



Soulbury Parish Council Buckinghamshire

Minutes of the Parish Council Meeting 27 September 2022 at 7:30 pm

Those present:

Cllr Maurice Cross	Vice Chairman
Cllr Alan Stevens	
Cllr Nigel Kemal	
Cllr Margaret Rowe	
Cllr Salina Darbyshire-Mackay	
Wendy Taylor	Parish Clerk
Cllr Jilly Jordan	Buckinghamshire Council
2 members of the public	

1	Apologies for absence	Action																																													
	Apologies received from Cllrs Vic Wright and John day.																																														
2	Approval of minutes																																														
	Minutes of the meeting held on 18 July 2022 were approved and signed by Cllr Cross.																																														
3	Matters arising																																														
	Cllr Darbyshire-Mackay will check she is set up at the bank correctly.																																														
4	Finance																																														
	<p>a) The following accounts have been paid:</p> <table border="0"> <tr> <td>NPower</td><td>Street lighting</td><td>£44.26</td></tr> <tr> <td>Zurich</td><td>Insurance</td><td>£1,106.62</td></tr> <tr> <td>Victor Wright</td><td>Postage for SID</td><td>£50.40</td></tr> <tr> <td>BALC</td><td>Clerk training</td><td>£45.00</td></tr> <tr> <td>Wendy Taylor</td><td>Website security for 2 years, domain name for 1 year</td><td>£202.77</td></tr> <tr> <td>Frances Meichtry</td><td>Finishing play area for opening</td><td>£79.72</td></tr> <tr> <td>Ace Machines</td><td>Mower repairs</td><td>£156.00</td></tr> <tr> <td>Heart and Soulbury</td><td>Clearing various areas and pathways</td><td>£175.00</td></tr> <tr> <td>Bucks Council</td><td>Rent for play area</td><td>£15.00</td></tr> <tr> <td>Bucks Council</td><td>Rent for play area</td><td>£420.00</td></tr> <tr> <td>Chubb Fire</td><td>Village hall extinguishers</td><td>£154.92</td></tr> <tr> <td>Kompan</td><td>New play equipment</td><td>£41524.76</td></tr> <tr> <td>Kompan</td><td>New carousel in play area</td><td>£3784.68</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> </table>	NPower	Street lighting	£44.26	Zurich	Insurance	£1,106.62	Victor Wright	Postage for SID	£50.40	BALC	Clerk training	£45.00	Wendy Taylor	Website security for 2 years, domain name for 1 year	£202.77	Frances Meichtry	Finishing play area for opening	£79.72	Ace Machines	Mower repairs	£156.00	Heart and Soulbury	Clearing various areas and pathways	£175.00	Bucks Council	Rent for play area	£15.00	Bucks Council	Rent for play area	£420.00	Chubb Fire	Village hall extinguishers	£154.92	Kompan	New play equipment	£41524.76	Kompan	New carousel in play area	£3784.68	Heart and Soulbury	Strimming clearing village green and Mount Pleasant	£140.00	Sage Payroll	Monthly charge for use of software	£8.40	
NPower	Street lighting	£44.26																																													
Zurich	Insurance	£1,106.62																																													
Victor Wright	Postage for SID	£50.40																																													
BALC	Clerk training	£45.00																																													
Wendy Taylor	Website security for 2 years, domain name for 1 year	£202.77																																													
Frances Meichtry	Finishing play area for opening	£79.72																																													
Ace Machines	Mower repairs	£156.00																																													
Heart and Soulbury	Clearing various areas and pathways	£175.00																																													
Bucks Council	Rent for play area	£15.00																																													
Bucks Council	Rent for play area	£420.00																																													
Chubb Fire	Village hall extinguishers	£154.92																																													
Kompan	New play equipment	£41524.76																																													
Kompan	New carousel in play area	£3784.68																																													
Heart and Soulbury	Strimming clearing village green and Mount Pleasant	£140.00																																													
Sage Payroll	Monthly charge for use of software	£8.40																																													

	<table border="0"> <tr> <td>BALC</td><td>Training course - Village Greens</td><td>£35.00</td></tr> <tr> <td>BALC</td><td>Training course - Procurement</td><td>£45.00</td></tr> <tr> <td>BALC</td><td>Training course - Common Land</td><td>£18.52</td></tr> <tr> <td>British Gas</td><td>Power for village hall</td><td>£18.94</td></tr> <tr> <td>PKF Littlejohn</td><td>AGAR audit</td><td>£240.00</td></tr> <tr> <td>CS Maintenance</td><td>Mowing Inv CSM0491</td><td>£180.00</td></tr> <tr> <td>Heart and Soulbury</td><td>Hedge clearance</td><td>£192.50</td></tr> <tr> <td>Sage Payroll</td><td>Software monthly charge</td><td>£8.40</td></tr> </table> <p>b) Monies received:</p> <table border="0"> <tr> <td>Bucks Council</td><td>s106 monies</td><td>£37,757.87</td></tr> <tr> <td>FCC</td><td>Play area grant</td><td>£6,747.38</td></tr> </table> <p>c) A response is still awaited from Eon. Clerk will follow up.</p>	BALC	Training course - Village Greens	£35.00	BALC	Training course - Procurement	£45.00	BALC	Training course - Common Land	£18.52	British Gas	Power for village hall	£18.94	PKF Littlejohn	AGAR audit	£240.00	CS Maintenance	Mowing Inv CSM0491	£180.00	Heart and Soulbury	Hedge clearance	£192.50	Sage Payroll	Software monthly charge	£8.40	Bucks Council	s106 monies	£37,757.87	FCC	Play area grant	£6,747.38	Clerk
BALC	Training course - Village Greens	£35.00																														
BALC	Training course - Procurement	£45.00																														
BALC	Training course - Common Land	£18.52																														
British Gas	Power for village hall	£18.94																														
PKF Littlejohn	AGAR audit	£240.00																														
CS Maintenance	Mowing Inv CSM0491	£180.00																														
Heart and Soulbury	Hedge clearance	£192.50																														
Sage Payroll	Software monthly charge	£8.40																														
Bucks Council	s106 monies	£37,757.87																														
FCC	Play area grant	£6,747.38																														
5	Governance																															
	<p>a) External Audit:</p> <p>AGAR audit is done and dusted for period ending 31 March 2022. The external auditor's report has been received will be added to the website. All items shown on this are advisory and do not tell us anything we don't know. Items shown have already been addressed. Huge learning curve but we are in very good position in terms of the next audit for period ending 31 March 2023.</p> <p>b) BMKALC training:</p> <p>Agendas and meetings - this course was postponed to a new date when the Clerk was on vacation.</p> <p>The Clerk attend a course on Finance for Councillors on 27 September. It is a 4 part course and the rest is already booked.</p> <p>The Clerk asked to attend the SLCC National Conference - more detail needs to be obtained</p> <p>c) The Clerk read out the information about the Civility and Respect pledge. As no-one thought the Council was uncivil or disrespectful, the Clerk was respectfully asked to take this no further!</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>																														
6	Planning																															
	<p>22/02664: The Pool House Stockgrove Park, Soulbury, LU7 0BB - Listed building application for light tunnel and extractor fans, internal changes to ground floor and boundary fence. Comments: No issues with regard to the internal changes to the Pool House. Regarding the application for fencing Pool House boundaries, this could be an issue as there are covenants in place restricting the introduction of fencing. This needs to be treated as a separate issue and residents in the area are investigating this in more detail.</p> <p>22/02838: 67 High Road, Soulbury, LU7 0BT - application for garage conversion to habitable space and linked to main property by single storey front/side extension and single storey rear extension. No objection.</p> <p>22/02905: The Limes, Stockgrove Park, Soulbury, LU7 0BB - T1 Beech crown lift, T3 Limefell to ground and replant, T4 Lime remove dead wood.</p> <p>22/02906: Beech House, Stockgrove Park, Soulbury, LU7 0BB - T1 Beech crown lift</p>																															

	<p>22/03128: Ange Hill, Leighton Road, 3 Locks - lower ground, ground and first floor extensions into 6 bed house with landscaping. No objection.</p> <p>22/03137: Former 9 Stewkley Road, Soulbury - erection of semi-detached 4 bed dwellings. Objection: not sufficient room for parking, danger of reversing out on to busy main road, visitor parking will spill over into The Mead causing access issues to existing properties.</p> <p>22/03146: The Cottage, Church Lane, Soulbury - reduce crown of Walnut tree overall by 2.5-3 metres.</p> <p>22/03202: Durrance Farm Business Park - Certificate of Lawfulness for existing use which seeks to establish open storage. Objection: applicant</p> <p>We have been advised of an appeal. Sandy Hill Farm, Leighton Road, 3 Locks was refused permission for this area to be anything other than a non-residential smallholding. Stables were built and used for a while as such but planning permission was sought to change them to residential use. An enforcement notice has been issued to return land to original state, demolishing the buildings, take away the mobile home and lift the hardstanding. An appeal has been sent to the Secretary of State against this.</p>																						
7	Environment																						
	<p>7.1 Childrens' Playground</p> <p>Cllr Stevens obtained a estimate from Jacksons Fencing for the chainlink fencing at the front, roadside, area of the playground which is £4,413. The existing fencing is damaged. This does not including dismantling and clearing the existing fence. Member of the public, Lindsey Russell, said her company would do that element of the work. Cllr Stevens will arrange a site visit with Jacksons to get a firm quote.</p> <p>The areas under the new equipment look shabby. It was suggested that the idea is the grass grows through the rubber matting and then it is mowed. However, the rubber matting itself needs looking at.</p>																						
8	Reports from County Councillor																						
	<p>Cllr Jordan read out her report which covered such things as:</p> <p>New household waste site</p> <p>£150 rebate has been sent out to call Band A-D households.get it</p> <p>Buckinghamshire political map changing. Opinions required.</p> <p>New Highways partner - Balfour Beatty. Starting April 2023.</p> <p>New planning app.</p> <p>The full report will be put onto the Soulbury Parish website.</p>																						
9	Parish Hall																						
	<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>Closing balance at bank:</td><td>£7,130.86</td><td></td></tr> <tr> <td>Opening Petty cash balance:</td><td></td><td>£76.00</td></tr> <tr> <td>Hall cleaning</td><td></td><td>-£100.00</td></tr> <tr> <td>Hall bookings</td><td></td><td>£130.00</td></tr> <tr> <td>Closing petty cash balance:</td><td></td><td>£106.00</td></tr> </table>	Banking info:	Bank a/c	Petty cash	Opening balance at bank:	£7,130.86		Closing balance at bank:	£7,130.86		Opening Petty cash balance:		£76.00	Hall cleaning		-£100.00	Hall bookings		£130.00	Closing petty cash balance:		£106.00	
Banking info:	Bank a/c	Petty cash																					
Opening balance at bank:	£7,130.86																						
Closing balance at bank:	£7,130.86																						
Opening Petty cash balance:		£76.00																					
Hall cleaning		-£100.00																					
Hall bookings		£130.00																					
Closing petty cash balance:		£106.00																					
10	Millennium Green																						

	<p>There will be a 'Picnic in the Park' event on 16 October. It is to be a free, donations welcome, event, pay bar, tea and cakes tent. Gt Horwood Silver Band will be providing 'Last Night at the Proms' style music. The next event will be fireworks on 5 November</p> <p>There are two new members on the SMG Committee, Carla Bennett and Geoff Kiddle.</p>	
11	Parish Magazine	
	<p>The Clerk asked if the Council would finance the printing of the magazine to the Christmas edition. This is because The Clerk will be giving up editorship at Christmas. She has therefore not pursued advertisers which were all due in September due to uncertainty about continuance after January 2023. Council agreed unanimously to this.</p>	Clerk
12	Public Participation	
	<p>a) Call for brownfield sites: the parish council will put forward Green Farm into this process. Appropriate forms will be sent to the Clerk for completion and forwarding to Bucks Council.</p> <p>b) Lindsey Russell addressed Cllr Jordan to try to establish why the Planning Department is not talking to her or validating her appeal. It has taken two months so far and validation has not occurred.</p>	
13	Any other business	
	<p>Cllr Darbyshire-Mackay is concerned about the hardships that may occur this winter and wanted to organise assistance through the Soulbury Helpers. For those scared of turning on the heating could the parish open the parish hall for them offering coffee/tea. The Social Group meets regularly so they could use that facility - dates are always in the parish mag. Cllr Darbyshire-Mackay will link up with the Leighton and Linslade Helpers as well. The Clerk pointed out that the churches in area are opening their halls for warmth and sustenance as well. A note about that is in the October Parish News. She also asked that this issue be a continual agenda item so we can stay on top of requirements.</p> <p>Cllr Darbyshire-Mackay also pointed out how dangerous the road is becoming outside the parish hall. Cllr Stevens commented that this is a perennial issue. We have tried to deal with it with white lines to prevent the parking but cars are still parking over them (principally because they are not enforceable).</p> <p>The wreath for Remembrance Sunday has been obtained. The Clerk will pay the donation to the RBL of £19.25 which is the same as last year.</p> <p>Could not discuss the Parish Online Software as the Chair who asked for the item to be included, was not present.</p> <p>The Clerk advised there is training for those running allotment areas:</p> <p>10/11 Tenancy agreements and policies</p> <p>17/11 Site facilities/Health and Safety</p> <p>1/12 Self management by Associations.</p> <p>As Michele Nicholas is running the allotments now it was suggested this be passed to her.</p>	
14	Date of next meeting	
	<p>The next meeting will be held on Monday, 17 October 2022 in Soulbury Parish Hall at 7:30 pm.</p>	All

Distribution:

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