



# HADDENHAM Parish Council

Parish Council Office, Banks Park, Banks Road, Haddenham, Buckinghamshire HP17 8EE  
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## **NOTICE OF ANNUAL PARISH COUNCIL MEETING**

Monday 15<sup>th</sup> May 2023, 7.30pm  
Conference Room, Haddenham Village Hall and via Zoom

**Members:** Cllr. Brown, Cllr. Garrett, Cllr. Hoare, Cllr. Kidby, Cllr. O'Hanlon, Cllr. Poole,  
Cllr. Sharp, Cllr. Smith, Cllr. Thawley, Cllr. Truesdale (Chair), and Cllr. Wheeler.

### **To all Parish Councillors:**

YOU ARE HEREBY SUMMONED TO ATTEND THE ABOVE MEETING IN PERSON.

**The press and members of the public are invited to attend.**

To join the meeting via Zoom please follow the link below. Registered electors of the village wishing to join the meeting remotely can obtain a password for the meeting by emailing the Parish Clerk up until 5pm on the day of the meeting.

[ZOOM LINK](#)

## **AGENDA**

**PC24 1 ELECTION OF THE CHAIR OF THE COUNCIL**

**PC24 2 ELECTION OF THE VICE-CHAIR OF THE COUNCIL**

**PC24 3 ACCEPTANCE OF OFFICE**

To receive the signed Acceptance of Office form from the Chair.

**PC24 4 APOLOGIES**

To receive any apologies for absence.

**PC24 5 DECLARATIONS OF INTEREST**

In accordance with Sections 30(3) and 235(2) of the Localism Act 2011 Councillors should declare any personal, prejudicial or pecuniary interests pertaining to the agenda.

### **Public Participation**

15 minutes will be set aside to receive representations from members of the public. A maximum of 3 minutes will be allocated to each individual speaker.

**PC24 6 MINUTES**

To agree and sign the minutes of the Parish Council meeting held on 3<sup>rd</sup> April 2023.

**PC24 7 COUNCIL COMMITTEES**

(i) To confirm the Standing Committees of the Council.

- (ii) To agree the Terms of Reference for each Standing Committee.
- (iii) To appoint Members to the Standing committees.
- (iv) To appoint a Chair for each Committee.
- (v) To confirm the Members of the Sub-Committees of the Council.
- (vi) To confirm the Scheme of Delegation for the Council.

#### **PC24 8 REPRESENTATIVES TO OUTSIDE BODIES**

To appoint the Council's representatives to the following Outside Bodies:

- (i) Banks Park Recreation Ground Charity
- (ii) Haddenham Educational Charity
- (iii) Bucks and Milton Keynes Association of Local Councils
- (iv) Aylesbury Vale Association of Local Councils
- (v) Haddenham and Waddesdon Community Board
- (vi) Haddenham Safe Walking and Cycling Group
- (vii) Scout & Guide Association Trustee
- (viii) Fete Committee
- (ix) Haddenham Beer Festival Trust

#### **PC24 9 POLICIES AND PROCEDURES**

- (i) To review and agree any amendments to the Parish Council's Standing Orders.
- (ii) To review and agree any amendments to the Parish Council's Finance Regulations.

#### **PC24 10 SIGNATORIES**

To agree the signatories for Council payments.

#### **PC24 11 DIRECT DEBITS**

To review the Council's direct debits.

#### **PC24 12 REVIEW OF EXTERNAL ARRANGEMENTS**

To review the Council's arrangements with external organisations (charities), including legal agreements.

#### **PC24 13 RISK ASSESSMENT**

To review the Council's Risk Assessment.

#### **PC24 14 SUBSCRIPTIONS**

To review the Council's subscriptions to outside bodies:

- (i) Bucks Association of Local Councils
- (ii) Get Mapping - Parish Online
- (iii) Society of Local Council Clerks
- (iv) Aylesbury Vale Association of Local Councils
- (v) Community Impact Bucks
- (vi) Zoom Business Account
- (vii) Canva Pro

#### **PC24 15 REPORT FROM BUCKINGHAMSHIRE COUNCIL**

To receive reports from the local Buckinghamshire Council Members.

**PC24 16 REPORT FROM THAMES VALLEY POLICE**

To receive a report from the Neighbourhood Policing Team.

**PC24 17 REPORTS FROM OUTSIDE BODIES**

- (i) To receive a report from Haddenham and Waddesdon Community Board.
- (ii) To receive a report from Haddenham Community Library.
- (iii) To receive a report from Banks Park Recreation Ground Charity.
- (iv) To receive a report from Haddenham Safe Walking and Cycling Group.
- (v) To receive a report from Haddenham Fete Committee.

**PC24 18 PLANNING COMMITTEE**

- (i) To note the minutes of the meetings held on 3<sup>rd</sup> April 2023 and 24<sup>th</sup> April 2023.
- (ii) To receive an update from the Chair.

**PC24 19 FINANCE AND GENERAL PURPOSES COMMITTEE**

- (i) To note the list of payments over £500 to 31<sup>st</sup> March 2023.
- (ii) To note receipt of the first precept payment.
- (iii) To consider covering Buckinghamshire Council's legal fees of up to £3,500 for the Deed of Variation to the S106 agreement for Land at Haddenham Glebe, Stanbridge Road, as requested by the Parish Council to add the new pavilion as a project.
- (iv) To receive an update from the Chair.

**PC23 20 FACILITIES COMMITTEE**

- (i) To consider the tender submissions and appoint a contractor for the Grounds Maintenance contract.
- (ii) To consider the quotes for refurbishment of the railings at Banks Pond and Church End Pound.
- (iii) To note the chosen provider for installing solar panels at Woodways pavilion.
- (iv) To consider the quotes for the flower beds at Tibbs Road.
- (v) To receive an update from the Chair.

**PC23 21 CLIMATE EMERGENCY COMMITTEE**

To receive an update from the Chair.

**PC23 22 SCHEDULE OF MEETINGS**

To agree the dates for the Council's meetings for 2023-24.

**PC23 23 CONFIDENTIAL ITEMS**

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the Council may resolve to exclude members of the public for an agenda item on the grounds that publicity may be prejudicial to the public interest or because of the confidential nature of the business to be transacted.

**CLOSURE OF THE MEETING**



Mrs Sue Gilbert  
Clerk to Haddenham Parish Council

Date: 9<sup>th</sup> May 2023