

PADBURY PARISH COUNCIL
Minutes of a meeting of Padbury Parish Council held at Springfields Pavilion
on Wednesday 24th August 2016 at 7.30 p.m.

Present: Cllr. K. Roberts, Chairman
 Cllr. S. Dickens, Vice- Chairman
 Cllr. M. Long
 Cllr. V. Murray
 Cllr. M. Williamson

Also present: Deborah O'Brien, Parish Clerk; District Cllr. Sue Renshell; County Cllr John Chilver; Prospective councillor Peter Burton; Prospective Clerk Jo Bonney (arr 8:15); 1 member of the public

A member of the public enquired about the proposed date for the PCC fete in 2017. See minute 43.11.

38.0 Apologies – Cllr Morris submitted his apologies.

39.0 Declarations of Interest – none

40.0 Minutes

RESOLVED to receive the minutes and confirm the recommendations therein of the meeting of the Parish Council held on: Tuesday 12th July 2016 PPC/03/16 17

41.0 Casual Vacancy –The Monitoring Officer has advised that no one has called for a bye-election following 14 working days' notice so a suitable candidate may be co-opted to the Parish Council. An application had been tendered by made by Peter Burton. **RESOLVED to** co-opt Peter Burton as Councillor for Padbury Parish Council. Cllr Burton signed his acceptance of office and submitted his register of disclosable pecuniary interests which the Clerk will submit to the Monitoring Officer.

42.0 Parish Clerk/Responsible Financial Officer – the Clerk has tendered her resignation and following advertisements with BMKALC and in the Pump a candidate has become available. Interview to take place following the meeting.

43.0 Sports Field, Play Area & Woodland

43.1 Vandalism at Sportsfield & Pavilion – the Clerk suggested that recycled plastic planks are installed as the top 2 layers of the kick boards. Cllr Morris is to supply measurements. (£1,000.00 Community Chest Grant to be applied for)

43.2 Key storage for the Pavilion and Sportsfield – this is to be reviewed with Cllr Burton to investigate new locks for the main entrance. There was discussion regarding the locking of the main gate to the car park. A resident requested that a side gate is left open. The side panel is necessary to padlock the main gate and cannot be left unlocked. The gate is locked after the day's usage and open in the morning by 8:30. Clerk to advise the resident accordingly.

43.3 Annual RoSPA inspection of Play Area and MUGA – Cllr Dickens has repaired some minor fixture issues and is investigating repairs for the rocker horse.

43.4 Anglian Water has advised that the Pavilion is now in compliance following the recent repairs and maintenance. Monthly water temperature testing and 6-monthly water analysis is required. Clerk has located a vendor which supplies temperature gauges/thermometers and postal testing kit services. **RESOLVED that** the Clerk should purchase the thermometer/gauge and testing kit at a cost of £88.75 + VAT and postage.

43.5 NPower were unable to attend to replace the meter in the Pavilion on 24/8. This has been re-scheduled for 12/9/16. A £30 credit will be applied to the next invoice as compensation for inconvenience.

- 43.6 Members noted that a new socket has been installed for the freezer; PAT testing has been carried out and an RCD installed to prevent overloading of electrical outlets.
- 43.7 A representative of the football club was unable to attend but will be invited to the October meeting to discuss their obligations regarding pavilion upkeep.
- 43.8 **RESOLVED that** the Clerk will write to Mr Gough offering him caretaking duties of up to 6 hours a month at the agreed rate.
- 43.9 Members noted that the current electricity contract with Npower expires on 16th October. A new contract must be agreed by 16th September. The Clerk presented 5 quotes for consideration. **RESOLVED to** accept Npower's 2 year pricing. A cashback of £50 was offered and the Clerk will endeavour to have this amount increased.
- 43.10 Members noted that Cllr Roberts has completed a risk assessment and fire risk assessment for the Pavilion, together with Health & Safety policy and checklist. To be reviewed annually or as needed.
- 43.11 Members noted that the PCC has requested the use of the Pavilion and sports field for a fete on 17th June 2017. **RESOLVED to approve** provided that the PCC obtains its own insurances and TENS licence; performs all necessary risk assessments and provides copies of same to the Clerk at least 48 hours prior to the event. A First Aid station is also recommended. Clerk to notify PCC.
- 43.12 Play Around the Parishes – members noted that 30 children and 28 parents attended.

44.0 Planning

44.1 Planning Applications received from AVDC:

- 16/02529/APP - Old Oak House Old End - Demolition of existing garages and erection of detached dwelling with integral garage – this was considered between meetings and **RESOLVED to OPPOSE** on similar grounds to 16/00662 – overdevelopment of site.
- 16/02633/APP – Old Oak House, 23b Old End - Demolition of existing garages. Construction of two dwellings with garages – considered between meetings – **RESOLVED that** there are no objections as submitted.
- 16/02805/APP - Padbury Hill Farm, Steeple Claydon Road – conversion of storage barn to farm manager's accommodation & office - **RESOLVED that** there are no objections as submitted.
- 16/03047/APP 16/03048/ALB – Japonica Cottage, 22 Old End – First floor extension and construction of a carport - **RESOLVED that** there are no objections as submitted.

44.2 Planning Decisions made by AVDC:

- 16/01496/APP – Land at Fair View, Lower Way – new dwelling and access - this application was APPROVED under delegated powers
- 16/00662/APP Former garages 23-25 Old End – Demolition of existing and erection of detached dwelling with integral garage (Amended Plans) - REFUSED

44.3 Other Planning issues – members noted:

- Padbury Neighbourhood Plan – no progress due to lack of volunteers
- Draft VALP Consultation – Members agreed the response submitted to NBPPC on behalf of the Parish Council (between meetings). **RESOLVED to** approve the response submitted by Cllr Roberts – which is to be sent to AVDC VALP Consultation officers by the Clerk.
- CIL/S106 workshop materials and local priority datasheets – members noted the information and aim to confirm priorities by the October meeting.
- 16/00056/REF – Steeple Claydon – Appeal to Planning Inspectorate – no further comments

45.0 Finance

45.1 **RESOLVED to note** that the balances for the Bank accounts are as follows:

Santander Springfield Sport Legacy a/c	£ 8806.10 (as at 16 th August 2016)
Barclays Community Current a/c xxx959	£ 3152.18 (as at 16 th August 2016)
Barclays Reserve savings a/c xxx909	£ 10010.37 (as at 16 th August 2016)
Barclays Play Area a/c xxx970	£ 1503.51 (as at 16 th August 2016)
Barclays Millennium Wood a/c xxx198	£ 3525.00 (as at 16 th August 2016)

45.2 **RESOLVED to** make the following payments:

Between meetings:

Anglian Water - £55.29 – Pavilion water – Direct Debit (01/08/16)

Npower - £353.71 (£294.76 + £58.95 VAT) – Pavilion electricity – Direct Debit (04/08/16)

Npower - £191.66 (£159.72 + £31.94 VAT) – June MPAN 1 - Direct Debit (10/08/16)

Npower - £7.31 (£5.91 + £1.18 VAT) – May MPAN 2 - Direct Debit (10/08/16)

KCL Cleaning - £270.00 (£225.00 + £45.00 VAT) – Pavilion deep clean – cheque 101784

Marshall Plumbing - £927.00 – Sterilisation of system, upgrades & maintenance – cheque 101785

J. Collins Electrical - £452.65 (£377.21 + £75.44 VAT) – PAT testing, circuit upgrades etc. – cheque 101786

Chiltern Construction - £558.00 (£465.00 + £93.00 VAT) – Replacement fixture TC path – cheque 101787

To be paid at meeting: (Cheque 101788 voided)

HMRC - £48.20 – PAYE - August – cheque 101789

Henry Paxton – £213.49 - Mowing, strimming & petrol July – cheque 101790

Lynch Garden Services - £480.00 – June/July devolved grass cutting & July Play Area – cheque 101791

Mazars - £240.00 (£200 + £40 VAT) – External Audit 2015/16 – cheque 101792

Phillips Print - £214.88 – August Padbury Pump – cheque 101793

JDB Plumbing - £60.00 – Emergency stopcock repair (Pavilion) – cheque 101794

AVDC - £335.00 – Play Around the Parishes 2016 – cheque 101795

D. O'Brien - £251.22 (Aug salary £240.82 less £48.20 PAYE; phone top-up £10; Mileage to meet contractors £48.60) – cheque 101796)

45.3 **RESOLVED to note** the following income:

Interest - £3.61 Santander a/c; Millennium Wood Account - £200.00

45.4 **Income and Expenditure reports**

RESOLVED to accept the income and expenditure reports of 16/08/16 and bank reconciliations as submitted together with all worksheets in the accounting workbook.

45.5 **Annual Audit and Governance**

Members **RESOLVED to note** that the Annual Return has been approved by the External Auditors, Mazars: *“On the basis of our review of the Annual Return, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.”*

The completed audit and the rights of inspection conferred on local government electors by section 25 of the Local Audit and Accountability Act 2014 have been published on Padbury Parish Council’s website as required by the Accounts and Audit (England) Regulations 2015.

46.0 **Other Parish Council Business**

- Best Kept Village Competition – Members noted that Padbury has been awarded a Certificate of Merit for achieving ‘Highly Commended’ in the Morris Cup. Clerk to arrange framing of certificate
- Replacement electricity poles & wiring – Members noted that Western Power will return to Padbury week of 12th September to complete verge reinstatement. **RESOLVED to** purchase 6 replacement fixtures (including brackets and photocells) from Eon at a cost of £275 each (+ VAT)
- Padbury Pump – members agreed to ask the PCC to meet after the 1st October to discuss.
- Transparency Code Grant – members noted that the Parish Council has been awarded a grant in the amount of £697.00 to enable it to comply with Code requirements up to March 2017. This breaks down to: Staff costs - £60 set-up; £252 – 21 months addl hours; Laptop, printer/scanner, software etc. - £385 before VAT. Members **RESOLVED to** purchase equipment and to make back payment to the Clerk for set-up and 14 months of website updates (£228.00). This leaves a balance of £84 allowing one extra hour per month in staff salary.
- Website Renewal – **RESOLVED to** renew at a cost of £85.00.

47.1 Aylesbury Vale District Council (AVDC) & Buckinghamshire County Council

Members noted that AVDC (alongside other District Councils) has commissioned Deloitte to create an independent report looking at options for the future of local government service provision in Bucks. (Due Autumn)

47.2 Buckinghamshire County Council

Members noted that BCC has requested a meeting with councillors to discuss 'streamlining local government'. Further information is to be provided and a date of 15th November at 7pm has been set. (Before November PC meeting)

48.0 Correspondence – members noted circulated in between meetings via e-mail:

- Minutes of NBPPC AGM and ordinary meeting held on 29 June 2016
- Padbury War Memorial: Invitation to comment on Consultation Report (completed by Clerk)
- AVDC News for the Parishes
- Active Bucks sessions – enquiry (Clerk replied – lack of notice given)
- BCC Positive Case for Devolution
- Capital Road Investment Programme - Week commencing 25th July 2016 - tree trimming Church Lane
- UK Power Networks: '105' – information number
- Presentations from Parishes Seminar on VALP - 13 July 2016
- Follow up email on Local Flood risk Management Strategy
- MyBucks e-newsletter Summer 2016
- AVDC - Neighbourhood Plans and VALP (Clerk replied 10/8)
- TfB – Weeds in Villages notice (sent to Mr Lynch for reference)
- NALC Survey on Community Led Housing (due 30/9)
- Meeting invitation sent on behalf of Neil Gibson Interim Chief Executive of BCC (see 10.2)
- A413 Sustainable Travel – Cycleway – updates
- Copy of Complaint Springfields made to VAHT re lack of parking provision
- Buckinghamshire Voluntary Sector Infrastructure Consultation
- LAF – Funding Priorities (due 31/8) – PC to consider next round of funding

49.0 Highways & other

- Devolved services – Mr Lynch has been asked for an estimate for performing weed control of pavements and gullies; and siding out of pavements. **RESOLVED** that this may proceed if within budget.
- Winslow Cycleway – members noted that work is ongoing and that updates have been received from Mr Roberts – project manager/BCC. Frontage residents have received correspondence.

50.0 Date of next meetings – Padbury Parish Council

RESOLVED to note that the next meeting dates are:

- 11th October
- 15th November (Suggested date is 1 week later due to no meeting in December)

Meeting closed at 9:25 p.m.

SignedChairman Date