



SHABBINGTON PARISH COUNCIL

Minutes of Shabbington Annual Parish Council meeting held on Tuesday 9th May 2023

Attendees

Cllrs Richard Smith (Chairman), Alan Powell (Vice Chairman), Miriam Boswell, Maria Millan.
Helen Spurgeon (Parish Clerk), Cllr Susan Lewin (Bucks Council), 1 member of the public.

1. Election of Chairman

Cllr Richard Smith was elected Chairman.

Cllr Smith completed and signed the Chairman's Declaration of Office.

Support from other councillors will be needed as Cllr Smith has limited time available due to other commitments.

2. Election of Vice Chairman

Cllr Alan Powell was elected Vice Chairman.

Cllr Powell completed and signed the Vice Chairman's Declaration of Office.

3. Apologies for absence

Cllr Hardy did not attend.

4. Declarations of interest

None.

5. Parish Council Policies

The following policies were agreed:

- Standing Orders
- Financial Risk Assessment
- Financial Regulations
- Code of Conduct
- Asset register: it was agreed to add the goal posts and the second noticeboard.

6. To approve the Minutes of the Parish Council meeting held on 3rd April 2023.

The minutes were approved and agreed as a true record.

7. Public participation

- Cllr Susan Lewin spoke about the in-person Haddenham & Waddesdon Community Board event "Building a Community Vision" which takes place at 6.30pm on Wednesday 7th June. The event is also open to residents. **Action:** Clerk to circulate the details to councillors and John Coates.
- Cllr Lewin spoke about the state of the roads and encouraged residents to keep reporting defects on Fix My Street.
- John Coates gave a report from Shabbington Nature Network. Residents are encouraged to take part in "No Mow May" to help the wildlife in their gardens. The dawn chorus bird walk went well on Saturday.

8. Matters arising from previous Minutes



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- **Wooden kissing gate to Millennium Field.** **Action:** Chairman to organise repair.
- **Painting of container on Millennium Field.** A competition for the design needs to be organised and advertised in the newsletter.
- **Bin at the Millennium Field.** The cost for a green 50 litre post mounted bin is £125.10. Councillors agreed to go ahead with this. **Action:** Clerk to contact Streetscene to order and install the bin and get it added to the collection schedule.
- **Leaning tree by Limes Way.** Cllr Powell has requested 3 quotes for the removal of the tree. Only one has been received so far for £1600. The road will need to be closed while the work is carried out, so the actual cost is likely to be nearer £2500. **Action:** Chairman to email Colin Woolford to obtain estimate for road closure, likely to be half a day. There is only £400 in the budget for tree works so the remainder of the cost will have to come out of the £7000 allocated for village projects. Other village projects are likely to be a 3rd MVAS for the village and millennium field improvements. Millennium field improvements may have to be put on hold.
- **Encroaching trees/bushes on Marsh Road.** A second letter has been sent to 2 properties. **Action:** Clerk to send address of third property to the Chairman. Some pruning has been done but further cutting back is needed.
- **Footpath to A418.** Cllr Powell has met with Greg Smith. A small working group needs to be set up. Cllr Powell has been in touch with Great Haseley Parish Council and other interested parties have been contacted. There will be another meeting in mid-June. It was suggested that an application could be made for Lottery funding.

9. Roles and responsibilities for councillors in 2023.

- Neighbourhood Plan – Cllr Hardy.
- Speedwatch – Organisation of sessions to be shared between councillors.
- MVAS – Chairman.
- Funding for Millennium Field – Chairman.
- Newsletter – Councillors to gather information and send to Cllr Powell. The next newsletter will be in June with a deadline of Friday 2nd June.
- Printing and posting of minutes and agendas on noticeboard – Cllr Millan.
- Allotments – Cllr Boswell.
- Street lights – Cllr Boswell.

10. Neighbourhood Policing report

No report.

11. Finance

- The payment run was approved as circulated.
- Accounts to end April 2023, as circulated, were agreed. The bank balance stands at £15,065.
- Councillors agreed to go ahead with the insurance renewal.



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SHABBINGTON PARISH COUNCIL - PAYMENT RUN May 2023			
Payee	Chq. No/BACS	Detail	
Mrs H Spurgeon	BACS	Net salary Parish Clerk 24 hours £353.80, office £50, phone wifi software £20	£ 423.80
UK Power Networks	BACS	DNO transfer of supply Lower Farm Close lamppost	£ 1,653.60
BMKALC	BACS	Annual subscription	£ 88.65
M R Cross	BACS	Inv 153 grass cut play area April	£ 192.00
Post Office	DEBIT CARD	2 x letters 1st class signed for	£ 5.20
HMRC	BACS	PAYE	£ 17.86
DD payments			
Npower	DD	Quarterly charge street lighting	£ 94.49
Sage	DD	Payroll software	£ 8.40
Total payments			£ 2,484.00
Receipts			
Bucks Council	BGC	Precept	-£ 11,000.00
The Football Foundation	BGC	Grant for goal posts for Millennium Field	-£ 1,166.00
Alan Powell	DEP	Village café - donation to Millennium Field	-£ 52.00

12. Planning

- No new planning applications were received.
- Neighbourhood plan to be discussed at next meeting when Cllr Hardy attends.

13. Street lighting & street repairs

The DNO transfer of supply for the lamppost outside 2 Lower Farm Close should be completed by UK Power Networks by mid-June. Eldridge Electrical will then remove the old column.

14. Millennium Field & Pond Garden

- It was agreed to explore grants to help fund millennium field improvements.
- Shabbington Nature Network are keen to install a willow maze on the millennium field. They agreed to come up with a proposal for the parish council to have a look at.

15. Meetings

No meetings attended.

16. Items for information

RTM have not done any grass cutting yet this year. **Action:** Clerk to contact RTM to agree works programme for this year.

17. Date of next meeting in the Village Hut

Monday 12th June at 7.30pm

There being no further business the Chairman closed the meeting at 8.40pm.