



Soulbury Parish Council Buckinghamshire

Minutes of the Parish Council Meeting 20 June 2022 at 7:30 pm

Those present:

Cllr Victor Wright	Chairman
Cllr Maurice Cross	Vice-Chairman
Cllr Alan Stevens	
Cllr John Day	
Cllr Nigel Kemal	
Cllr Margaret Rowe	
Wendy Taylor	Parish Clerk
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 16 May 2022 were approved and signed by Cllr Wright.																																																										
3	Matters arising																																																										
	None																																																										
4	Finance																																																										
	<p>a) The following accounts have been paid:</p> <table border="0"> <tr> <td>British Gas</td><td>Village Hall</td><td>£28.84</td></tr> <tr> <td>CS Maintenance</td><td>Mowing inv 0480</td><td>£180.00</td></tr> <tr> <td>W Taylor</td><td>Small lottery fee</td><td>£20.00</td></tr> <tr> <td>Heart and Soul</td><td>Strim village areas</td><td>£35.00</td></tr> <tr> <td>V Wright</td><td>Heavy duty black sacks</td><td>£9.45</td></tr> <tr> <td>CS Maintenance</td><td>Mowing inv 0482</td><td>£180.00</td></tr> <tr> <td>M Nicholas</td><td>Advance for Jubilee BBQ</td><td>£300.00</td></tr> <tr> <td>M Nicholas</td><td>Balance of cost of BBQ</td><td>£67.35</td></tr> <tr> <td>CS Maintenance</td><td>Mowing inv 0483</td><td>£180.00</td></tr> <tr> <td>Andrew Wood</td><td>Internal Audit fees - AGAR</td><td>£120.00</td></tr> <tr> <td>S Beaumont</td><td>Piper for Jubilee celebrations</td><td>£35.00</td></tr> <tr> <td>Rambling Rose</td><td>Afternoon tea packs - Jubilee</td><td>£351.00</td></tr> <tr> <td>V Wright</td><td>Bar and BBQ restock - Jubilee</td><td>£184.31</td></tr> <tr> <td>N Kemal</td><td>Bunting for Jubilee celebrations</td><td>£26.00</td></tr> <tr> <td>Soulbuddies</td><td>Entertainment - Jubilee</td><td>£100.00</td></tr> <tr> <td>RGK Media</td><td>Entertainment - Jubilee</td><td>£125.00</td></tr> </table> <p>b) Monies received:</p> <table border="0"> <tr> <td>SumUp</td><td>Card payments - Jubilee bar</td><td>£83.66</td></tr> <tr> <td>SumUp</td><td>Card payments - Jubilee bar</td><td>£184.32</td></tr> <tr> <td>Banking</td><td>Bar/tea tent/raffle/rulers</td><td>£1378.66</td></tr> </table>	British Gas	Village Hall	£28.84	CS Maintenance	Mowing inv 0480	£180.00	W Taylor	Small lottery fee	£20.00	Heart and Soul	Strim village areas	£35.00	V Wright	Heavy duty black sacks	£9.45	CS Maintenance	Mowing inv 0482	£180.00	M Nicholas	Advance for Jubilee BBQ	£300.00	M Nicholas	Balance of cost of BBQ	£67.35	CS Maintenance	Mowing inv 0483	£180.00	Andrew Wood	Internal Audit fees - AGAR	£120.00	S Beaumont	Piper for Jubilee celebrations	£35.00	Rambling Rose	Afternoon tea packs - Jubilee	£351.00	V Wright	Bar and BBQ restock - Jubilee	£184.31	N Kemal	Bunting for Jubilee celebrations	£26.00	Soulbuddies	Entertainment - Jubilee	£100.00	RGK Media	Entertainment - Jubilee	£125.00	SumUp	Card payments - Jubilee bar	£83.66	SumUp	Card payments - Jubilee bar	£184.32	Banking	Bar/tea tent/raffle/rulers	£1378.66	
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	<p>c) Internal and external audit update 2021-2022: Acceptance of AGAR form:</p> <p>The clerk received an email from the external auditor, PKF Littlejohn, that they are in receipt of all the documents to carry out their audit and if any further information is required they will contact her.</p>																																																										

	<p>d) Discuss and agree payment to Assistant Clerk for 2021-22 work <i>Parish clerk will not be present during this discussion)</i></p> <p>Discussion took place and agreement reached on amount to be paid to the assistant clerk, which will be paid in accordance to rules and guidelines laid down.</p> <p>e) Update on street lighting charges</p> <p>The clerk has, again, emailed Npower requesting the refund of overpayment for the period when we had 14 LED lanterns and 8 sodium. We were charged for 22 at the sodium rate which we know, having had a refund for the period where we were charged the sodium rate for all 22 LEDs, is not inconsiderable. She did point out to them that this is public funds and we want it returned. No response as yet.</p> <p>f) Utility Aid: is a company working with NALC and has helped a lot of parish councils with getting better rates for their utilities. Our electricity contract is up for renewal and it was agreed to see if Utility Aid can assist in improving the rates we have been quoted for the renewal.</p> <p>g) BMKALC: The Clerk has attended two courses on a) common land and b) Contracts and procurement. Three booked for July: a) Code of Conduct and Interests (full day on Zoom), b) Village Greens (1.5 hours Zoom), c) Grant Writing (2 hours Zoom).</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
5	Planning	
	<p>22/01450: Willow Farm, Great Brickhill Road, Soulbury, LU7 0DR - application for two storey side extension. No objection.</p> <p>22/01910 Land at Stockgrove Park, Soulbury, LU7 0BB - erection of barn. No objection.</p> <p>The clerk read out a Buckinghamshire Council notification regarding the local plan for Buckinghamshire (LP4B) and Call for Sites. She also read out another notification regarding Buckinghamshire Council's project for 'Shaping a New Design Code for Buckinghamshire.</p>	
6	Environment	
	<p>6.1 Childrens' Playground</p> <p>Cllr Wright complimented all those involved in the final 'drive' to finish this area in preparation for the opening on 12 June. Kompan completed the snagging issues although the closure on the new gate still needs to be addressed. Good attendance at the opening. The clerk took photographs and will get an image to the local papers with a press release.</p> <p>Cllr Wright suggested that the contracted hours for Heart and Soulbury Gardens be increased by 5 hours per month so this area can be maintained. Agreed by all.</p> <p>It was felt that a roller needs to be employed to level the pitch when the ground has softened.</p> <p>A discussion took place around putting a front entrance to the area. However, it would be very expensive, H&S issues around preventing kids accidentally running onto a busy road and there being two gates for parents to monitor. There is a pathway between the bungalows facing the road and the back of those in Mount Pleasant if walking along Mount Pleasant was too much.</p> <p>6.2 Bin at Three Locks car park</p> <p>Buckinghamshire Council did as promised and removed the bin and cleared the area. Looked lovely for a while but rubbish is again building up. This time it is strewn across the carpark as there is no bin at all now. The clerk will write to Buckinghamshire Council and Cllr Jordan to get this resolved.</p>	<p>Clerk</p> <p>Clerk</p>
7	Reports from County Councillor	
	Not present due to vacation.	

8	Parish Hall	
	<p>Banking info: Bank a/c Petty cash</p> <p>Opening balance at bank: £7,010.86</p> <p>Cash from petty cash: -£120.00</p> <p>Closing balance at bank: £7,130.86</p> <p>Opening petty cash balance: £126.00</p> <p>Hall cleaning -£40.00</p> <p>Hall bookings £130.00</p> <p>Cash banked: £120.00</p> <p>Closing petty cash balance: £96.00</p>	
9	Millennium Green	
	<p>The clerk obtained a quotation for adult fitness equipment from Caloo. Cllr Stevens is going to an event laid on by Kompan so asked for a copy of Caloo's quote to take with him.</p> <p>Pond liner is an issue. Think the heron has been pecking at it but the water is draining out. Cllr Wright obtained details of repair kits from provider. Once water is drained efforts will be made to repair.</p>	AS
10	Public participation	
	<p>It appears The Boot is closing on 11/7/22 for some sort of refurb, opening again 6 weeks with more of a Punch Tavern feel.</p> <p>A member of the public asked if the Soulbury News Facebook page could be 'open' to encourage dialogue. Clerk has already addressed this with the original admin person of the page, James Mansfield-Sturgess. He has moved out of the village and whilst the clerk has admin access as well she is no expert with it so will contact James M-S in about a week's time (to allow him to settle into his new home) to get all the above changes done.</p>	Clerk
11	Any other business	
	<p>a) Operation London Bridge: Clerk read out latest timing information for proclamations.</p> <p>b) Open Spaces Society: information received on date of AGM - 7/7/22 in person or on Zoom.</p> <p>c) Clerk announced that she needs to offload some of the work she carries out for the parish and to that end the Dec 22/Jan 23 Parish News will be the last she edits.</p> <p>d) Finger road sign: Cllrs Day and Cross will work on this to get it repaired. The post also needs a coat of paint as rust is showing through again.</p> <p>e) Clerk was asked to write to Highways (TfB) to take responsibility for replacing the gates on the gated road to Wing.</p> <p>f) Request for status on the Fountain for Queen Victoria's Jubilee. Cllr Wright was asked to find whatever architect's drawing he had for it as the solicitor needs them rather than just a dot showing its location on an OS map. Cllr Wright thought Chelmscote created one so will approach them.</p> <p>g) Member of the public went through the status of planning applications in Soulbury.</p> <p>h) Cllr Wright complimented everyone involved in organising the two events for the Platinum Jubilee. They both were a resounding success and appeared to bring the parish together. Members of the Council were approach by parishioners who were very complimentary about the events laid on.</p>	<p>JD/MC</p> <p>Clerk</p> <p>VW</p>
12	Date of next meeting	
	The next meeting will be held on Monday, 18 July 2022 in Soulbury Parish Hall at 7:30 pm.	All

Distribution:

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