

MARSH GIBBON PARISH COUNCIL

**MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD ON TUESDAY 12 MARCH 2019**

PRESENT: Cllrs I Metherell (Chair), R Cross (RC), P Evershed (PE), A Lambourne (AL), D Leonard (DL), J Smith (JS) and E Taylor (ET)

In attendance: C Jackman (Clerk)

The meeting commenced at 8.01pm.

1. APOLOGIES

None.

2. DECLARATIONS OF INTEREST

No interests were declared.

3. MINUTES OF THE MEETING HELD ON 12 FEBRUARY 2019

Following two amendments, the Minutes of the Parish Council Meeting held on 12 February 2019 were agreed by those present and signed by the Chairman.

4. MATTERS ARISING

None.

5. PUBLIC PARTICIPATION

No members of the public were present.

6. GENERAL CORRESPONDENCE

The following items had been circulated via email and dealt with where indicated:

AVDC		From	Subject	Action
i	12 Feb	Planning	18/00885/APP Status: Approved	Minute 7
ii	7 Mar	Planning	Ref. No: 18/03909/APP Status: Approved	To Councillors
iii	7 Mar	Planning	Ref. No: 18/03984/APP Status: Approved	To Councillors
iv	1 Mar	Electoral & Democratic	Alterations to the electoral register	To Councillors
v	28 Feb	Planning	Planning Application Consultation 19/00597/COUAR	Agenda item
vi	27 Feb	Planning	Planning printing	To Councillors
vii	20 Feb	Chairman	Invitation to join Chairman at her Civic Service	Clerk responded
viii	19 Feb	Grants and Voluntary Sector Support Officer	Free Our Vale Crowdfunding Workshop at The Waterside Theatre	To Councillors
ix	18 Feb	Planning	Planning Application Consultation 19/00581/APP	Minute 7
x	18 Feb	Commercial Strategy SEED Team	Planning Application Consultation 19/00581/APP	To Councillors
xi	16 Feb	Planning	18/03775/ACL Status: Certificate Issued - Existing use	To Councillors
BCC		From	Subject	Action
i	6 Mar	Communications Team	Changes to household recycling centres	To Councillors
ii	4 Mar		LC Devolution Scheme Variation - Executed copy	Noted
iii	4 Mar	CC Angela Macpherson	New appointment Local Area Technician	To Councillors
iv	28 Feb		Budget Update - special newsletter	To Councillors
v	28 Feb	CC Angela Macpherson	Scotts Lane – Bridleway	To Councillors
vi	28 Feb	TfB	Rights Of Way Enquiry - Enquiry 46066472 (demolished stile junction of Little Marsh and Charndon Road	With Rights of Way
vii.	25 Feb	Grants and Voluntary Sector Support Officer	New Homes Bonus Project Grant round open for Expressions of Interest	To Councillors
viii.	22 Feb	CC Angela Macpherson	Letter to Chris Grayling transport secretary and HS2 chief	To Councillors
ix	21 Feb	CC Angela Macpherson	Plane and patch works	To Councillors

x	20 Feb	Waddesdon LAF	Agenda for Waddesdon Local Area Forum, Thursday 28th February 2019	To Chair
xi.	19 Feb		RE: PID- WAD LAP 1920_02 HGV Weight Restrictions	To Chair
xii.	18 Feb		MyBucks February 2019	To Councillors
xiii.	15 Feb		ICS newsletter February	To Councillors
ALC/NALC		From	Subject	Action
i.	6 Mar	NALC	NALC Newsletter	To Councillors
ii.	6 Mar	BMKALC	BKALC Parish Unitary Workshops	To Councillors
iii.	4 Mar	BMKALC	Parish Liaison Meeting Wednesday 27 March	To Councillors
iv.	4 Mar	BMKALC	TTRO - Various roads, Aylesbury Vale District	To Councillors
v.	1 Mar	NALC	Chief executive's bulletin	To Councillors
vi	8 Mar	NALC	Chief executive's bulletin	To Councillors
vii	28 Feb	BMKALC	Draft Information Policy February 2019 (incl. DPA 2018 and vexatious process)	To Councillors
viii	28 Feb	BMKALC	Safely redacting documents	To Councillors
ix	28 Feb	BMKALC	TTRO - Various roads, Aylesbury Vale District	To Councillors
x	28 Feb	BMKALC	TTRO - Cannons Hill, Nether Winchendon	To Councillors
xi	27 Feb	BMKALC	Media Training for Town and Parish Councillors	To Councillors
xii	25 Feb	BMKALC	Course: Requests for Information and Tricky Questions Training	To Councillors
xiii	22 Feb	NALC	Chief executive's bulletin	To Councillors
Other		From	Subject	Action
i	7 Mar	HMRC	Confirmation of VAT refund claim	Noted
ii	6 Mar	Grants Officer VAHT	Confirmation of grant success	To Councillors
iii	6 Mar	Thames Valley Police	Police and Crime Commissioner newsletter - March 2019	To Councillors
iv	5 Mar	RTM	Signed 2019 Grass Cutting Contract	Noted
v	5 Mar	Siddleys	Suffolk Court Street lighting	Minute 12
vi	5 Mar	RTM	Safe Contractor Renewal Certificate	Noted
vii	5 Mar	Calor	Calor Rural Community Fund	To Councillors
viii	4 Mar	Western Power	Suffolk Court street light	Minute 12
ix	28 Feb		Parking issues Priory Farm Cottages	See note ix. below
x	8 Mar	RTM	PC Works Programme 2019	To Councillors
xi	9 Mar	Love Energy	Recreation ground water	Minute 8
xii		Brenda North	SETTS TO FOOTPATH - STATION ROAD, MARSH GIBBON	Reported to Tfb
xiii	21 Feb	Via website	Issues with dog poo	See note xiii. below
xiv.	21 Feb		Millfield Close street light	Reported to E.on
xv.	20 Feb	RTM	Marsh Gibbon Cemetery - work to hedges	Noted
xvi.	19 Feb	Thames Valley Police	Bulletin Feb2019 - #KnowThisIsn'tLove, rural crime and more	To Councillors
xvii.	8 Mar	DL Hancock	Cemetery	Minute 14
xviii.	15 Feb	Andrew Robson	Suffolk Court Street Lights	Minute 12
xix.	14 Feb	Via website	Whales Lane street light	Reported to E.on

ix. **Parking issues Priory Farm Cottages:** It was noted that this is a private issue and the Parish Council is not empowered to get involved.

Action: Clerk to write to resident.

xiii. **Dog Poo:** A complaint had been received regarding owners throwing dog poo into hedges and ditches and requesting another bin be installed. It was agreed not to install another bin as Council already pays £530.00 per annum for the six bins we currently have to be emptied. It was agreed to monitor the situation and to put a notice in the Chairman's monthly bulletin to ask dog owners to be more considerate and pick up the mess and to not throw it into the ditch or hedge but to use the bins or take it home.

Actions: Chair to put note in his monthly bulletin.

7. PLANNING

7.1 New Planning Applications

19/00581/APP:13 Rectory Close, Marsh Gibbon, Buckinghamshire OX27 0HT

Single storey rear extension and pitched roof extension to side

Parish Council Decision: No objection

19/00597/COUAR: Charndon Grounds Farm, Twyford To Marsh Gibbon Road, Marsh Gibbon OX27 0AU

Proposed change of use (Class Q(a)) and necessary building operations (Class Q(b)) for the conversion of two agricultural buildings to form three smaller dwellinghouses and two larger dwellinghouses

Parish Council Decision: No objection

Action: Clerk to inform AVDC

7.2 AVDC Approved Application

18/00885/APP: Marsh Gibbon Church Of England School, Castle Street, Marsh Gibbon, OX27 0HJ
Erection of metal fence and replacement of wooden entrance gate with double wooden gates (Retrospective)

18/03909/APP: Lanes End Barn, Townsend Lane, Marsh Gibbon, Buckinghamshire OX27 0AE
Demolition of redundant stables and carport, alterations and extension to dwelling, including change of use of part of site from equestrian to residential.

18/03984/APP: Land at Townsend Lane, Marsh Gibbon, Buckinghamshire OX27 0AE
Erection detached garage with home office in roof attic

18/03700/APP: Conversion of existing garage and extension to form annexe, Part Masons Farm, Blackthorn Road, Marsh Gibbon, OX27 0AG

7.3 Ewelme Sites A and B

Chair reported that W.E. Black's Managing Director (Mr Gadsden) had agreed to attend a Parish Council meeting to discuss the way forward with Site A.

Action: Clerk to invite Mr Gadsden to either the April or June Parish Council meeting.

It was noted that the sale of Site B had not been confirmed.

7.4 East West Rail

It was noted that a Public Enquiry is underway in Milton Keynes and that the Inspector's report is expected at the end of 2019.

8. CLERK'S REPORT AND ADMINISTRATION MATTERS

8.1 Finance Report

Clerk presented the Financial Report for March 2019. Payments totalling £3,219.12 were approved as detailed on page 1890. Clerk reported that she had carried out the monthly bank reconciliation on both bank accounts and had made an application for a VAT refund of £1,945.42.

8.2 2019-20 Budget

A further review of the budget was held and minor amendments made.

8.3 Skateboarding

Vale of Aylesbury Housing Trust (VAHT) Thriving Communities Fund have confirmed a £2000 grant towards the 2019-2020 skateboarding sessions.

Action: Clerk to sign the Acceptance Form and return to VAHT

A contribution of £300 from the County Councillor's community fund was also confirmed. News from the Tesco Bags of Help scheme is still awaited.

Action: Chair to remind David Rollins to inform the VH Booking Secretary of future skateboarding dates

8.4 LAF Funding for HGV Study

Waddesdon LAF had agreed to contribution £2,330 (50%) towards the cost of the HGV study.

8.5 Finance Meeting

It was agreed to hold the Finance Committee meeting at 7.30 on 23 April.

Action: Clerk to confirm Village Hall committee room availability.

8.6 Recreation Ground Water

It was agreed that the Recreation Ground water bills could be paid by Direct Debit.

Action: Clerk to forward the relevant forms to Loveenergy

8.7 New Homes Bonus (NHB)

8.7.1 Village Hall Car Park

Cllr JS had received quotes for the repair and extension of the village hall car park with a view to submitting a New Homes Bonus application for funding.

8.7.2 Cemetery internal roads

Cllrs PE and ET were in the process of completing the Expression of Interest for the reconstruction of the internal roads of the cemetery. An estimate of the costs of £52,500 had been received and advice from the NHB the Grants Officer was that a contribution towards the costs from the Parish Council would be looked on favourably by the awarding authority. It was unanimously agreed to make a contribution of 10% of the costs.

Following further discussion, it was agreed only to submit the application for the cemetery internal roads. It was noted that if the grant is awarded Council will have a year to complete the work. It was also agreed that three quotes should be obtained.

9 PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND

9.1 Councillor's monthly report

A monthly report was not available.

Actions: Cllr AL to carry out the next inspection. Clerk to book the annual inspection.

9.2 Maintenance

Cllr ET confirmed that she had obtained 10 fence posts (with some spare) which would be fitted soon.

9.3 Recreation Ground ditch clearance

The Recreation Ground ditch clearance had taken place.

Action: Clerk to write to Andrew Robson of Siddleys to suggest that Ewelme make a 50% contribution towards the costs.

10 DEVOLVED SERVICES

10.1 **Grass cutting:** Nothing to report.

10.2 **Siding out:** Nothing to report.

10.3 **Weed killing:** Nothing to report.

10.4 **Rights of Way:** Nothing to report.

10.5 **Maintenance:** Nothing to report.

10.6 **Complaints:** Nothing to report.

11 ROADS AND PATHWAYS

11.1 Pot holes

It was noted that some pot holes had been marked for repair and that some plane and patching will be carried out in Whales Lane.

11.2 Kerbing

It was noted that some kerbing had been replaced. However, tarmacking had been carried out in Station Road and the kerb stones had not been replaced but put inside the gate of the Old Police House.

Action: Clerk to follow up with TfB

11.3 HGV weight limit

Chair had arranged a meeting with Geoff Gardner, the interim Freight Transport Officer at Bucks County Council and the new Freight Officer at 3pm on 28 March, other Councillors are welcome to join. They would view the areas of concern in the village.

11.4 Speedwatch

It had been agreed to leave the speedwatch until Thames Water had finished working in the village. Cllr JS reported that she had been approached by a resident about the speeding in Station Road and had mentioned to the resident that more speed watch volunteers are required.

11.5 Moat Lane

Cllr PE had been liaising with a resident of Moat Lane and the TfB Local Area Technician (LAT) to resolve the traffic problems caused by the Thames Water works. It was noted that the work should be completed by Friday 15 March 2019 as the Thames Water road closure permit for Church Street expires on the 15th and would not be extended by BCC.

Cllr PE also reported that the LAT had informed her that he would be returning on Friday 15th March to check that the work had been completed. The LAT informed Cllr PE that he had advised a resident of Whales Lane that he would be asking AVDC to send a sweeper out to clean the road edges.

Action: Cllr PE and Clerk to liaise with the LAT/Thames Water to ensure that the area is reinstated satisfactorily.

Cllr PE had spoken to the BCC Permit Officer regarding the introduction of a 20mph speed limit in Moat Lane and had been informed that the LAT would look into this when everything had settled down following the Thames Water work.

12 STREET LIGHTING

12.1 Maintenance

It was noted that the street light in Whales Lane had been repaired but it was not known if those near Mud Pond and in Millfield Close had been repaired.

Action: Cllr ET to check the lights.

12.2 Suffolk Court Street Lights

Western Power had issued a new unmetered supply certificate following the discovery that the Parish Council was paying for the Suffolk Court street light electricity.

Action: Clerk to monitor to ensure reductions/refunds are made.

13 ENVIRONMENTAL MATTERS

13.1 Street Furniture

Cllr ET had obtained new keys for the notice board at Mud Pond. One will be fixed to the notice board and the others kept as spare.

13.2 Picnic Bench

Cllr AL informed Councillors that he will endeavour to install the new picnic benches adjacent to the village hall in early April.

14 CEMETERY MATTERS

14.1 Burials, Interments, Advance Booking Requests and Memorial Applications

14.1.1 Advanced Booking

Council approved the advanced reservation of Plot No 9, Row 1 in Section D.

Action: Clerk to inform applicant

Clerk had written to the applicant who had provisionally reserved Plot No 12, Row 6 in Section B but had not received a response. It was agreed to cancel the provisional reservation.

14.1.2 Tablet

The executor of Plot 5, Row 1, Section C had been asked to remove the tablet that had been put in the wrong place but had asked if the two tablets could be kept. It was agreed that there was not enough room for two tablets and that one would have to be removed.

Action: Clerk to follow up.

14.2 Maintenance

14.2.1 Trees

It was noted that the trees at the front of the cemetery would be cut back on 20 March 2019.

14.2.2 Water Supply

Cllrs AL and Derek Smith had discussed the installation of the water supply and agreed that this would be completed in the near future.

15 REPORT FROM VILLAGE HALL REPRESENTATIVE

Cllr AL had been unable to attend the Village Hall meeting. Chair noted that J Berry and C Anstey had held discussions and that the new lease should be available shortly.

Cllr JS reported a Beer Festival will be held on 31 August.

16 ANY OTHER BUSINESS

16.1 Scotts Close

Cllr JS reported that a resident had made some 'Slow Down' signs for Scotts Close and asked if they could be erected in the village. It was agreed that the Parish Council could not give permission for them to be put up on verges, this was the responsibility of AVDC.

16.2 Working Party

Cllr ET agreed to organise a working party for Saturday 6 July and to put a note in Life Together. Chair agreed to add to his monthly bulletin.

16.3 Mud Pond notice board

Cllr ET reported that the notice board at Mud Pond needs staining and agreed to purchase the stain.

17 DATE AND VENUE OF NEXT MEETINGS

The next Parish Council meeting will be held at 8pm on Tuesday 9th April 2019.
The next Finance Meeting will be held at 7.30 on Tuesday 23rd April 2019.

Chair closed the meeting at 9.57pm.

SIGNED:

DATE:

MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report
12-Mar-19

COMMUNITY ACCOUNT			Notes
30-Jan-19		£16,217.35	
	Unpresented cheques and cheques approved at meeting on 8 January 2019	-£1,596.23	
	Unpresented cheques at 27 February 2019	£410.00	
Income:		£70.00	
	Memorial fee (D-1-3)		
Balance of Community Account at 28 February 2019		£15,101.12	
Cheque No	Payee	Amount	Authority
Payments to be approved at meeting 12 March 2019			
102852	RTM - Inv 1559: Cemetery hedge cutting (back and side)	564.00	Local Authorities Cemeteries Order 1977
102853	MGVH - Inv 1901/12: MG hire Jan 2019	18.74	LGA 1972 s133
102854	C Jackman - Clerk Feb salary	324.56	LGA 1972 s. 112(2)
102855	HMRC - Clerk Feb PAYE	157.20	LGA 1972 s. 112(2)
102856	C Jackman - Stationery	37.02	LGA 1972 s. 112(2)
102857	SSE - Street lighting charges 2 Feb - 1 March	233.60	PCA 1957s.3;HA 1980s.301
102858	B & L Leonard: Inv: 881 - ditch clearance Recreation Ground and Ewelme Farr Inv H16AC18E14, 4 Jan 19: Street lighting electric Awaiting confirmation AMOUNT STILL TO BE CONFIRMED SUFFOLK COURT TO BE REMOVED	1,884.00	LGA 1972 s. 111 PCA 1957s.3;HA 1980s.301
Totals yet to be deducted from balance of Community Account			
	Cheques for approval at meeting on the 12 March 2019	£3,219.12	
	Unpresented cheques	£410.00	
		£3,629.12	
Cheques yet to be credited to the Community Account		£0.00	
	BCC (LAF) Skateboarding	£2,800.00	
		£14,272.00	
Anticipated balance		£14,272.00	
EARMARKED RESERVE ACCOUNT			
28-Dec-18		£30,160.35	
Balance of Earmarked Reserve at 28 December 2018		£30,160.35	No transactions on this account during January/February

Bank Reconciliation - 28 February 2019

COMMUNITY ACCOUNT

CASH BOOK		Notes
Balance at 1 April 2018	£12,250.87	
Less Total Payments to 28 February 2019	-£33,378.54	
Add total receipts to 28 February 2019	£35,818.79	
Cash book balance at end February 2019	£14,691.12	
	£14,691.12	
BANK STATEMENT		
CA Bank Balance end February 2019	£15,101.12	
Less unpresented cheque: 102844: G Hodges	-£410.00	
Effective bank balance end February 2019	£14,691.12	
Cash book balance	£14,691.12	
EARMARKED RESERVE ACCOUNT		
Balance of Earmarked Reserve A/C as at 1 April 2018	£30,669.47	
Less total payments to 28 December 2018	-£1,080.05	
Add Total Receipts to 28 December 2018	£570.93	
Balance at 28 December 2018	£30,160.35	No transactions on this account during Jan/Feb 2019
NB: the balance in the Earmarked Reserve Account is made up of:		
Replacement of the synthetic carpet at the 5-a-side	£21,920.00	
Refurbishment of synthetic carpet at 5-a side	£2,007.00	
Ware Pond cleaning	£2,500.00	
New Street Lamps	£2,666.00	
Election Expenses	£775.00	
Fencing Repairs at 5-a-side	£227.00	
Defibrillator	£50.00	
Interest	£15.35	
TOTAL	£30,160.35	