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Date: 1st September 2021
To: All parish councillors
From: Cathy Knott, Clerk to Westbury Parish Council

Dear Councillor,

You are hereby summoned to the meeting of Westbury Parish Council on Wednesday 8th September 2021, 8.00 pm at Westbury Village Hall, Playing Field Road, Westbury, NN13 5LA when the under mentioned business will be transacted:

AGENDA

- 122/21 Questions or comments from the public**
- 123/21 To receive apologies for absence and welcome**
- 124/21 To receive and approve for signature the minutes of the meeting of the parish council held on 7th July 2021**
- 125/21 To note any matters arising from the minutes not included on this agenda for report only**
- 126/21 To receive declarations of interest related to business on the agenda**

127/21 Finance:

a. Financial statement (as at 01.09.21)

Current account: £7,413.82
Business account: £16,579.00

b. To note payments received since the last meeting £

WPHC (summer activities grant)	1150.00
VAT refund	3,792.27
Bank interest (for July & Aug)	0.28

c. To note payments made since the last meeting (approved out of council)

C. Knott (salary and HMRC tax)	561.63
HMRC (tax)	3.80
C. Knott (expenses – Microsoft 365 annual fee)	59.99
The Warehouse (remaining part of invoice for summer activities)	287.50 (VAT 57.50)
OPUS (streetlights) Direct debit - July	22.62 (VAT 1.13)
Barbara Osbourne (PAYE service April-June2021)	67.50
S. Rodwell (July mowing & weed treatment)	251.77
PKF Littlejohn LLP (external audit fee)	300.00 (VAT 60.00)
OPUS (streetlights) direct debit - August	23.01 (VAT 1.15)

d. To consider invoices to be paid

C. Knott (salary and HMRC tax)	565.43
C. Knott (expenses)	36.02 (VAT 6.67)
Buckinghamshire Council (fee for uncontested election)	94.67

e. Annual audit; to approve the end of year accounts and to note the external auditors report

- 128/21** **To consider new planning applications (if there are any) and to receive an update on applications outstanding**
- 129/21** **To discuss updates since the July meeting**
- 130/21** **To agree on possible drainage solutions for the village hall carpark and Westworks building**
- 131/21** **To adopt the Buckinghamshire Council Code of Conduct**
- 132/21** **To discuss councillor responsibilities**
- 133/21** **To accept councillors reports on the following areas (*if there is anything to report*):**
- a. Play Park
 - b. Highways
 - c. Utilities
 - d. WVHA & WCS updates
 - e. Neighbourhood plan (on hold until the VALP is published)
 - f. Footpaths
 - g. HS2
 - h. Action plan
- 134/21** **Correspondence received (as at**
- Resident comments regarding Biddlesden Road speed limit
 - Buckinghamshire Council updates
- 135/21** **Councillor questions**
- 136/21** **To receive items for the Link**
- 137/21** **Public Participation session** (Members of the public are invited to address the council. The session will last for a maximum of 10 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the chairman of the meeting)
- 138/21** **Close**

Cathy Knott

Cathy Knott
Clerk to Westbury Parish Council

Please note, this is a public meeting and you may be filmed, recorded and published.

Copies of all council papers are available for download at www.westburyvillage.co.uk