



**Minutes of the Meeting of the Downley Parish Council held on  
Tuesday 13<sup>th</sup> December 2022 at 7:30 p.m.**

Present: Councillors M Lazenby (Chairman presiding), S Biggs, P Brooks, K Chandarana, A Lenard, C Lenton, A Mann, W Monroe-West, and W Steneskog  
Officers: G Tandy (Clerk)  
Buckinghamshire Councillors M Hussain and P Turner

**1) Apologies for absence (8595/12/22)**

Apologies were received from Buckinghamshire Councillor M Smith.

**2) Declarations of Interest (8596/12/22)**

Cllr Brooks declared an interest in item 8) as a Trustee of the Downley War Memorial Hall.

**3) Minutes (8597/12/22)**

The minutes of the meeting held on 8<sup>th</sup> November 2022 were agreed and signed as a correct record.

**4) Public participation session (8598/12/22)**

There were no members of the public present

**5) To receive and note the reports of Buckinghamshire Councillors (8599/12/22)**

The written report of Cllr P Turner had previously been circulated to the Parish Councillors this covered:

- The severe weather emergency provision
- More funding for EV charging points in Buckinghamshire
- Free family events in Buckinghamshire over the festive period
- Buckinghamshire's gully cleansing programme

**6) Planning Committee (8600/12/22)**

The minutes of the Planning Committee meeting of 1<sup>st</sup> November 2022 were received and noted.

**7) Bins on the Common (8601/12/22)**

The Clerk updated the council that canopies sourced from the bins manufacturers offered a low-cost alternative to replacing the bins and that confirmation was being sought from Buckinghamshire Council that emptying such bins would be acceptable to their contractors.

### 8) Grant Funding (8602/12/22)

Proposed by Cllr Brooks, seconded by Cllr Mann, it was **RESOLVED unanimously to issue a grant of £100 in favour of Downley Community Library** to help towards their purchase of a new computer. A grant in favour of Chiltern Wood School & the creation of a memorial garden was considered and dismissed as this did not match well with the existing grant policy. It was agreed that if the request were to be made by the Friends of Chiltern Woods School, a registered charity then Downley Parish Council would be able to give it full consideration. The clerk was instructed to draft a less ambiguous grant policy for the Council to adopt.

Proposed by Cllr Lazenby, seconded by Cllr Monroe-West it was **RESOLVED to issue a grant of £500 in favour of the Downley War Memorial Hall** towards their restoration of the war memorial plaque.

### 9) Periodic payments (8603/12/22)

The council conducted its annual review of periodic payments.

### 10) National Joint Council's pay award (8604/12/22)

The council noted the National Joint Council's pay award of a flat rate payment of £1925 on each scale point paid pro rata for part-time staff and effective from 1<sup>st</sup> April 2022.

### 11) Budget and precept 2022/2023 (8605/12/22)

The council noted detailed income and expenditure reports and proposed by Cllr Lenard and seconded by Cllr Chandarana **RESOLVED to accept the budget and set the precept for the forthcoming year** at £110,000.00.

### 12) Tree works in Gosling Grove (8606/12/22)

Council considered a quotation for tree works in Gosling Grove and directed the Clerk to obtain competitive quotes for comparison.

### 13) Invoices paid (8607/12/22)

The following payments made in November were noted and approved:

Date	Cheque No	Payee	Ex Vat	VAT	Amount	Details
03/11/2022	2213	KAD Garden Services	£ 3,028.00	£ -	£ 3,028.00	Gardening September
21/11/2022	2218	Colemans	£ 6,180.00	£ 1,236.00	£ 7,416.00	Professional fees
21/11/2022	2219	Confidential payment	£ 136.26		£ 136.26	Confidential payment
28/11/2022	2221, 2222, 2223	Confidential payments	£ 3,556.72		£ 3,556.72	Confidential payments
Totals			£ 12,900.98	£ 1,236.00	£ 14,136.98	

**14) Invoices due (8608/12/22)**

The following invoices received in November and December were noted and approved:

Date	Cheque	Payee	Ex VAT	VAT	Total	Details
21/11/2022	2214	BMKALC	£ 70.00	£ -	£ 70.00	Training course
21/11/2022	2215	TBS Hygiene Ltd	£ 120.00	£ 24.00	£ 144.00	Dog waste collection
21/11/2022	2216	PT Millington	£ 52.00	£ -	£ 52.00	First aid cover for torchlight processio
21/11/2022	2217	BMKALC	£ 45.00	£ -	£ 45.00	Training course
21/11/2022	2220	Wycombe Wanderes FC	£ 950.00	£ 190.00	£ 1,140.00	Events staff for bonfire & torchlight p
28/11/2022	2224	Buckinghamshire Council	£ 4,833.00	£ -	£ 4,833.00	Downley controlled crossing feasibility
01/12/2022	2225	KAD Garden Services	£ 2,271.00	£ -	£ 2,271.00	work in October
01/12/2022	2226	Claritas Accountancy Ltd	£ 25.00	£ 5.00	£ 30.00	Professional fees
01/12/2022	DD	Plusnet	£ 26.56	£ 5.31	£ 31.87	Broadband & line rental
02/12/2022	2227	BMKALC	£ 70.00	£ -	£ 70.00	Training course
07/12/2022	2228	Colemans Solicitors	£ 4,920.00	£ 984.00	£ 5,904.00	Professional fees
07/12/2022	2229	Royal British Legion	£ 16.00	£ -	£ 16.00	Remembrance Day wreath
07/12/2022	2230	M P Edmonds	£ 30.00	£ -	£ 30.00	Jubilee Green noticeboard lock repair
Total			£ 13,428.56	£ 1,208.31	£ 14,636.87	

**15) Clerks Progress Report (8609/12/22)**

Noted

**16) To note the date and place of the next meeting (8610/12/22)**

**Tuesday 10<sup>th</sup> January 2022 at 7:30 p.m. at the Downley Community Centre**

**17) Closure of the meeting (8611/12/22)**

There being no other business the Chairman closed the meeting at 8:20 p.m.