

PADBURY PARISH COUNCIL
3 The Pightle • Drayton Parslow • MK17 0LQ
Tel: 07905 457784
Parish Clerk: Deborah O'Brien

18th August 2016

Dear Councillors and Residents of Padbury,

I hereby give you notice that a meeting of Padbury Parish Council will be held at the Sports Pavilion, Padbury on **Wednesday 24th August** 2016 at 7.30 p.m.

All Members of the Council have been summoned to attend for the purposes of considering and resolving upon the business to be transacted at the meeting set out below.

The public are also invited and are welcome to attend and before the Parish Council Meeting there will be a period of public questions.

Deborah O'Brien
Parish Clerk

Agenda

1. Apologies

Members are asked to receive apologies.

2. Declarations of Interest

- To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012

3. Minutes

Members are asked to receive the minutes and confirm the recommendations or resolutions therein of the meeting of the Parish Council held on:

- Tuesday 12th July 2016 - Copy attached PPC/03/1617

4. Casual Vacancy

The Elections Officer has advised that no one has called for a bye-election and that the Parish Council may co-opt a suitably qualified candidate as and when one becomes available. Mr Peter Burton has applied to be considered for Co-option.

5. Parish Clerk/RFO

The Parish Clerk has tendered her resignation. Advertisements have been placed via BMKALC's website and in the Padbury Pump.

6. Sports Field, Play Area & Woodland

- Vandalism at Sportsfield – Update regarding fencing for the MUGA. (Community Chest Grant available)
- Pavilion key storage – members are asked to consider options
- Annual Inspection of Play Area, Main Street & MUGA – Cllr Dickens to update regarding repairs.
- Anglian Water inspection – members are advised that a compliance notice was received 1/8/16. 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.
- Members are advised that the electricity meter replacement has been re-scheduled for 24/8/16.
- Members are advised that PAT testing has been completed, a new socket installed for the freezer and a new RCD unit installed for socket protection.
- Following general maintenance and cleaning improvements the Football Club & Youth Club are requested to uphold their obligations with regard to usage and cleaning.
- Members are asked to confirm that Mr Gough will undertake janitorial duties for the Pavilion.
- Members are advised that the current electricity contract with Npower expires on 16th October. A new contract must be agreed by 16th September. The Clerk has sourced pricing and this will be available at the meeting for review (pricing is only valid for 24 hours).
- Cllr Roberts has completed a risk assessment and fire risk assessment for the Pavilion, together with Health & Safety policy and checklist.
- Members are advised that the PCC requests permission to use the Sportsfield & Pavilion for a fete 17th June 2017.
- Play Around the Parishes – members are advised that 30 children and 28 parents attended.

7. Planning

7.1 New Applications

- 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 OPPOSED 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 – no objections.
- 16/02805/APP - Padbury Hill Farm, Steeple Claydon Road – conversion of storage barn to farm manager’s accommodation & office

7.2 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

7.3 Other Planning issues:

- Padbury Neighbourhood Plan progress
- CIL/S106 workshop materials and local priority datasheets – members are asked to consider this information and aim to confirm priorities by the October meeting.
- Draft VALP Consultation –Final consultation comments are due by 5th September 2016.
<http://www.aylesburyvaledc.gov.uk/vale-aylesbury-local-plan-draft-plan> Members are asked to agree the Parish response.

8. Finance

8.1 Account Balances:

The balances for the Bank accounts are as follows: (Appendix A)

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)

8.2 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:

D. O'Brien - ~~£259.32~~ (Aug salary £240.82 less £48.20 PAYE; phone top-up £10; Mileage to meet contractors ~~£56.70~~£48.60) – ~~cheque 101788~~ (Changed at meeting to £251.22 cheque no 101796)

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

8.3 Income:

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

8.4 Income and Expenditure reports - Members are asked to review as submitted up to 16th August 2016, together with YTD vs Budget in the accounting workbook. (Appendices B & C)

8.5 Annual Audit – Members are advised 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.

9.0 Other Parish Council Business

- Best Kept Village Competition – Padbury has been awarded a Certificate of Merit for achieving ‘Highly Commended’ in the Morris Cup. Clerk to advise on judging grades & comments.
- Replacement streetlights & poles – Cllr Roberts to update. Members are asked to consider options for damaged light fixtures. Quotes have been received from E-on & Phosco.
- Padbury Pump – members are advised that to date advertising revenue totals £669.00 vs £924.00 last year. This represents 16 paid advertising spaces vs approx. 40 published.
- Transparency Code Grant – 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 are asked to ratify the purchase of 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 – the annual renewal is due at a cost of £85.00

10.1 Aylesbury Vale District Council (AVDC):

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)

10.2 Buckinghamshire County Council:

BCC has requested a meeting with councillors to discuss 'streamlining local government'. Further information and dates to be confirmed.

11.0 Correspondence 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
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12.0 Highways

- Devolved services – Mr Lynch has been asked for an estimate for performing weed control of pavements and gullies; and siding out of pavements.
- Winslow Cycleway – members are advised that work is ongoing and that updates have been received from Mr Roberts – project manager/BCC. Frontage residents have received correspondence.

13.0 Dates of next meetings – Padbury Parish Council – Members are asked to note:

No meeting in September

11th October

15th November (Date is 1 week later due to no meeting in December)