



Minutes of the Meeting of the Downley Parish Council held on Tuesday 9th July 2024 at 7:30 p.m.

Present: Councillors M Lazenby (Chairman presiding), K Ahmed, S Biggs, P Brooks, K Chandarana, A Mann, and T Snaith

In attendance:

Four members of the public

Buckinghamshire Councillor Maz Hussain

Officers: G Tandy (Clerk)

1) Apologies for absence (8889/07/24)

Apologies were received from Councillors A Lenard, C Lenton, W Monroe-West, W Steneskog and from Buckinghamshire Councillor P Turner.

2) Declarations of interest and dispensations (8890/07/24)

None.

3) Minutes (8891/07/24)

The minutes of the meeting held on 11th June 2024 were agreed and signed as a correct record.

4) Public participation session (8892/07/24)

A member of the public spoke on behalf of the Downley Dynamos youth football team. Having read the minutes of DPC's May meeting, he expressed concern that a sublease for Mannings Field was to be agreed between the Parish Council and the Downley Sports Association. He explained the financial significance of Mannings Field to the Dynamos and stated that he was concerned that the Dynamos had not been consulted on the process and that he wondered how this might impact on the Club and if they could continue to make use of the site.

The Chair responded that their comments were noted and that she did not envisage any changes that would prevent the Dynamos from making use of the site.

5) To receive and note the report of Buckinghamshire Councillors (8893/07/24)

Councillor Hussain explained that events had largely been on hold in the run up to the general election. He spoke also of residents' concerns around trees being cut down and left in the surrounding woods

6) Planning Committee (8894/07/24)

The minutes of the Planning Committee meeting of 6th June 2024 were received and noted.

7) Councillor Reports (8895/07/24)

Councillor Biggs reported on the activities of the Downley Festival, mentioning the children's disco Downley Day, the 5K run and Concert on the Common. He explained that he anticipated the Downley Day Committee seeking updates on the provision of an electrical supply to the Common.

Councillor Lazenby reported that the Downley Festival Committee had judged this year's event, including the art show to be an overriding success.

8) Artificial wicket at the cricket pitch (8896/07/24)

The Parish Council considered a request received from the Downley Cricket Club who are working with High Wycombe Cricket Club (HWCC). They were investigating the possibility of installing an artificial wicket next to the existing square. This would be funded by HWCC with the intention of increasing Junior usage. The clerk had already sought and gained the permission of the West Wycombe Estate and Council **RESOLVED** to allow the installation of an artificial wicket.

9) Memorial request (8897/07/24)

Council considered a request from a resident for a memorial tree to be planted in memory of her late daughter, a former resident. It was **RESOLVED** that, subject to the approval of the Downley Common Preservation Society the council would agree to a memorial tree and plaque to be sited in the area behind the Old Dairy, close to the hedgerow that borders the cricket pitch. With the type of tree being agreed by Council The what3words address is ///sends.reduce.pest.

10) The Memorials Policy (8898/07/24)

It was agreed that the policy would benefit from being redrafted and updated. It was **RESOLVED** that the Clerk should draft a new policy to present to Council

11) Complaints Policy (8899/07/24)

Following review it was **RESOLVED** that the Complaints Policy was still relevant and should stand unaltered.

12) Pensions discretionary policy (8990/07/24)

Following review it was **RESOLVED** that the Pensions Discretionary Policy was still relevant and should stand unaltered.

13) Risk Management Policy (8901/07/24)

Following review it was **RESOLVED** that the Risk Management Policy was still relevant and should stand unaltered.

14) Privacy Policy (8902/07/24)

Following review it was **RESOLVED** that the Privacy Policy was still relevant and should stand unaltered.

15) Invoices (8903/07/24)

Payments made since the last meeting on 11th June 2024 were noted and approved . The schedule of invoices received through June and July still outstanding was considered and authorised.

Date	Payee	Details	Ex-VAT	VAT	Total
14/05/2024	ICO	Data Protection Fee	£ 35.00	£ -	£ 35.00
08/06/2024	HP instant Ink	Monthly printing plan	£ 21.24	£ 4.25	£ 25.49
10/06/2024	Siteground	Email hosting	£ 99.00	£ 19.80	£ 118.80
11/06/2024	Buckinghamshire Pension Fund	Staff Pension	£ 593.52	£ -	£ 593.52
12/06/2024	Telecoms World	Telephone	£ 12.09	£ 2.42	£ 14.51
25/06/2024	Downley Sports Association	income from Mannings Field	£ 165.00	£ -	£ 165.00
26/06/2024	BT	Phone and Wi-fi	£ 32.62	£ 6.52	£ 39.14
26/06/2024	SSE Energy Solutions	Street lighting	£ 1,501.38	£ 101.98	£ 1,603.36
28/06/2024	Staff	Staff salaries	£ 1,818.84	£ -	£ 1,818.84
28/06/2024	HMRC	Tax and NIC	£ 485.89	£ -	£ 485.89
30/06/2024	Unity Trust bank	Quarterly transaction charges	£ 18.00		£ 18.00
11/07/2024	ASP Toilet & Shower Hire	Toilet hire re Downley Festival	£ 690.00	£ 138.00	£ 828.00
11/07/2024	BMKALC	EAP Membership services 2024 to 2025	£ 8.10	£ -	£ 8.10
11/07/2024	TBS Hygiene Ltd	Dog waste bins	£ 144.00	£ -	£ 144.00
11/07/2024	Greenbarnes Ltd	Replacement noticeboard	£ 1,829.94	£ 365.99	£ 2,195.93
11/07/2024	M Lazenby	Plot 5a returned	£ 22.50	£ -	£ 22.50
11/07/2024	Claritas	Professional Fees	£ 25.00	£ 5.00	£ 30.00
11/07/2024	G Tandy	Clerks expenses	£ 63.09	£ -	£ 63.09
11/07/2024	KAD Gardening Services	Gardening in June	£ 4,746.00	£ -	£ 4,746.00
16/07/2024	Castle Water	Water usage - allotments	£ 49.75	£ 9.95	£ 59.70
		Totals	£12,360.96	£ 653.91	£13,014.87

16) Clerks Progress Report (8904/07/24)

Noted

17) To note the date and place of the next meeting (8905/07/24)

Tuesday 10th September 2024 at 7:30 p.m. at the Downley Community Centre

18) Closure of the meeting (8906/07/24)

There being no other business, the meeting closed at 20:17.

Chairman

Date