



# Soulbury Parish Council Buckinghamshire

## Minutes of the Parish Council Meeting 13 December 2021 at 7:30 pm

Those present:

Cllr Victor Wright	Chairman
Cllr Maurice Cross	Vice-Chairman
Cllr Alan Stevens	
Cllr Margaret Rowe	
Cllr John Day	
Cllr Nigel Kemal	
Wendy Taylor	Parish Clerk Assistant
3 members of the public	

1	Apologies for absence	Action															
	Apologies received from Cllrs Salina Darbyshire-Mackay and Jilly Jordan.																
2	Approval of minutes																
	Minutes of the meeting held on 15 November 2021 were approved and signed by Cllr Wright.																
3	Matters arising																
	<p>Hot water in kitchen not sorted out. Chris McQuaid will be asked to deal with this and to check the heating thermostat for the hall.</p> <p>Wendy Taylor reported that the length of time for a response from the solicitor was due to COVID illness. He is now able to advise that the lease is in the process of being registered, that he has passed the matter relating to parking on the green to his colleague specialising in this business and he has been asked to locate a signed copy of the deed changing the status of the Soulbury Millennium Green (SMG) to a sole corporate trustee, the trustee being the Soulbury Parish Council (SPC).</p> <p>Cllr Wright will take up the matter of water supply to the allotments and report back.</p>	<p>VW</p> <p>VW</p>															
4	Finance																
	<p>a) The following payments have been paid since the last meeting:</p> <table border="0"> <tr> <td>British Gas</td> <td>Village Hall supply</td> <td>£23.11</td> </tr> <tr> <td>EON</td> <td>Street lighting</td> <td>£113.54</td> </tr> </table> <p>b) Further payments to be made:</p> <table border="0"> <tr> <td>Greensand Trust</td> <td>Xmas tree for village green</td> <td>£211.20</td> </tr> <tr> <td>Zurich Insurance</td> <td>Inclusion of SMG to policy</td> <td>£121.13</td> </tr> <tr> <td>SLCC</td> <td>Parish Clerks' conference</td> <td>£90.00</td> </tr> </table> <p>c) Unanimous approval obtained for purchase of a laptop for parish council use. Cllr Wright will investigate what the January sales have to offer.</p> <p>d) Wendy advised that she has moved all the items highlighted in the SMG policy to the SPC policy which incurred the charge of £121.13 including admin charges. The certificate of insurance does not change so we can still use the certificate forwarded when the SPC policy was renewed.</p>	British Gas	Village Hall supply	£23.11	EON	Street lighting	£113.54	Greensand Trust	Xmas tree for village green	£211.20	Zurich Insurance	Inclusion of SMG to policy	£121.13	SLCC	Parish Clerks' conference	£90.00	VW
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	<p>e) No further updates relating to the internal and external audit of the 2020/21 financial year. The extended deadline for getting the AGAR form to the external auditor is 17 December 2021. Cllr Wright said he would chase Mr Spires for this document again.</p> <p>f) Wendy presented the budget for 2022/23 to Council. After discussion it was unanimously approved. It was also unanimously approved to apply for a precept of £25,000. Wendy has sought the help of Buckinghamshire Council to understand the process. They have been exceptionally helpful. She now has the documentation to apply. She has also obtained MS365 for Mac to use the Excel workbook, acquisition of which was approved up to an amount of £300 at a previous council meeting. This will, however, only cost £59.99 per year.</p> <p>g) Wendy will now report each month on the bank balance held with Barclays. As at 2 Dec 2021 the balance was £53,428.36.</p>	<p>VW</p> <p>WT</p> <p>WT</p>
5	Planning	
	<p>21/04610: Dairy Cottage, Liscombe Park, Soulbury - certificate of lawfulness for existing use as a single storey building and associated garden as separate residential dwelling: the Parish Council objects per se to this form of retrospective planning as a way around the planning rules as too much is occurring the parish in general. They also observed that no Council Tax bills had been added to the planning portal as evidence of continual use as a residence. Therefore it was stressed that if no council tax had been paid in the period of occupation then retrospective payment of all tax owing needs to be paid.</p> <p>20/03987: Liscombe East - offices with associated storage and parking: No objection but the continual development of the area is of concern particularly as access roads are now becoming inadequate.</p> <p>19/04199: Winscott Farm - this development has now been approved for rebuilding agricultural buildings to provide 6 dwellings and develop farmhouse.</p>	
6	Environment	
	<p><b>6.1 Childrens' Playground</b> Planning decision to be made on 16 December 2021. FCC grant: company needs more info including signed lease for the area, photos of the area as it is now. These have been done, Cllr Wright will send it all off this week.</p> <p><b>6.2 Grass cutting</b> Only the hedges now need trimming back otherwise no further cuts will be required until next year.</p> <p><b>6.3 Churchyard grass cutting</b> Council asked by the church for an increase in amount allocated to them for looking after the church yard from £800 pa. No rationale was offered for this or an amount. Discussion took place on the use of a contractor to do this regularly and at what cost. It appears that at the moment it is done as and when they can do it. This gave rise to the comment that no-one had tidied up, mowed, trimmed the area in readiness for the Remembrance Service. It was decided that a discussion needs arranged with Tony Crack and Ian Parrott.</p>	VW
7	Reports from County Councillors	
	Cllr Jilly Jordan was unable to attend. However, she forwarded a report but as it was 5 pages of A4 long Wendy read out a precis of it which covered 20 mph speed limits, Brownfield sites, involving local people in planning decisions, domestic abuse strategy and the Proud of Bucks awards. Wendy will put this document on to the parish website under the Parish Council tab so it can be read in full.	

8	Parish Hall																			
	<p>Banking info:</p> <table> <tr> <td>Opening balance at bank:</td><td>£7,050.86</td><td></td></tr> <tr> <td>Opening petty cash balance:</td><td></td><td>£146.00</td></tr> <tr> <td>Hall hire</td><td></td><td>+£90.00</td></tr> <tr> <td>Hall cleaning</td><td></td><td>-£40.00</td></tr> <tr> <td>Closing petty cash balance:</td><td></td><td>£196.00</td></tr> <tr> <td>Closing balance at bank:</td><td>£7,050.86</td><td></td></tr> </table> <p>Again, the estimated bill for the parish hall electricity with EON Next was £325 for one month!! After lengthy discussion with EON Next and giving them current meter readings Wendy reported a credit balance of £49.62.</p> <p>The insurance company has asked for a current replacement valuation of the hall to make sure we are adequately covered. Lindsey Russell, member of public present, offered to get this done for us. She just needs the area of the site. Cllr Stevens said he would obtain this for Lindsey.</p>	Opening balance at bank:	£7,050.86		Opening petty cash balance:		£146.00	Hall hire		+£90.00	Hall cleaning		-£40.00	Closing petty cash balance:		£196.00	Closing balance at bank:	£7,050.86		<p>WT</p> <p>AS</p>
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9	Millennium Green																			
	There were no comments this month.																			
10	Stapleford Trust																			
	<p>It is in the constitution of this Trust that the Parish Council must approve any trustees joining the Trust.</p> <p>Mrs Karen Wood and Mrs Frances Meichtry have been asked to become trustees and were unanimously approved.</p>																			
11	Queen's Platinum Jubilee celebrations 2/6/2022																			
	Any further activity is on hold until January 2022.																			
11	Public participation																			
	<p>Lindsey Russell reported no further dead badgers.</p> <p>Green Farm development: Lindsey Russell reported that ecology, highways and drainage departments have no objections to the development but she has not heard any more from the planners.</p> <p>Planning in general: Lindsey reported that Durrance Farm has withdrawn their change of use plans.</p>																			
12	Any other business																			
	None																			
13	Date of next meeting																			
	The next meeting will be held on Monday, 17th January 2022 in Soulbury Parish Hall at 7:30 pm.	All																		

Distribution:  
All Councillors  
John Spires  
Wendy Taylor  
Parish website  
Parish noticeboard  
Parish News (a resume)