



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 14th March 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 14th February 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 3rd February 2023
7. **Buckinghamshire Best Kept Village Competition** – to consider entering this year's event. See Appendix 1
8. **Planning web page** – to consider a proposal to create a new planning page on the DPC website linking applications directly to Buckinghamshire Council's planning portal. See Appendix 2
9. **Devolution** – to note and sign the Highways Devolution Variation/Extension Agreement for 2023/24 financial year. See Appendix 3
10. **Financial** – Update from the Chairman of the Finance Committee See Appendix 4a & 4b
11. **Reserves policy**- to consider adopting a Reserves Policy. See Appendix 5
12. **LGPS** – to note an increase in rates on the Local Government Pension Scheme and the need to develop and publish an employer discretionary policy. See Appendix 6
13. **Internal auditor** – to consider appointing Claritas Accountants as internal auditor
14. **Invoices** – to consider and approve the invoices paid since the last meeting on 14/02/23

March 2023 meeting						
Date	Cheque No	Payee	Ex-VAT	VAT	Total	Details
10/02/2023	DD	Telecoms World	£ 12.03	£ 2.41	£ 14.44	Service and line rental
15/02/2023	2261	West Wycombe Estate	£ 718.75	£ -	£ 718.75	Rent Mannings Field 2022
23/02/2023	2265	Downley Cubs	£ 700.00	£ -	£ 700.00	Grant re camping trip
23/02/2023	2266	Confidential payment	£ 528.42	£ -	£ 528.42	Staffing
24/02/2023	DD	SSE	£1,805.33	£ 362.05	£ 2,167.38	Street lighting/furniture
28/02/2023	2263, 2264	Confidential payment	£2,036.99	£ -	£ 2,036.99	Staffing
06/03/2023	2274	Confidential payment	£ 84.53	£ -	£ 84.53	Staffing
Totals			£5,886.05	£ 364.46	£ 6,250.51	

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

March 2023 meeting						
Date	Cheque No	Payee	Ex VAT	VAT	Total	Details
17/02/2023	2262	West Wycombe Estate	£ 718.75	£ -	£ 718.75	Rent Mannings Field 2023
24/02/2023	2267	BALC	£ 45.00	£ -	£ 45.00	Training
27/02/2023	2268	TBS Hygiene Ltd	£ 120.00	£ 24.00	£ 144.00	Dog waste bins
01/03/2023	2269	Claritas Accountancy Ltd	£ 25.00	£ 5.00	£ 30.00	Payroll fee
01/03/2023	2270	Land Registry	£ 45.00	£ -	£ 45.00	re Jubille Green
03/03/2023	2271	Friar Park Tree Services	£ 500.00	£ -	£ 600.00	re Gosling Grove
06/03/2023	2272	KAD Gardening Services	£ 1,180.70	£ -	£ 1,180.75	Work in January
06/03/2023	2273	KAD Gardening Services	£ 1,349.00	£ -	£ 1,349.00	Work in February
06/03/2023	2275	ASW Marquees Ltd	£ 833.33	£ 166.67	£ 1,000.00	Deposit re Downley Day Marquee
07/07/2023	2276	Colemans LLP	£ 3,690.00	£ 738.00	£ 4,428.00	Professional fees
Totals			£ 8,506.78	£ 933.67	£ 9,540.50	

16. To note the Clerks progress report Attached

17. To note the date and place of the next Meeting
Tuesday 9th May 2023 at Downley Community Centre

18. Close of the Meeting

Giles Tandy

Clerk to the Council 08/03/23