**Padbury Parish Council**

Minutes of the meeting of Padbury Parish Council held on Tuesday 18th April 2023 at 7.45pm

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

Also present: P Molloy (Parish Clerk) and Buckinghamshire Councillor J Chilver

The meeting commenced at 7.45pm

# Period of Public Participation – None

# Apologies – Councillors D Green, L Smith & Buckinghamshire Councillor Stanier

# Declarations of Interest – None

# Minutes

Resolved to approve the minutes of the meeting of the Parish Council held on the 14th February 2023 as a correct record - PPC/06/22-23.

# To receive updates from Buckinghamshire Councillors

Emergency repairs being carried out by EWR on Herds Hill. Ox Lane – works due Summery/Autumn 2023. Question raised whether the traffic lights would stay on the Ox Lane bridge. Chasing planning for the 81 dwellings as no decision as yet. Visiting woods on the 16th June. Provided update regarding Buckinghamshire Highways. Highways issues – update to be provided regarding restrictions on 7.5 tonne lorries, request for mobile camera at junction of A413 and Lower Way and chasing pothole repairs on the A413.

# Sports Field, Play Area and Woodland

* 1. Pavilion – Members resolved the following:
* Kitchen – Three quotes received, members resolved quote C (GRB Building Services).
* Members resolved kitchen units, handles, worktop and tiles.
* Members resolved updated tender documentation, ad to be placed in local paper and release date of the 28/4/23.
	1. Woods – Members resolved to carry out an inspection in August.
	2. Playground – Members resolved councillor attending annual inspection, cost £42 + VAT.
	3. Path lights faulty, require repair or replacing. Members agreed to review later in the year.
	4. Pavilion leak to be investigated, Councillors Dickens and Morris agreed to do.
	5. Members resolved response to Football club regarding an adult team.
	6. Members resolved response to Football club regarding Winslow Juniors.

# Planning

* 1. Members noted that no new applications had been received.
	2. Members noted applications dealt with under delegated procedures since the last meeting – see list at end of these minutes.
	3. Members noted applications pending consideration and decisions made by Buckinghamshire Council since the last meeting – see list at end of these minutes.
	4. Members resolved to review a Neighbourhood plan at the next meeting.

# Finance

* 1. Members resolved to note that the balances for the bank accounts as at 31st March 2023 are as follows. March 2023 bank statements were circulated.
* Barclays Community Current account ending 959 £36,997.62
* Barclays savings account ending 970 £18,477.65
* Barclays Millennium Wood account ending 198 £15,428.51
	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: £491.19 March salary and expenses (rubber mat, mobile top up, 2 x folders, 1 x dividers and paper). Cheque 102387
* R Gough: £47.50 Caretaker for March. Standing order on 3/4/23
* M Jackson: £45 Securing the gate for March. Standing order on 3/4/23
* M Tweed: £19 Cleaning pavilion in March. Cheque 102388
* EON: £165.30 (£137.75 + £27.55 VAT) Street lighting maintenance for quarter ending 31/3/23. Cheque 102389
* NBPPC: £20 Annual membership fee. Cheque 102390
* Buckinghamshire Best Kept Village Competition: £25. Cheque 102391
* NPower: £24.07 (£20.06 + £4.01 VAT) Street lighting for February. Direct debit 15/04/23
* NPower: £467.32 (£389.43 + £77.89 VAT) Street lighting for February. Direct debit 15/04/23
* BMKALC: £143.64 Annual membership fees. Cheque 102392
* EON: £28.16 (£23.47 + £4.69 VAT) Street light repair on A413. Cheque 102393
* M Tweed: £21 Cleaning pavilion in April. Cheque 102394
	1. Members noted the following income: February: £11,857.76 insurance subsidence claim. March: £22.90 bank interest.
	2. Members resolved the Income, Expenditure, Summary and Budget year to date statements as of 31st March 2023. Members also resolved they form the financial basis for the Annual Governance and Accountability Return.
	3. Annual Governance and Accountability Return (AGAR) - Members resolved page 5 - Section 2 Accounting Statements 2022/23 for accuracy. Members resolved to note that the Internal Auditor will review all documentation electronically before the review and signing of the entire AGAR prior to submission to the External Auditors.
	4. Members resolved the Bank Reconciliation, Explanation of Variances and the Asset Register for 2022-23.
	5. 2021-22 Review of Effectiveness of Internal Auditor resolved.
	6. Members noted that the bank mandate has been updated.

106.10 Budget for 2023-24 – Members reviewed and resolved allocation of general

 Reserves.

# Other Parish Council Business

* 1. Members resolved letter to be sent to Anglian Water, also copied to the environmental officer at Buckinghamshire Council and added to the planning application for 81 dwellings.
	2. Members resolved entering the best kept village competition, cost £25.
	3. Right of Way lease – members noted current lease has expired and Savills updating.
	4. Members resolved insurance renewal, cost £2755.54.
	5. Members resolved risk assessment for volunteers.
	6. BMKALC email: DLUHC Consultation on Infrastructure Levy (CIL monies) - members resolved response.
	7. Village Hall coffee mornings - members resolved councillor attendance for some of the dates.
	8. Padbury Pump - members thanked Cassie and welcomed Derek.

# Funding

* 1. Tesco application approved, voting in store April to June.
	2. Members resolved to apply for funding to replace the zip wire and fit a springy.

# Contracts and Similar Matters

109.1. Playground mowing – members noted Agreement fully signed.

109.2. Devolved services/mowing of verges – members noted signed Agreement and insurance details received from new contractor.

# Meetings, Events and Training

* 1. Buckinghamshire Council Planning Meeting – 20/4/23. No one attending.
	2. Community Boards – 25/4/23. Councillor Burton attending.
	3. NBPPC meeting – 22/5/23. Clerk to check if Councillor Green can attend.
	4. Greener Padbury Group – 7/6/23. Councillor Murray attending.
	5. Parish Liaison – 28/6/23. Councillor Burton attending.
	6. Training – 17/5/23 Civility & Respect, 6/6/23 Managing Projects, 13/6/23 Freedom of Information and 15/6/23 Risk Management.
	7. Members noted clerk has completed and passed ILCA.

# Maintenance/Environmental Issues

* 1. Jobs around the village – Updated and circulated on 13/4/23.
	2. Greener Padbury Group/Woods – Members resolved items raised following walk around the woods on the 17/3/23.
	3. Greener Padbury Group/Verges & Playground – Members resolved plans.
	4. Members resolved Greener Padbury Group placing a metal shed in the woods.

# Highways

* 1. Traffic Calming Measures – Application via Buckinghamshire Council Community Boards – await update. New brochure being produced which will include costings, should be available approximately June 2023.
	2. Members resolved to repair speed sign and claim via insurance.

# Matters dealt with between meetings

* 1. Parking on verges – response to residents complaint and action taken agreed.
	2. Consultation for a disabled parking space – shared details via Facebook and our website.
	3. Pavilion planning application – agreed extension.
	4. Pavilion building regulations and changing room - agreed way forward, as email circulated on the 20/2/23.
	5. Devolved Services Agreement for 2023-24 – Agreed and signed.
	6. Parking around Springfields – response to residents complaint and action taken agreed.
	7. Pavilion kitchen – the following was agreed: kitchen layout, to bring works forward in order not to lose the National Lottery funding, specification finalised and approved and to contact local builders to quote for the works.
	8. Local Plan for Buckinghamshire, Infrastructure Baseline – response sent.

# Dates of next meetings – Members noted:

23rd May (Annual Meeting of the Parish Council), 11th July, 12th September and 12th December.

Meeting closed at 10pm

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

Planning applications dealt with under delegated procedures:

* 23/00459/APP Householder application for removal of section of garden wall and erect driveway gates – 15 Old End. No objection
* 23/00460/ALB Listed building application for removal of section of garden wall and erect driveway gates – 15 Old End. No objection

Planning decisions made by Buckinghamshire Council since the last meeting:

* 22/04192/APP Improvement of existing sports pavilion including extension to main room, improvement of disabled access, WCs, additional car parking and window alterations – Pavilion, Springfields. APPROVED
* 22/04305/APP Householder application to reconfigure 4 ground floor windows – 5 West Furlong. APPROVED
* 23/00402/APP Householder application for demolition of conservatory, erection of side extension, addition and relocation of dormers and skylight windows – Bramley Orchard, Bryne Lane. APPROVED

Planning applications pending consideration by Buckinghamshire Council:

* 22/03695/AOP Outline application for up to 81 dwellings and associated works - Land North of A413.
* 22/03735/APP Householder application for proposed freestanding solar photovoltaic system – College Barn, Thornborough Road

Schedule of payments paid between meetings:

* P Molloy: £467.23 - February salary & expenses. Cheque 102382
* R Gough: £47.50 - February caretaker. Standing order on 1/3/23
* M Jackson: £45 - February gates. Standing order on 1/3/23
* BMKALC: £45 - Planning training course. Cheque 102383
* C Again Cleaners: £30 - Cleaning of solar panels. Cheque 102384
* NPower; £26.65 (inc VAT) - January street lights. Direct debit 18/3/23
* NPower: £533.06 (inc VAT) - January street lights. Direct debit 18/3/23
* Buckinghamshire Council: £269.62 (inc VAT) – Emptying the dog bins for the year. Cheque 102385
* Buckinghamshire Council: £50.56 (inc VAT) – Emptying the new dog bin for 9 months. Cheque 102385
* Phillips Print & Stationers: £197.63 – February/March pump. Cheque 102386
* Savills/All Souls: £5 – Wayleaves & Sundry/Right of way. Standing order 23/3/23
* Savills/All Souls: £180 (inc VAT) - Playground Rent. Standing order 27/3/23