

Padbury Parish Council

Tel: 07961 827302 - Email: clerk@padburyparishclerk.gov.uk

Parish Clerk: Carol Swannell

7th April 2026

Annual Parish Meeting

Being held on Wednesday 15th April 2026.

This meeting will be held at the Padbury Pavilion. Members of the public are invited to attend for the purpose of transacting the business as listed below.

Agenda

1. Introduction / Welcome by the Chairman
2. To accept apologies for absence
3. To confirm minutes from the previous meeting held on the 15th April 2025
4. To receive written reports from:
 - The Chairman of the Parish Council
 - The Responsible Finance Officer
 - Padbury WI
 - Other reports received following the issue of this agenda, and verbal updates.

Local Government Act 1972
Notice of the Annual Parish Meeting
Craig Dinwoodie, Chairman
Padbury Parish Council

Padbury Parish Council

Telephone: 07961 827302 – Website address: www.padburyparishcouncil.com

Email: parish.clerk@padburyparishcouncil.com

10 April 2026

Dear Councillors and Residents of Padbury,

I hereby give you notice that the Parish Council Meeting will be held at the Pavilion on **Wednesday 15th April 2026, immediately following the Annual Parish meeting being held 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 5th February 2026 as a correct record – copy attached PPC/09/25-26.

5. To receive updates from Buckinghamshire Councillor

6. Sports Field, Play Area and Woodland

- 6.1. Cllr Dinwoodie to provide an update following discussions with architect used for the pavilion refurbishment in respect of the requirement for additional instalment of hand rails for the ramp and safety hand rail in the disabled toilet
- 6.2. Play area - Members to note the Clerk has made enquiries with the previous volunteer regarding the removal of the concrete tunnels who has confirmed he will liaise directly with Cllr Dickens regarding access.
- 6.3. Repair to the grass area outside the play area has been undertaken.
- 6.4. The Garden Club has requested permission to plant and maintain the small garden outside the play area gates.
- 6.5. RoSPA annual inspection has been confirmed as May 2026.
- 6.6. Members to discuss gate access to the woods and pavilion car park.

7. Planning

- 7.1. New applications to be considered at this meeting:
- 7.2. PL/26/01503/OA Land South of Springfields A413. Outline application for up to 65 dwellings, a shop/community building, a mobility hub, associated public open space (including a Locally Equipped Area for Play), landscaping and sustainable drainage system.
- 7.3. PL/26/01808/VRC 12 Main Street. Variation of approved plans to allow for minor amendments.
- 7.4. Members to note T1 Copper Beach Crown reduction, 10 Main Street PL/26/01913/KA.
- 7.5. Members to note T1 – Pollard Ash tree: 5-6m off the canopy height and H2 – Reduce the overgrown Elm hedge to 6-7ft in height, Fair View Lower Way PL/26/02474/KA.
- 7.6. Members to review any applications received following the issue of this agenda.
- 7.7. Members to note applications pending consideration and decisions made by Buckinghamshire Council, see list at end of agenda.
- 7.8. Members of the Planning Sub Group to provide an update.

8. Finance

- 8.1. Members to note the balances for the bank accounts as at the 31st March:
 - Barclays Community Current account ending 959 £19,969.33
 - Barclays savings account ending 970 £45,266.70
 - Barclays Millennium Wood account ending 198 £13,978.51
- 8.2. Members to approve the following payments:
 - Tesco Stores £9.70 pavilion cleaning supplies paid by PC debit card.
 - Lebara Mobile Limited £4.90 Clerks mobile paid by PC debit card.
 - Octopus Energy £67.55 pavilion electricity paid by direct debit.
 - Plus any invoices received following the issue of this agenda.
- 8.3. Members to note payments paid between meetings, see list at end of agenda.
- 8.4. Members to note the following income since the last meeting to 31 March 2026: Football Club rent and electricity £706.27; Table Tennis Club pavilion hire £67.50; Pavilion hire receipts £415; Bank Interest £114.30.
- 8.5. Members are asked to review and agree the Receipts, Payments and Summary Report including budget/actuals statements as at 31st March 2026. These form the financial basis for the Annual Governance and Accountability Return.
- 8.6. Annual Governance and Accountability Return (AGAR) – Members are asked to review page 4 - Section 1 Annual Governance statement 2025/26 and page 5 Accounting Statements 2025/26 for accuracy. Members are advised that this will shortly be submitted to the Internal Auditor. Members to approve the finalised statements at the May meeting.
- 8.7. Members are asked to review the Bank Reconciliation, Explanation of Variances and the Asset Register for 2025-26. Members are advised that these will shortly be submitted to the Internal Auditor.
- 8.8. Members to review the bank reconciliations and February and March bank statements.
- 8.9. Precept for 2026-27 - Members to note confirmation of the request has been received and the first payment of £18,000 is expected to be credited in April.

9. Other Parish Council Business

- 9.1. Members to approve entering the Best Kept Village competition, cost £25. Enter by the 30th April, judging between 1st June and 14th July.
- 9.2. To receive a report on any Fix my Street matters.
- 9.3. Policies update – Members to note and adopt the Document Retention, Data Audit, IT Policy and Data Protection. policies previously circulated.
- 9.4. Members to note new .gov.uk website and email addresses are operational following activation 10th March 2026.
- 9.5. Cllr Ovey-Horwood to provide an update on Pump advertising.

10. Funding

- 10.1. HS2 Road Safety Fund application approved. Await further detail on implementation.

11. Contracts and Similar Matters

- 11.1. Annual Contract with Lynch Garden Services has been signed and confirmation of insurance cover received.

12. Meetings, Events and Training

- 12.1. Town & Parish Planning Forum 14th April.
- 12.2. Clerks Forum 27th April.

13. Maintenance/Environmental Issues

- 13.1. Cllr Dinwoodie to provide an update on volunteering group.

14. Highways

- 14.1. Members to note that one community speed watch sign is to be repaired, and one to be relocated.
- 14.2. Members to note that our Local Area Technician is moving to a different role, replacement contact is to be confirmed.

15. Matters dealt with between meetings

- 15.1 Highways Devolved Services Agreement 2026/27 submitted.

16. Dates of next meetings - Members to note dates:

13th May (Annual Meeting of the Parish Council), 10th June, 12th August, 14th October and 9th December.

Planning applications pending consideration by Buckinghamshire Council:

- PL/25/5849/OA land north of A413 up to 45 dwellings.

Planning decisions made by Buckinghamshire Council since the last meeting:

- PL/25/5784/FA 6 West Furlong, permission refused 10th March 2026

List of payments paid between meetings:

- Lebara Mobile £4.90
- Tesco Stores £14.05 pavilion cleaning materials
- Octopus Energy £210.02 pavilion electricity. Paid by direct debit
- Npower £278.16 Street Lighting. Paid by direct debit
- Mole Valley £18.00 top soil repair of play area verge

- Amazon £33.19 grass seed for repair of play area verge and pavilion dish drainer
- Tesco Stores £4.90 printer paper
- Tool Station £54.26 fencing pins and pressure sprayer, village maintenance
- HMRC £147.54 Clerks PAYE February
- Tesco Stores £8.35 pavilion cleaning supplies
- L Hawkins £75.00 pavilion cleaning February
- C Swannell £480.00 Clerks salary February
- M Jackson £60.00 securing gate February. Paid by standing order
- R Gough £75.00 caretaker February. Paid by standing order
- Lebara Mobile £4.90
- Octopus energy £191.88 pavilion electricity. Paid by direct debit
- Hydramex Ltd £138.00 new battery for sports field tractor
- Npower £269.81 street lighting. Paid by direct debit
- Savills £5.00 Wayleaves & Sundry – Right of Way. Paid by standing order
- Savills £5.00 duplicate payment raised in error – refunded 9th April
- Buckinghamshire Council £15.98 balance for dog waste bins
- Scientia Services £30.00 testing of pavilion electrical equipment
- TEEC £36.00 annual fee for new .gov.uk domain
- JDB Plumbing & Heating £138.00 replacement tap in pavilion kitchen
- Oakpark Alarms Security £140.40 maintenance of CCTV system
- Phillips & Sons £230.33 Padbury Pump printing (Feb/Mar issue)
- Churches Fire Security £338.89 annual check & replacement of fire extinguishers
- Savills £180.00 lease of play area. Paid by standing order
- Savills £180.00 duplicate payment raised in error – refunded 2nd April
- M Jackson £60.00 securing gate March. Paid by standing order
- R Gough £75.00 caretaker March. Paid by standing order
- HMRC £147.54 Clerks PAYE March
- Greener Padbury £50.00 refund of pavilion hire deposit
- L Hawkins £90.00 pavilion cleaning March
- C F Morris £120.00 sports field tractor fuel
- C Swannell £480.00 Clerks salary March