



Soulbury Parish Council Buckinghamshire

Minutes of the Annual Parish Council Meeting 20 May 2024 at 7:00 pm

Those present:

Cllr John Bennett
Cllr Nigel Kemal
Cllr Margaret Rowe
Cllr Alan Stevens
Cllr Victor Wright Chairman

Wendy Taylor Clerk

1 members of the public (MOP)

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59/24	To elect the Council Chair for the forthcoming year	Action
	Cllr Wright declared he was happy to stand for election. Cllr Bennett proposed he be elected as Chair, seconded by Cllr Kemal. All in favour.	
60/24	To elect the Council Vice Chair for the forthcoming year	
	Due to his own ill-health and that of his wife, Cllr Cross stepped down as Vice Chair. Cllr Wright proposed Cllr Bennett be elected to the post, seconded by Cllr Kemal. All in favour.	
61/24	Apologies for absence	
	Apologies received from Cllrs Salina Darbyshire Mackay and Maurice Cross.	
62/24	Approval of minutes	
	Minutes of the previous Annual Parish Meeting dated 15 May 2023 were read out as an aide memoire of events but they were agreed as correct and signed by the Chairman at the June 2023 Parish Council meeting. Minutes of the meeting held on 15th April 2024 were agreed as correct and signed by the Chairman.	
63/24	Matters arising	
	None	
64/24	To receive declarations of interest related to the business on the agenda	
	There were none.	
65/24	County Councillor updates and updates from community groups	
	Cllr Jordan read her annual report to Council. This will be added to the website. Cllr Kemal read his annual report relating to the Soulbury Millennium Green. It is attached. Cllr Stevens gave a brief report on the Social Group including an increasing membership but could still do with more and the stalwart efforts they have put in for the DDay 80 celebrations.	Clerk

66/24	Finance	
	<p>a) Accounts paid Please see attached list.</p> <p>b) Monies received: Please see attached list. Since creation of the agenda £5,264.29 has been received being the Council's VAT claim for 2023-2024 financial year.</p> <p>Balance at bank as at 14 May 2024 was £34,809.44, balance as at 20 May 2024 is £39,728.16. Bank statement for April 2024 was signed by Cllr Wright.</p> <p>c) The year end accounts were approved. It was noted that the Parish Council has taken over the parish hall bank account and all transactions are carried out by the RFO. It was also noted that an increase of 3% in the Clerk's salary has been budgeted for this year.</p> <p>d) The Annual Internal Audit report 2023/24 was circulated and noted.</p> <p>e) Section 1 - AGS 2023/2024 was presented to Council. The Chairman and Clerk/RFO both signed the document as being approved.</p> <p>f) Section 2 - Accounting Statements 2023/24 were presented to Council. The Chairman signed the document as being approved.</p> <p>g) Council noted the dates for the Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return which are 3rd June - 12 July 2024.</p>	
67/24	Update from Clerk on parish matters	
	<p>Clerk advised those present that the disclosure of pecuniary interests is a very important part of the meeting, the importance having been emphasised by information sent from BMKALC relating to 2 councillors set to appear in court to face charges relating to failure to declare pecuniary interests and subsequently discussing and voting on matters while having a pecuniary interest.</p> <p>Cllr Wright and the clerk also reminded everyone of the etiquette at parish council meetings. Discussion will take place between the councillors and there can be no interaction from the public. The time for the members of the public to say anything is during Public Participation but a full discussion and/or decision cannot be entered into. If the item requires this, the topic will be accepted by the Chair and added to the agenda if required. If something from the public needs discussing and a decision made during the council meeting, that person needs to advise the clerk in writing at least a week before the meeting and definitely before the agenda is created which is the Tuesday before the meeting. The supporting documentation will go with the agenda so councillors have sight of it before the meeting. It must be remembered that council meetings are in public but are not a public meeting.</p> <p>Eon Next advised that the 2 year electricity plan was soon to run out. Clerk agreed another two year arrangement reducing usage charges (day) to 23.9p from 45.1p per kWh (night) 15.9p from 32.4 per kWh. However the standing charge is 56p/day. If no plan was in place this would have been 100.0p/day.</p> <p>The clerk advised Council that there are changes occurring in the procurement thresholds meaning that when contracts are awarded with an estimated total value (inc VAT) exceeding £30,000 then Council is required to publish the award of that contract on Contracts Finder. A Procurement Act will replace the Public Contracts Regulations 2015 later in 2024.</p> <p>Clerk advised that NALC has issued new Model Financial Regulations which she will work her way through and present for approval at the next meeting.</p> <p>Moving 30 mph limit along Stewkley Road. No further progress just yet.</p>	Clerk

68/24	Planning	
	24/0358: 8 Poppy Lane, Soulbury, LU7 0GS - change of use from amenity to residential land and erection of fence. Council had no comment.	
69/24	New lighting column and lantern on corner of High Road and Stewkley Road	
	The clerk wrote to Eon Energy regarding this column and lantern and how ineffectual it is. Response was install a small bracket arm costing £145.00 + VAT or increase the wattage on what we have and alter the tilt of the lantern costing £61.50 + VAT. Clerk asked to go back to Eon requesting the new bracket and increasing the wattage.	Clerk
70/24	Environment	
	<p>a. Fountain Clerk willing to measure fountain but need confirmation of how much space around it should be included. Cllr Kemal agreed to hold the other of the tape measure.</p> <p>b. Allotments Dried up a bit. New owners to house backing onto the allotments took down all the fencing to move in. They will, however, replace it all without the gate. Cllr Kemal discussed this with them and confirmed with them that they have no right of access from their property to the allotments. Clerk asked to confirm this to them in writing. Cllr Kemal wil obtain their names and full address.</p> <p>c. Millennium Green See item 65/24 and attachment. Cllr Wright proposed that the Parish Council support the Soulbury Millennium Green. Fund raising activities do go on to fund the area but the lack of support in terms of working on the SMG and/or financial contribution means that the few are working themselves ragged to maintain the area and its finances. The attendance and amounts raised for the effort of running them, except for Soulfest/Fireworks, is paltry. He suggested an amount of £7,200 for the year in £600 monthly installments. After much discussion this was seconded by Cllr Bennett and agreed by all. Clerk advised that BMKALC were hosting a 'Allotments: cultivation and managing non-cultivation' workshop in October at £90 per place. It was agreed that Cllr Kemal represent the Council.</p>	<p>Clerk/ Cllr Kemal</p> <p>Clerk/ Cllr Kemal</p> <p>Clerk/ Cllr Kemal</p>
71/24	Correspondence	
	None	
72/24	Councillors Open Forum	
	<p>Cllr Wright would like a letter sent to 3 addresses to highlight overgrown hedging and trees and to cut them back.</p> <p>Cllr Stevens would like to borrow the screen from the hall for the DDay80 event. This was agreed.</p> <p>Cllr Stevens queried the bus timetable on the parish website as it did not show any times. Post meeting note: Clerk checked the website page for buses and clicked on all the links which showed all the bus stops and times for the 154 and 162.</p> <p>Cllr Wright will ask Heart and Soulbury Gardens to seed the area where the ditch was filled in on the village green.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

73/24	Public Participation	
	Nothing raised.	
58/24	Next meeting	
	The next Parish Council meeting will be held on Monday, 17 June, 2024 in Soulbury Parish Hall at 7:30 pm. Please note the dates for 2024: 15/7/24, 16/9/24, 21/10/24, 18/11/24, 16/12/24.	All

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

Payments and receipts as at 14 May 2024

Payments		£
Wave	Water for parish hall	367.16
Bucks Council	Rent for childrens play area	600.00
CS Maintenance	Grass cutting inv CS0516	180.00
Heart and Soulbury Gardens	Inv HSG-095-038	200.00
Heart and Soulbury Gardens	Inv HSG-094-008	100.00
Victor Wright	Litter picking equipment	142.82
NPower	Streetlighting	84.05
British Gas	Gas for parish hall	37.22
Bucks Council	Dog waste collections	403.54
Oxford Assn of Local Councils	Training course for 2	96.00
CS Maintenance	Grass cutting inv CS0517	180.00
TJC Plant	Digger for one day	248.40
Wendy Taylor	Reimbursement for cPanel back up	87.59
Wendy Taylor	Reimbursement for hosting charges	528.95
TJC Plant	Day hire of wacker plate	78.00
Wendy Taylor	Reimbursement of Sage Payroll licence fee	9.60
Wendy Taylor	Reimbursement of Small Lotteries Licence fee	20.00
CS Maintenance	Grass cutting inv CSM0518	180.00
Tuckwell Plantr	Removal of earth from SMG car park	312.00
NPower	Streetlighting	75.57
British Gas	Gas for parish hall	66.74

GDM Electrical	Replace 5 lights for LED batterns	410.40
Mrs S N Green	Village hall cleaning	40.00
Receipts		
Sane	Parish Hall booking	30.00
Bucks Council	Devolution support	2,132.15
Bucks Council	Precept 50%	12,500.00
UK Power Networks	Wayleave	33.01
Wendy Taylor	WTP website hosting recharge	110.20
SMG	Website hosting recharge	110.20
Bucks Council	Village hall hire for election	275.00

SMG Parish Report Period 03/7/23 - 13/5/24

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

Committee Members: Alan Stevens, *Vic Wright - Resigned 26/4/24*, Richard Caplan, Carla Bennett, Geoff Kiddle, (6 committee members).

Sadly, we have lost two important members of the SMG Committee who feel they are unable to serve due to work & other commitments, although both still play an active part with Soulfest sub-committee planning and organisation meetings. We thank Michele Nicholas & Vic Wright for their past valued service and now seek to recruit two members from our community serve on the SMG Committee.

AGM Date: Monday 8th July 2024 @ 7:30 pm in the Parish Hall.

Bank Account: The Bank A/c balance as at the 03/7/23 AGM was £8413.57.

Current Bank A/c balance as at 13/5/24 meeting is £8635.60.

EVENTS:

01/07/23 - Soulfest 2023 unfortunately was cancelled due to organisational difficulties with acquiring suitable bands and agreeing available dates.

10/09/23 - Picnic in the Park was supported by 79 residents who were entertained by the Heath Band and our resident DJ Scotty Isaacs. Despite the afternoon weather being changeable, we still managed to realise £98.00 profit on the event through donations, food, teas and bar sales.

04/11/23 - Fireworks Night was very well supported, aided by neighbouring Stewkley cancelling their display. The event trialled new entrance arrangements, segregating cash and electronic payments into two queue's which worked very well. We also trialled the addition of children's fairground rides as an additional attraction with the Bungee Trampoline proving very popular and was well received. The local funfair donated £70.00 towards the event and provided lighting at the entrance gate. After consulting local livestock and animal owners, it was agreed to use low noise level fireworks, although there was an extra premium cost involved. The event raised a much needed profit of £2385.01, particularly after the cancellation of Soulfest, our other main fund raising event.

09/12/23 - Christmas Singalong held at the Parish Hall organised by Alan Stevens was enjoyed by all and raised £80 donated towards SMG funds. Many thanks Alan.

30/03/24 - Easter Egg Hunt was very well attended by local families with 16 children participating in the treasure hunt. Despite trying ground conditions, this community event raised an incredible £92.49 through voluntary donations and tea, coffee, hot chocolate and cake sales.

FUTURE EVENTS:

06/06/24 - D Day 80th Anniversary commencing 7:00 pm to 10:00 pm on the Village Green with Beacon lighting. Enjoy a hot and cold taster "War-Time" buffet and bar. Entry by donation (suggested £5 min) or

bring along a dish. Cash only. BYO cutlery and plates etc. Call Alan to book your place - Mobile 07850 185647.

22/06/24 - Soulfest 2024 gate opens at 12:00 noon with music commencing 1:00 pm on the SMG. 7 Performers booked providing a wide range of music genres catering for all tastes. Adult ticket price set at £8.00 with child admittance free. We will host a fairground bungee trampoline again as we trialled at our Fireworks event last year. The event will provide a licenced bar, mobile coffee van "Matilda" (House of Coffee), barbecue food and salad bar.

29/06/24 - Lions Club BBQ Planned date.

02/11/24 - Fireworks Planned date.

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

We have recently spent funds on upgrading our onsite electrics further by extending the power line to a new post the other side of the Spinney to be nearer the Fireworks site area for future ease of use. Earlier this year money was spent upgrading the children's play area wooden fencing with bespoke metal fencing and self-closing gate. Work is currently in progress expanding the hard parking area inside the entrance gate to meet our future needs and is expected to be completed for the Soulfest concert.

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