



Minutes of the Meeting of the Downley Parish Council held on Tuesday 8th October 2024 at 7:30 p.m.

Present: Councillors M Lazenby (Chairman presiding), K Ahmed (arrived 07:40), P Brooks, A Mann, W Monroe-West and T Snaith

In attendance:

Five members of the public

Officers: G Tandy (Clerk)

1) Apologies for absence (8920/10/24)

Apologies were received from Councillors, S Biggs, K Chandarana, A Lenard, C Lenton, W Steneskog and from Buckinghamshire Councillor P Turner.

2) Declarations of interest and dispensations (8921/10/24)

None.

3) Minutes (8922/10/24)

The minutes of the meeting held on 10th September 2024 were agreed and signed as a correct record.

4) Public participation session (8923/10/24)

A member of the public explained that there were many people living in Downley who use their residential properties to trade vehicles, storing these in the street, parking on and destroying verges and creating nuisance for other residents. A second member said that trade plates were being misused in the Parish. Another member of the public complained of the number of untaxed vehicles being left in Old Farm Road, being either left on low loader vehicles or deposited there. The chair explained that these issues would be considered within item number 9 of the agenda

5) To receive and note the report of Buckinghamshire Councillors (8924/10/24)

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

6) Planning Committee (8925/10/24)

The minutes of the Planning Committee meeting of 5th September 2024 were presented for adoption. It was **RESOLVED** that the minutes be received, approved and adopted and signed as a true copy.

7) Councillor Reports (8926/10/24)

Cllr Monroe-West mentioned that the Community Boards are due to merge with a reduction from eight to four boards.

8) Planning applications (8927/10/24)

At its last due date, the 3rd of October 2024, the Planning Committee was inquorate and did not meet. Full Council then considered the applications that were due to be considered at that cancelled meeting:

24/07073/FUL 100 Southfield Road

Application for: Householder application for construction of single storey side and rear extension following demolition of garage and outbuilding, construction of hip to gable end roof extension, insertion

of rear dormer and 2 x front roof lights in connection with loft conversion, parking to front and dropped kerb.

Neutral

No comments

24/06919/FUL Downley Community Centre, School Close

Application for: Installation of solar panels on the south facing roof slope of Downley Community Centre.

SUPPORT

Downley Parish Council welcome this development and recognise the environmental and economic benefits it provides.

9) The role of the Parish Council in dealing with street car dealing (8928/10/24)

Council considered the role of the Parish Council in dealing with the trading of cars on the streets of the Parish. During the course of the discussion it was established that the problem has been reported to Buckinghamshire Council, to the Planning Department and in the light of the Clean Neighbourhoods and Environment Act 2005 to the Environmental Health Department. The matter had also been reported to Trade Plates at the DVLA and to Trading Standards.

It was agreed that Cllr Monroe-West would liaise with the Road and Transport Committee of the North West Chilterns Community Board to see if other Parish Councils had experience with similar issues. In addition Cllr Ahmed volunteered in his personal capacity as a resident, to approach the police on the matters raised.

10) Closure of Dormant Bank Accounts (8929/10/24)

It was **RESOLVED** unanimously that Lloyds Bank Plc should be instructed to close the two dormant bank accounts it holds in the name of the Parish Council each of which carries a nil balance.

11) Opening an Instant Access Savings Account (8930/10/24)

Following the recommendation of the Finance Committee it was **RESOLVED** unanimously that Unity Trust Bank be instructed to open an Instant Access Savings account in the name of the Parish Council. This would allow the Council to benefit from the receipt of credit interest. It would provide protection in line with the terms of the Financial Services Compensation Scheme and would allow draw down as and when funds are required.

12) Siting of a defibrillator in the High Street (8931/10/24)

It was **RESOLVED** unanimously that in the 2025/2026 budget, a line should be included for the provision of a defibrillator. The Parish Council could then investigate the possibility of siting such a unit in the High Street. Initial setup should include the cost of a defibrillator, the provision of an outdoor cabinet and the cost of installation. Having referred to the British Heart Foundation the cost of initial setup should come in under £2250. It was recognised that there would be additional ongoing costs e.g. batteries and pads would require replacement over time.

13) External Auditor Report and Certificate 2023/2024 (8932/10/24)

Council noted the report and certificate of PKF Littlejohn LLP, the External Auditor for the year 2023/2024.

14) Invoices (8933/10/24)

Payments made since the last meeting on 10th September 2024 were noted and approved . The schedule of invoices received through September and October still outstanding was considered and authorised.

Date	Payee	Details	Ex-VAT	VAT	Total
13/09/2024	Buckinghamshire Pensions	Staff pensions	£ 614.22	£ -	£ 614.22
23/09/2024	PKF Littlejohn LLP	Annual Governance & Accountability Return	£ 420.00	£ 84.00	£ 504.00
24/09/2024	Telecoms World	Telephone	£ 12.05	£ 2.41	£ 14.46
25/09/2024	BT	Cloud voice and broadband	£ 32.49	£ 6.50	£ 38.99
26/09/2024	SSE Southern Electrc	Street lighting	£ 1,501.38	£ 101.98	£ 1,603.36
27/09/2024	Staff	Salaries	£ 1,768.31	£ -	£ 1,768.31
27/09/2024	HMRC	Tax and NIC	£ 456.61	£ -	£ 456.61
02/10/2024	Parking Ticket	Meeting	£ 2.50	£ -	£ 2.50
06/10/2024	Smarty	Mobile phone	£ 4.17	£ 0.83	£ 5.00
10/10/2024	West Wycombe Estate	Mannings Field Rent	£ 1,150.00	£ -	£ 1,150.00
10/10/2024	Shield Maintenance Ltd	Bin Collections in September	£ 130.00	£ 26.00	£ 156.00
10/10/2024	Claritas Accountancy Ltd	Professional Fees	£ 25.00	£ 5.00	£ 30.00
	Totals		£ 6,116.73	£ 226.72	£ 6,343.45

15) The Clerks Progress Report (8934/10/24)

Noted

16) To note the date and place of the next meeting (8935/10/24)

Tuesday 12th November 2024 at 7:30 p.m. at the Downley Community Centre

17) Closure of the meeting (8936/10/24)

There being no other business, the meeting closed at 20:18.

Chairman

Date