



# Soulbury Parish Council Buckinghamshire

## Minutes of the annual Parish Council Meeting 15 May 2023 at 7:00 pm

Those present:

Cllr Maurice Cross	Vice Chairman
Cllr John Day	
Cllr Nigel Kemal	
Cllr Margaret Rowe	
Cllr Alan Stevens	
Cllr Victor Wright	Chairman
Wendy Taylor	Clerk

7 members of the public (MOP)

1	To elect the Council Chair for the forthcoming year	
	Cllr Wright declared he was happy to stand for election. Cllr Day proposed that he be elected as chair, seconded by Cllr Kemal. All in favour.	
2	To elect the Council Vice Chair for the forthcoming year	
	Cllr Cross declared he was happy to stand for election. Cllr Stevens proposed that he be elected as vice chair, seconded by Cllr Rowe. All in favour.	
3	To check that all councillors have signed the declaration of office	
	All councillors present signed the declaration of office. The Clerk will get the form to Cllr Darbyshire-Mackay for signature.	Clerk
4	Summons to meetings	
	All councillors present confirmed they are happy to receive the summons to meetings via email.	
5	Declarations of interest	
	None	
	Meeting adjourned for public participation	
6	Reports from County Councillor	
	Cllr Jordan was unable to attend due to meeting clashes so will forward her written report which the Clerk will upload to the website.	Clerk
7	Reports from various clubs and committees in the parish	
	Several clubs and committees were invited. Representatives from the Soulbury Millennium Green and Soulbury Village Cricket Club attended and gave a resume of the last year.	
	Meeting reconvened to conduct the following business	
8	Apologies for absence	Action
	Apologies received from Cllrs Darbyshire-Mackay and Jilly Jordan.	

9	Approval of minutes	
	Minutes of the meeting held on 17 April 2023 were approved and signed by Cllr Wright.	
10	Matters arising	
	<p>The clerk has written to Highways regarding warning signs for walkers on Stewkley Road. No reply yet. However it was felt that there were other areas that needed them as well so the Clerk will address this when Highways reply.</p> <p>The clerk has written to Eon and suggested a meeting held with the Parish Council on site to firm up the length of ducting needed so the full cost of the job is clear. Awaiting response.</p> <p>Drawings received from Planning Dept for 23/00899 3 Oakwood Cottages, Stockgrove Park because someone said we ought to have them for those who cannot get onto the internet. Planning did/could not advise who this person was so the Clerk can do no more than hold them on file and wait for interested parties to surface.</p>	<p>Clerk</p> <p>Clerk</p>
11	Finance	
	<p>a) Accounts paid Please see attached list</p> <p>b) Monies received: 50% of precept of £12,500 banked VAT refund of £11,750 received</p>	
12	Governance	
	<p>a) Second 50% of precept will be received in September 2023.</p> <p>b) Budget for 2023-24 The budget was shown on a large screen and the Clerk went through it. Approval was given. Clerk also highlighted the following: Whilst the clerk was not asking for an increase in salary, the internal auditor suggested a process be introduced to officially cover pay increases in the event of a new clerk ever being required and reflect this in the budget. The internal auditor would like to see all the accounts for the parish hall run by the parish council. The treasurer for the parish hall has hinted at wanting to relinquish the post so this would be a good time to take over. The Clerk will talk to the treasurer.</p> <p>c) Year end The Clerk had prepared the AGAR for 2022-23. Section 1 - AGS 2022/23 was presented to Council. The Chairman and Clerk both signed the document as being approved. Section 2 - Accounting Statements 2022/23 were presented to Council. The Chairman signed the document as being approved.</p> <p>d) BMKALC meetings: CiLCA Intro course attended. The Clerk would like to do this course but would prefer to leave it a year as there is a huge time commitment involved which the clerk does not have. Council agreed to this. Clerk to revisit this next year when the next course intake occurs.</p>	Clerk

13	Planning																															
	<p>Discuss adoption of street lights in Poppy Lane.</p> <p>James Pargeter (Brickhill Homes) and Martin Stovey attended to update council on the adoption of Poppy Lane lighting. It appears the road is ready for adoption but Highways will not take it until Soulbury Parish Council adopts the lighting. Concern arose about this so it was agreed that the Clerk will contact Highways to discuss this further. A more detailed report on the situation will be given when the Clerk receives it.</p> <p>23/01300: Pickle Barn, Media Village, Liscombe Park, Soulbury - updated planning application to improve structural ramifications. The Council felt they did not have the structural engineering knowledge to make any valuable comment.</p> <p>23/01213 - 5 Chapel Hill Soulbury - remove 1-2m and clean crown of Maple Tree by removing deadwood. The Council felt there no need to comment as this will be covered by the tree officer.</p>	Clerk																														
14	Environment																															
	<p><b>14.1 Gates on Wing Road</b></p> <p>Cllr Wright announced that during discussions about this with the Bonsor family, they agreed that it was their responsibility to sort this out. The clerk was asked to liaise with Sir Alex in order to be aware of what they had in mind.</p> <p><b>14.2 Churchyard mowing</b></p> <p>This matter needs finalising. Cllr Stevens proposed that the missing payment of £800 be sent, Cllr Wright seconded this. The clerk was also asked to send a letter to the Friends of the Church highlighting that there is now a contract in place to look after the churchyard for a year.</p> <p><b>14.3 Fountain</b></p> <p>Cllr Day will liaise with Mr de Nisi again to try to push him along on 16/5/23.</p> <p><b>14.4 Adult gym area</b></p> <p>The Clerk gave Frances Meichtry information from 3 different companies which she had reviewed and in doing so wondered who were we actually appealing to with this equipment. Therefore it was decided to do a survey of what people wanted in a gym, do they want one and, if not, is there any other leisure facility they might like. Discussion took place on other items that might prove useful on the Millennium Green such as a semi-permanent stage area.</p> <p><b>14.5 Heart and Soulbury Gardens</b></p> <p>It was agreed that the hourly rate for Heart and Soulbury Gardens to keep the village tidy be increased from £17.50 to £20.00.</p> <p><b>14.6 Stewkley Road signage</b></p> <p>Covered in 'Matters arising'</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr Day</p>																														
15	Parish Hall																															
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16	Millennium Green	
	Full report read out at Council, see item 7, and is attached.	
17	Any other business	
	<p>Council wished for a note to be put into the minutes to thank Greg for planting the Coronation Oak on the village green. Cllr Day asked that he can purchase stakes for the tree. Agreed.</p> <p>Cllr Day asked that he can acquire some lightweight angle iron to make a frame for the new bench. Agreed.</p> <p>Cllr Day asked that we acquire new signage for the village entrances to make it look more welcoming. This was agreed in principle and to be taken forward at the next meeting. Cllr Day, as promised, obtained information from a local craftsman who constructs benches. The clerk will hold this on file.</p> <p>Cllr Wright raised the issue of flooding opposite the Millennium Green. Highways were called out. There is an issue which they will deal with but no timescale for this.</p> <p>No further information regarding Green Farm.</p> <p>Comment about Poppy Lane was made by a member of public that usually when a council adopts a road it adopts the lighting as well so the Parish Council needs to ask the Council if the rules have changed recently.</p> <p>Football area on the childrens play area is not at all flat. It was noted that the Council has already asked the Cricket Club if it can use their roller to sort this out and all we are waiting for is the ground to dry a bit.</p>	<p>Cllr Day</p> <p>Cllr Day</p> <p>Clerk</p>
18	Next meeting	
	<p>The next meeting will be held on Monday, 19 June, 2023 in Soulbury Parish Hall at 7:00 pm.</p> <p>Please note the dates for 2023: 17/7/23, 18/9/23, 16/10/23, 20/11/23, 18/12/23.</p>	All

**Distribution:**

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

## Payments and receipts as at 9 May 2023

<b>Payments</b>		<b>£</b>
BMKALC	Annual sub	138.31
R&D Agri Services	Annual hedge cut	75.60
CS Maintenance	Village green mow	180.00
CS Maintenance	Churchyard grass cut	40.00
Chew Valley Trees (John Day)	Supply and deliver English Oak	486.00
CS Maintenance	Village green mow	180.00
Eon Next	Parish hall power	39.78
GDM Electrical	Installation of power sockets on SMG	996.00
Sage Payroll	Software monthly licence	8.40
Wendy Taylor	Small Society Lottery fee	20.00
Victor Wright	Tea tent supplies Coronation event	5.45
Victor Wright	Bar supplies Coronation event	188.06
Heart and Soulbury Gardens	Strim and mow cemetery + village paths	450.00
British Gas	Parish hall gas	68.48
RGK Media Ltd	Music for Coronation event	150.00
Great Horwood Silver Band	Music for Coronation event	200.00
Soulbury Village Cricket Club	Paint for pavilion ceiling	282.34
<b>Receipts</b>		
Bucks Council	Devolution payment	1,521.39
Bucks Council	Precept 2023/24 - first half	12,500.00
HMRC	VAT reclaim	11,750.00

## **SMG Report Period 11/7/22 - 9/5/23**

**OFFICERS:** Chairman - Nigel Kemal, Treasurer/Secretary - Wendy Taylor.

**Committee Members:** Alan Stevens, Vic Wright, Richard Caplan, Carla Bennett, Geoff Kiddle, Michele Nicholas. (8 committee members).

**AGM Date:** Monday 10<sup>th</sup> July 2023.

During this period we have increased our committee membership from 6 to 8 with Carla & Geoff joining in September.

**Bank Account:** The bank a/c balance as at 11/7/22 AGM was £5391.78.

Current bank a/c balance as at 9/5/23 meeting is £8067.62.

**EVENTS: 16/7/22 - Soulfest** Was well supported locally and from around neighbouring areas and organised by Michele and her Soulfest sub-committee. Although financially successful in generating around £1500 to our funds after costs, the loud heavy metal music genre and some inappropriate bad language by band members caused complaints from our local community. Michelle was directed to ensure future music bands were to reflect a varied music genre and language in keeping with family and local community values.

**16/10/22 - Picnic in the Park** Great Horwood Silver Band provided us with live music for entertainment. Although the event was well received by those attending, it was poorly supported locally which may be because the event was held late in the year when the weather was markedly cooler and advertising was late being displayed.

**5/11/22 - Fireworks Night** Attendance was greater than previous year but monies donated was down from previous year. £850 profit made towards SMG funds after costs.

**8/4/23 - Easter Egg Hunt** This family community event was well supported this year by local families. (A vast improvement from the previous year after Covid re-opening mixing).

**7/5/23 - Coronation Picnic Celebrations** A good community event celebrating the crowning of King Charles 111 held in the style of a street party. Cover was provided for locals in an open side marquee, but as it was a very good afternoon most people were seated outside on the green. Entertainment was provided by Great Horwood Silver Band, singer Richard Stark and DJ sound by our own Scott Isaacs. Children's games, Tug of War, Splat the Rat and Crown design & making competition completed the afternoon's activities.

**1/7/23 - Soulfest** Planned date in doubt, may be re-planned to 22/7/23 or possibly cancelled due to the Soulfest sub-committee failing to book bands for the planned date.

**4/11/23 - Fireworks** Planned date.

**FUND RAISING:** We generate funds for SMG through planned events, marquee hire and 100 Club lottery.

We have recently spent funds on upgrading our onsite electrics supply. The distribution board has been upgraded to accommodate another 4 gang socket post by the Children's playground area with the new radial upgraded to 32 amp from the 16 amp radial supply to the Lock up supply post. We hope to link a further supply post from this new post to the other side of the Spinney to be nearer the Fireworks site area in the near future.

We are also currently looking to secure s106 funding for installing adult keep fit equipment this year and a small working party is currently investigating this action.