

MARSH GIBBON PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING
HELD ON TUESDAY 10 MARCH 2020**

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

In attendance: 1 member of the public, 2 prospective Buckinghamshire Council candidates (Michael Rand and Jenny Jackson) and C Jackman (Clerk)

The meeting commenced at 7.30pm.

1. APOLOGIES

Cllr P Evershed (PE).

2. DECLARATIONS OF INTEREST

Chair declared an interest in item 7 (Planning Application 20/00668 and left the room whilst this was discussed).

3. MINUTES OF THE MEETING HELD ON 11 FEBRUARY 2020

Following one amendment, the Minutes of the Parish Council Meeting held on 14 January 2020 were agreed by those present and signed by the Chairman.

4. MATTERS ARISING

There were no matters arising.

5. PUBLIC PARTICIPATION

Chair welcomed the member of the public and the prospective Buckinghamshire Council candidates.

6. GENERAL CORRESPONDENCE

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

AVDC	From	Subject	Action	
i	27 Feb	Electoral Specialist	Town & Parish Council Elections: Thursday 7 May 2020	To Councillors
ii	27 Feb	S106 Monitoring Officer	Response to S106 query	Min 8
iii	27 Feb	Planning	Planning Application Consultation 20/00716/ALB	Min 7
iv	27 Feb	Planning	Planning Application Consultation 20/00715/APP	Min 7
v	26 Feb	Parks & Green Infrastructure Officer	Receipt of S106 Monies: Land Adjacent to Manor Farm Main Street (07/01493/APP) Poundon	Min 8
vi	3 Mar	Planning	Planning Application Consultation 20/00668/APP	Min 7
vii	28 Feb	Environment Team	Marsh Gibbon S106	Min 8
viii	25 Feb		Green future Bucks	To Councillors
ix	17 Feb	Planning	Planning Application Consultation 20/00542/APP	Agenda item
x	14 Feb	Street Scene	Photos of dog poo bin – apologies for bin not being emptied	Noted
xi	10 Feb	Parish Support	Parish newsletter - Feb edition	To Councillors
xii.	4 Mar	Parks & Green Infrastructure Officer	Receipt of S106 Monies	Min 8
xiii.	6 Mar	Planning	19/04427/ALB Status: Listed Building Consent	To Councillors
xiv.	6 Mar	Planning	19/00996/APP Status: Application Withdrawn	To Councillors
xv.	11 Feb	Planning	Planning Appeal Ref: 19/00091/REF - Barnwell Farm	To Councillors
xvi.	9 Mar	Planning	Split Appeal Decision: APP/J0405/D/20/3246304	To Councillors

BCC		From	Subject	Action
i	Various	TfB	TTRO's	Noted
ii	27 Feb		Local Government Reorganisation in Buckinghamshire	To Councillors
iii	1 Feb	CC Angela Macpherson	Coronavirus update	To Councillors
iv	28 Feb		Latest news: Delivering the new Buckinghamshire Council	To Councillors
v	20 Feb	LAF Officer, Democratic Services Team, Resources	PID - WAD LAP 2021_01: Blackthorn Road speed reduction	Min 11
vi	20 Feb	David Cairney & Assistant Traffic Data Technician	Speed and Classification data for Church Street	Min 11
vii	17 Feb	LAF Sec	Minutes for Waddesdon Local Area Forum, 3.9.2019	To Councillors
viii	14 Feb		MyBucks February 2020	To Councillors
ix	13 Feb		How safe do you feel in Buckinghamshire?	To Councillors
x	12 Feb	TfB	New FixMyStreet updates on Trees report (trees outside school)	Noted
xi	10 Feb	CC Angela Macpherson	Marsh Gibbon road closures	To Councillors
xii.	4 Mar		Recommended Allowances for Parish and Town Councillors	To Councillors
xiii	11 Feb		TTRO - Church Street, Marsh Gibbon	To Councillors
xiv	6 Mar		Do you know someone who could foster?	To Councillors
xv	6 Mar		Buckinghamshire Council: A better future together	To Councillors
xvi	6 Mar	TfB	TTRO: Piddington Road, Marsh Gibbon	To Councillors
xvii	6 Mar		Coronavirus update from Buckinghamshire County Council	To Councillors

ALC/NALC		From	Subject	Action
i.	27 Feb	NALC	NALC SPRING CONFERENCE 2020	To Councillors
ii.	27 Feb		Funding alert - The Bright Ideas Fund is open!	To Councillors
iii.	3 Mar		Elections 2020	To Councillors
iv.	3 Mar	NALC	HELP NALC IN ITS GROUND-BREAKING RESEARCH ON DEMENTIA	To Councillors
v.	1 Mar		New website	Noted
vi	28 Feb	NALC	Chief executive's bulletin	To Councillors
vii	25 Feb		BMKALC - NALC / BTA Toilet Tax Survey.	To Councillors
ix	24 Feb		Elections in May?	To Councillors
x	21 Feb	NALC	CHIEF EXECUTIVE'S BULLETIN	To Councillors
xi	20 Feb		BMKALC TRAINING SCHEDULE UPDATED	To Councillors
xii	20 Feb	NALC	SPRING CONFERENCE 2020	To Councillors
xiii	20 Feb		Website Accessibility Awareness for T&P Councils	To Councillors
ix	18 Feb	NALC	NALC STUDY TOUR 2020/21	To Councillors
x	14 Feb	NALC	CHIEF EXECUTIVE'S BULLETIN	To Councillors
xi	13 Feb		Useful Weblinks From Recent NALC Meeting With Transport Planning Society	To Councillors
xii	13 Feb	NALC	SPRING CONFERENCE 2020	To Councillors
xiii	13 Feb		NALC Launches new HR Policies and Templates	To Councillors
xiv	12 Feb	NALC	NALC NEWSLETTER	To Councillors
xv	11 Feb		Tour De Vale Bike Ride 2020	To Councillors
xvi	11 Feb		Parish Liaison Notes 29 January	To Councillors
xvii	6 Mar		Chief executive's bulletin	To Councillors
xviii	6 Mar		BMKALC - Consultation PC-EB 1-20 - Dormant Assets.	To Councillors

Other		From	Subject	Action
i	19 Feb	The Plough	Confirmation of Post Office reduced hours: 12noon- 8pm (20:00) Tuesday to Friday from 3 March	Noted
ii	3 Mar	Ann Ferens	Fly tipping along the Rylands	Clerk reported to AVDC
	1 Mar	Cllr P Evershed	BSA Chesters : Cemetery Work – Contract Instruction	Mn 16
iv	1 Mar	Cllr P Evershed	BSA Chesters : Cemetery Work – Certificate of Practical Completion	Min 16
v	1 Mar	Cllr P Evershed	BSA Chesters : Cemetery Work - Certificate for Payment	Min16
vi	1 Mar	Spacehive	Skateboard project: explanation of funding	Mn 8
vii	1 Mar	Banbury Memorials	Cemetery work	Clerk responded
viii.	28 Feb	W E Black Ltd	Site A: concerns with AVDC Planning Dept request	Min 7
ix	24 Feb	Heart of Bucks	Funding opportunity – floods	To Councillors
x	22 Feb	Thames Valley Police	Police and Crime Bulletin February 2020	To councillors
xi	21 Feb	EWR Alliance	EWR2 Project Launch 26.02.20 - directions and joining instructions	To Councillors
xii	20 Feb	CST Global	Quote for AWP inspection	Min 9
xiii	20 Feb	Technical Surfaces	Quote for AWP inspection	Min 9
ix	20 Feb	Citizens Advice Aylesbury Vale	Citizens Advice Fundraising (request for donation)	To Councillors
x	20 Feb	Cllr Evershed	BSA Chesters: Marsh Gibbon Cemetery - Works to Paths/Roads - Minutes	To Councillors
xi	20 Feb	Rev David Hiscock	WI Tree	To Councillors
xii	17 Feb	Gary Gibbons	Re traffic census	Acknowledged
xiii	13 Feb	RTM	Works Programme for 2020	To Councillors
xiv	12 Feb	Keep Britain Tidy	Is Your Council Taking Part In #GBSpringClean 2020?	To Councillors
xv	5 Mar	Calor	Calor's Rural Community Fund	To Councillors
xvi	4 Mar	Poundon Parish	S106	Min 8

7 PLANNING

7.1 Planning Applications

20/00542/APP: 49 Little Marsh Road Marsh Gibbon Buckinghamshire OX27 OAF

Detached double garage with use of access to stables to serve new garage and existing garden area.

Decision: No objection.

20/00716/ALB & 20/00715/APP: Rectory Cottage Little Marsh Marsh Gibbon Buckinghamshire OX27 OAP.

Removal of existing storage heaters, installation of air source heat pump, hot water tank, radiators and associated plumbing.

Decision: No objection

20/00732/ACL: 7 Rectory Close Marsh Gibbon Buckinghamshire OX27 OHT

Application for a Lawful Development Certificate for a proposed Single storey rear/side extension to dwelling house.

Decision: No objection.

20/00668/APP: Townsend Farm Townsend Marsh Gibbon Buckinghamshire OX27 OEY

Erection of a building.

Decision: No objection.

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

7.2 AVDC Approved application

19/04427/ALB: Internal and external alterations and refurbishment - 5 Acland Terrace Marsh Gibbon Buckinghamshire OX27 OES.

7.3 **Withdrawn application**

19/00996/APP: Temporary use of land as a construction compound incorporating storage area, site offices and car parking and associated highway works - Land West Of Station Road Marsh Gibbon Buckinghamshire OX27 0AX.

7.4 **Ewelme Sites**

Site A: WE Black, the Developer of Site A (Swan Lane), had written to the Parish Council seeking their support as Bucks Highways are still insisting on the removal of the hedge and its replacement with a 2 meter wide footpath which will destroy the amenity of this part of the village.

Council agreed that we wished the Swan Lane hedge to remain to preserve the rural feel.

Action: Clerk to write to CC Angela Macpherson for support and to copy the letter to AVDC Planning and EW Black.

Sites B and C

There were no updates on these two sites.

8 CLERK'S REPORT AND ADMINISTRATION MATTERS

8.1 **Finance Report**

Clerk presented the Financial Report for March 2020. Payments totalling £62,268.40 were approved, as detailed on page 1968. Clerk was asked to retain the E.on cheque until the street light in Scotts Lane had been repaired properly and the cheque for Hicksfords until the grant from the New Homes Bonus had been paid into the account. Clerk confirmed that she had carried out a reconciliation on both accounts.

8.2 **Skateboard Funding**

8.2.1 **Aylesbury Vale: Spacehive project "Keep our kids on wheels in Marsh Gibbon"**

A total of £5,347 had been collected by the Spacehive project. The breakdown for the skateboarding is as follows:

- Total collected:	£5347
- Spacehive fee:	£303
- Go Cardless Fee	£4
- Total to Skateboarding:	£5040

The amount raised is enough to keep the skateboarding going to the end of the next financial year and for some new equipment. The organisers will have to start thinking about funding for the following years. It also needs to be agreed on how the skateboarding will be run in the future, for example, whether the current people involved will take over from the Parish Council. The current organisers are also looking into getting a proper skatepark built.

Action: Clerk to send a thank you letter to the Hine Memorial Trustees for their £250 donation.

8.3 **S106**

8.3.1 **Ewelme Sites**

AVDC had inform Clerk that the Ewelme sites B and C were still at 'pre-commencement' stage. Once there is any sign of foundation/bricks being laid AVDC will then approach the respective developments for payment.

8.3.2 **Planning Application 07/01493/APP, land adjacent to Manor Farm, Poundon**

AVDC had written to Poundon, copying the letter to Marsh Gibbon Parish Council, regarding S106 for the above planning application, the monies of which need to be spent by 16 August 2021.

Clerk had been informed by Poundon Parish that they do not have a project in mind, therefore the money can be spent on a 'Cluster' facility in March Gibbon. For example:

- Skateboard Facility
- MUGA
- Playing Pitches
- Changing Pavilion
- Community Centre
- Heritage & Interpretation

Action: Clerk to keep on the agenda.

9 PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND

9.1 Maintenance

9.1.1 All Weather Pitch

Clerk had received two quotes for inspecting the all-weather pitch (AWP):

Technical Surfaces: Free of charge

Centre for Sports Technology Ltd: £850

Action: Clerk to request Technical Surfaces to carry out an inspection.

9.1.2 Cable way

Cllr AL had arranged for the cable way seat to be fitted.

9.1.3 AWP Fence

Barry Leonard has the repair of the AWP fence in hand.

10 BCC DEVOLUTION OF SERVICES

10.1 Devolved Services

10.1.1 Urban grass cutting: Nothing to report.

10.1.2 Hedging: Nothing to report.

10.1.3 Siding out: Nothing to report.

10.1.4 Rights of Way: Nothing to report.

10.1.5 Weed Killing: Nothing to report.

10.1.6 Maintenance: Nothing to report.

The 2020 grass cutting schedule had been issued and the first cut is scheduled week commencing 30 March.

11 ROADS AND PATHWAYS

11.1 Thames Water

11.1.1 Grass Verges

The resident present pointed out that the grass verges in the village had been badly damaged by the Thames Water works, not only by the works themselves but also by vehicles on diverted routes. Areas particularly affected are: Station Road, Whales Lane, Spiers Lane, Forge Close, Church Yard wall, outside Cromwell House.

Action: Clerk to write to Thames Water to get an assurance that they will repair the verges as they work around the village and to repair those already damaged. If Thames Water will not repair the verges Council will ask RTM to do the work and send the invoice to Thames Water for reimbursement. Clerk to get a quote from RTM.

11.1.2 Water Leak

Thames Water seem unable to fix the water leak on Station Road which they have dug up on numerous occasions. The resident present thought that the water was draining from the church yard.

11.2 Pot holes

Pot holes were reported in the following locations: West End Farm, Bicester Road near the garage, Swan Lane, Charndon Road, Blackthorn Road (Oxfordshire).

Action: Clerk to report to TfB and to Oxfordshire CC.

11.3 HGV weight limit

A breakdown of the analysis from Transport for Bucks (Tfb) has been requested.

11.4 Blackthorn Road speed limit to 50mph

Council had been asked if they still wished to continue with this project once the new Community Boards are set up.

Action: Clerk to write to BCC to ask what we will be committing to .

12 STREET LIGHTING

The street light in Scotts Close has been repaired but the casing has only been secured with tape. Cllr ET reported that lights were not working outside the school, near the Parish Council notice board, the Pound and Bicester Road.

Action: Clerk to request a permanent repair to the light in Scotts Close and to report the other non-functioning lights.

13 **ENRONMENTAL MATTERS**

13.1 **Street Furniture**

The bench in the children's play area needs to be taken away.

Action: Chair and Cllr ET to liaise on best way forward and if necessary Chair will then speak to Andy Miller to get the bench repaired.

13.2 **Mud Pond Notice Board**

There were no updates regarding the repair of the notice board at Mud Pond.

13.2 **Removal of dead trees**

Cllr RC reported the removal of the dead trees is in hand, but it was noted that the area is too wet to do so now.

14 **OXFORD TO CAMBRIDGE EXPRESSWAY**

No updates were available, but Council is hopeful that it will be cancelled.

15 **REPORT FROM VILLAGE HALL REPRESENTATIVE**

Cllr JS reported that volunteers had come forward for the Secretary and Chairman positions but that so far no one had volunteered to take on the Treasurer's position. She also reported that a leaflet drop is planned and reiterated that if no one comes forward to take on the Treasurer's role then the hall will close on 2 June.

16 **CEMETERY MATTERS**

16.1 **Burials, interments and Advance bookings**

There were no burials, interments or advance bookings to report.

16.2 **Memorial / Additional inscription Applications**

Clerk had informed Banbury Memorials that they now could visit the cemetery to carry out memorial work.

16.3 **General Maintenance**

It was noted that the gates will need to be painted in the summer.

16.4 **New Homes Bonus (Cemetery paths/roads improvement)**

The work on the cemetery paths was complete apart from some tidying up. Cllr PE had thanked Jan Roffe, Grants Manager at AVDC, for her help with the New Homes Bonus application. The total grant awarded was £55,165, for which councillors were very grateful - this necessary work could not have been done without the grant from AVDC.

Action: Clerk also to send a thank you to Jan.

16.5 **Notices**

16.5.1 **Plaque**

It was agreed that a plaque will be erected indicating where the funding had come from for the work.

16.5.2 **Dogs**

It was agreed that a 'No Dogs' sign should be put on the gate.

Action: Clerk to prepare laminated sign.

16.5.3 **Cemetery Regulations**

A bullet point list of Cemetery Regulations is to be put on the notice board.

Action: Clerk to add list to notice board.

17 **MARSH GIBBON PUBS**

There were no updates. This item is to be removed from the agenda.

18 **MARSH GIBBON POST OFFICE**

It was noted that the new opening times for the Post Office are Tuesday to Sunday between 12noon and 10pm.

19 PARISH COUNCIL OWNED PROPERTY

It was noted that the Parish Council does not own any property in the village but had taken on the civil responsibility for the recreation ground and Councillors were its Trustees.

Action: Clerk to check title of the cemetery.

20 ANY OTHER BUSINESS

20.1 Pathway Village Hall/ Moat Lane

It was noted that part of the footpath, where the hedge has been removed and a fence erected, is now extremely muddy.

20.2 May Elections

It was noted that it is still planned to hold the elections in May, despite the Coronavirus.

21 DATE AND VENUE OF NEXT MEETING

The next Parish Council meeting had been scheduled for 7.30pm on Tuesday 14th April 2020 in the committee room of the village hall. However, due to Covid-19 it is not known when the next meeting can be held. The date will be announced on the website and Parish Council notice board.

Chair closed the meeting at 9.30pm.

SIGNED:

DATE:

MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report
10-Mar-20

COMMUNITY ACCOUNT

	£	Notes
29-Feb-20	£25,906.30	
Outstanding Cheques and cheques approved at meeting on 11 February 2020	-£4,487.19	
Unpresented cheques at 29 February 2020	£0.00	
Everflow		DD : Invoice not yet received
Income:		
AVDC New Homes Bonus Cemetery path/road	2,300.00	
Spacehive (skataboarding kids on wheels)	524.18	

Balance of Community Account at 28 February 2020 **£24,243.29**

Cheque No	Payee	Amount	Authority
Payments to be approved at meeting 110 March 2020			
102968	York Hosting: Domain name renewal : 2 years 20 May 2020 - 4 May 2022	106.80	LGA 1972 s. 111
102969	SSE: Inv 11772331 0027: Street lighting 4 Feb to 2 Mar 2020	200.28	Parish Councils Act 1957 s. 3; Highways Act 1980 s.30
102969	SSE: Inv 591772404 0027: Street lighting 4 Feb to 2 Mar 2020	11.86	Parish Councils Act 1957 s. 3; Highways Act 1980 s.30
102969	SSE:Inv 861786437 0016: Street lighting 4 Feb to 2 Mar 2020	2.86	Parish Councils Act 1957 s. 3; Highways Act 1980 s.30
102970	R B Howson: Inv 0221 2019 Christmas Tree	492.00	LGA 1972 S.144
102971	E.on: Inv 097391: Street Light repair (Scotts Lane)	28.16	Parish Councils Act 1957 s. 3; Highways Act 1980 s.30
102972	MGVH: Inv 2001/11: village hall hire January 2020	19.04	LGA 1972 s133
102973	C Jackman: Clerk salary: February 2020	334.50	LGA 1972 s. 112(2)
102974	HMRC: Clerk PAYE February 2020	159.80	LGA 1972 s. 112(2)
102975	BSA Chesters: Inv 009205: Site meetings/periodic inspections Cemetery paths/roads	2,040.00	LGA 1972 s.214
102976	Hickfords Construction: Inv 2789: Cemetery path/road works	58,693.63	LGA 1972 s.214
102977	D Rollins: Inv SK8-2019-010	166.66	LGA 1972 s.145
10278	C Jackman: Clerk postage Jan-March	12.81	LGA 1972 s. 112(2)
Totals yet to be deducted from balance of Community Account			
Cheques for approval at meeting on the 10 March 2020		£62,268.40	
Unpresented cheques at 28 February 2020		£0.00	
Totals yet to be credited			
Marsh Gibbon Tennis Club: Grass cutting		-£250.00	
AVDC: Skateboarding		-£2,766.00	
New Homes Bonus Cemetery road/paths		-£50,365.00	
Total		£8,887.40	
Anticipated balance		£15,355.89	
		£15,355.89	

EARMARKED RESERVE ACCOUNT

30-Dec-19	£27,769.51
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Balance of Earmarked Reserve at 30 December 2019 **£27,769.51** No movements during February 2020

Bank Reconciliation - 28 February 2020

COMMUNITY ACCOUNT

	£	Notes
CASH BOOK		
Balance at 1 April 2019	£15,072.00	
Less Total Payments to 28 February 2020	-£37,295.86	
Add total receipts to 28 February 2020	£46,467.15	
Cash book balance at end February 2020	£24,243.29	
	£24,243.29	

EARMARKED RESERVE ACCOUNT

Balance of Earmarked Reserve A/C as at 1 April 2019	£30,175.49	
Less total payments to 30 December 2019	-£2,450.32	
Add Total Receipts to 30 December 2019	£44.34	
Balance at 30 December 2019	£27,769.51	No movements on account during February

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	£2,007.00	
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	£14.51	
TOTAL	£27,769.51	