

**PADBURY PARISH COUNCIL**  
**Minutes of a meeting of Padbury Parish Council held at Springfields Pavilion**  
**on Tuesday 12<sup>th</sup> November 2019 at 7.30 p.m.**

**Present:** Cllr. M. Long, Chairman; Cllr. S. Dickens, Vice-Chairman; Cllr. F Morris; Cllr. V. Murray; Cllr. M. Williamson; Cllr. P. Burton; Cllr. K. Roberts

**Also present:** Deborah O'Brien, Locum Parish Clerk; Pam Molloy, Parish Clerk; County Cllr. J. Chilver and 1 resident

**Period of Public Questions:**

One resident in attendance but had no questions to raise. Resident left at 8.15pm.

The meeting commenced at 7:30 pm.

**68.0 Appointment of Parish Clerk – RESOLVED to** appoint Pam Molloy as Parish Clerk/RFO and Proper Officer. Contract of employment was signed by the Chairman and Mrs Molloy.

**69.0 Apologies –** District Cllr S Renshell

**70.0 Declarations of Interest –** There were none

**71.0 Minutes - RESOLVED to** receive the minutes and confirm the recommendations therein of the meeting of the Parish Council held on: Tuesday 8<sup>th</sup> October 2019 - PPC/05/1920

**72.0 Sportsfield, Play Area and Woodland.**

- There has been no further progress on the re-development of the Pavilion and date yet to be decided for open day. Cllr Long to action after Christmas.
- Pavillion door has been repaired. **RESOLVED** thanks to Cllr Dickens.
- Pavillion emergency plumbing issues – **RESOLVED** works carried out, invoices received and approved
- Pavillion storage heaters – Npower contract ends 2021 (3 yr contract). Locum Clerk explained the usage and has carried out an analysis. **RESOLVED to** note that billing is current according to meter readings as of 4<sup>th</sup> October 2019. Agreed to look into fitting timers, Cllr Morris to action. Npower have advised that the fitting of smart meters is not possible – Clerk to arrange meeting with Npower and Cllr Morris.
- Members noted that the Youth Club has updated its Risk Assessments and supplied evidence of its insurance which covers both Thursday Coffee Shop and Friday Youth Club meetings. Copies are on file.
- Play area lease – Cllr Long advised that he had spoken with Savills regarding the lease charges, each party now to pay £900 – **RESOLVED to accept.** Farrers will re-issue an invoice. Previous cheque 072 now void. The repairs and upkeep of the boundary fences will now be the responsibility of the Parish Council.
- Play Area Lease – legally obliged to register with Land Registry. **RESOLVED that** Cllr Long to action with Chandler Ray Solicitors.

## 73.0 Planning

### 73.1 New Applications **Members noted:**

- 19/03647/APP – Single storey rear extension, two storey side and rear extensions. Orchard House, Winslow Road. **RESOLVED** that there were no objections.

### 73.2 Decisions made by AVDC **Members noted:**

- 19/03089/APP – Demolition of existing storm porch and erection of single storey rear extension. Birch Barn, Church Lane – REFUSED BY AVDC
- 19/03476/ALB - Increase the height of the chimney by 6-7 brick courses to 1.8 m above the thatch ridges and the installation of a roll top chimney post. Old Tithe Barn, Main Street. CONSENT GRANTED by AVDC

### 73.3 Awaiting determination by AVDC **Members noted:**

- 18/04100/APP - Create 5 No. parking bays on Vale of Aylesbury Housing Trust land adjacent to No. 70 Springfields to ease parking congestion for local residents. Land Adjacent To 70 Springfields – Tree Officer comments received. NOTED
- 19/01233/APP - Erection of agricultural building - Land Rear/adj to Fairhaven, Main Street – objection raised. Letter sent to AVDC regarding S215. NOTED
- 19/01978/APP - Change of use of telephone repeater station into one dwelling. - Former Telephone Repeater Station Winslow Road – objection raised
- 19/03554/ACL – Application for a Lawful Development Certificate for an existing development of use of a detached dwelling (C3) – Old Oak House, 23B Old End. Response sent by PC to AVDC.

### 73.4 Other Planning issues: **Members noted:**

- 19/00053/REF - Construction of detached dwelling (Amendment to 15/01216/APP) - Old Oak House, 23B Old End – **Appeal DENIED** by the Planning Inspectorate.
- 19/00566/CON3 – Retaining wall and fence at Lower Way – Councillors noted that a complaint has been registered with Planning Enforcement regarding this work and an additional complaint made to the Parish Council by another resident. Resident has been advised to discuss with planning enforcement.
- VALP Main Modifications consultation – response due by 17<sup>th</sup> December 2019. Cllr Roberts advised meeting being held on 27<sup>th</sup> November by North Bucks in Winslow. Cllr Long will check if he can attend. Cllr Roberts advised he would put information together for the meeting.

## 74.0 Finance

### 74.1 **Account Balances:**

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

- Barclays Community Current a/c xxx959 £25,879.91 (as at 30<sup>th</sup> September 2019) – as per latest statement
- Barclays COU IAS a/c xxx970 £18,411.50 (as at 18<sup>th</sup> October 2019) – as per latest statement
- Barclays Millennium Wood a/c xxx198 £6,012.00 (as at 10<sup>th</sup> October 2019) – as per latest statement

**74.2 RESOLVED to make the following payments:****Paid between meetings:**

- Npower - £224.69 (£187.24 + £37.45 VAT) Unmetered street lighting MPAN1 September 2019 – Direct Debit (awaiting copy invoice)
- Npower - £13.10 (£10.92 + £2.18 VAT) – Unmetered street lighting MPAN2 September 2019 – Direct Debit (awaiting copy invoice)
- Npower - £887.26 (£741.84 + £145.42 VAT) – Adjusted invoice 17/11/18 to 04/10/19 Pavillion electricity – Direct debit 05/11/19.

**Paid at meeting:**

- D O'Brien - £404.54 – October salary; mobile top up; envelopes – Cheque 079
- JDB Plumbing - £97.60 – Emergency plumbing repairs to pavillion – Cheque 080
- JDB Plumbing - £557.40 -Emergency shower repairs to pavillion – Cheque 081
- Bob Gough - £42.50 – October caretaking costs to pavillion – Cheque 082
- F R Morris - £216.00 (£180 +£36.10 VAT) – Millennium Wood hedging (to be reclaimed from Millenium Wood fund) – Cheque 083
- F R Morris - £226.40 (£190.30 + £36.10 VAT) – Fixtures for repairs, supplies for pavilion – Cheque 084
- E.ON £384.00 (£320.00 + £64.00 VAT) – replacement street light - Lower Way – Cheque 085
- Phillips Print & Stationers - £162.40 – Padbury pump printing for Oct/Nov – Cheque 086

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

- Millennium Wood funding (October) - £100.00
- Savings Account interest - £9.18
- Pump Advertising - £77.50
- Youth Club 2019-2020 dues £150

Tennis Club payment outstanding – Clerk to chase

P/Pump ad (Bexhill-on-Sea) – payment not received. Clerk to query with J Wrigley.

**74.4 RESOLVED to note that the Income, Expenditure, Summary and Budget YTD statements as of 31<sup>st</sup> October 2019.****74.5 Members RESOLVED to agree to a change of the Bank Mandate to reflect the appointment of the new Parish Clerk/RFO. Existing signatory to contact Barclays. Clerk and Cllr Long to action.****74.6 Members discussed the first draft budget (v1) for 2020/2021. The Locum Clerk explained why the tax base has increased to £374.02. If this is applied to last year's Band D equivalent results in a Precept of £23,480. An increase of a further £1,000 will result in a £2.68/year increase for a Band D equivalent household (4.24%) The following was advised/agreed:**

- Football club fees increased to £900
- Pavilion Electric should be increased to £2,000
- Misc repairs should be increased to £1,000
- Pavillion replacement funds, a reserve fund should be created.
- Budget to be re-drafted for final agreement at December 10 meeting.

- 74.7** Governance Documents – Information Available and Complaints Procedure  
Members **RESOLVED to approve** revised versions on these documents which have been updated and reflect the new Clerk’s contact details. Clerk to add approved versions to website. Members noted that a clean copy of the Risk Assessment approved in May has been uploaded to the website.
- 75.0 Other Parish Council Business**
- Members approved BMKALC training courses for the Clerk
    - Clerking Essentials for Town & Parish Councils (£41.55) – tba
    - Accounts & Finance Training 24/02/20 (£70.66)
    - Annual Audit 02/04/20 (£41.55)
 Clerk to arrange
  - Play Around the Parishes 2020 – agreed not to provide in 2020
  - ICO/Data Protection –**RESOLVED** to renew the PC’s registration. Direct debit signed. Clerk to be registered as the Administrator/Data Controller.
  - Members email addresses – It was strongly advised/explained that all Councillors should use a Parish Council specific email address. Fact sheet distributed. Members noted the recommendations. Cllrs Long, Burton and Roberts have complied.
  - Mass Tree Planting Initiative (Woodland Trust) – a further request was received that the PC allocate land, possibly in the Millennium Woods. Members discussed and agreed that the woods wasn’t an option – Cllr Long to advise Resident.
  - Public Safety Plan Consultation <https://bucksfire.gov.uk/psp-response-by-18/11/19> - Cllr Roberts updated members as he has reviewed plan. Agreed that Cllr Roberts should submit a response on behalf of the Parish Council.
  - VE/VJ Day 2020 – Cllr Roberts provided update. Agreed in principal. Will be held on the Bank Holiday weekend, 8-10<sup>th</sup> May. Advised some of the proposed ideas. Cllr Roberts advised that he would require support organising this event. Cllr Roberts to write article for the Padbury Pump.
  - Charndon PC has proposed an Elections Hustings – Agreed to respond on behalf of the Chairman – Padbury Parish Council is non political and declines to comment. Clerk to action.
  - Dog Waste Collection – Members agreed to extend the existing agreement to end March 2020. Clerk to action.
  - Members noted that Cllr Morris to collect the Christmas tree.
  - Clerk to chase repair to street light on Old End (by Tudor Cottage).
- 76.0 Aylesbury Vale District Council (AVDC) – no report**
- 77.0 Buckinghamshire County Council:** Cllr Chilver updated regarding re-surfacing of footway on Main Street – awaiting timing in this financial year period. Cllr Chilver will be meeting Paul Foot on Friday 18<sup>th</sup> November to discuss the programme of work. Clerk to contact Paul Foot via website to try and find out more information and to also ask about Bryne Lane. He also provided update re the installation of the pelican crossing on the A413 - Lagan Homes have paid Bucks CC but the work will not be carried out until the next financial year 2020/2021.

**78.0 Correspondence circulated in between meetings via e-mail:**

- Rights of Way Improvement Plan consultation [www.buckscc.gov.uk/rowip](http://www.buckscc.gov.uk/rowip) (due 24/12/19) – **Cllr Roberts to prepare a proposed response and to include this on December agenda.**
- Policy Consultation E-Briefing 10-19 – 5G Mobile Coverage In Rural Areas (NALC request)
- Policy conference: next steps for the Cambridge – Milton Keynes - Oxford Arc 27/2/2020
- VALP modifications (NBPPC) – **Cllr Long to try and attend meeting on 27<sup>th</sup> Nov.**
- TfB Road Safety Updates
- NBPPC Agendas & Minutes, Updates
- AVALC AGM papers 2/11/19
- NALC - Neighbourhood Planning and Health and Well Being Article - legal update
- BMKALC – Upcoming Courses
- UPDATE FOR LOCAL COUNCILS & VE DAY 75 - 8TH MAY 2020
- Unitary – Latest News – delivering the new Unitary Council
- Query from potential buyer of the Telephone Repeater Station re Planning Applications – replied
- Community Impact Bucks – Community Engagement on Ox-Cam Expressway
- ICO – Data Protection & Brexit
- BPFA AGM 28 October
- TfB – Road Closures for Remembrance Sunday – not required
- Luton Airport – public consultation notice. **No comment**
- Came & Co – Council Matters Autumn 2019
- Consultation on budget priorities for Bucks CC (individual completion – see item 10.0)
- Heart of Bucks Foundation – Winter Warmth program – Cllr Burton to obtain further information for the Pump
- LAF Minutes 25/9/19
- Parish Liaison Meeting Agenda 6/11/19 (Also notes from 24/7/19 meeting)
- Community Roundtable – Amersham 28/11/19 – Prevent Strategy. **Cancelled**
- Press Release re Aylesbury Garden Town
- NALC – new Good Councillor’s Guide to transport planning
- AVDC 2020/21 Tax base & request for Precept – response due by 17/1/2020. **Locum Clerk to prepare revised budget for next meeting,**

**79.0 Highways**

- Npower/LASER street lighting tariffs have been confirmed for Oct 2019-Sept 2020. The increase is £102/year or 4.45%. This has been budgeted. **RESOLVED to accept.**
- Previous Clerk has chased and updated report about broken grate on Lower Way – this has now been ongoing for 10 months. Clerk to report again via Fix my Street website and to also speak to house owners to request they report it also.
- Removal of the brambles and weeds on the grass Verge on Main Street between The Robin Hood and Box Cottage – resident has advised that they are unable to undertake this. Members discussed, Cllrs Morris, Dickens and Burton agreed to carry out the work.
- Complaint about overhanging hedging on corner of Old End and Arnolds Close. Members noted that the resident was written to as agreed. Resident has requested more information from councillors regarding work to be completed. Members discussed, sign needs to be visible. Cllr Burton agreed to contact resident.

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

10<sup>th</sup> December 2019; 14<sup>th</sup> January 2020; 11<sup>th</sup> February 2020; 10<sup>th</sup> March 2020; 14<sup>th</sup> April 2020; 12<sup>th</sup> May 2020 (to be confirmed subject to local elections)

Meeting closed at 9:50pm

Signed.....Chairman Date.....