



Minutes of the Meeting of the Downley Parish Council held on Tuesday 10th September 2024 at 7:30 p.m.

Present: Councillors W Steneskog (Chairman presiding), K Ahmed, P Brooks, K Chandarana, A Lenard, C Lenton, A Mann, and W Monroe-West

In attendance:

Officers: G Tandy (Clerk)

1) Apologies for absence (8907/09/24)

Apologies were received from Councillors M Lazenby, S Biggs, T Snaith and from Buckinghamshire Councillor P Turner.

2) Declarations of interest and dispensations (8908/09/24)

None.

3) Minutes (8909/09/24)

The minutes of the meeting held on 9th July 2024 were agreed and signed as a correct record.

4) Public participation session (8910/09/24)

None.

5) To receive and note the report of Buckinghamshire Councillors (8911/09/24)

Councillor Turner had previously issued his written report which had been circulated to Councillors.

6) Planning Committee (8912/09/24)

The minutes of the Planning Committee meeting of 8th August 2024 were received and noted.

7) Councillor Reports (8913/09/24)

Councillor Steneskog reported that there had been another pond working party which had gone extremely well and featured two new volunteers.

8) Xtra time football (8914/09/24)

Minutes 861/05/24 state that Council RESOLVED unanimously that the fees paid by Xtra time football for their use of Mannings Field should be paid to the Downley Sports Association.

The Parish Council considered a request received from Xtra time football that they should be allowed to pay fees for the use of Mannings Field to the Parish Council rather than to the Downley Sports Association. Dan Baskerville of Xtra Time Football has written to explain that he wishes to join the Downley Sports Association and is concerned that if he were to do so and make payments to the Association then this might be seen as a conflict of interest.

It was noted that standing orders state that "A resolution shall not be reversed within six months except either by a special motion, which requires written notice by at least 4 councillors to be given to the Proper Officer in accordance with standing order 9, or by a motion moved in pursuance of the recommendation of a committee or a subcommittee." Council were not minded to put forward such motion and did not recognise that a conflict of interests exists.

9) Periodic payments – annual review (8915/09/24)

Council conducted its annual review of periodic payments in accordance with Financial regulations 5.6:

All mandates are for unspecified amounts on unspecified dates.				
Originator	How paid	When paid	Amount of last Payment	Purpose
Microsoft	VPC	Nov' Annualy	£ 59.99	Microsoft 365 annual subscription
Siteground	VPC	June Annualy	£ 118.80	email hosting
HP Instant Ink	DD	Monthly	£ 25.48	HP Instant Ink 700 page plan
Smarty mobile	DD	Monthly	£ 5.00	2GB data, unlimited text, unlimited voice
Castle Water	DD	Monthly	£ 76.40	Water supply Downley allotments
SSE	DD	Monthly	£ 1,551.69	Electrical supply to street furniture
Telecoms World	DD	Monthly	£ 15.56	Landline number routes through mobile
BT Group	DD	Monthly	£ 38.83	Broadband & library 'phone
Data protection ICO	DD	May Annualy	£ 35.00	organisation processing personal information.

10) Invoices (8916/09/24)

Payments made since the last meeting on 9th July 2024 were noted and approved . The schedule of invoices received through July, August and September still outstanding was considered and authorised.

Date	Payee	Details	Ex-VAT	VAT	Total
05/07/2024	Smarty mobile	Mobile 'phone	£ 4.17	£ 0.83	£ 5.00
09/07/2024	HP instant Ink	Monthly printing plan	£ 21.24	£ 4.25	£ 25.49
24/07/2024	Telecoms World	Telephone	£ 12.13	£ 2.43	£ 14.56
25/07/2024	BT	Cloud voice and broadband	£ 32.36	£ 6.47	£ 38.83
26/07/2024	SSE Energy Solutions	Street lighting	£ 1,453.00	£ 98.69	£ 1,551.69
05/08/2024	Staff	Staff salaries	£ 1,743.04	£ -	£ 1,743.04
05/08/2024	HMRC	Tax and NIC	£ 441.97	£ -	£ 441.97
06/08/2024	Smarty mobile	Mobile 'phone	£ 4.17	£ 0.83	£ 5.00
06/08/2024	KAD Gardening Services	Gardening in July	£ 4,715.25	£ -	£ 4,715.25
08/08/2024	Amazon	A4 Printer Paper	£ 24.26	£ 4.85	£ 29.11
09/08/2024	HP instant Ink	Monthly printing plan	£ 21.24	£ 4.25	£ 25.49
12/08/2024	Amazon	Waders	£ 35.41	£ 7.08	£ 42.49
12/08/2024	Hunters Solicitors	Professional fees	£ 810.00	£ 162.00	£ 972.00
13/08/2024	Buckinghamshire Pension Fund	Staff pensions	£ 593.52	£ -	£ 593.52
19/08/2024	Castle Water	Water usage	£ 63.67	£ 12.73	£ 76.40
20/08/2024	The Co-op	Stamps and stationery	£ 10.80	£ 2.85	£ 13.65
22/08/2024	Amazon	SID battery	£ 37.08	£ 7.42	£ 44.50
23/08/2024	Telecoms World	Telephone	£ 12.04	£ 2.41	£ 14.45
27/08/2024	BT	Phone and Wi-fi	£ 32.10	£ 6.42	£ 38.52
27/08/2024	SSE Energy Solutions	Street lighting	£ 1,501.38	£ 101.98	£ 1,603.36
28/08/2024	Staff	Staff salaries	£ 1,793.77	£ -	£ 1,793.77
28/08/2024	HMRC	Tax and NIC	£ 471.05	£ -	£ 471.05
06/09/2024	Shield Maintenance Ltd	Dog waste bins	£ 130.00	£ 26.00	£ 156.00
06/09/2024	Smarty	Mobile phone	£ 4.17	£ 0.83	£ 5.00
12/09/2024	Claritas	Professional Fees	£ 25.00	£ 5.00	£ 30.00
12/09/2024	West Wycombe Estate	Jubilees Allotments	£ 450.00	£ 90.00	£ 540.00
12/09/2024	SparkX	Streetlight remedials	£ 458.00	£ 91.60	£ 549.60
12/09/2024	Chiltern Carving	Replacement door	£ 750.00	£ -	£ 750.00
12/09/2024	H Brash	Replacement padlock	£ 12.59	£ -	£ 12.59
12/09/2024	KAD Gardening Services	Gardening in August	£ 3,912.75	£ -	£ 3,912.75
27/09/2024	Shield Maintenance Ltd	Bin collections in August	£ 130.00	£ 26.00	£ 156.00
30/09/2024	Claritas accountancy ltd	Professional Fees	£ 25.00	£ 5.00	£ 30.00
	Totals		£ 19,731.16	£ 669.92	£ 20,401.08

11) Clerks Progress Report (8917/09/24)

Noted

12) To note the date and place of the next meeting (8918/09/24)

Tuesday 8th October 2024 at 7:30 p.m. at the Downley Community Centre

13) Closure of the meeting (8919/09/24)

There being no other business, the meeting closed at 19:42.

Chairman

Date