

MARSH GIBBON PARISH COUNCIL

**MINUTES OF THE 'VIRTUAL' PARISH COUNCIL MEETING
HELD ON TUESDAY 13 OCTOBER 2020**

(The meeting was held in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the 2020 Regulations") 4 April 2020

PRESENT: Cllrs A Lambourne (Chair), I Metherell (IM), P Evershed (PE), E Taylor (ET), J Smith (JM), R Cross (RC), N Lyon (NL) and C Jackman (Clerk)

Meeting commenced at 8.0pm.

1. APOLOGIES:

None.

2. DECLARATIONS OF INTEREST

Cllr ET declared an interest in agenda item 6.1, Planning application 20/03193/ADP.

3. MINUTES OF THE MEETING HELD ON 8 SEPTEMBER 2020

The Minutes of the Parish Council Meeting held on 8 September 2020 were agreed by those present and will be signed by the Chairman at the next 'proper' meeting.

4. MATTERS ARISING

Cllr ET stated that she had not agreed to get information on the pub in Little Horwood regarding Assets of Community Value.

5. GENERAL CORRESPONDENCE

Bucks Council		From	Subject	Action
i	Daily	Road Closures	TTROs	Only local TTRO's forwarded to Councillors
ii	9 Oct	Communications	Buckinghamshire Council urges residents to stay safe amid rising coronavirus cases	To Councillors
iii	9 Oct	Communications	Buckinghamshire Council responding to the Government's Planning White Paper	To Councillors
iv	9 Oct	Communications	Everyone's experience of mental health is different. There's support out there to suit everyone - here's how to find it.	To Councillors
v	9 Oct	Senior Caseworker Regulatory Services	5 Piece Close Marsh Gibbon	To Councillors
vi	9 Oct	Communications	Changing Places room opens at Upper Hundreds Car Park in Aylesbury	To Councillors
vii	8 Oct	Cllr Warren Whyte Cabinet Member for Planning & Enforcement	Government's White Paper Consultation "Planning for the Future"	To Councillors
viii	8 Oct	Communities Officer	Free Autumn/Halloween Activity for your Parish	To Councillors
ix	8 Oct	Planning	19/01413/APP Status: Application Withdrawn	To Councillors
x	7 Oct	Communications	Parents in Bucks urged to make sure eligible children get their flu vaccination	To Councillors
xi	7 Oct	Communications	Green Homes Grant can help households save up to £600 a year on their energy bills	To Councillors

xii.	7 Oct	Communications	Are you looking after a child for a friend or relative?	To Councillors
xiii.	6 Oct	Communications	Competition brings splash of colour to Aylesbury	To councillors
xiv.	6 Oct	Commercial Waste Team	Marsh Gibbon Cemetery: General Waste Bin	Noted
xv.	2 Oct	Communications	Test and Trace support payments available to eligible self-isolators	To Councillors
xvi.	5 Oct	Community Board	Bucks Climate Change and Air Quality surveys - deadline for completion 9th October. Your participation is requested.	To Councillors
xvii	2 Oct	Communications	Trial for new cycling and walking route comes to Southcourt, Aylesbury.	To Councillors
xviii	2 Oct	Communications	Leave the car at home and walk, cycle or scoot to school this month	To Councillors
xix	1 Oct	Communications	Bernie the Bus volunteers receive awards from the Prime Minister	To Councillors
xx.	1 Oct	Communications	Help us decide our budget priorities	To Councillors
xxi.	1 Oct	Road Closures	TTRO Station Road, Marsh Gibbon	To Councillors
xxii.	1 Oct	Community Board	BC / BMKALC Parish Liaison Meeting - 14th October	To Councillors
xxiii.	1 Oct	Community Board	Buckinghamshire residents asked to do their bit to stem rise in local COVID cases	To Councillors
xxiv.	3 Oct	Communications	Buckinghamshire Council contributes around 0.3% of Buckinghamshire's carbon emissions	To Councillors
xxv.	30 Sept	Communications	Recycling centres switch to winter hours	To Councillors
xxvi	29 Sept	Cllr Warren Whyte Cabinet Member for Planning & Enforcement	Consultation Re: Changes to the Planning System	To Councillors
xxvii	29 Sept	Planning	Planning Application Consultation 20/03290/ALB	Minute 6
xxviii	29 Sept	Road Closures	TTRO - Launton Road, Marsh Gibbon	To Councillors
xxix	29 Sept	Communications	Don't lose your vote – act now on annual canvass	To Councillors
xx	29 Sept	Planning	20/02736/APP Status: Householder Approved	To Councillors
xxi	28 Sept	Communications	Simply Walk returns!	To Councillors
xxii	25 Sept	Communications	Coronavirus mobile testing sites for Princes Risborough, Aylesbury and High Wycombe	To Councillors
xxiii	25 Sept	Accounts	REMITTANCE ADVICE FOR MARSH GIBBON PARISH COUNCIL (precept payment)	To Councillors
xxiv	25 Sept	Planning	Planning Application Consultation 20/03193/ADP	Minute 6
xxv	24 Sept	Communications	New NHS app goes live in Buckinghamshire today	To Councillors
xxvi	24 Sept	Communications	Buckinghamshire Council sets its sights on Covid recovery by proposing "best in class" devolution bid	To Councillors
xxvii	24 Sept	Communications	Time is running out to nominate your Covid-19 heroes	To Councillors
xxviii	23 Sept	Local Area Technician	Herbicide Treatment, Marsh Gibbon	Minute 9
xxix	23 Sept	Angela Macpherson	Marsh Gibbon Rail Bridge Headroom Signs Replacement	To Councillors
xxx	22 Sept	Communications	Bernie the Bus travels 1,000 miles to help those in need	To Councillors
xxxi	22 Sept	Communications	Recycle Week marks increase in environmental awareness	To Councillors
xxxii	21 Sept	Communications	'Working with You' Virtual TFB Conference - Recordings and Evaluation	To Councillors
xxxiii	20 Sept	Planning	Planning Application Ref: 20/02736/APP – minor amended plans	To Councillors
xxxiv	18 Sept	Community Board	Haddenham and Waddesdon Community Board meeting	To Councillors
xxxv	18 Sept	Communications	Start Well, Live Well, Age Well - what's your view? Buckinghamshire's health and wellbeing priorities	To Councillors
xxxvi	17 Sept	Parish Liaison officer	Playing pitch strategy update	Clerk responded
xxxvii	17 Sept	Communications	Haddenham set for new cycleway trial	To Councillors
xxxviii	16 Sept	Communications	New milestone in link road planning	To Councillors

xxxix	16 Sept	Communications	£500k voucher scheme is an extra boost for rural broadband	To Councillors
xli	16 Sept	Communications	Green light for an historic town centre building restoration	To Councillors
xlii	15 Sept	Community Board	Haddenham and Waddesdon Community Board - Highways and Road Safety Sub Group survey for parishes	To Councillors
xliii	15 Sept	Communications	The Gardenway Orbital Park is one step closer	To Councillors
xliv	15 Sept	Communications	Aylesbury Garden Town unveils new cycle parking working in partnership with Hale Leys	To Councillors
xlv	15 Sept	Communications	#YouCanAdopt	To Councillors
xlvi	15 Sept	Parish Liaison	Jan Roffe	Noted – still chasing for an update
xlvii	14 Sept	Communications	£2.1m boost to Buckinghamshire's rural broadband	To Councillors
xlviii	10 Sept	Communications	Best foot forward wins schools national acclaim	To Councillors
xlix	10 Sept	Communications	Quietway trial between Gerrards Cross and Chalfont St Peter to end early	To Councillors
xlx	10 Sept	Communications	Have your say on how Health and Social Care is delivered in Bucks.	To Councillors
xlxi	10 Sept	CC Angela Macpherson	letter from HS2 minister Andrew Stephenson regarding passive provision for a station at Calvert	To Councillors

ALC/NALC		From	Subject	Action
i.	2 Oct	NALC	Chief executive's bulletin	To Councillors
ii.	29 Sept	NALC	How do the tiers of local government collaborate?	To Councillors
iii	25 Sept	MK ALC	UPDATED BMKALC TRAINING SCHEDULE NEW DATES ADDED	To Councillors
iv	25 Sept	NALC	Chief executive's bulletin	To Councillors
v	22 Sept	MK ALC	Change of Uses Classes	To Councillors
vi	22 Sept		Updated coronavirus	To Councillors
vii	21 Sept	MK LC	Remembrance Sunday from NACO	To Councillors
viii	18 Sept	NALC	Chief executive's bulletin	To Councillors
ix	18 Sept	MK ALC	Privacy Shield	To HugoFox to check
x	14 Sept	NALC	Coronavirus – information for parish & town councils	To Councillors
xii	14 Sept	NALC	You've declared a climate emergency – what next?	To Councillors
xii	8 Sept	MK ALC	UPDATED BMKALC TRAINING SCHEDULE	To Councillors

Other		From	Subject	Action
i	9 Oct	Resident	Herbicide damage to lawn	Minute 9
ii	8 Oct	CIB	Community Impact Bucks' COVID-19 Briefing # 70	To Councillors
iii	7 Oct	EWR: Community Liaison Officer	EWR Updates	To Councillors
iv	6 Oct		Warning signs of repeated flooding: Launton	To Councillors
vi	4 Oct	Resident via website	Street light outside quillys house in Tompkins lane not working	Clerk reported to E.on
vii	1 Oct	CIB	Community Impact Bucks' COVID-19 Briefing #69	To Councillors
viii.	30 Sept	RTM	RTM Landscapes Grounds Maintenance Report	Noted
ix	29 Sept	Resident	Meeting 8/9/20 - HGV Weight Limit	Minute 10
x	26 Sept	Secretary MG URC	Closure of Marsh Gibbon United Reformed Church.	To Councillors
xi	25 Sept	P Ferens	Speed camera	Clerk responded
vii	24 Sept	RTM	RTM Landscapes Grounds Maintenance Report	Noted

viii	23 Sept	RTM	Herbicide Treatment - Clements Lane, Marsh Gibbon – confirmation that treatment was NOT carried out by RTM	To Councillors
ix	21 Sept	CIB	Village and Community Halls – COVID-19 update	To Councillors
x	18 Sept	HugoFox	Website accessibility	To Councillors
xi	18 Sept	CIB	Changes to Community Impact Bucks	To Councillors
xii	15 Sept	dalcourmaclaren.com	GWA-82301 Pear Tree Farm Industrial Estate	Clerk responded
xiii	10 Sept	ICO	ICO - Renewal confirmation ICO:00014673527	Noted

6. PLANNING

6.1 Planning applications

0/03193/ADP: Land South Of Castle Street And West Of Leopold Farm Castle Street Marsh Gibbon Buckinghamshire

Vary condition 01 on application 19/02508/ADP to allow for amendments to windows for units 7,8 and 9, along with a small single-storey extension to the rear of units 7 and 8

Decision: No objection

20/03290/ALB: Box Farm House Castle Street Marsh Gibbon Buckinghamshire OX27 0HJ

Single storey rear extension to approved application 18/03332/APP

Decision: No objection

20/03443/AGN: The Ducky Bicester Road Marsh Gibbon Buckinghamshire

Erection of livestock building

Decision: No objection

Action: Clerk to inform AVDC Area planners

Cllr IM queried why he had received notifications via the Parish Council website that were not on the agenda. Clerk responded that she had not been informed of the applications by Buckinghamshire (AVDC Area) planners and that they were not on the planning AVDC Area 'consultee portal'.

Action: Clerk to following up with AVDC Area planners=

6.2 Approved application

20/02736/APP: Stableyard Cottage Blackthorn Road Marsh Gibbon Buckinghamshire OX27 0AG

Single storey side extension

6.3 Withdrawn application

19/01413/APP - Land At Townsend Lane Marsh Gibbon Buckinghamshire OX27 0AE

Proposed detached garage with home office in attic to rear of dwelling

6.3 Ewelme Sites

Site A: No updates were available.

Site B: No updates were available

Site C: It was noted that work might start at the end of 2020 or early 2021.

7 CLERK'S REPORT AND ADMINISTRATION MATTERS

7.1 Finance Report

Clerk presented the Financial Report for October 2020. Payments totalling £12,161.42 were approved, as detailed on page 2019 . Clerk confirmed that she had carried out a reconciliation on both accounts.

7.2 Skateboarding

Cllr IM reported that there was £1,510 remaining in the skateboarding budget which is sufficient for 36 hours between now and the end of March. Clerk reported that D Rollins had sent her confirmation of his insurance renewal. Cllr JS reported that the village hall was waiting for confirmation of the date when the collapsed pipes in the car park would be replaced, during this period the skateboarding would not be able to go ahead.

7.3 S106

It was agreed to review this at the Finance meeting.

7.4 Finance Meeting

It was agreed that the following would be added to the Finance Meeting agenda:

- Expenditure v Budget to 30 September 2020
- Projected financial position at 31 March 2021
- Playground Maintenance

- S106 Review
- Village Charities
- Skateboarding
- Planning issues

8 PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND

8.1 Maintenance

8.1.1 All Weather Pitch

Technical Surfaces have completed the Rejuvenation® of the all-weather pitch (AWP) and have supplied dates for the regular maintenance.

8.1.2 General Maintenance

A response to a request for a volunteer to help with the general maintenance at the playground had not been received. It was agreed to discuss adding a budget item to the 2021-22 accounts to cover the cost of general maintenance if a volunteer does not come forward.

Action: Chair and Cllr JS to liaise regarding a possible 'handyman'.

8.2 Playground Upgrade

Cllrs RC and NL had met playground designers / suppliers to discuss the upgrade of the small playground and await their proposals.

8.3 Flood Lights

Councillors agreed to the request to use flood lights at the all-weather pitch with a cut off time of 8pm.

Action: Chair to inform Paul Adams

8.4 Recreation Ground

Chair had written to the Secretary of Marsh Gibbon Sports and Social Club regarding the use of the Recreation Ground but had not received a response.

9 BCC DEVOLUTION OF SERVICES

9.1 Devolved Services

9.1.1 Urban grass cutting: Nothing to report.

9.1.2 Hedging: Nothing to report.

9.1.3 Siding out: Nothing to report.

9.1.4 Rights of Way: Nothing to report.

9.1.5 Weed Killing: Clerk had reported to Transport for Bucks issues with the recent weed killing which damaged the lawns at some properties in the village and was awaiting a response.

Hedgeside path and the path between the village hall and Moat Lane need brambles to be cut back and herbicide applied.

Action: Clerk to follow up with RTM.

9.1.6 Maintenance: Nothing to report.

10 ROADS AND PATHWAYS

10.1 Pot holes

No pot holes were reported.

10.2 HGV weight limit

10.2.1 It was noted that complaints still are being received regarding HGV's using the village which now had been made worse by the Station Road closure and the bridge work being carried out by **East West Rail**. Cllr PE had spoken to an engineer working on the Station Road bridge who had no knowledge that the bridge would/had been lowered. The engineer agreed to make enquiries and get back to Cllr PE. Councillors agreed that this was a difficult situation as there was no guarantee from Transport for Bucks that we would be successful in a weight limit/traffic diversion. Council was therefore unsure of a way forward other than to ask CC Angela Macpherson for guidance and help.

10.2.2 Following receipt of the full Feasibility Report, Cllr IM had written to David Cairney, TfB, on 15 September 2020 to confirm that Council wished TfB to implement option 2 (West Edge anti-HGV signs – Diagram 820A) at a cost up to £2,500; as well as option 1, adjusting signage in the surrounding area as opportunities arise, at nil cost. A response from this email has not yet been received.

Action: Clerk to chase for a response.

10.3 Speed watch

It was noted that Thames Valley Police had banned all speed watch activity until further notice.

Action: Clerk to leave on the agenda.

11 STREET LIGHTING

Clerk continues to report faulty street lights to E.on. It was noted that a light in Little Marsh was not working and the light in Scotts Lane still needs a proper repair.

Action: Clerk to continue to liaise with E.on to get the repairs completed.

12 CEMETERY MATTERS

12.1 General

12.1.1 Clerk reported that she is getting closer to getting a new waste bin for the cemetery.

12.1.2 Clerk reported that the Burial Grant Register the Council currently is using is out of date. Council agreed to purchase of an updated register.

Action: Clerk to purchase the new register.

12.2 Burials, interments, Advance bookings and Memorial / Additional inscription applications

Nothing to report.

12.3 New Homes Bonus (Cemetery paths/roads improvement)

Cllr PE reported that she had spoken to Tim Voss of BSA Chesters who in turn had spoken to Alan Hickford who claimed that he (AH) had carried out the cemetery road work according to the specification. It was noted that Council is still holding the retention money, but a decision needs to be made on how any additional repair costs will be met. There will be necessary repairs to the splits in the tarmac paths, and the PC needs advice on this.

Action: Chair, Cllrs PE and ET to organise a site visit with Tim Voss .

13 ENVIRONMENTAL MATTERS

13.1 Notice Boards

No updates were available.

13.2 Ware Pond

13.2.1 Railings

A permanent repair to the railings is in hand but a date for the work was not available.

13.2.2 Pond cleaning

A date for this work was not available

Action: Chair and Cllr ET to follow up

13.3 Townsend Pond

The removal of the willow tree is the responsibility of the owner of the land. As it was not clear on whose land the tree is, Council would need to pay approximately £70 to obtain confirmation from the Land Registry.

Action: Cllr IM to feed back this information to the resident who had originally reported that the willow tree was 'falling'.

14 OXFORD TO CAMBRIDGE EXPRESSWAY

No updates were available.

15 REPORT FROM VILLAGE HALL REPRESENTATIVE

Cllr JS reported she had become a Village Hall Trustee. She also reported that an 'executive' committee is meeting regularly to discuss COVID.

16 COVID-19

It was noted that the COVID-19 organising committee is meeting every three weeks. The Parish Council had paid for the latest leaflet.

17 COMMUNITY BOARD

Cllr NL had attended the first Environment and Green Spaces sub-group meeting and reported that its work had not yet been defined. It was noted that £2.5K in grants may be available from the sub-group and £15K may be available from Central Government.

Action: Cllr NL to investigate what grants will be available.

18 FACEBOOK

No updates were available.

19 ASSET OF COMMUNITY VALUE (ACV)

Following initial investigations on how to apply for ACV's, it was noted that Land Register details were required. Council approved the costs of the applications.

Action: Clerk to obtain the Land Registry documents.

20 CHRISTMAS 2020

It was agreed to purchase a Christmas Tree for delivery on 27 November and erection on 28 November.

Actions: Chair to order tree from Richard Howson and Cllr PE to speak to volunteers to erect the tree and to organise checking of the tree lights by an electrician.

As it is unlikely that the usual Carols Around the Tree will be possible this year, it was suggested that something similar to the VE Day Scare Crows around the village be held with a Christmas theme (e.g. Father Christmas / Snowmen / lights). It was thought that the best forum to organise this would be the COVID committee.

Action: Chair to liaise with Rev David Hiscock and the COVID committee.

21 PARISH COUNCIL OBJECTIVES

To be discussed at the next Parish Council meeting.

22 ANY OTHER BUSINESS

22.1 United Reform Church (URC)

Council had received a letter informing it that the URC would be closing. Cllr IM had written to the secretary but had not received a reply. Chair reported that, as a representative of the Highway Church, he will be meeting the URC on Sunday and will make further enquiries about the closure.

22.2 Remembrance Sunday

Chair agreed to lay a wreath at the Remembrance Day service. Cllr IM said that previous wording on the wreath read "On behalf of the People of Marsh Gibbon".

22.3 Piece Close

Council agreed to support the local person's application for the vacant property in Piece Close.

Action: Clerk to inform Buckinghamshire Council of Council's decision.

23 DATE AND VENUE OF NEXT MEETING

The next Parish Council meeting will be held via ZOOM at 8pm on Tuesday 10 November 2020.

Chair closed the meeting at 10.20pm.

SIGNED:

DATE:

MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report
13-Oct-20

COMMUNITY ACCOUNT

	£27,960.34	Notes
30-Aug-20		
Outstanding Cheques and cheques approved at meeting on 8 Sept 20	-£4,280.52	
Unpresented cheques at 30 Sept	£172.80	
Income:		
Buckinghamshire Council 2nd precept payment	12,500.00	
Transfer from Earmarked Reserve Account	8,569.00	
Banbury Memorials Memorial D-1-9	70.00	

Balance of Community Account at 30 August 2020 **£44,991.62**

Cheque No	Payee	Amount	Authority
Payments to be approved at meeting 11 August 2020			
103030	Cllr Evershed: Leisuregrow Products Ltd - Inv 389911 Christmas tree lights	21.00	LGA 1972 S.144
103031	Technical Surfaces: Inv 66401: Rejuvenation - Astro Turf Pitch 22 Sept 2020	9,000.00	LGA (MP) A 1976 s 19
103032	Cllr Metherell: 86 Creative Print Ltd Inv 22959: Covid advice leaflet	64.80	LGA 1972 s. 112(2)
103033	RTM: Inv 2479: grass cutting	1,376.40	Highways Act 1980 s. 96
103034	E.on: Inv 100664: Street light maintenance quarter ending 30 September 2020	250.12	PCA 1957s.3;HA 1980s.301
103035	SSE: Inv 11772331 0033: Street light electricity 4 Aug - 1 Sept	204.24	PCA 1957s.3;HA 1980s.301
103035	SSE: Inv 591772404 0033: Street light electricity 4 Aug - 1 Sept	11.86	PCA 1957s.3;HA 1980s.301
103035	SSE: Inv 861786437 0022: Street light electricity 4 Aug - 1 Sept	2.87	PCA 1957s.3;HA 1980s.301
103035	SSE: Inv 11772331 0034: Street light electricity 2 Sept - 1 Oct	211.10	PCA 1957s.3;HA 1980s.301
103035	SSE: Inv: 591772404 0034: Street light electricity 2 Sept - 1 Oct	12.21	PCA 1957s.3;HA 1980s.301
103035	SSE: Inv: 861786437 0023: Street light electricity 2 Sept - 1 Oct	2.87	PCA 1957s.3;HA 1980s.301
103036	C Jackman: Clerk Salary: Sept incl Apr to Aug salary increase (approved at Aug meeting)	513.70	LGA 1972 s. 112(2)
103037	HMRC: Clerk PAYE. Sept incl Apr to Aug salary increase	59.20	LGA 1972 s. 112(2)
103038	C Jackman: Clerk Expenses: ZOOM September	14.39	LGA 1972 s. 112(2)
103039	D Rollins: Inv SK8-2020-05: Skateboard sessions	416.66	LGA 1972 s.145

Totals yet to be deducted from balance of Community Account			
Cheques for approval at meeting on the 13 October 2020		£12,161.42	
Outstanding cheques at 30 September 2020			
102999: Senses	£172.80		
	£172.80	£172.80	

Totals yet to be credited

Total **£12,334.22**

Anticipated balance **£32,657.40**

£32,657.40

EARMARKED RESERVE ACCOUNT

29-Apr-20	£27,779.25
7 Sept - Interest	£11.30
23 Sept - Transfer to Community Account	-£8,569.00

Balance of Earmarked Reserve at 29 Sept 2020 **£19,221.55**

Bank Reconciliation 13 October 2020

COMMUNITY ACCOUNT

CASH BOOK		Notes
Balance at 1 April 2020	£27,120.89	
Less Total Payments to 30 September 2020	-£20,682.95	
	-28.16	cancelled e.on cheque
Add total receipts to 30 September 2020	£38,409.04	
Cash book balance at end September 2020	£44,818.82	
	£44,818.82	

EARMARKED RESERVE ACCOUNT

Balance of Earmarked Reserve A/C as at 1 April 2020	£27,779.25
Less total payments to 30 September 2020	-£8,569.00
Add Total Receipts to 30 September 2020	£11.30
Balance at 30 September 2020	£19,221.55

NB: the balance in the Earmarked Reserve Account is made up of:

Replacement of the synthetic carpet at the 5-a-side	£21,147.00	£773 wired to cover overspend on AWP Fencing repairs
Refurbishment of synthetic carpet at 5-a-side	-£6,562.00	£8569 transferred to CA to cover cost of maintenance
Ware Pond cleaning	£2,080.00	
New Street Lamps	£1,696.00	
Election Expenses	£775.00	
Fencing Repairs at 5-a-side	£0.00	
Defibrillator	£50.00	
Interest	£35.55	
TOTAL	£19,221.55	

TOTALS at 30 September

Community Account	£44,818.82
Earmarked Reserve Account	£19,221.55
	£64,040.37