**Padbury Parish Council**

Minutes of the meeting of Padbury Parish Council held on Tuesday 13th December 2022 at 7pm.

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

Also present: P Molloy, Parish Clerk and 2 residents

# Period of Public Questions:

Two residents attended and were invited to speak on agenda item 6.1 (item 3) – 22/04068/PIP.

The meeting commenced at 7.04pm

# Apologies – Buckinghamshire Councillor Stanier

# Declarations of Interest – None

# Minutes

Resolved to approve the minutes of the meeting of the Parish Council held on the 7th November 2022 as a correct record - PPC/04/22-23.

# To receive updates from Buckinghamshire Councillors – None in attendance

# Sports Field, Play Area and Woodland

* 1. Pavilion – Revised plan received and circulated, Councillor Burton explained the amendments. Design and Access Statement updated. Members resolved plan and architect to submit planning application. Extension is now not a steel frame. Query if changing room doors are accessible.
	2. Section 106 funding – Updated form sent for approval on 29/11/22, should take approximately 3 weeks. Members noted that the successful contractors quotes need to be approved before placing an order.
	3. Pavilion insurance claim – Chased financial settlement for internal repairs on the 7/12/22, Innovation Group are chasing the insurers.
	4. Woods – Members resolved that the works will be carried out between Christmas and the end of March to fell the marked trees. Councillor Dickens will request assistance if required. Coppicing of Willows – contractor to be appointed.
	5. Multi use games area – Replacement fencing by the goal (pavilion end), verbal estimate of £1,800 + VAT. Clerk applying for funding via Tesco. Agreed to look at weld mess fencing – Councillor Morris and clerk.
	6. New zip wire in the playground – Members reviewed quotes received and resolved Quote A (Wicksteed). Volunteers to be used to take down the existing zip wire. Clerk to apply for funding with a council contribution of £2,500 and to include the use of volunteers to remove existing one.
	7. Windmill Piece sign, frame needs repairing – Councillor Dickens will look at.
	8. Playground maintenance – clerk updated, works to be carried out in the Spring.

# Planning

* 1. New Applications: Members noted the following applications made since the last meeting:
* 22/03695/AOP Outline application for up to 81 dwellings and associated works – Land North of A413. Members resolved response. Letter to Anglian Water discussed, agreed to amend 2nd paragraph and then send.
* 22/03735/APP Household application for proposed freestanding solar photovoltaic system – College Barn, Thornborough Road. Members resolved No Objection but added comment regarding screening.
* 22/04068/PIP Application for permission in principle for the erection of a minimum of 5 and a maximum of 9 dwellings – Land adjacent to West Bourn, Main Street. Members discussed, draft comments will be circulated for comment/approval.
* 22/04153/APP Householder application for demolition of single storey garden room and replace with single and two storey side extension – 4 Bennetts Close. Application received today and not all members had seen it. Discussed and agreed other members to view details and advise their comments.
	1. Members noted no applications dealt with under delegated procedures since the last meeting.
	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 November 2022 are as follows:
* Barclays Community Current account ending 959 £34,591.21
* Barclays savings account ending 970 £18,444.47
* Barclays Millennium Wood account ending 198 £15,628.51
	1. Members noted no payments made under delegated procedures since the last meeting.
	2. Members resolved to make the following payments:
* P Molloy: £716.08 November salary and back pay awarded and expenses (£53.68 printer ink, stamps and mobile top up). Cheque 102359
* R Gough: £47.50 Caretaker for November. Standing order on 1/12/22
* R Gough: £36 Mowing playing fields. Cheque 102360
* M Jackson: £45 Securing the gate for November. Cheque 102361
* Phillips Print: £237.64 October/November pump. Cheque 102362
* F R Morris: £28 Christmas tree. Cheque 102363
* Churches Fire: £58 (£48.33 + £9.67 VAT) Annual service of fire extinguishers. Cheque 102364
* ICO: £35 Annual subscription. Direct debit 11/12/22
* NPower: £25.60 (£21.33 + £4.27 VAT) Street lighting for October. Direct debit 23/12/22
* NPower: £428.27 (£356.89 + £71.38 VAT) Street lighting for October. Direct debit 23/12/22
* Lynch Garden Services: £140 Mowing the playground. Cheque 102365
* M Tweed: £19 Pavilion cleaning for December. Cheque 102366
* Traffic Technology: £246 (£205 + £41 VAT) Spare battery and charger. Cheque 102367
* BMKALC: £45 Councillor training. Cheque 102368
* Phillips Print: £278.67 November special pump, large print and December/January pump. Cheque 102369
	1. Members resolved to note the following income:
* November - £174 pump advertising
	1. Members resolved the Income, Expenditure, Summary and Budget year to date statements as of 30th November 2022.
	2. Members noted by way of an exchange of emails it was agreed to increase the clerks salary in accordance with the latest National Joint Council pay scales at salary point 15. The increase is for 2022-23 and would be backdated to 1st April 2022.
	3. Members noted that the bank mandate needs to be updated. Clerk to action.
	4. Members noted that the gatekeeper will be paid by standing order from 1st January.
	5. Asset Register – Members resolved to remove the table tennis table and to add: spare bracket £150, spare battery £110 and battery charger £95 for speed sign.
	6. Budget 2023-24 – Members discussed the draft budget and agreed to make some changes. Precept agreed at £32,600 - Councillor Burton and the clerk to update budget accordingly. One option discussed was the possibility to make a VAT claim in January. Members also resolved the increase to the clerks hours to 40 per month from the 1st April 2023 – clerk left the room while discussion took place.
	7. Precept 2023-24 – Members resolved the precept at £32,600. Clerk to submit to Buckinghamshire Council.
	8. Members noted that PKF Littlejohn would be our appointed external auditors for the next 5 years.

# Other Parish Council Business

* 1. Members resolved the council accepting responsibility for residents carrying out works on behalf of the council. Information and documents received from our insurers regarding the use of volunteers has been circulated – Councillor Green will review the risk assessment. Members noted that councillors are covered by the council insurance.
	2. Members did not resolve the planting of a Christmas tree.
	3. Letter to be sent to Anglian Water regarding the issues in the village – clerk has spoken to residents, information received from Lower Way resident so far.
	4. Email received from resident in Amblers Way regarding the roads, paths and street lighting, circulated on 2/12/22. Members resolved response.

# Funding

* 1. Members noted funding applied for to date. Application declined from FCC Communities Foundation.

# Contracts and Similar Matters

75.1 Devolved services/mowing of verges – Members reviewed grass cutting quotes, four companies contacted, responses as follows: two companies declined to quote. Quote (1) £540/cut. Await one further response.

75.2 Playground mowing – Quote received today, £80/cut – members resolved.

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

* Village Hall – nothing to report
* School/Preschool – nothing to report
* Greener Padbury Group – date of next meeting yet to be agreed.

# Meetings

* 1. Parish Liaison meeting – 18th January at 6.30pm – Councillor Burton attending.
	2. NBPPC meeting – 26th January at 7.30pm via Zoom - Councillor Green and Burton attending.
	3. Community Boards meeting – 1st February - Councillor Burton attending.
	4. Greener Padbury Group – January, date to be advised.

# Maintenance/Environmental Issues

* 1. Jobs around the village – Updated list circulated 7/12/22.
	2. Greener Padbury Group/Woods – Email and attachments circulated on the 23/11/22. Members resolved the Terms of Reference for the joint working group. Resolved timescale of between Christmas and the end of March to be advised with regards to the felling of the trees. Walk around the woods following felling of trees – can be done via the working group. Resolved not to use volunteers.
	3. Greener Padbury Group/Verges and Playground – plans will be available in the new year.
	4. Members noted that Greener Padbury Group are in the process of arranging their own insurance.
	5. Buckinghamshire Council trees project – 5 trees selected, problem with delivery, clerk is chasing.

# Highways

* 1. Traffic Calming Measures – Our application via Buckinghamshire Council Community Boards is on hold until 2023-24 and will be reviewed once the new contractor is in place.
	2. Community Speed Watch – Equipment now received. Clerk is training volunteers and first session being held on the 15th December.
	3. Springfields footpaths – Area missed will not be looked at until the next financial year. Weeds growing through new tarmac – construction team monitoring.
	4. Members reviewed locating one of the speed signs outside the playground – review again in the new year.
	5. Members discussed the cleaning of the speed signs screen and solar panels, £10 per sign – concerns raised over the height and close proximity to the road.
	6. Speed signs - Members resolved not to increase the memory of the units.

# Matters dealt with between meetings

* 1. Permission given to the Greener Padbury Group to dress the Oak tree in the playground and for the decorations to remain until the end of the Christmas period. Risk assessment circulated on 24/11/22.
	2. Permission given to the Greener Padbury Group for temporary use of the playground to run muddy toddlers.
	3. Order placed to replace the streetlight in Old End, cost £892 + VAT.

# Dates of next meetings – Members noted:

14th February, 18th April and 23rd May

Meeting closed at 10.05pm

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

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

* 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. **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).
* 22/03701/APP, 20 Old End – Householder application for single storey rear and two storey side extension.