



Downley Community Centre

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## DOWNLEY PARISH COUNCIL

**TO: ALL MEMBERS OF THE COUNCIL**

**You are HEREBY SUMMONED to attend a MEETING of the DOWNLEY PARISH COUNCIL which will take place ON TUESDAY 14<sup>th</sup> February 2023 at 7:30 pm**

### A G E N D A

1. To record **Attendance** and receive **Apologies for Absence**
2. To receive and note any **Declarations of Interest** made by Councillors in connection with any Agenda item
3. To Approve the **Minutes** of the Meeting of Council held on 10<sup>th</sup> January 2023
4. **Public Participation Session** - There is an overall time limit of 15 minutes for this segment. No single speaker may speak longer than 2 minutes. Points raised, but not on this evening's agenda, will not be addressed at this meeting but will be answered during the next working day or added to a future agenda as appropriate.
5. To receive and note **reports from Buckinghamshire Councillors**
6. **To receive and note the minutes of the Planning Committee** dated 6<sup>th</sup> January 2023
7. **To receive and note the minutes of the Finance Committee** dated 18th January 2023
8. **Tree works at Gosling Grove** to consider the recommendation of the Finance Committee to accept a quote for works required at Gosling Grove
9. **Review of banking arrangements** a) to consider the recommendation of the Finance Committee to open a savings account to hold General Reserves b) that Downley Parish Council opens a current account with Unity Trust bank before the May 2023 Full Council meeting to enable payments to be made online and that it adopts an Internet Banking Procedure to define how payments will be made online. See Appendix A
10. **To appoint Cllr C Lenton to the Planning Committee**
11. **The Kings Coronation** to consider the role of Downley Parish Council in the commemoration of the Coronation of HRH King Charles III. To include celebrations on Sunday 7<sup>th</sup> May and voluntary projects on Monday 8<sup>th</sup> May.
12. To consider four **electrical projects** as follows:
  - i. Replacement of 2 solar powered lanterns in School Close with mains connected units. These lights are outside of 33 – 37 School Close
  - ii. Installation of new 5m lantern in School Close in the vicinity of the alley that cuts through to Commonsidge.
  - iii. Installation of feeder pillar providing electrical supply to Jubilee Green
  - iv. Installation of feeder pillar to provide electrical supply to CommonsidgeSee Appendix B)
13. **Jubilee Green and adjacent area** to consider the proposal that Downley Parish Council applies to the Land Registry for formal ownership of the area known as Jubilee Green and its adjacent area. See Appendix C)

14. To consider amendments to our **Grant Awarding Policy** together with the adoption of an application form

15. **Grant application** – to consider an application from Downley cubs.

16. **Invoices** – to consider and approve the invoices paid since the last meeting on 10/01/23

February 2023 meeting						
Date	Cheque No	Payee	Ex-VAT	VAT	Total	Details
10/01/2023	2245	Confidential payment	£ 66.01	£ -	£ 66.01	Staffing
24/01/2023	DD	Telecoms World	£ 12.02	£ 2.40	£ 14.42	Service & line rental
26/01/2023	DD	Southern Electric	£ 655.36	£ 32.76	£ 688.12	Street Lighting
28/01/2023	2250 2251	Confidential payment	£2,036.99	£ -	£2,036.99	Staffing
06/02/2023	2258	Confidential payment	£ 72.15	£ -	£ 72.15	Staffing
06/02/2023	2259	Confidential payment	£ 353.87	£ -	£ 353.87	Staffing
06/02/2023	2260	Confidential payment	£ 528.42	£ -	£ 528.42	Staffing
08/02/2023	DD	Plusnet	£ 26.96	£ 5.39	£ 32.35	Wifi
Totals			£3,751.78	£ 40.55	£3,792.33	

17. To consider and authorise those invoices received in January and February still outstanding :

February 2023 meeting						
Date	Cheque No	Payee	Ex VAT	VAT	Total	Details
23/01/2023	2247	M Lazenby	£ 44.99	£ 5.00	£ 49.99	Office Supplies
23/01/2023	2248	PM Hogan	£ 360.00	£ -	£ 360.00	Roof repairs
23/01/2023	2249	Edge IT Systems Ltd	£ 392.00	£ 78.40	£ 470.40	IT hosted services
25/01/2023	2252	TBS Hygiene Ltd	£ 120.00	£ 24.00	£ 144.00	Dog waste bins
30/01/2023	2253	BMKALC	£ 70.00	£ -	£ 70.00	Training course
03/02/2023	2255	Colemans	£5,850.00	£1,170.00	£7,020.00	Professional fees
06/02/2023	2256	Claritas Accountancy Ltd	£ 25.00	£ 5.00	£ 30.00	Monthly payroll fee
06/02/2023	2257	KAD Gardening Services	£ 916.00	£ -	£ 916.00	Work in December
Totals			£7,777.99	£1,282.40	£9,060.39	

- 18. To note the Clerks progress report** Attached
- 19. To note the date and place of the next Meeting**  
**Tuesday 14<sup>th</sup> March 2023 at Downley Community Centre**
- 20. Exclusion of the Public and the Press.** To **RESOLVE** that the public and the press be excluded from the remainder of the Meeting in accordance with the Public Bodies Admission to Meetings Act 1960 as matters which are about to be discussed are considered to be confidential.
- 21. Council Matters**
- 22. Close of the Meeting**

*Giles Tandy*

Clerk to the Council 07/02/23