



Minutes of the Meeting of the Downley Parish Council held on Tuesday 11th July 2023 at 7:30 p.m.

Present: Councillors M Lazenby (Chairman presiding), S Biggs, P Brooks, A Lenard, C Lenton, A Mann and W Steneskog

In attendance: One members of the public present

Officers: G Tandy (Clerk)

Buckinghamshire Councillors P Turner and M Hussain

1) Apologies for absence (8692/07/23)

Apologies were received from Councillors K Ahmed, K Chandarana, W Monroe-West and T Snaith.

2) Declarations of interest (8693/07/23)

Cllr Brooks declared an interest in item 9) the Heritage Project as a member of the Downley History Group.

3) Minutes (8694/07/23)

The minutes of the meeting held on 13th June 2023 were agreed and signed as a correct record.

4) Public participation session (8695/07/23)

None.

5) To receive and note the reports of Buckinghamshire Councillors (8696/07/23)

Cllr Turner advised that the Boundaries Commission have reported on the new boundaries for Buckinghamshire and that locally Downley & Disraeli will be split back into two wards which will each be represented by a single County Councillor. The new ward for Downley will broadly mirror the Parish of Downley with the addition of a further area of Hithercroft Road in order to broadly match the number of people in Downley to the number in Disraeli.

6) Planning Committee (8697/07/23)

The minutes of the Planning Committee meeting of 2nd June 2023 were received and noted.

7) Employers Discretionary Policy (8698/07/23)

Cllr Lenard explained that as party to the Local Government Pension Scheme we are required to publish our policy on the various discretions that exist within that scheme. The HR Committee had looked at best practice to create a Policy for Downley Parish Council. That policy declines our discretion in almost every case unless in exceptional circumstances. Where exceptional circumstances are identified and we seek to vary from the standard, the approval of full council would be required.

It was proposed by Cllr Lenard, seconded by Cllr Steneskog and unanimously RESOLVED that the draft policy dated July 2023 be adopted.

8) Speed limit signs (8699/07/23)

Council considered a suggestion to purchase speed limit stickers for wheelie bins and then make these available free of charge to residents. The Clerk was directed to first see if these could be sourced without cost to the Council.

9) Heritage Project (8700/07/23)

Cllr Biggs outlined a proposal to liaise with the local history group to source vintage photographs of the village, have these reproduced onto acrylic or aluminium and mounted at the sites at which they were taken. Cllr Biggs agreed to research this project, to see what photographs were available that could be displayed at appropriate sites and to ascertain the costs before reporting back to Council.

10) Downley Controlled Crossing Feasibility Study (8701/07/23)

Following the production of the controlled crossing feasibility study Council considered presenting the one option to the public that combined a crossing with an element of traffic calming. Proposed by Cllr Biggs and seconded by Cllr Mann it was RESOLVED that residents be asked to consider option 3 Plomer Hill/Plomer Green Lane Raised table zebra crossing with lighting columns/beacons. Cllr Brooks wished it recorded that she voted against this proposal.

11) Sandpits Pond (8702/07/23)

Proposed by Cllr Lenton seconded by Cllr Steneskog it was RESOLVED unanimously to purchase 10 Hi-vis vests to be worn by volunteers when working on the pond at Gosling Grove.

12) Bank Reconciliation (8703/07/23)

The bank reconciliation dated May 2023 was noted.

13) Annual Governance and Accountability Return (8704/07/23)

Section 1 of the Annual Governance and Accounting Return was considered noted and signed.

14) Annual Governance and Accountability Return (8705/07/23)

Section 2 of the Annual Governance and Accounting Return was considered noted and signed.

15) Invoices (8706/07/23)

The following payments made since the last meeting on 13/06/23 were noted and approved:

Date	Cheque No	Payee	Ex-VAT	VAT	Total	Details
20/06/2023	2320	ASW Marquees Ltd	£3,186.67	£ 637.33	£3,824.00	Replaces 002309 lost in post
23/06/2023	DD	Telecoms World	£ 12.04	£ 2.41	£ 14.45	Service and line rental
24/06/2023	DD	SSE	£1,961.46	£ 388.76	£2,350.22	Street lighting/furniture
28/06/2023	2324 2325 2326	Confidential payment	£2,565.41	£ -	£2,565.41	Staffing
03/07/2023	2330	Confidential payment	£ 100.61		£ 100.61	Staffing
Totals			£7,826.19	£1,028.50	£8,854.69	

16) Invoices due (8707/07/23)

The following invoices received in June and July were considered and authorised:

Date	Cheque No	Payee	Ex VAT	VAT	Total	Details
20/06/2023	2321	BMKALC	£ 50.00	£ -	£ 50.00	Training courses x2
22/06/2023	2322	BMKALC	£ 10.00	£ -	£ 10.00	Training course
23/06/2023	2323	Wel Medical Ltd	£ 404.95	£ 80.99	£ 485.94	Replacement defib cabinet
30/06/2023	2327	Hunters Solicitors LLP	£ 4,850.00	£ 970.00	£ 5,820.00	Professional fees
03/07/2023	2328	ASW Marquees Ltd	£ 40.00	£ 8.00	£ 48.00	Toilet hire - festival
03/07/2023	2329	Claritas Accountancy Ltd	£ 25.00	£ 5.00	£ 30.00	Payroll fee
04/07/2023	2332	BMKALC	£ 8.10	£ -	£ 8.10	EAP membership services
05/07/2023	2333	KAD Garden Services	£ 4,287.75	£ -	£ 4,287.75	Includes full cut of Common
05/07/2023	2334	KAD Garden Services	£ 495.75	£ -	£ 495.75	Replacement bollards RTA
06/07/2023	2335	TBS Hygiene Ltd	£ 150.00	£ -	£ 180.00	Dog waste bins
Totals			£10,321.55	£1,063.99	£11,415.54	

17) Clerks Progress Report (8708/07/23)

Noted

18) To note the date and place of the next meeting (8709/07/23)

Tuesday 12th September 2023 at 7:30 p.m. at the Downley Community Centre

19) Closure of the meeting (8710/07/23)

There being no other business the Chairman closed the meeting at 08:11 p.m.