque 102321
* St John Ambulance: £172.80 (£144 + VAT £28.80) – Providing 1st aiders for jubilee event. Cheque 102322
* EON: £165.30 (£137.75 + VAT £27.55) – Street lighting maintenance for quarter ending 30th June. Cheque 102323
* Phillips Print & Stationers: £229.86 – June/July pump. Cheque 102324
* Lynch Garden Services: £560 – May mowing of playground and village. Cheque 102325
* Lynch Garden Services: £490 – June mowing of playground and village. Cheque 102326
* EON Next: £762.13 – Pavilion electricity. Cheque 102327
* M Tweed: £19 – Pavilion cleaning for July. Cheque 102328
	1. Members resolved to note the following income:
* May - Buckinghamshire Council funding payment for speed signs of £4,150. Insurance payment for bus shelter of £875. VAT refund of £2,261.02.
* June - Tennis club rent and electricity charges of £437.17. Pump advertising of £144. Buckinghamshire Council funding payment for play equipment of £8,000.
	1. Members resolved the Income, Expenditure, Summary and Budget year to date statements as of 30th June 2022.
	2. Members resolved not to remove the general reserves for speed indication signs and playground equipment 2021-22.
	3. Internal Audit 2021-22 - Members to review recommendations: 1) Debit card – await letter from the bank. 2) Risk Assessment - updated and approved at May meeting. The remaining items of the internal audit report to be reviewed at the next Council meeting and in future years the entire report will be reviewed annually at May meeting
	4. Members noted that the 2021-22 Annual Governance Statement documentation was submitted to the External Auditors on 1st June and all documentation has been placed on the website.
	5. Members noted the dates of the period for the exercise of public rights are 13th June to 22nd July.
	6. Members noted that the bank mandate needs to be updated.
	7. Members resolved update to asset register – add new dog bin (£261.88) and signs (£246).
	8. Cheque for village events fund – Members noted that it was returned on the 10th June.
	9. Caretaker payments by standing order – Letter signed. Gatekeeper has decided to remain with cheques.

# Other Parish Council Business

* 1. Members resolved the following training course – Councillor training for Town and Parish Councils on 13th October, cost £40. Councillor Smith attending.
	2. Members resolved meeting dates up to May 2023 – 14th February, 18th April and 23rd May.
	3. NBPPC meeting held on the 30th June, Councillor Burton attended. NBPPC requested details of any areas of concern with Buckinghamshire Council – details circulated 4th July.
	4. Clerk met with the Local Area Technician of Buckinghamshire Council to discuss some verges and the position of the dog bin – update provided.
	5. Members resolved the following policies circulated on the 5th July: Equality Policy, Reserves Policy, Publication Scheme, Code of Conduct and Developer’s Protocol.
	6. Members resolved the following policies circulated on the 6th July: Accessibility Statement and Privacy Notice.

# Funding

* 1. Members noted application made for £10,000 via the National Lottery Community Fund for the pavilion.
	2. Members noted funding applied for to date. Members resolved that the clerk to complete FCC Communities Foundation application for £50,000.

# Contracts and Similar Matters – None

# Village Organisations – oral reports on matters relevant to the Parish Council

* Village Hall – Councillor Morris had cut the ivy growing on the back wall.
* School/Preschool – Looking at funding for garden room.
* Greener Padbury Group – Good attendance over weekend activities.

# Meetings

* 1. Community Boards Meetings – 28th July at 6.30pm in person in Winslow. Councillor Burton attending.
	2. Winslow and Villages Community Board event – 27th July. No one available.
	3. Parish Liaison Meeting – 19th October. Councillor Burton attending.
	4. NBPPC meeting – 20th October at 7.30pm in person in Winslow. Councillor Green attending.

# Maintenance/Environmental Issues

* 1. Jobs around the village – Updated list circulated. An article to be drafted for inclusion in the Padbury Pump for specific jobs.
	2. Greener Padbury Group draft consultancy report for woods - Members resolved response received from the Woodland Trust to be forwarded but to confirm no ponds.
	3. Councillors discussed problems with over-hanging trees and hedges.

# Highways

* 1. Traffic Calming Measures – Clerk provided update to Amblers Way residents and has updated the website. Article to go in the Padbury Pump.
	2. Community Speed Watch – Clerk provided update. Volunteers to be sought via Facebook and the next addition of the Padbury Pump.
	3. Speed Indication Displays – Training held on the 27th June. Councillor Burton provided update regarding data reports. Resolved to use the existing data collection set-up for three months and then review. Members resolved to put data reports on the website. Members resolved to purchase an additional bracket, cost £150 + VAT.
	4. Two emails received from residents regarding traffic calming and requested data – Members resolved responses.
	5. Gigaclear – Councillor Burton attended online meeting and provided an update. Working hours are Monday to Friday, 8am to 8pm and half day on Saturday.

# Matters dealt with between meetings

* 1. Members agreed to the school holding their sports day at the playing fields.
	2. Members agreed to the clearing of the right of way access points and walkways. Thank you to Councillors Morris and Dickens for clearing the woods.
	3. Members agreed the response to the Greener Padbury Group regarding the draft report for the woods.
	4. Purchase of buffalo board for the slide and sign.

# Dates of next meetings – Members noted:

27th September, 13th December, 14th February, 18th April and 23rd May.

Meeting closed at 9.20pm

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

Schedule of planning applications dealt with under delegated procedures:

* 22/01739/APP, Well House, Lower Way – Householder application for proposed two storey rear extension, attached open car port and garden store, garage conversion with associated internal and external works. No objection (Councillor Murray was not party to the comments)

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

* 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. APPROVED
* 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. CONSENT GRANTED
* 22/00774/APP**,** Fairhaven, Main Street-Demolition of garage and bungalow and erection of new dwelling. APPROVED
* 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). APPROVED

Schedule of planning applications pending consideration by Buckinghamshire Council:

* 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).
* 22/00857/APP**,** Wesley Cottage Main Street-Householder application to replace existing kitchen window with French door.

Payments paid between meetings:

* P Molloy - £519.35 – May salary and expenses. Cheque 102314
* R Gough - £47.50 – May caretaker costs. Cheque 102315
* R Gough - £230.00 – 25th March to 2nd June: mowing playing fields and 4 extra hours for jubilee (clearing cricket scoreboard hut and front of pavilion). Cheque 102315
* M Jackson - £45.00 – Securing gate for the month of May. Cheque 102316
* EON - £56.24 – Repairs to street light on A413. Cheque 102317
* Buckinghamshire Council - £261.88 – New dog bin. Cheque 102318
* NPower - £177.80 – Street lighting from October 2020 to August 2021. Direct debit 7th July.
* NPower - £239.70 – Street lighting for May 2022. Direct debit 10th July.
* NPower - £11.53 – Street lighting for May 2022. Direct debit 10th July.