



SHABBINGTON PARISH COUNCIL

Minutes of Shabbington Parish Council meeting held on Monday 6th July 2020 by video conference

Attendees

Cllrs Alan Powell (Chairman), Stephen Capaldi (Vice Chairman), Miriam Boswell, Maria Millan, Linda Neil, Helen Spurgeon (Parish Clerk).

1. Apologies for absence.

None.

2. Declarations of interest in items on the agenda.

None.

3. To approve the Minutes of the Parish Council meeting held on 9th March 2020.

The minutes were approved and agreed as a true record.

4. Public participation

- A report had been received of a potentially abandoned car parked on Crendon Road. The car is, however, taxed and has an MOT so it is legally allowed to be parked there.
- A local resident is starting a Boxercise class in the Millenium Field. Councillors are happy for the activity to continue on a short term basis. **Action:** Chairman to liaise with the trainer.

5. Bench by the noticeboard

The rotten bench by the noticeboard which has been taped off will be disposed of and the memorial plaque returned to the family. A note will go in the Shabbington News to ask if anyone would like to replace the memorial bench.

6. Mill Road Fencing

Cllr Capaldi had circulated a report to councillors regarding the fencing along Mill Road adjacent to the river. Bucks Council do not own the land and do not intend to replace the fence. They have offered to help with traffic management if the village carries out the work. They do not think a fence is a necessary safety requirement. Villagers would like to see the area cleared and the fencing replaced. Cllr Neil had been in touch with the Environment Agency to see if they put up the original fence and are willing to replace it. A response is awaited.

Consideration was given to the options and the likely costs. A decision was deferred pending a response from the Environment Agency and exploration of future maintenance costs if the verge/riverbank was added to the RTM grass cutting contract. **Action:** Clerk to contact RTM for a quote to maintain the area, if cleared, from The Willows to the corner opposite the pub. A quote also needs to be obtained to mow the small grassed area at the bottom of Limes Way.

7. Neighbourhood Policing report

No report this month.

8. Finance

- The annual salary increase for the Clerk was approved. The Clerk has looked into CiLCA training offered by BMKALC. The current course is online only and runs across 5 Thursdays from June to



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November. The Clerk feels a face to face course would be more beneficial, once this is allowed, and the course would need to run on Mondays/Tuesdays due to other work commitments.

- The payment runs April to July were approved as circulated.
- Accounts to end June 2020, as circulated, were agreed. The bank balance stands at £15,221.
- **Annual governance and accountability return 2019/20**
 - The annual internal audit report had been received and noted.
 - Annual Governance Statement was approved.
 - Accounting Statements for 2019/20 were approved.
 - Certificate of Exemption for smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year to 31st March 2020:
Shabbington Parish Council resolved to certify themselves as exempt and completed a Certificate of Exemption notifying the external auditor.
 - Exercise of Public Rights: The Clerk confirmed that the appropriate notice would be put up and that the dates would be 13th July 2020 to 21st August 2020 inclusive.

SHABBINGTON PARISH COUNCIL - PAYMENT RUN 14th April 2020			
Payee	Chq. No/BACS	Detail	
Mrs H Spurgeon	BACS	Net salary Parish Clerk 24 hours net pay £288, office £50, phone wifi software £20	£ 358.00
BALC	BACS	Annual subscription	£ 84.09
M R Cross	BACS	Inv 3098 grass cut play area	£ 144.00
DD payments			
ICO	DD	Data protection fee	£ 35.00
123-Reg	DD	Website hosting	£ 23.99
Sage	DD	Payroll software	£ 8.40
		Total payments	£ 653.48
Receipts			
Bucks CC	BGC	Devolved services contribution	-£ 675.18
AVDC	BGC	VE Day Grant	-£ 50.00

SHABBINGTON PARISH COUNCIL - PAYMENT RUN 11th May 2020			
Payee	Chq. No/BACS	Detail	
Mrs H Spurgeon	BACS	Net salary Parish Clerk 24 hours net pay £288, office £50, phone wifi software £20	£ 358.00
RTM Landscapes	BACS	Grass cutting April	£ 312.00
M R Cross	BACS	Inv 4007 grass cut play area	£ 144.00
DD payments			
E-on	DD	Quarterly charge street lighting	£ 6.35
123-Reg	DD	Website hosting	£ 23.99
Sage	DD	Payroll software	£ 8.40
		Total payments	£ 852.74
Receipts			
Bucks Council	BGC	First instalment precept	-£ 7,840.00



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SHABBINGTON PARISH COUNCIL - PAYMENT RUN 8th June 2020			
Payee	Chq. No/BACS	Detail	
Mrs H Spurgeon	BACS	Net salary Parish Clerk 24 hours net pay £288, office £50, phone wifi software £20, expenses £4.50	£ 362.50
RTM Landscapes	BACS	Grass cutting May & herbicide application	£ 587.00
M R Cross	BACS	Inv 4014 grass cut play area	£ 144.00
Came & Co	BACS	Insurance Policy renewal June 2020	£ 527.55
Steven Pykett	BACS	Expenses re weedkiller & rotavating allotment plots	£ 50.00
Amazon	debit card	Dog fouling signs	£ 8.28
JE Accountants	BACS	Internal audit year ending 31.3.2020	£ 150.00
Play Safety	BACS	RoSPA inspection Millenium Field playground	£ 107.40
Susan Maddex	BACS	Defibrillator pads	£ 33.60
Mr A Powell	BACS	Printing costs including ink/paper for Shabbington News & Annual Report	£ 60.00
Amazon	debit card	laminator and pouches	£ 23.30
DD payments			
123-Reg	DD	Website hosting	£ 23.99
Sage	DD	Payroll software	£ 8.40
Total payments			£ 2,086.02

SHABBINGTON PARISH COUNCIL - PAYMENT RUN 6th July 2020			
Payee	Chq. No/BACS	Detail	
Mrs H Spurgeon	BACS	Net salary Parish Clerk 24 hours net pay £324, office £50, phone wifi software £20, back pay April/May/June £108	£ 502.00
RTM Landscapes	BACS	Grass cutting June	£ 312.00
M R Cross	BACS	Inv 4023 grass cuts play area	£ 288.00
DD payments			
123-Reg	DD	Website hosting	£ 23.99
Sage	DD	Payroll software	£ 8.40
Total payments			£ 1,134.39
Receipts			
HMRC	BGC	VAT reclaim	-£ 918.20

9. Planning

No new planning applications received. Reports of piles of hard core at Marsh Barns were discussed.

10. Street lighting & street repairs

- The street light which is out opposite Limes Way on Crendon Road has had the supply restored by UK Power Networks. Aylesbury Mains have been asked to attend to the door and bulb to get the light working again.
- Surface dressing will take place on Ickford Road tomorrow.
- Fencing will be going up at Rookery Farm tomorrow, in advance of the 2 new houses being built. The footpath is being diverted and a new gate will be installed by the Ramblers Association.



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11. Millennium Field & Pond Garden

- Cllr Neil has done a lot of work at the Millennium Field, cleaning and maintaining the play equipment, ahead of the reopening of the play area on 4th July. Notices have been put up informing the public that they use the equipment at their own risk. The section of the PC Risk Assessment document relating to the play area needs amending.
- There have been reports of unsociable behaviour on the Millennium Field. **Action:** Chairman to contact the PCSO and request they carry out periodic patrols.
- Residents will be asked to put any items for re-use outside their property rather than in the Pond Garden. This will go in the Shabbington News. Any other items for the Shabbington News to be sent to the Chairman as soon as possible.

12. Meetings

The first meeting of the Haddenham and Waddesdon Community Board will take place via Microsoft Teams on Wednesday 22nd July at 7pm. The Chairman will be the Shabbington representative.

13. Date of next meeting

Monday 14th September 2020.

There being no further business the Chairman closed the meeting at 8.20pm.