

MARSH GIBBON PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 11 JULY 2023

PRESENT: Cllrs A Lambourne (Chair), E Taylor (ET), J Smith (JS), N Lyon (NL) and T Reveler (TR)
Carole Jackman (Clerk)
Bucks Unitary Councillor Frank Mahon (FM)

No members of the public were present.

Meeting commenced at 8.00pm. Chair welcome Councillor Mahon to the meeting.

1 APOLOGIES

Cllr R Cross (RC)
Bucks Unitary Councillor Angela Macpherson.

2 DECLARATIONS OF INTEREST

None.

3 MINUTES OF MEETING HELD ON 13 JUNE 2023

The minutes of the meeting held on 13 June 2023 were agreed by those present and signed by the Chairman.

4 MATTERS ARISING

There were no matters arising.

5 GENERAL CORRESPONDENCE

5.1 5.1.1 Swan Lane Flooding

A resident had requested that W.E.Black Ltd and residents affected by recent flooding attend a parish council meeting to discuss the flooding problems in Swan Lane. Councillors felt that a separate meeting would be more appropriate and Cllr FM stated that he and Cllrs Angela Macpherson and/or Michael Rand would be prepared to attend such a meeting. He recommended that the Parish Council did not facilitate/chair it as they had no powers to place actions on Bucks Council or Thames Water.

Action: Clerk to write to resident regarding a separate meeting.

5.1.2 Swan Lane Public Footpath

Cllr FM agreed to write to:

- the Bucks Council Flood Management team highlighting the Parish Council's grave concerns and that the development should not be 'signed off' until the flooding issues have been resolved.
- W.E Black asking that they maintain the public footpath which has become overgrown.

5.2 Concern has been raised about the nuisance caused by the HGV's at Pear Tree Farm.

Action: Clerk to forward the letter expressing concern regarding the nuisance to Bucks Council Enforcement to ask if the relevant planning approval is in place.

6 PLANNING

6.1 See late notification 6.3.

6.2 Bucks Council (AVDC Area) Approved application

23/01462/APP: Householder application for erection of a garden pergola - The Orchard Castle Street Marsh Gibbon Buckinghamshire OX27 0HJ.

6.3 Late Notifications

23/02052/APP: Householder application for single storey rear/side extension
17 Little Marsh Road Marsh Gibbon Buckinghamshire OX27 0AF

Decision: Councillors raised no objections to this planning application.

Action: Clerk to report decision to Buckinghamshire Council (AVDC Area).

7 Ewelme Site

7.1 Site A

See 5: General Correspondence.

- 7.2 **Site B**
 Cllr JS reported that she believed that the exit from Site B, Berry Close, was dangerous and required more signage. It also was noted that the report from Bucks Council regarding the traffic calming between Berry Close and the school still has not been issued. Cllr FM recommended that the Local Area Technician was approached for help with the signage.
Actions: Clerk to write to the LAT for help with additional signage.
Cllr NL to chase Bucks Council for the traffic report.
- 8 CLERK'S REPORT**
- 8.1 **Finance Report**
 Clerk presented the Financial Report for July 2023. Payments totalling £3,213.14 were approved, as detailed in appendix 2.
- 8.2 **Banking Hubs**
 Cllr FM informed Councillors that a banking hub had been set up in Buckingham library and would eventually move to the old Lloyds bank building.
- 8.3 **Internet banking**
 It was agreed that internet banking should be considered.
Action: Clerk to follow up internet banking with Barclays Bank.
- 9 VILLAGE HALL**
- 9.1 **Report**
 Cllrs JS reported:
 - The next meeting will be held on 23 August.
 - Electrical work will start on 6 August.**Action: Cllr JS to confirm whether village hall will be free for August's Parish Council meeting. [Clerk's note: Cllr JS has confirmed that the village hall will be available for August's PC meeting.]**
- 10 PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND**
- 10.1 **Maintenance**
- 10.1.1 Metal fencing around the young children's play area is being investigated. In the meantime, wooden posts are available to make some repairs.
Action: Cllr NL to follow up.
- 10.1.2 An inspection of the all weather pitch is due at the end of the month.
- 10.1.3 The annual RoSPA inspection is due this month (July).
- 11 DEVOLVED SERVICES**
 It was noted that the issues with the overgrown hedges around the village are being addressed.
Actions: Cllr NL to put a note on Facebook and clerk to write to a resident regarding the hedge in West Edge.
- 12 ROADS AND PATHWAYS**
- 12.1 **Parking in Castle Street**
 See 7.2 above.
- 12.2 **Parking in Station Road**
 Following receipt of an email complaining about the parking in Station Road, it was noted that despite a request from the Parish Council, the police had not taken action to help prevent the parking on the bend. Cllr FM recommended that the council approach the Local Area Technician for help in trying to resolve the issues.
Action: Clerk to write to the LAT and copy to Cllr Angela Macpherson.
- 13 STREET LIGHTING**
- 13.1 **Maintenance**
 One of the street lights in Tompkins Lane had been repaired. It was reported that a second light in Tompkins Lane is not working.
Action: Clerk to report to E.on.
- 14 CEMETERY MATTERS**
- 14.1 **General Maintenance**
- 14.1.1 Following receipt of an email from a resident pointing out that "a grave had sunken and the hedge was almost covering the headstone" the area had been inspected and the hedge would be cut back.
Action: Clerk to inform resident.
- 14.1.2 Cllr TR has obtained the whips and will plant them in the cemetery as soon as possible.

- 14.2 **Burial, Interments, Advance booking requests and Memorial applications**
- 14.2.1 **Burials**
No burials had taken place.
- 14.2.2 **Advance reservation**
No reservations had been requested.
- 14.2.3 **Memorial applications**
No memorial applications had been received.
- 14.3 **Cemetery Road**
Cllr ET had met the road contractor, A Hickford, who had agreed to send a quote for remedial work.
Cllr FM suggested that the HS2 safety fund might be a vehicle for funding with match funding, possibly from the Community Board.
- 15 ENVIRONMENTAL MATTERS**
- 15.1 **Ware Pond**
- 15.1.1 An estimate for the repair of the railings at Ware Pond has been requested.
- 15.1.2 It was noted that the grass had been cut around the willow tree.
- 15.2 **Mud Pond traffic incident**
There were no updates from the police regarding the damage caused by an HGV at Mud Pond.
- 15.3 **Flooding Issues**
See 5 above.
An email from a resident with concerns about flooding in Scotts Lane has been forwarded to the Local Area Technician for action as it could not be reported on FixMyStreet.
- 16 STREET FURNITURE**
- 16.1 **Memorial Seat**
The memorial bench has been ordered.
- 17 COMMUNITY BOARD**
No updates were available.
- 18 JUBILEE PLANTATION**
Cllrs continue to monitor and carry out work when needed.
Cllr FM agreed to enquire if funding might be available from the Community Board for a school teacher who oversees the visits of the children to the Jubilee Plantation.
- 19 ANY OTHER BUSINESS**
There was no other business
- 20 DATE OF NEXT MEETINGS**
The next meeting will be held at 8pm on Tuesday 8 August 2023 in the committee room of Marsh Gibbon village hall.

The meeting closed at 9.55pm.

MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report
11-Jul-23

COMMUNITY ACCOUNT

31-May-23		£28,654.39
Outstanding Cheques and cheques approved on 13 June 2023		-£10,166.64
Unpresented cheques at 30 June 2023		£172.80
Income:		
Hine Memorial Trust		£600.00

Balance of Community Account at 30 June 2023 £19,260.55

Cheque No	Payee	Amount	
Cheques to approve on 11 July 2023			
103348	E.on	Inv 119076: Street light maintenance qtr ending 30 June 2023	£335.40
103349	Marsh Gibbon Village Hall	Inv 21136707: VH Hire 9 and 16 May 2023	£42.75
103350	Bucks Council	Inv 2205059024: Cemetery waste collection	£16.95
103351	RTM	Inv 41540: Grass cutting	£1,497.14
103352	C A Jackman	Clerk salary June 2023	£483.57
103353	HMRC	Clerk PAYE June 2023	£80.80
103354	SSE	Inv 11772331 0067: Street lighting 2 June - 3 Jul	£237.49
103354	SSE	Inv 591772404 0075: Street lighting 2 June - 3 Jul	£13.47
103354	SSE	Inv 861786437 0066: Street lighting 2 June - 3 Jul	£2.91
103355	David Rollins	Inv SK8-2023-005: Skateboarding 3 June and 24 July	£166.66
103356	E.on	Inv 119025: street light repair outside Quilleys, Tompkins Lane	£336.00
			£0.00
			£3,213.14
Totals yet to be deducted from balance of Community Account			
103341	Senses		£172.80
			<u>£172.80</u>
		Total	£3,385.94
Total to be added to the Community Account			
	Interment fee C-6-3		145.00
			145.00
		Anticipated balance	£16,019.61

£16,019.61

EARMARKED RESERVE ACCOUNT	01-Apr-23	£26,783.76
	Total In	£5,055.84
	Total Out	£0.00
Balance of Earmarked Reserve at 11 July 2023		£31,839.60

Bank Reconciliation 11 July 2023
COMMUNITY ACCOUNT

CASH BOOK	Notes
Balance at 1 April 2023	£20,423.84
Total payments to 11 July 2023	-£22,035.74
Add total receipts to 11 July 2023	£18,750.43
Less outstanding cheques from 2023-23 FY	-£1,118.92
	£16,019.61
Cash book balance at 11 July 2023	£16,019.61

EARMARKED RESERVE ACCOUNT

Balance of Earmarked Reserve A/C as at 1 April 2023	£26,783.76
Less total payments to 11 July 2023	£0.00
Add Total Receipts to 11 July 2023	£5,055.84
Balance at 11 July 2023	£31,839.60

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

Replacement / Refurbishment of the synthetic carpet at the 5-a-side	£21,874.00
Maintenance of play equipment	£0.00
Ware Pond cleaning	£2,080.00
Repairs and New Street Lamps	£1,696.00
Election Expenses	£775.00
Fencing Repairs at 5-a-side	£0.00
Defibrillator	£50.00
Cemetery road repairs	£5,211.00
Interest	£153.60
	£31,839.60

TOTALS at 11 July 2023	Community Account	£16,019.61
	Earmarked Reserve Account	£31,839.60
		£47,859.21

Signature: