

6th June 2018

Dear Councillors and Residents of Padbury,

I hereby give you notice that the Annual Parish Council meeting will be held at the Sports Pavilion, Padbury on **Tuesday 12th June 2018** 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
Locum Parish Clerk

Agenda

1. To receive Acceptance of Office from Cllr Long

Cllr Long was elected as Chair for the Municipal Year 2018-19 in absentia at the May meeting.

2. Appointment of Locum Clerk

Members are asked to confirm the re-appointment of Mrs O'Brien as Locum Clerk until a replacement Clerk can be appointed.

3. Apologies

Members are asked to receive apologies.

4. 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

5. 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 15th May 2018 - **Copy attached PPC/01/1819**

6. Sports Field, Play Area & Woodland

- Update on the mowing of Springfields. Mr Hartshorn has completed training and is undertaking the role.
- Invoice for new mower is awaited. Asset to be added to the insurance policy and asset register.

- Annual RoSPA inspection reports – members are asked to review and consider any actions required.
- Update on NPower / the Pavilion Storage heaters – Clerk has been in touch with NPower again, requesting them to attend. They have advised that they cannot give a date/time as they use external contractors. Cllr Morris has been advised of this and is still on stand-by to attend/supervise.
- Refurbishment of the pavilion. Cllr Roberts to update on any potential funding options.
- Play Around the Parishes – the revised date of 24th August 10 am -12pm has been confirmed.

7. Padbury Pump

Cllrs Long & Burton to update Council on the Pump. The Clerk now holds the e-mail database (GDPR).

8. Planning

8.1 New Applications since last meeting

- 18/01832/APP | Two/single storey rear extension and single storey front extension | 17 Springfields
- 18/01728/APP | Erection of an agricultural building and associated works. | Grange Farm Thornborough Road
- 18/01703/APP | Demolition of bungalow and erection of new dwelling | Fairhaven Main Street
- 18/01699/ADP | Application for reserved matters pursuant to outline permission 15/03744/AOP for layout, scale, external appearance, the access, and the landscaping of the site for residential development of up to 40 dwellings | Land Adjacent To Winslow Road

Decided between meetings due to AVDC time constraints:

- 18/01634/APP | Single storey side extension | Foxwood 9 Bennetts Close – NO OBJECTIONS

8.2 Decisions made by AVDC / Updates

- 18/01127/APP | Erection of an oak framed rear garden room | Hornbeam House, Main Street - APPROVED
- 18/01231/APP | Single storey rear extension, two storey side and single storey side extension | Orchard House, Winslow Road - APPROVED
- 18/01004/APP | Proposed single storey flat roof rear extension with parapet | 1 Old Springfields – APPROVED
- 18/00691/APP | Construction of new dwelling (retrospective) | Old Oak House 23B Old End Padbury – STILL AWAITING DECISION.

8.3 Other Planning issues:

- A Community Led Plan (CLP) for Padbury. Cllr Roberts to update and advise regarding poll to be included in the Padbury Pump.

9. Finance

9.1 Account Balances:

The balances for the Bank accounts are as follows:

Barclays Community Current a/c xxx959	£18,578.18	(as at 27 th Apr 2018)	– as per latest statement
Barclays COU IAS a/c xxx970	£18,356.51	(as at 31 st Mar 2018)	– as per latest statement
Barclays Millennium Wood a/c xxx198	£4,428.00	(as at 30 th Apr 2018)	

9.2 Payments :

Paid between meetings

NBPPC - £20.00 Annual sub – S/Order 03/04/18

T. Hartshorn - £57.50 – Sportsfield mowing – cheque 101947

Came & Co. - £1,896.03 – Annual Insurance renewal – cheque 101948

To be paid at meeting:

R. Taylor –£218.32 - (£195.33 May salary net PAYE & expenses £22.99) Cheque 101949

HMRC – £36.80 – May PAYE for R. Taylor - Cheque 101950

Bob Gough – £40.00 - Pavilion Maintenance May - Cheque 101951

Playsafety Ltd - £172.20 (£143.50 + £28.70 VAT) – Annual RoSPA inspections – cheque 101952

Npower – £194.48 (£162.07 + £32.41 VAT) – Unmetered Street Lighting MPAN1 Apr '18 - Chq 101953

Npower – £12.30 (£10.25 + £2.05 VAT) - Unmetered Street Lighting MPAN2 Apr '18 - Cheque 101954

Anglian Water - £52.67 – Pavilion water 22/01-21/04/18 – D/Debit 1st June 2018

9.3 Income:

£100.00 – Millennium Wood funding (May)

£t.b.c. – advertising revenue, Padbury Pump

£165.30 Cancelled cheque 101935 E-on – duplicate payment

9.4 Income and Expenditure reports - Members are asked to review as submitted up to 31st May 2018

9.5 Direct debits to Savills. Clerk awaiting confirmation that both are now set up following Barclays prior mistake.

9.6 Mandate Change paperwork – this will need to be reviewed when a permanent Clerk is in place.

10.0 Annual Audit

The Exemption from Limited Assurance Review certificate has been submitted to PKF Littlejohn, External Auditors. Documents are available for viewing on the PC website. The notice of Public Rights for Examination & Publication is displayed on the notice board and on the PC website.

11.0 Insurance renewal

Came & Co. Brokers, have been advised that their quote is accepted and that the Parish wishes to renew. Payment was sent between meetings.

12.0 Other Parish Council Business

- Advertising & signage on verges and poles within the village – matter raised by resident
- 'There but not There' campaign – Rev. Roberts has asked if the Parish Council would make a donation relating to this Commemoration Campaign.
- GDPR - Members reviewed a Privacy Notice between meetings which is now available via the Clerk and on the Parish Council website. All e-mails sent by the Clerk will also contain a link to the Privacy Notice. Further actions are required including a Data Audit and the possible development of additional policies/guidelines.
- Advertisement for Permanent Clerk – hours and terms to be considered. It is suggested that applications are required by 31st July with appointment to commence 1st September 2018.

13.0 **Aylesbury Vale District Council (AVDC):** Unitary update if available

14.0 **Buckinghamshire County Council:** Unitary update if available

15.0 Correspondence circulated in between meetings via e-mail:

- AVDC – Litter & Dog Waste
- Anglian Water In Your Area Notification – Bryne Lane
- BMKALC weekly updates & TTROs
- East West Rail, Western Section, Phase 2 Notification for land referencing
- AVDC – Household waste collection proposals upcoming
- Barrowden PC survey re division of responsibilities between Planning and Building Control
- BMKALC L07-18 -The Data Protection Act 2018
- CIB – Community Planning Forum invitation 20/6/18 – Cllr Roberts to attend
- TfB Invitation to Parishes: Explore online transport resources from Bucks County Council
- NBPPC - Aylesbury Vale Local Plan Hearing Sessions
- 2018 RoSPA reports
- BCC Safeguarding young people in Buckinghamshire event
- BMKALC – Training courses available
- BCC Council-supported Rural Bus Service Survey 2018

16.0 Highways

- The issue of parking at the bungalows on Springfields was reported to TfB and VAHT. No response at present.
- Speeding - Cllr Murray to update regarding discussions/advice from Simon Garwood/LAF regarding 30 mph repeater signage in the village

17.0 Dates of next meetings – Padbury Parish Council – Members are asked to note and confirm:

10th July 2018

No meeting in August

11th September 2018

9th October 2018

13th November 2018

No meeting in December