

**Padbury Parish Council**

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3rd December 2025

Dear Councillors and Residents of Padbury,

I hereby give you notice that the Parish Council Meeting will be held at the Pavilion on **Tuesday 9<sup>th</sup> December 2025** at 7pm.

All Members of the Council have been summoned to attend for the purposes of considering and resolving upon the business to be transacted at the meeting set out below. The public are also invited and are welcome to attend and before the Parish Council meeting there will be a period of public participation.

*Carol Swannell – Parish Clerk*

**AGENDA**

**1. Period of Public Participation**

**2. Apologies**

Members are asked to receive apologies.

**3. Declarations of Interest**

To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 section 32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations.

**4. Minutes**

Members are asked to approve the minutes of the meeting of the Parish Council held on the 9<sup>h</sup> September as a correct record – copy attached PPC/06/25-26 and of the Extraordinary Meeting held on the 5<sup>th</sup> November.

**5. To receive updates from Buckinghamshire Councillor**

**6. Sports Field, Play Area and Woodland**

- Pavilion items to be reviewed: 1) Handrails for ramp to double doors, 2) Additional safety handle in disabled toilet. Any other relevant items.
- Woods – Members to consider the request from Cllr Manasse regarding training for chainsaw use for maintenance.

**7. Planning**

- No new applications to be considered at this meeting.
- Since the last meeting a 'No Objection' response was submitted in response to the application for The Old Vicarage, Thornborough Road following agreement of five Cllrs. No decision has yet been published by Bucks CC.
- Members to review any applications received following the issue of this agenda.

- Members to note applications pending consideration and decisions made by Buckinghamshire Council, see list at end of agenda.

## **8. Finance**

- Members to note the balances for the bank accounts as at the 30<sup>th</sup> November 2024, are as follows:
  - Barclays Community Current account ending 959 £26,675.02
  - Barclays savings account ending 970 £45,021.04
  - Barclays Millennium Wood account ending 198 £14,663.51
- Members to approve the following payments:
  - C Swannell: £480.00 November net salary.
  - HMRC: £147.54 PAYE for November.
  - R Gough: £75.00 Caretaker for November. Standing order
  - R Gough: £135.00 Sports field mowing September, October, November.
  - L Hawkins: £75.00 Cleaning pavilion
  - M Jackson: £60.00 Securing the gate for November. Standing order
  - Tesco Store: £25.00 Christmas tree
  - Tesco Store: £4.59 Cleaning Materials for pavilion
  - Amazon Market Place: £13.99 Paper hand towels for pavilion
  - Scientia Services Ltd: £25.00 EEIT check for pavilion electrical equipment
  - Octopus Energy: £119.20 Pavilion electricity
  - Plus any invoices received following the issue of this agenda.
- Members to note the following income for November: £16.66 Pump advertising £95 pavilion hire and £476.59 Tennis Club rent.
- Members are asked to review and agree the Receipts, Payments and Summary Report including budget/actuals as at 30<sup>th</sup> November 2025.
- Members to agree the appointment of Mrs B Knight to carry out our internal audit for 2025-26, cost £210.
- Members to review the bank reconciliation and November bank statements.
- Draft budget 2026-27 – Members to review and approve.
- Precept for 2026-27 - Members to review and approve.

## **9. Other Parish Council Business**

- Members to discuss issues with rocks and other obstacles on verges.
- Members of the Engagement Sub-Committee to provide an update.
- Members of the Planning Sub-Committee to provide an update.
- Members to discuss removal/disposal of sports field equipment.
- Members to discuss purchase of protective equipment and tools for volunteers (gloves, wheel barrow, garden refuse sacks etc).
- Members to discuss Greener Padbury Group funding for tree planting
- Members to discuss and agree meeting dates for 2026.

## **10. Funding**

- HS2 Road Safety Fund application submitted on the 19<sup>th</sup> July 2024 for some traffic calming measures on Main Street has received approval. Await further information.

## **11. Contracts and Similar Matters**

- Devolved Services – Await update on new Devolved Services information.
- Members to agree to extend the current agreement for Lynch Garden Services.

## **12. Meetings, Events and Training**

- 12.1. Members to provide Clerk with courses attended.

## **13. Maintenance/Environmental Issues**

- 13.1. Jobs around the village – updated list circulated, Cllr Dinwoodie to provide update.

## **14. Highways**

- 14.1. Members to consider an inspection of the trees which are the parish councils responsibility, by an arboriculturists.

## **15. Dates of next meetings - Members to note dates:**

5<sup>th</sup> February 2026, remaining dates determined following discussion of point 9.

No planning decisions made by Buckinghamshire Council since the last meeting:

List of payments paid between meetings:

- L Hawkins: £15.00 August pavilion cleaning
- Tesco Stores: £4.90 printer paper
- Octopus Energy: £110.14 pavilion electricity
- Tesco Stores: £6.91 cleaning materials for pavilion
- NALC: £42.00 training course
- Lynch Garden Services: £80.00 Play area mowing
- Oakpark Alarms: £132.00 CCTV maintenance
- Bucks CC: £274.00 Election costs
- The Paint Shed: £41.42 paint for village entrance gates
- C Swannell: £101.73 Clerks expenses including mobile phone, office supplies, cleaning materials and paint
- Microsoft Store: £84.99 Annual license fee
- R Gough: £75.00 caretaker for September. Paid by standing order
- M Jackson: £60.00 securing gate for September. Paid by standing order
- NPower: £124.50 street lighting. Paid by direct debit
- HMRC: £147.54 PAYE for September
- L Hawkins: £60.00 cleaning of pavilion for September
- C Swannell: £480.00 Clerks September salary
- Lynch Garden Services: £530.00 verge and play area mowing
- TEEC Ltd: £199.79 website hosting
- Octopus Energy: £39.84 Pavilion electricity
- Interior Goods: £406.30 Window blinds for pavilion
- NPower: £148.75 street lighting. Paid by direct debit
- Ikea: £36.00 Mugs and glasses for pavilion
- Amazon: £12.00 Storage boxes for pavilion
- Royal British Legion: £53.89 Lamp post poppies
- Poppy Shop: £74.99 Wreath and Tommy lamp post signs
- M Jackson: £60.00 securing gate for October. Paid by standing order
- R Gough: £75.00 caretaker for October. Paid by standing order
- L Hawkins: £75.00 October cleaning
- Alamy (Press Association): £150.00 fine for breach of historical copyright breach
- P&M Facilities: £390.00 Pavilion annual air conditioning service
- C Swannell: £480.00 October salary

- Anglian Water: £98.68
- HMRC: £147.54 October PAYE
- Amazon: Payment made in error, reimbursement received in December
- Lebara Mobile: £4.90 Clerk's mobile phone
- Tesco Store: £25.00 gift for Christmas tree donation
- Octopus Energy: £73.18 Pavilion electricity
- NPower: £172.80 street lighting. Paid by direct debit
- Bucks CC: £50.00 Training course
- Lynch Garden Services: £80.00 Play area mowing
- R Gough: £135.00 Sports field mowing September, October and November
- D&A Sheds: £336.00 Village entrance gate replacement
- Amazon: £13.99 Cleaning materials – paper hand towels
- Tesco Store: £4.59 Cleaning materials
- M Jackson: £60.00 securing gate for November. Paid by standing order
- R Gough: £75.00 caretaker for November. Paid by standing order
- HMRC: £147.54 November PAYE
- L Hawkins: £75.00 November cleaning
- NPower: £208.20 street lighting
- C Swannell: £480.00 November salary