



Soulbury Parish Council Buckinghamshire

Minutes of the Parish Council Meeting 17 October 2022 at 7:30 pm

Those present:

Cllr Victor Wright
Cllr Maurice Cross
Cllr Alan Stevens
Cllr Nigel Kemal
Cllr Margaret Rowe
Wendy Taylor

Chairman
Vice Chairman

Parish Clerk

5 members of the public (MOP)

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 27 September 2022 were approved and signed by Cllr Wright.																																																	
3	Matters arising																																																	
	The issue of the editorship of the Parish News was discussed and it was decided to do a full run of the magazine in November and December to encourage someone or a team to continue with it.	Clerk																																																
4	Finance																																																	
	<p>a) The following accounts have been paid:</p> <table> <tr> <td>NPower</td><td>Street lighting</td><td>£45.57</td></tr> <tr> <td>RBL</td><td>Poppy wreath</td><td>£19.25</td></tr> <tr> <td>Victor Wright</td><td>SID repair</td><td>£240.00</td></tr> <tr> <td>Heart and Soulbury</td><td>Strimming clearing village green and Mount Pleasant</td><td>£140.00</td></tr> <tr> <td>Sage Payroll</td><td>Monthly charge for use of software</td><td>£8.40</td></tr> <tr> <td>British Gas</td><td>Power for parish hall</td><td>£17.93</td></tr> <tr> <td>Wendy Taylor</td><td>Printing Sept/Oct newsletter</td><td>£228.00</td></tr> <tr> <td>Wendy Taylor</td><td>HP laser cartridge set</td><td>£344.36</td></tr> <tr> <td>Open Spaces</td><td>Membership</td><td>£45.00</td></tr> <tr> <td>E-ON</td><td>Power for parish hall</td><td>£70.84</td></tr> <tr> <td>Wave</td><td>Water supply to parish hall</td><td>£45.10</td></tr> <tr> <td>BALC</td><td>Finance for Councillors training</td><td>£70.00</td></tr> <tr> <td>CS Maintenance</td><td>Mowing Inv CSM0492</td><td>£180.00</td></tr> <tr> <td>Sage Payroll</td><td>Software monthly charge</td><td>£8.40</td></tr> </table> <p>b) Monies received:</p> <table> <tr> <td>Bucks Council</td><td>Precept 50%</td><td>£12,500.00</td></tr> <tr> <td>NPower</td><td>Credit</td><td>£81.82</td></tr> </table>	NPower	Street lighting	£45.57	RBL	Poppy wreath	£19.25	Victor Wright	SID repair	£240.00	Heart and Soulbury	Strimming clearing village green and Mount Pleasant	£140.00	Sage Payroll	Monthly charge for use of software	£8.40	British Gas	Power for parish hall	£17.93	Wendy Taylor	Printing Sept/Oct newsletter	£228.00	Wendy Taylor	HP laser cartridge set	£344.36	Open Spaces	Membership	£45.00	E-ON	Power for parish hall	£70.84	Wave	Water supply to parish hall	£45.10	BALC	Finance for Councillors training	£70.00	CS Maintenance	Mowing Inv CSM0492	£180.00	Sage Payroll	Software monthly charge	£8.40	Bucks Council	Precept 50%	£12,500.00	NPower	Credit	£81.82	
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5	Governance	
	<p>a) Budgets 2023-24:</p> <p>The clerk explained that 'It is a legal requirement to have a budget to set the precept'. She also explained that one of the queries from the external audit just completed was the size of the general reserve the council holds. The Council has several upcoming projects in mind, ie adult gym equipment for the Millennium Green, fencing replacement around the children's play area, acquiring the fountain in Leighton Road and work needs to be carried out on the village green to alleviate the flooding that occurs after heavy rain. The funds in the general reserve can then be moved to an earmarked reserve and so ring fenced for these projects. It is then essential the Council looks at spend during the year as we can hold 9 months worth of spend as a general reserve. Council then asks Buckinghamshire Council for a precept which allows it to hold the appropriate amount in general reserve therefore keeping the external auditors happy.</p> <p>b) BMKALC training:</p> <p>Budgeting and financial management</p>	Clerk
6	Planning	
	<p>22/03342: Wing Wood, Soulbury Road, Wing - proposed security access and vehicular access to newly created woodland. It appears that since this was put on the agenda the application has been refused.</p> <p>22/03447: Old Vicarage, High Road, Soulbury - cantilever first floor balcony at rear of property.</p> <p>The clerk advised that she had received an email from Bragenham Farm regarding moving the entrance from a blind bend to an area with improved visibility. They asked who they went to for advice and the Clerk pointed them in the direction of Planning at Buckinghamshire Council.</p>	
7	Environment	
	<p>7.1 Childrens' Playground</p> <p>Council was advised by a village mum that dog poo had been found near the swings which was cleared up by her. As dogs are not allowed in the area this is distressing so a note will be included in the next parish news.</p> <p>Goals need repair. Scaffold poles would sort out the problem. A MOP offered to supply scaffold poles but needed the length required. Post meeting note: information given and poles are being obtained.</p> <p>7.2 Mowing of the village green</p> <p>The clerk received an email regarding mowing the village green less so the Green does not look like a bowling green. Council were not keen to do this as in the past if the grass is left too long it is very difficult to cut and looks awful. There are issues around safety and visibility Council have to keep on top of. Council also feel that there are areas set aside for biodiversity and rewilding, namely the SMG as one example.</p>	Clerk
8	Reports from County Councillor	
	As Cllr Jordan was not present the Clerk read her report to Council and will add it to the website.	Clerk

9	Parish Hall																												
	<p>There appears to be an issue with the toilets again which need rodding. However, it was felt that a company should be brought in to check what the issue is using a camera and then rectifying. The work will then be guaranteed. Cllr Stevens will contact an appropriate supplier.</p> <p>Keys have been obtained so the top windows at the front of the building can be opened. It was noted that the upper pane in the middle window has 'blown'. Cllr Kemal will get the measurement and find a supplier of a new one.</p> <p>It was suggested that the installation of a dishwasher would help those using the hall for functions that use the kitchen. Cllr Rowe was asked to take the suggestion to the Hall Committee and report back to Council.</p> <p>Hall is now being used every other Friday for a 'pop-up' pizza outlet.</p> <table> <tr> <td>Banking info:</td><td>Bank a/c</td><td>Petty cash</td></tr> <tr> <td>Opening balance at bank:</td><td>£7,130.86</td><td></td></tr> <tr> <td>Hall hire:</td><td>£201.00</td><td></td></tr> <tr> <td>Closing balance at bank:</td><td>£7,331.86</td><td></td></tr> <tr> <td>Opening Petty cash balance:</td><td></td><td>£106.00</td></tr> <tr> <td>Hall cleaning</td><td></td><td>-£40.00</td></tr> <tr> <td>Hall bookings</td><td></td><td>£20.00</td></tr> <tr> <td>New keys</td><td></td><td>-£15.00</td></tr> <tr> <td>Closing petty cash balance:</td><td></td><td>£71.00</td></tr> </table>	Banking info:	Bank a/c	Petty cash	Opening balance at bank:	£7,130.86		Hall hire:	£201.00		Closing balance at bank:	£7,331.86		Opening Petty cash balance:		£106.00	Hall cleaning		-£40.00	Hall bookings		£20.00	New keys		-£15.00	Closing petty cash balance:		£71.00	<p>Cllr Stevens</p> <p>Cllr Kemal</p> <p>Cllr Rowe</p>
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10	Millennium Green																												
	<p>Picnic in the Park' event on 16 October was poorly attended although broke even. The next event will be fireworks on 5 November.</p> <p>The Coronation will take place on 6 May 2023. Depending on what arrangements are sent to parishes from the official organisers of Royal events it was thought that most people will watch it on the TV so there is no point in starting something much before 3pm. It was considered that we will 'do' something similar to that which was done for the Platinum Jubilee.</p>																												
11	Public Participation																												
	<p>a) A MOP asked about having a private group rather than a community page on Facebook.</p> <p>b) Council was asked if daffodils could be planted on all the verges around the village and perhaps encourage the children to help plant them. Council agreed but pointed out safety issues with children at the roadside which must be addressed.</p> <p>c) Council was asked if a street light could be obtained for the area by The Forge as it is extremely dark in that area. Council agreed to look into this.</p>																												
12	Any other business																												
	<p>Cllrs Cross and Day will work together to restore the 'finger' to the finger signpost on the village green.</p> <p>The Sycamore by the parish hall needs cutting back. Cllr Wright was willing to do this.</p> <p>Discussed the Parish Online Software and the Clerk established the cost of the software depended on the size of the parish. For Soulbury the cost is £74/yr. The Clerk was asked to get a copy.</p>	<p>Cllrs Cross/Day</p> <p>Cllr Wright</p> <p>Clerk</p>																											

	<p>Cllr Stevens offered to source this year's Christmas tree for the village green.</p> <p>Cllr Stevens advised the Singalong will be on 3 December 2022.</p> <p>Council will fund a Cheese and Wine party for the parish in the Parish Hall.</p> <p>Date to be confirmed and published in the Parish News.</p>	Cllr Stevens
13	Date of next meeting	
	<p>The next meeting will be held on Monday, 21 November 2022 in Soulbury Parish Hall at 7:30 pm.</p>	All

Distribution:

All Councillors/Parish Website/Parish Noticeboard/Parish News (a resume)