



**Minutes of the Meeting of the Downley Parish Council held on  
Tuesday 14<sup>th</sup> February 2023 at 7:30 p.m.**

Present: Councillors M Lazenby (Chairman presiding), K Ahmed, S Biggs (08:10 p.m.) , P Brooks, K Chandarana, A Lenard, C Lenton, A Mann, W Monroe West, T Snaith and W Steneskog

In attendance: Three members of the public

Officers: G Tandy (Clerk)

Buckinghamshire Councillor P Turner

**1) Apologies for absence (8625/02/23)**

Apologies were received from Buckinghamshire Councillor M Smith

**2) Declarations of Interest (8626/02/23)**

Cllr Biggs declared an interest in item 15)

**3) Minutes (8627/02/23)**

The minutes of the meeting held on 10<sup>th</sup> January 2023 were agreed and signed as a correct record.

**4) Public participation session (8628/02/23)**

A member of the public requested an update on a funding request for the Downley Community. A member of the public asked if the council were aware of problems with Wi-Fi and telephone availability in Downley and asked if the Council were able to persuade Openreach to accelerate this. A member of the public spoke regarding the Downley cubs request for funding of a trip which forms agenda item 15)

**5) To receive and note the reports of Buckinghamshire Councillors (8629/02/23)**

Buckinghamshire Councillor P Turner had previously provided his written report which had been circulated to council in advance of the meeting.

**6) Planning Committee (8630/02/23)**

The minutes of the Planning Committee meeting of 6<sup>th</sup> January 2023 were received and noted.

**7) Finance Committee (8631/02/23)**

The minutes of the Finance Committee meeting of 18<sup>th</sup> January 2023 were received and noted.

#### **8) Tree Works at Gosling Grove (8632/02/23)**

Proposed by Cllr W Monroe-West and seconded by Cllr A Mann it was **RESOLVED** unanimously to accept the recommendation of the Finance Committee and take up the quotation of Friar Park Tree Services to remove to ground level trees pushing on rear of garages at Gosling Grove.

#### **9) Review of Banking arrangements (8633/02/23)**

Proposed by Cllr W Steneskog seconded by Cllr A Mann it was unanimously **RESOLVED** to open a savings account to deposit reserves.

Proposed by Cllr A Lenard seconded by Cllr K Chandarana it was unanimously **RESOLVED** to open a current account with Unity Trust Bank and manually switch the existing current account. The members of the Finance Committee to be the initial signatories.

#### **10) Planning Committee appointment (8634/02/23)**

Proposed by Cllr A Lenard seconded by Cllr W Steneskog it was **RESOLVED** unanimously to appoint Cllr C Lenton to the Planning Committee.

#### **11) The Kings Coronation (8635/02/23)**

It was felt that the event would best be celebrated by residents holding their own street parties.

The Parish Council have been approached by the four Downley churches who are looking to organise voluntary events on Monday 8<sup>th</sup> May. They will arrange a litter pick and sought other suggestions for suitable projects. Painting of the Community Centres fence with wood stain was suggested.

#### **12) Electrical Projects (8636/02/23)**

Council considered four electrical projects and associated quotations:

- I. Replacement of solar powered lights outside of 33 – 37 School Close with mains powered units.
- II. Installation of a new 5m lantern in School Close in the vicinity of the path to Commonsides.
- III. Installation of a feeder pillar providing an electrical supply to Jubilee Green
- IV. Installation of a feeder pillar to provide an electrical supply to Commonsides

Proposed by Cllr Lazenby, seconded by Cllr Lenton it was **RESOLVED** that subject to obtaining the permission of the landowner a feeder pillar should be installed on Commonsides to provide an electrical supply. The Clerk was asked to seek financial contributions from other involved institutions: the Downley Day Committee, the Festival Committee, Concert on the Common Committee and the landowner.

It was felt that rechargeable batteries provided a viable solution to provide power for the Christmas lights at Jubilee Green. The Clerk was directed to look at alternative funding for the two lighting projects in School Close being Buckinghamshire Council, the Anti-Social Behaviour team and the Northwest Chilterns Community Board.

#### **13) Jubilee Green and adjacent area (8637/02/23)**

Although maintained by the Council for many years Jubilee Green is not registered to the Council at the Land Registry. The chained area is protected having been registered as a village green in 2009. Proposed by Cllr P Brooks and seconded by Cllr S Biggs, it was **RESOLVED** unanimously that Downley Parish Council should claim adverse possession of Jubilee Green and register a title with the Land Registry.

#### 14) Grant Awarding Policy (8638/02/23)

Proposed by Cllr W Steneskog, seconded by Cllr C Lenton it was **RESOLVED** to accept the revised policy subject to agreed amendments & to adopt the proposed grant application form.

#### 15) Grant application (8639/02/23)

Proposed by Cllr Lazenby, seconded by Cllr Steneskog, It was **RESOLVED** that a grant of £700 be made available to Downley Cubs to help 50 cubs and 5 helpers from the troop take part in a camping event to be held in May in Derbyshire.

#### 16) Invoices (8640/02/23)

The following payments made since the last meeting on 10/01/23 were noted and approved:

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) Invoices due (8641/02/23)

The following invoices received in January and February were considered and approved:

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) Clerks Progress Report (8642/02/23)

Noted

**19) To note the date and place of the next meeting (8643/02/23)**

**Tuesday 14<sup>th</sup> March 2022 at 7:30 p.m. at the Downley Community Centre**

**20) Exclusion of the public and the press (8643/02/23)**

In accordance with the Public Bodies Admission to Meetings Act 1960 it was RESOLVED that the public and the press were excluded from the rest of the meeting as matters discussed were considered confidential.

**21) Closure of the meeting (8644/02/23)**

There being no other business the Chairman closed the meeting at 9:30 p.m.