

MARSH GIBBON PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 12 SEPTEMBER 2023 IN MARSH GIBBON VILLAGE HALL

PRESENT: Cllrs A Lambourne (Chair), J Smith (JS), N Lyon (NL), 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 welcomed Unitary Councillor Frank Mahon to the meeting who informed the Chair that he needed to leave the meeting at 9pm.

1 APOLOGIES

Cllrs E Taylor (ET) and R Daniell (RD)
Bucks Unitary Councillor Angela Macpherson (AM).

2 DECLARATIONS OF INTEREST

None.

3 MINUTES OF MEETING HELD ON 11 JULY 2023

The minutes of the meeting held on 8 August 2023 were agreed by those present and signed by the Chairman.

4 MATTERS ARISING

There were no matters arising.

5 COUNCILLOR RESIGNATION/VACANCY

Bucks Council had advised the Parish Council (PC) that a request for an election had not been made so the PC could now co-opt onto the Council. An advertisement of the vacancy had been put onto the PC website and notice board.

Action: Cllr NL to put a note onto Facebook.

6 GENERAL CORRESPONDENCE

All correspondence, circulars and consultations had been circulated to councillors by email.

7 PLANNING

7.1 Applications

23/02350/APP: Development Proposed: Application for change of use of former agricultural buildings to be used for ancillary domestic purposes

Location: Gubbins Hole Farm, Edgcott Road, Marsh Gibbon

Councillors raised no objections to this planning application.

Action: Clerk to notify Bucks Planning (AVDC Area) of its decision.

7.2 Bucks Council Approved Application

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

7.3 Enforcement

Cllr FM reported that, following a complaint from a resident, the Enforcement team were looking into lorry movements at Part Mason Farm.

7.4 Mega Prison: MOJ Appeal against Buckinghamshire Council

It was noted that the Inspector's decision regarding MoJ's appeal had been sent to the Secretary of State.

Cllr FM reported that the Secretary of State's decision has been delayed until November.

8 EWELME SITE

8.1 Site A

It was noted that the right of way adjoining the Swan Field development is now overgrown and impassable and that residents had written to the developer and the Rights of Way Officer at Bucks Council to complain.

Action: Clerk to write to Eric Gadsden of W.E.Black to request that the Right of Way is reinstated and maintained before the winter.

- 8.2 **Flooding Issues**
A site meeting with Eric Gadsden of W.E.Black, Bucks Council, Parish Council and residents had been held and progress is being made on resolving the flooding issues in Swan Lane.
- 9 **CLERK'S REPORT**
- 9.1 **Finance Report**
Clerk presented the Financial Report for September 2023. Payments totalling £1890.08 were approved, as detailed in appendix 1.
- 9.2 **Annual Governance and Accountability Return (AGAR)**
It was noted that the AGAR has been approved and the relevant notices issued.
- 9.4 **Electronic banking**
Electronic banking is in the process of being set up.
- 9.5 **Banking Hubs**
Cllr MH noted that a banking hub is now available in the library in Buckingham but will eventually relocate to the old Lloyds Bank building.
- 10 **VILLAGE HALL**
- 10.1 **Report**
Cllr TR had been unable to attend the recent village hall meeting, but Cllr JS reported that she had been updated on the improvements planned for the hall.
- 11 **PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND**
- 11.1 **Maintenance**
Cllr NL reported that Sovereign will fix the outstanding repairs in the next few weeks.
- 11.2 **Cable way**
It was agreed to go ahead with the cableway repairs.
Actions: Cllr NL to contact Bucks Council to enquire if \$106 funds could be used for the repair. Clerk to contact the contractor to ask if the quotation received in June is still valid.
- 11.3 **Playground upgrade**
Cllr NL is working on the results of a survey and more quotes for new equipment for older children.
- 11.4 **Skateboarding**
Cllr NL and Clerk had submitted funding applications for skateboard equipment and the cost of the instructor respectively and were awaiting decisions.
- 11.5 **Outdoor Bowls**
Cllr JS reported that she had been approached by a resident requesting that the Parish Council provide some land and set up an outdoor bowls green. She explained to the resident that the land around the village hall did not belong to the Parish Council and that the PC did not have the funds to carry out this work. She suggested to the resident that he look into funding and speak to the village hall committee. Other locations suggested were not acceptable.
- 12 **DEVOLVED SERVICES**
- 12.1 **Grass/Hedge cutting**
RTM have been reminded that a site meeting needs to be arranged before cutting back the Acland Terrace hedge and that this should be done as soon as possible.
- 12.2 **Tree maintenance**
It was agreed to ask Bucks for their 'tree inventory'.
Action: Clerk to obtain the inventory.
- 13 **ROADS AND PATHWAYS**
- 13.1 **Parking in Castle Street**
Bucks Council had informed Cllr NL that it is awaiting the final report from the designers which it will review to determine whether any further actions/corrections are needed outside the school.
It was noted that Greg Smith, MP supports a zebra crossing and additional signage outside the school.
It was agreed that 20's Plenty signs could be designed by the children and put up along Castle Street.
Action: Clerk to contact Greg Smith, MP for an update on getting a zebra crossing.
- 13.2 **Parking in Station Road**
Following the advice from Cllr FM at the previous PC meeting to contact the Local Area Technician (LAT), the LAT had sent a link to the Bucks Council website which was not very helpful. Following further enquiries Bucks Council advised that a "Parking control request Local support form" should be completed.
Action: Clerk to complete form and send to councillors for review before returning to Bucks Council.

14 STREET LIGHTING

14.1 Maintenance

14.1.1 Cllr ET had spoken to a resident regarding the street light in Acland Terrace which is obscured by a tree and noted that the resident usually deals with this. Cllr ET will follow up this on her return from holiday.

14.1.2 It was agreed that to change all the street lights to LED was probably not cost effective but to change to LED as current lights fail would be undertaken.

14.2 Electricity Supply

Quotations for the street light supply had been circulated prior to the meeting and it was agreed to accept the quote supplied by Cardinal Energy.

Action: Clerk to follow up with Cardinal Energy.

15 CEMETERY MATTERS

15.1 General Maintenance

There were no general maintenance issues to address.

15.2 Burial, Interments, Advance booking requests and Memorial applications

15.2.1 Burials

No burials had taken place since the previous meeting. However, it was noted that our grave digger's fee is considerably less than he gets from other clients.

Action: Clerk to enquire what he gets from other clients.

15.2.2 Advance reservation

No reservations had been requested.

15.2.3 Memorial applications

No memorial applications had been received. However, a resident had asked if identification plaques could be installed before formal memorials were installed. Councillors thought that this was already happening.

Action: Clerk to follow up with resident.

15.3 Cemetery Road

Cllr TR had spoken to the Dearn Brothers regarding a quotation for the repairs to the cemetery road who will supply a quotation.

16 ENVIRONMENTAL MATTERS

16.1 Ware Pond

16.1.1 Cllr TR had spoken to the Dearn Brother regarding a quotation for the repairs to the railings at Ware Pond who will supply a quotation.

16.1.2 Chair reported that he would monitor the water level at Ware Pond and reinstate the weir if needed.

16.1.3 Cllrs NL and TR have in hand the installation of the throw line and Cllr JS has the stake.

16.2 Mud Pond traffic incident

There were no updates from the police regarding the damage caused by an HGV at Mud Pond.

Cllr TR had spoken to the Dearn Brothers for a quote to repair the railings who will supply a quotation.

16.3 Flooding Issues (at Scotts Lane)

The LAT had informed Clerk that she would inspect Scotts Lane and raise orders for any necessary works if they are required. The LAT recently had not been available to enquire if the order had been placed.

17 STREET FURNITURE

17.1 Memorial Seat / Memorial Soldier

The memorial bench has been delivered and arrangements are in hand for its installation.

Following a request from a resident, it was agreed to purchase a Memorial Soldier to be placed near the Memorial Seat.

Action: Clerk to purchase the soldier.

18 COMMUNITY BOARD

No updates were available.

19 WEBSITE

Following notification that the website is no longer free of charge councillors agreed to accept the Silver package offered by HugoFox, our current provider.

Action: Clerk to liaise with HugoFox to set up the new package.

19 JUBILEE PLANTATION

Cllrs NL and RT continue to monitor and carry out work at the Jubilee Plantation, but pointed out that more help is needed.

20 ANY OTHER BUSINESS

Councillors agreed that Springhill Residents Association could advertise a forthcoming event on Marsh Gibbon notice boards.

21 DATE OF NEXT MEETINGS

The next meeting will be held at 8pm on Tuesday 10 October 2023 in the committee room of Marsh Gibbon village hall.

The meeting closed at 10.05.

Appendix 1

MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report 12-Sep-23

COMMUNITY ACCOUNT

28-Jul-23	£16,235.16
Outstanding Cheques and cheques approved on 8 August 2023	-£4,310.05
Unpresented cheques at 30 August 2023	£191.80
Income:	
Victoria Heath: Skateboard donation	£400.00
HMRC: VAT refund	2,000.43

Balance of Community Account at 30 August 2023 **£14,517.34**

Cheque No	Payee	Amount
Cheques to approve on 12 September 2023		
103365	SSE Inv 11772331 0071: Street lighting 2 Aug - 1 Sept	£227.00 PCA 1957s.3;HA 1980s.301
103365	SSE Inv 591772404 0079: Street lighting 2 Aug - 1 Sept	£12.91 PCA 1957s.3;HA 1980s.301
103365	SSE Inv 861786437 0068: Street lighting 2 Aug - 1 Sept	£2.91 PCA 1957s.3;HA 1980s.301
103366	RTM Inv 4285: Grass cutting	£571.94 Highways Act 1980 s. 96
103367	Bucks Council Inv 2205063443: Cemetery waste	£16.95 Litter Act 1983 ss 5
103368	Marsh Gibbon Village Hall Inv 211419: village hall hire 11 July 2023	£16.00 LGA 1972 s133
103369	HMRC Clerk PAYE; Aug 2023	£483.57 LGA 1972 s. 112(2)
103370	C. Jackman Clerk salary; Aug 2023	£80.80 LGA 1972 s. 112(2)
103371	PKG Littlejohn Inv SB20230753: AGAR YF Ending 30 March 2023	£378.00 Audit Commission Act 1998
103372	Mrs K Pullen Contribution towards newsletter	£100.00 LGA 1972, s.142
		£1,890.08

Totals yet to be deducted from balance of Community Account

103341	Senses	£172.80	
103349	MGVH	£19.00	
		£191.80	£191.80
	Total		£2,081.88

Total to be added to the Community Account

0.00 **0.00**

Anticipated balance **£12,435.46**
£12,435.46

EARMARKED RESERVE ACCOUNT	01-Apr-23	£26,783.76
	Total In	£5,055.84
	Total Out	£0.00

Balance of Earmarked Reserve at 30 August 2023 **£31,839.60**

Bank Reconciliation 12 September 2023 COMMUNITY ACCOUNT

CASH BOOK			Notes
Balance at 1 April 2023		£20,423.84	
Total payments to 12 September 2023		-£28,020.32	
Add total receipts to 12 September 2023		£21,150.86	
Less outstanding cheques from 2023-23 FY		-£1,118.92	
		£12,435.46	
Cash book balance at 12 September 2023		£12,435.46	

EARMARKED RESERVE ACCOUNT

Balance of Earmarked Reserve A/C as at 1 April 2023	£26,783.76
Less total payments to 12 September 2023	£0.00
Add Total Receipts to 12 September 2023	£5,055.84
Balance at 12 September 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 12 September 2023	Community Account	£12,435.46
	Earmarked Reserve Account	£31,839.60
		£44,275.06

Signature: