



Soulbury Parish Council Buckinghamshire

Minutes of the Parish Council Meeting 20 September 2021 at 7:30 pm

Those present:

Cllr Victor Wright	Chairman
Cllr Maurice Cross	Vice-Chairman
Cllr Margaret Rowe	
Cllr John Day	
Cllr Nigel Kemal	
Wendy Taylor	Parish Clerk Assistant
Cllr Jilly Jordan	Buckinghamshire Council
12 members of the public	

1	Apologies for absence	Action																																																
	Received from Cllr Alan Stevens.																																																	
2	Approval of minutes																																																	
	Minutes of the meeting held on 19 July 2021 were approved and signed by Cllr Wright.																																																	
3	Matters arising																																																	
	There were no matters arising.																																																	
4	Finance																																																	
	<p>a) The following payments were approved for payment:</p> <table border="0"> <tr> <td>CS Maintenance</td><td>Grass mowing 15/7/21</td><td>£200.00</td></tr> <tr> <td>CS Maintenance</td><td>Grass mowing 28/7/21</td><td>£200.00</td></tr> <tr> <td>Cllr Wright</td><td>New first aid kit for parish hall</td><td>£26.38</td></tr> <tr> <td>EON</td><td>Parish hall electricity 26/7/21</td><td>£75.86</td></tr> <tr> <td>CS Maintenance</td><td>Grass mowing 9/8/21</td><td>£200.00</td></tr> <tr> <td>Wave</td><td>Parish hall water 14/8/21</td><td>£36.61</td></tr> <tr> <td>CS Maintenance</td><td>Grass mowing 18/8/21</td><td>£200.00</td></tr> <tr> <td>Heart & Soulbury Gdns</td><td>Strim/clear overgrown areas</td><td>£157.50</td></tr> <tr> <td>EON</td><td>Parish hall electricity 22/8/21</td><td>£27.17</td></tr> <tr> <td>British Gas</td><td>Parish Hall supply 22/8/21</td><td>£27.88</td></tr> <tr> <td>CS Maintenance</td><td>Grass mowing 1/9/21</td><td>£180.00</td></tr> </table> <p>Further payments have been made since the creation of the agenda, which are:</p> <table border="0"> <tr> <td>Zurich Ins</td><td>Insurance for Council</td><td>£924.13</td></tr> <tr> <td>Bucks Council</td><td>Need to be advised what for</td><td>£137.84</td></tr> <tr> <td>Bucks Council</td><td>Planning app for play equipment</td><td>£117.00</td></tr> <tr> <td>Cllr Wright</td><td>Grass mowing reimbursement</td><td>£180.00</td></tr> <tr> <td>Cllr Wright</td><td>Grass mowing reimbursement</td><td>£200.00</td></tr> </table> <p>A further cheque for £27.17 was drawn but as Wendy had established we are in credit with EON she will advise John Spires and ask him to cancel it as he still has the cheque book. Wendy will shred the cheque once this is done.</p> <p>b) It was agreed that Councillors are able to buy items up to the value of £50 without first approval by Council as long as the expense is itemised in the minutes.</p> <p>c) It was agreed that invoices presented against an already agreed contract can be paid on presentation. The transactions must appear on the minutes for reference.</p>	CS Maintenance	Grass mowing 15/7/21	£200.00	CS Maintenance	Grass mowing 28/7/21	£200.00	Cllr Wright	New first aid kit for parish hall	£26.38	EON	Parish hall electricity 26/7/21	£75.86	CS Maintenance	Grass mowing 9/8/21	£200.00	Wave	Parish hall water 14/8/21	£36.61	CS Maintenance	Grass mowing 18/8/21	£200.00	Heart & Soulbury Gdns	Strim/clear overgrown areas	£157.50	EON	Parish hall electricity 22/8/21	£27.17	British Gas	Parish Hall supply 22/8/21	£27.88	CS Maintenance	Grass mowing 1/9/21	£180.00	Zurich Ins	Insurance for Council	£924.13	Bucks Council	Need to be advised what for	£137.84	Bucks Council	Planning app for play equipment	£117.00	Cllr Wright	Grass mowing reimbursement	£180.00	Cllr Wright	Grass mowing reimbursement	£200.00	WT
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	<p>d) Wendy advised that the Council needs to have an asset register. She will start one and include such items as the village hall and its contents, childrens' playground equipment, allotments, the Fountain, speed indicating devices as a starting point for discussion.</p> <p>Wendy also advised that she had been contacted by the external auditor of parish councils, PKF, that the AGAR forms had not been completed for 2019-2020 and as a result the Parish Council has incurred a charge of £576. They also advised that they have sent two reminders for the 2020-2021 AGAR form which has already incurred a cost of £80 (£40 each). The cost of the audit is £200. In trying to mitigate the charge of £576 again Wendy asked PKF for an extension to get these forms completed. PKF were able to offer an extension until 31 October 2021. However, we cannot move on the AGAR form until the internal audit of the accounts is performed and we are still waiting for them. It was agreed that the outstanding bill of £576 be paid immediately and Cllr Wright will do this.</p> <p>Wendy has changed the billing addresses with EON, Wave and British Gas and subsequently registered with them online to keep a track of bills outstanding, those paid and add meter readings. Having gone through the accounts the Council is up to date with Wave, has a £71.50 credit with EON and a £12.28 credit with British Gas. Wendy has also changed the signatories on the bank account at Barclays. Signatories are now Wendy and Cllr Wright. Both are awaiting the necessary cards and equipment to make payments online. Once this is set up Cllr Wright is no longer to pay bills from his personal account and get a subsequent reimbursement. This regime was set up due to the difficult family situation for John Spires in order to support him.</p>	<p>WT</p> <p>VW</p>
5	Planning	
	<p>21/03167: Green Farm, 2 The Green, Soulbury, LU7 0DD - demolition and replacement of Green Farm House, development of outbuilding and 5 additional residencies.</p> <p>Comments: whilst this development is an improvement on the last, concerns were expressed about too much infill, impact on conservation area, village footprint, too many 5 bedroomed houses and is this Phase 1 of more to come. Major comment in favour was that the development was aesthetically pleasing and a considerable improvement on the eyesore we have at the moment. We also need young families in the village who need housing. Cllr Jordan pointed out that the VALP (local plan) was adopted last week and no houses have been allocated to Soulbury thus protects it from large scale development, therefore negating the 'Phase 1 of many' argument. Council voted on this development and all were in favour.</p>	
6	Environment	
	<p>6.1 Childrens' Playground The timescale of this project has extended as one of the pieces of equipment being bought is 5m high which needs planning consent (4m is allowed without planning consent). This is a climbing frame made of stainless steel and rope and so a planning application has had to made for the top 1m cone of stainless steel and rope at a cost £117.</p> <p>6.2 Grass cutting The village green is still looking good. The number of cuts has been reduced as the growing season ends.</p> <p>6.3 Speed indicating devices We have three of these in the village one of which has a solar panel included. It was agreed to obtain 2 more solar panels for the other devices. Cllr Day will source and obtain quotes.</p>	<p>JD</p>

	<p>6.4 Parking on the village green</p> <p>Vehicles are continuing to park in this area contrary to village green legislation. Wendy Taylor was asked to put a bold article in the Parish News before more stern action is considered.</p> <p>Cllr Wright did point out that there is a very large garden to the first bungalow in Mount Pleasant which the resident is unable to look after. Cllr Wright will write to VAHT to ask if part of this garden can be developed as a car park which would ease the parking issues in that area. VAHT demolished the garages and built 2 semi detached houses in their place, further aggravating the parking issues.</p>	<p>WT</p> <p>VW</p>
7	Reports from County Councillors	
	<p>Cllr Jilly Jordan attended and introduced herself to those present. She advised that she has forward Cllr Wright's email regarding the appalling condition of the newly surfaced High Road to the Cabinet member responsible. She will do the same regarding the email relating to the construction of a driveway over Highways land by railway bridge 141 on the Leighton Road.</p> <p>Cllr Jordan also raised the issue of electric car charging points and have we one in Soulbury. She asked that we consider this and advise her of a suitable location. Cllr Wright thought that if we get the car park at the bottom of Mount Pleasant a charging point or two could be put there. Cllr Day asked when is it to be compulsory to consider infrastructure for charging points and Cllr Jordan advised that it is happening now and legislation is on its way.</p>	
8	Parish Hall	
	A new gas certificate is required and the fire extinguishers need their service check.	
9	Millennium Green	
	<p>Soulfest 2021 was a great success with approx £2,300 made.</p> <p>Firework night is the next event to be held on the SMG on 6 November 2021.</p> <p>General consensus was that people did want the annual Singalong in the Parish Hall again. The date fixed is 11 December.</p>	
10	Queen's Platinum Jubilee celebrations 2/6/2022	
	Wendy read out Cllr Stevens thoughts on this which suggested the whole village needs to get behind this such as a street party, may be a dance, certainly a dinner. At the meeting it was suggested a committee be appointed to take this forward. Cllr Wright suggested asking for help. Wendy will note this in the Parish News.	WT
11	Public participation	
	General consensus that the resurfacing of the High Road is very poor. The white line in the centre has not been replaced but all other white markings have been added, much to everyone's amazement as they all thought another layer was to be added first. In places the road is level with the kerb. The workmen left their rubbish in private driveways.	
12	Any other business	
	Wendy advised that the Welcome Packs for the village had now been updated. She needs to know of any new people to the village, apart from those in the Boot field development as she has already printed enough for them and Jane Luxton collected them for delivery.	

13	Date of next meeting	
	The next meeting will be held on Monday, 18 October 2021 in Soulbury Parish Hall at 7:30 pm.	All

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