

ADSTOCK PARISH COUNCIL

Clerk to the Council: Ruth Millard clerk@adstockvillage.info

Councillor

You are hereby summoned to attend the Annual Parish Council Meeting on Tuesday 18 May 2021 at 8.15 pm at the end of the Annual Parish Meeting 2021.

Issue date – Wednesday 12 May 2021

Parish Clerk *Ruth Millard*

The meeting will commence at 8.00pm for the purpose of transacting the following business;

AGENDA

1. Apologies
 2. Chairman's Report 2020/21
 3. Financial Report
- Public Open Forum (under adjournment);

The Parish Council meeting will commence at 8.15pm following the APM, for the purpose of transacting the following business;

- 30/21 **Acceptance of Office of Parish Councillor;** Members to sign their Acceptance of Office.
- 31/21 **Nomination and Acceptance of Chairman.**
- 32/21 **Nomination of Vice Chair.**
- 33/21 **Apologies;** To receive and accept any apologies.
- 34/21 **Members Interests;** Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Adstock Parish Council Code of Conduct for Members and by the Localism Act 2011.
- 35/21 **Approval of Minutes;** To agree the minutes from the general meeting held virtually on 6 April 2021.
- 36/21 **Review of Council's Policies for 2021/22;**
- a. **Standing Orders**
 - b. **Financial Regulations**
 - c. **Risk Assessment**
 - d. **Councils Complaints Procedure**
 - e. **Review of the Council's Procedure for handling requests made under the Freedom of Information & Data Protection Act**
 - f. **Privacy Policy and Notice**
 - g. **Information Policy**
 - h. **Retention of Documents Policy**
 - i. **GDPR Data Audit**
- 37/21 **Appoint Parish Council representatives for 2021/22 i.e. Community Boards, NBPPC**
- 38/21 **Review inventory of Assets**
- 39/21 **Confirmation of Insurance cover**
- 40/21 **Review of the Councils subscriptions to other bodies i.e. BALC, SLCC, NBPPC, AVALC**
- 41/21 **Determine the time & place of ordinary meeting of full Council up to and including the next annual meeting of the Full Council**
- 42/21 **Finance & Accounts.**
- a To agree financial statements of accounts for the end March 2021
 - b To note invoices
 - c Opening a HSBC Internet account – update
 - d Update of the Audit procedure.
- 43/21 **Website;** Update
- 44/21 **Planning; 21/01690/AGN / Adstock Lodge / Erection of enclosed barn for the storage of machinery, wood straw, hay, and other materials for the keeping of livestock and for use of planned new forestry. Extension for comments 19 May 2021**
- 45/21 **Environment**
- a. **Grass Cutting;**
 - b. **Highways and footpaths;**
 - i Salt bin at the Gardens, update - c. **Play area;** Notice of the Annual Inspection to be taken in May 2021.
- 46/21 **Correspondence and communications including reports on Community Board meetings and training courses;**
- a. **Newsletter:** To note any specific items
- 47/21 **Councillors Forum** (under adjournment); for Councillors to bring any concerns to the table to be added to the next agenda for discussion.
- 48/21 **Date and time and venue of the next meeting;** The next meeting will be held on June 2021 at 8 pm.
Venue TBC

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42/21 Finance & Accounts.

Account Balance

....0909	31 March 2021 – Statement	26,194.73
Including	total Ring-fenced for Play equipment	16,029.00
	Transparency Fund	882.00

....0895	28 February 2021 - Statement	6,082.49
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Direct Debit & Payments

PAYEE	POWER	Cheque/DD	Amount
MAY			
Zurich Municipal	LGA 1972, s111	100883	684.31
GM Outdoor Services Ltd, inv1516,1519,1522,1527	LG(miscprov)A 1976, s19 & LGA 1972, s101	100884	380.00
JUNE			
GJ Millard, repairs to Playground	LG(miscprov)A 1976, s19	100885	250.00
Bucks Council, Rent for Old School Ground	LG(miscprov)A 1976, s19	100886	400.00
JULY			
Playsafety, park inspection	LG(miscprov)A 1976, s19	100887	90.60
GM Outdoor Services Ltd, inv 1536, 1544, 1545	LG(miscprov)A 1976, s19	100888	325.00
Mrs MR Rose, Internal Auditor	LGA 1972, s111	100889	40.00
ER Millard, April, May, June salary	LGA 1972, s112	100890	606.84
DSW Painting & Decorating, inv 1044	LG(miscprov)A 1976, s19	100891	7800.00
Southern Electric, Account for June 2020	LGA 1972, Sched 14 para 34	DD	40.47
AUGUST			
Southern Electric, account for July 2020	LGA 1972, Sched 14 para 34	DD	43.87
SEPTEMBER			
GM Outdoor Services Ltd, inv 1558,1565,1566, 1574,1580	LG(miscprov)A 1976, s19 & LGA 1972, s101	100892	355.00
Simon Walker, reimbursement for Play Bark inv. 11288	LGA(miscprov)A 1976, s19	100893	379.98
Southern Electric, account for August 2020	LGA 1972, Sched 14 para 34	DD	39.28
OCTOBER			
GM Outdoor Services Ltd, inv 1586, 1597, 1603,1604	LG(miscprov)A 1976, s19 & LGA 1972, s101	100894	380.00
Aylesbury Mains Ltd. Inv 19992	LGA 1972, Sched 14 para 34	100895	58.56
ER Millard, July, August, Sept Salary	LGA 1972, s112	100896	635.56
Southern Electric, Account for September 2020	LGA 1972, Sched 14 para 34	DD	40.47
NOVEMBER			
HMRC, income tax 2 nd quarter	LGA 1972, s112	100897	5.60
GM Outdoor Services, inv 1617, 1618	LG(miscprov)A 1976, s19 & LGA 1972, s101	100898	190.00
Twigs Nurseries, Christmas Tree	LGA 1972, s137	100899	130.00
GM Outdoor Services Ltd, inv 1632	LG(miscprov)A 1976,s19	100900	55.00
Southern Electric, Account for October 2020	LGA 1972, Sched 14 para 34	DD	42.83
DECEMBER			
Southern Electric, Account for November 2020	LGA 1972, Sched 14 para 34	DD	39.77
PWLB		DD	955.70
JANUARY 2021			
Southern Electric, Account for December 2020	LGA 1972, Sched 14 para 34	DD	45.62
FEBRUARY 2021			
HMRC,	LGA 1972, s112	100901	2.80
ER Millard, Oct, Nov, Dec 2020 Salary	LGA 1972, s112	100902	621.00
Weedon Parish Council, zoom pro Annual	LGA 1972, s111	100903	40.00
GM Outdoor Services, inv. 1568	LGA 1972, s101	100904	155.00
Buckinghamshire Council, invoice 503919	Litter(AnimalDroppings)Order	100905	303.70
Aubergine 262 Ltd. Invoice AUB8707	LGA 1972, s111	100906	916.98
Southern Electric, Account for January 2021	LGA 1972, Sched 14 para 34	DD	38.57
MARCH 2021			
ER Millard, Home allowance, Mileage, consumables, Training. 2019-2020.	LGA 1972, s111	100907	366.85
ER Millard, Jan, Feb, March 2021 Salary	LGA 1972, s112	100908	621.00

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HMRC, Income Tax	LGA 1972, s112	100909	3.00
Aylesbury Mains Ltd. Inv. 20347	LGA 1972, Sched 14 para 34	100910	116.88
Southern Electric, Account for February 2021	LGA 1972, Sched 14 para 34	DD	38.57
ICO		DD	35.00
APRIL/MAY 2021			
NBPPC membership	LGA 1972, s137	100911	20.00
PLAYBARK.com	LG(misc prov)A 1976, s19	100912	2880.00
GJ Millard, refurbishment to play area	LG(misc prov)A 1976, s19	100913	20.00
Lynch Garden Services	LG(misc prov)A 1976, s19, LGA 1972, s101	100914	150.00
Joanna Craig Website Design Limited, inv. 4169	LGA 1972, s111	100915	42.00
Zurich Municipal, invoice 506534763	LGA 1972, s111	100916	691.26
Lynch Garden Services	LG(misc prov)A 1976, s19, LGA 1972, s101	100917	150.00
Playsafety Limited	LG(misc prov)A 1976, s19	100918	90.60

<u>Reference</u>	<u>Address</u>	<u>Type</u>	<u>Status</u>
20/00315/AGN	Land East of Greenfields Adstock Buckinghamshire / <i>Erection of new agricultural barn for storage of hay, fertiliser and farming implements.</i>	Application	Details Required
20/02582/APP	Land to the East of Covert Great Horwood Buckinghamshire / <i>Construction of a solar farm together with all associated works, equipment, and necessary infrastructure.</i>	Application	Awaiting Decision
20/02727/ALB	Wisteria Main Street Adstock Buckinghamshire MK18 2JN / <i>Replacement of 3 existing 2nd storey rear elevation wood windows and downstairs French doors with attached window casement</i>	Application	Consent Granted
20/03621/APP	Franconia Cottage The Gardens Adstock Buckinghamshire MK18 2JF/ <i>Demolition of existing cottage and car port and erection of dormer bungalow with detached garage</i>	Application	Awaiting Decision
20/03849/APP	Faccenda Chicken Thornhill Poultry Farm Pilch Lane Great Horwood Buckinghamshire MK17 ONX / <i>Demolition of 11 no. existing poultry houses and the erection of 2 no. replacement poultry houses and associated infrastructure</i>	Application	Awaiting Decision
21/00507/APP	Zennor The Gardens Adstock Buckinghamshire MK18 2JF/ <i>Installation of 2 x CCTV Cameras on front elevation (retrospective) Zennor The Gardens Adstock Buckinghamshire MK18 2JF</i>	Application	Approved
21/00508/ALB	Zennor The Gardens Adstock Buckinghamshire MK18 2JF/ <i>Installation of 2 x CCTV Cameras on front elevation (retrospective) Zennor The Gardens Adstock Buckinghamshire MK18 2JF</i>	Application	Consent granted
21/01690/AGN	Adstock Lodge Adstock Fields Adstock Buckinghamshire MK18 2JD / <i>Erection of enclosed barn for the storage of machinery, wood, straw, hay and other materials for the keeping of livestock and for use of planned new forestry.</i>	Application	Awaiting Decision