

MARSH GIBBON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 8 MARCH 2022

PRESENT: Cllrs A Lambourne (Chair), P Evershed (PE), E Taylor (ET) J Smith (JS), R Cross (RC), N Lyon (NL) and T Reveller (TR)
Clerk, Carole Jackman

Meeting commenced at 8.00pm

1 APOLOGIES

Cllrs Angela Macpherson and Michael Rand

2 DECLARATIONS OF INTEREST

Cllr ET declared an interest in item 7.5.

3 MINUTES OF THE PARISH COUNCIL MEETING HELD ON 8 February 2022

Minutes of the meeting held on 8 February were agreed by those present, subject to one amendment, and signed by the Chairman.

4 MATTERS ARISING

None

5 PUBLIC PARTICIPATION

None.

6 GENERAL CORRESPONDENCE

All correspondence had been circulated to Councillors.

Appendix 1.

The following was noted:

6.1 Street lights: Millfield Avenue

Following the repair of the street light in Millfield Avenue, a resident had written complaining that the light now shone into his home.

Action: Clerk to write to the resident to explain that the Council is looking to upgrade all the street lights but in the meantime if he would like to contribute £45 (50% of the cost) towards the cost of a shield the Council would ask its maintenance contractor to fit one.

6.2 Gully Jetting

Cllr Michael Rand had sent details of gully jetting in the village but it was not clear which gullies still needed to be done.

6.3 Neighbourhood Plan

Cllrs TR, RC and NL agreed to liaise to decide who should attend an on-line Neighbourhood Plan event on 29 June 2022.

6.4 Cemetery

Following the email from a resident regarding the hole in the cemetery roadside hedge, Cllr TR agreed to plant some whips in the space which had been caused by deer.

Action: Clerk to write to the resident again to explain that Councillors have inspected the hedge and the hole is caused by deer not residents taking a short cut.

6.5 Support for Planning Application

Council had received an email asking if the Council would support a planning application if he bought a piece of land outside the curtilage of the village.

Action: Clerk to write inform him that the Council would not support an application.

6.6 Dog Fouling

A resident had written to request help in trying to stop dogs fouling the footpath adjacent to Ware Leys Close.

Action: Cllr NL to put a note on Facebook and in his next newsletter.

6.7 Dropped Kerb adjacent to Suffolk Court

Council had been reminded of a request to install a dropped kerb on the footpath adjacent to Suffolk Court. It was noted that Bucks Council had advised the Parish Council that a license, not planning permission, was required to carry out this work by the owner of the footpath. Council had sent a request to Ewelme to look into this but had not received a response.

Action: Clerk to follow up with Ewelme.

- 6.8 **West Edge**
Following an email from a resident in West Edge regarding the removal of a tree and an HGV sign that had been knocked over, Clerk had informed the resident that she had written to the Local Area Technician, Bucks Council, for an update of when the tree would be removed and had reported the HGV sign on FixMyStreet.
- 7 PLANNING**
- 7.1 **Applications**
None.
- 7.2 **Buckinghamshire (AVDC Area) approved application**
21/04574/APP | demolition of conservatory and erection of single storey side extension and extended side roof line with rooflights. First floor east facing window. Redstocks Clements Lane Marsh Gibbon Buckinghamshire OX27 OHG.
- 7.3 **Buckinghamshire (AVDC Area) late application**
None.
- 7.4 **Buckinghamshire (AVDC Area) refused application**
22/00081/AGN | Erection of a steel framed lean-to extension to an agricultural building | Townsend Farm Townsend Marsh Gibbon Buckinghamshire OX27 OEY.
- 7.5 **Ewelme Sites**
- 7.5.1 **Site A**
The developer of Site A (Swan Field) had informed the Clerk that he had organised for the hedge bordering Little Marsh to be cut back.
- 7.5.2 **Site B**
Cllr JS reported that car parking spaces had not been allocated for the school.
Action: Cllrs to review the planning application to ensure that all the conditions have been met.
- 7.5.3 **Site C**
No updates were available.
- 7.6 **Goods Vehicle Operator's Licences**
The following application still is awaiting a decision from the Traffic Commission:
"Philip Lynch trading as Scooby Limited of 4 York Court, London Road, Sayers Common, Hassocks, West Sussex, BN6 9GY is applying for a licence to use Old Station House, Marsh Gibbon, Bicester OX27 OAX as an operating centre for 6 goods vehicles and 6 trailers."
It was noted that this application had been withdrawn..
- 8 CLERK'S REPORT**
- 8.1 **Finance Report**
Clerk presented the Financial Report for March 2022. Payments totalling £1170.44 were approved, as detailed in appendix 2.
- 8.2 **Skateboarding**
Nothing to report.
- 8.3 **S106**
It was agreed to ask Bucks Council to clarify:
 - whether S106 funding could be spent on notice boards for the bus shelter and repair of the pond railings, both of which were considered to be 'Street Furniture'.
 - Allocation of funding from Site A.**Action: Clerk to contact Bucks Council regarding allocation of funding.**
- 8.4 **Bank Mandate**
Clerk still is endeavouring to update the bank mandate. It was agreed to sign up to electronic banking. It was noted that two Councillors would need to authorise payments once they had been set up by Clerk.
Action: Clerk to change mandate.
- 8.5 **Clerk's Salary**
Councillors agreed the increase to the Clerk's salary, back dated to 1 April 2022, as recommended by NALC. It was noted that the annual increase is £111.28.
- 9 VALE OF AYLESBURY LOCAL PLAN (VALP)/MARSH GIBBON NEIGHBOURHOOD PLAN (NP)**
- 9.1 **Marsh Gibbon Neighbourhood Plan**
Chair had not received a response to his request to the Ewelme Trustees for an update on their plans for the future of the village.
Action: Clerk to follow up with Ewelme.

- 10 REPORT FROM VILLAGE HALL**
- 10.1 **Report**
It was noted that the next village hall committee meeting is in April.
- 10.2 **Car Park**
It was noted that:
- Final figures for the work to the car park were expected at the end of March and it was hoped to start work in April or May.
 - As S106 funding (~£25K) is expected Clerk advised that work **SHOULD NOT start, nor contract issued** until approval has been received from Bucks Council.
 - Cllr NL agreed to liaise with the village hall committee regarding the upgrade work for the playground project so that the dates did not clash.
 - Village hall have been requested to notify the Parish Council when the arborist visits.
- 11 PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND**
- 11.1 **Maintenance**
Cllr RC confirmed that fencing around the Tennis Club perimeter is complete.
- 11.2 **Playground Upgrade**
Cllr NL reported that the playground development is expected to start on 20 June.
- 11.3 **Recreation Ground**
Nothing to report.
- 12 DEVOLVED SERVICES**
Nothing to report.
- 13 ROADS AND PATHWAYS**
- 13.1 **Potholes**
Potholes in Blackthorn Road had been reported to the Oxfordshire Council.
- 13.2 **Speed watch**
Cllr TR had agreed to be the co-ordinator.
- 13.3 **Parking in Castle Street**
A meeting to discuss the road narrowing with Bucks Council, the school Head, Rev Hiscock and Councillors is being organised.
- 14 STREET LIGHTING**
- 14.1 **Maintenance**
The branches covering the light in Thompkins Lane still had not been cut back.
See 6.1 above regarding the street light in Millfield Avenue.
- 14.2 **Upgrade**
E.on had issued a cost schedule but no further updates were available.
- 15 CEMETERY MATTERS**
- 15.1 **General Maintenance**
Approval had been given, via email, for primroses to be planted on a grave. However, advice had been given that it would be preferable for the primroses to be in pots so that they could be moved when the grass cutting starts.
- 15.2 **Burial, Interments, Advance booking requests and Memorial applications**
- 15.2.1 **Burials**
No burials had taken place.
- 15.2.2 **Advance reservation**
No advanced reservation requests had been received.
- 15.2.3 **Memorial application**
A memorial request on the grave of C-6-1 had been approved via email.
- 15.3 **Cemetery Road**
No updates were available.
- 15.4 **Cemetery Gates**
The resident had put in hand painting of the cemetery gates.
- 15.5 **Policy Consultation Briefing – Environmental Permitting Regulations (DEFRA Consultation)**
Action: Clerk to add to the agenda for the April 2022 meeting.
- 16 MARSH GIBBON CHURCH YARD**
No updates were available.
- 17 ENVIRONMENTAL MATTERS**
- 17.1 **Flooding**

- No updates were available.
- 17.2 **Ware Pond**
It was noted that some work could be carried out in August.
- 17.3 **Townsend Pond**
It was noted that the issues surrounding the trees at Townsend Pond had been resolved.
- 18 **STREET FURNITURE**
It was agreed to get quotes for notices boards to be fixed to the bus shelter near the school.
Action: Clerk to obtain quotes
- 19 **MARSH GIBBON SILVER BAND**
No updates were available.
- 20 **EAST WEST RAIL (EWR)**
No updates were available.
- 21 **HS2**
No updates were available.
- 22 **COMMUNITY BOARD**
No updates were available.
- 23 **COMMUNITY PUB**
Cllr RC reported that the deadline for the share offer had been extended to the end of March.
- 24 **JUBILEE PLANTATION**
Work continues on tidying the Jubilee Plantation. It was noted that the school will organise and pay for any signage.
- 25 **QUEEN'S PLATINUM JUBILEE**
Cllr NL reported that a resident is organising some events.
- 26 **ANY OTHER BUSINESS**
- 26.1 **Allotments**
It was noted that some of the allotments were not very well maintained.
Action: Clerk to write to Ewelme.
- 26.2 **Newsletter**
Cllr RN will put a note in the Newsletter thanking residents for the recent litter pick.
- 27 **DATE OF NEXT MEETINGS**
The next Parish Council meeting will be held in the village hall at 8pm on Tuesday 11 April 2022.
The meeting closed at 10.10 pm.

**General Correspondence Received
Bucks Council**

Date	From	Description	Actions
Weekly	Permit Office	Roadwork updates	Local notices To Cllrs
4 Mar	News	Rough sleeper numbers in Buckinghamshire remain low	To Cllrs
4 Mar	News	Take part in Bucks, Ox and Berks West CCGs' Governing Bodies meetings in common	To Cllrs
4 Mar	News	LGBT+ A&F Week – 2022 #BeTheChange	To Cllrs
4 Mar	News	Volunteers help plant Buckinghamshire Council's first new wood	To Cllrs
4 Mar	Communications, Funding & Project Officer	Creating Wilder Road Verges	To Cllrs
3 Mar	News	More Bucks children offered first choice secondary schools places this year	To Cllrs
3 Mar	News	Inspirational send off for Beijing 2022 Paralympic Heritage Flame	
2 Mar	TTO	EWR - Bicester Road, Launton - Bridge Demolition 14/03/22 - 17/06/22	To Cllrs
2 Mar	CC Michael Rand	Station Road Bridge Height Sign	To Cllrs
2 Mar	News	Travel Safe Bucks partners with Oxfordshire Fire & Rescue Service to promote cyclist safety	To Cllrs
1 Mar	News	Prolific fly-tipper put behind bars	To Cllrs
1 Mar	News	Just days to go before Buckinghamshire Council hosts its first ever Jobs and Apprenticeships Fair!	To Cllrs
28 Feb	Commercial Waste	Notification of price increase May 2022	To Cllrs
28 Feb	News	Buckinghamshire Council - statement on Ukraine	To Cllrs
27 Feb	Commercial Waste	Commercial Waste Documentation 2022-23	To Cllrs
25 Feb	Community Board	Community Board Funding Recommendations	To Cllrs
24 Feb	News	Engage with Chat: Explore with Play: Encourage to Read	To Cllrs
24 Feb	C.Cllrs Michael Rand	Gully Cleaning, Marsh Gibbon	To Cllrs
23 Feb	News	Be a Better Biker is back for 2022	To Cllrs
22 Feb	News	Boundary Commission for England launches public consultation on proposed constituencies News release from the Boundary Commission for England	To Cllrs
21 Feb	News	Working to prevent homelessness in Buckinghamshire – tell us your views	To Cllrs
20 Feb	News	Views invited on new traffic offences enforcement powers	To Cllrs
20 Feb	Community Board	Haddenham and Waddesdon Community Board - reporting and clearance of trees and branches on the highway	Noted
21 Feb	News	Smokefree Sidelines 'kicks off' in Buckinghamshire!	To Cllrs
18 Feb	Planning	21/04574/APP Status: Householder Approved	To Cllrs
17 Feb	News	Now is the time to start planning your Jubilee celebrations	To Cllrs
17 Feb	News	An update from Martin Tett, Leader of Buckinghamshire Council	To Cllrs
17 Feb	News	Aylesbury food collections suspended due to Storm Eunice	To Cllrs
17 Feb	News	Stoke Mandeville vaccination site & Health on the Move van shut Fri, 18 Feb due to weather warnings	To Cllrs
17 Feb	News	Now is the time to start planning your Jubilee celebrations	To Cllrs
16 Feb	News	Householders warned of the perils of not hiring a registered waste collector	To Cllrs

15 Feb	News	Keeping active is a walk in the park	To Cllrs
15 Feb	News	Buckinghamshire Council Cabinet makes budget recommendations	To Cllrs
15 Feb	Planning	APP/J0405/D/21/3284133: The Orchard, Castle Street,	To Cllrs
14 Feb	News	A Helping Hand at half term for families in Buckinghamshire	To Cllrs
14 Feb	News	Getting gritty with it!	To Cllrs
14 Feb	News	12-15 year olds encouraged to complete COVID vaccine dosage this half term	To Cllrs
11 Feb	News	Ofsted Inspection Outcome – Buckinghamshire Council Children’s Social Care	To Cllrs
11 Feb	News	Health on the Move vaccination van to make more stops in Bucks next week	To Cllrs
10 Feb	News	Over 2,000 nominations received for Buckinghamshire's Local Heritage List	To Cllrs
9 Feb	News	Working together to tackle fly-tipping in Bucks	To Cllrs
9 Feb	Planning	22/00081/AGN Status: Agricultural – Refused Erection of a steel framed lean-to extension to an agricultural building - Townsend Farm Townsend Marsh Gibbon OX27 0EY	To Cllrs
9 Feb	News	Valentine’s is just another day for victims of domestic abuse	To Cllrs
7 Feb	News	Grants now available to all Bucks businesses affected by Omicron	To Cllrs
7 Feb	Community Board	Haddenham and Waddesdon Community Board - Funding recommendations - your funding vote is requested.	To Cllrs

Association of Local Councils

Date	From	Description	Actions
4 Mar	NALC	CHIEF EXECUTIVE'S BULLETIN	To Cllrs
4 Mar	BMKALC	Pay Award 2021-22.	To Cllrs
3 Mar	BMKALC	Levelling Up - evaluation from NALC	To Cllrs
2 Mar	NALC	NALC NEWSLETTER	To Cllrs
2 Mar	Oakley Parish Clerk	Street lighting maintenance	Clerk responded
25 Feb	NALC	Chief executive's bulletin	To Cllrs
24 Feb	BMKALC	Freedom Of Information Essentials For Local Councils – March 23rd at 1pm Online	To Cllrs
16 Feb	BMKALC	Pay Award Update	To Cllrs/Min 8
16 Feb	BMKALC	Electoral Review of Buckinghamshire Council briefing by Boundary commission	To Cllrs
15 Feb	BMKALC	New! Charitable Trusts and Parish/Town Councils	To Cllrs
14 Feb	BMKALC	S 137 Increase 2022-23	To Cllrs
11 Feb	NALC	CHIEF EXECUTIVE'S BULLETIN Section 137 limit for 2022/23 This week DLUHC notified us that the appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 for local councils in England for 2022/23 is £8.82 per elector.	To Cllrs
9 Feb	BMKALC	New! Councillor Interests and the Code of Conduct – April 11th at 10am	To Cllrs
9 Feb	BMKALC	New members Benefits for 2022!	To Cllrs
8 Feb	BMKALC	Property Law for Town & Parish Councils	To Cllrs

Others

Date	From	Description	Actions
4 Mar	John Riches	Re: East West Rail Alliance Update	To Cllrs
4 Mar	Resident	Lamp 3 on bend of SPIERS and WHALES Lanes.	Reported to E.on
4 Mar	EWR	RE: East West Rail Alliance Update	To Cllrs
4 Mar	Rev Hiscock	Bucks Highways Site Visit	To Chair
4 Mar	E.on	Quote for shield on Millfield Avenue street light	Min 6
3 Mar	MG School Head	Bucks Highways Site Visit	Min 13
2 Mar	Thames Valley Police	PCC Victims Survey	To Cllrs
1 Mar	Ian Metherell	Marsh Gibbon Parish Council February Newsletter	To Cllr NL
28 Feb	Crime Commissioner	Police & Crime Bulletin - Feb '22 - Tackling knife crime, £100k fund opened	To Cllrs
28 Feb	Resident	Marsh Gibbon Cemetery	Actioned by clerk
25 Feb	Tree Council	Free Copse in a Box + Winter tree ID guide	To Cllrs
24 Feb	P Ferens	Clearing trees from Townsend pond	To Cllrs/Min 17
23 Feb	MGVH Sec	Land adjoining the tennis courts at Marsh Gibbon	To Cllrs/Min 11
23 Feb	Office of the Traffic Commissioner	Scooby Ltd	To Cllrs/Min 7
22 Feb	Eric Gadsden, Managing Director, W.E. Black Ltd	Hedge Cutting, Little Marsh Road, Marsh Gibbon	To Cllrs
19 Feb	Resident	New street lamp problem	Min 6
18 Feb	P Ferens	Fallen Tree Townsend	To Cllrs/Min 17
13 Feb	Via website	Enquiry re land purchase	To Cllrs
13 Feb	Steven Turner	Recreation Ground meter reading	Clerk actioned

MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report
08-Mar-22

COMMUNITY ACCOUNT		Notes	
28-Jan-22		£22,496.77	
Outstanding Cheques and cheques approved at meeting on 11 January 2022		-£1,483.14	
Unpresented cheques at 8 February 2022		£525.00	
Income:			
Tennis Club		250.00	
Balance of Community Account at 25 Feb 2022		£21,788.63	
Payments to be approved at meeting 8 March 2022			
Cheque No	Payee	Amount	Authority
103191	SSE Inv 11772331 00501street light supply 2 Feb - 1 Mar 2022	£196.76	PCA 1957s.3;HA 1980s.301
103191	SSE Inv 591772404 0051: street light supply 2 Feb - 1 Mar 2022	£11.51	PCA 1957s.3;HA 1980s.301
103191	SSE Inv 8611786437 0040: street light supply 2 Feb - 1 Mar 2022	£2.86	PCA 1957s.3;HA 1980s.301
103192	Bucks Council Inv 560365: Cemetery bin emptying	£15.35	Litter Act 1983 ss 5
103193	Cllr Richard Cross Mole Country Stores/Suregreen Ltd - Tennis Club boundary fence materials	£111.21	LGA (Misc provisions) 76, s19
103194	C Jackman Clerk postage (Aug 2021 to March 2022)/Stationery	£75.36	LGA 1972 s. 112(2)
103195	HMRC HMRC: Clerk paye Feb 2022	£47.80	LGA 1972 s. 112(2)
103196	C Jackman Clerk Salary Feb 2022	£459.60	LGA 1972 s. 112(2)
103197	David Rollins Inv SK8 -2022-002: Skateboarding 15th & 29th Jan and 8th March	249.99	LGA 1972 s.145
Totals yet to be deducted from balance of Community Account			
	Cheques for approval at meeting on the 8 March 2022	£1,170.44	
	Outstanding cheques at 25 Feb 2022		
	103161 Swan Group	75.00	
	108184 Technical Surfaces	450.00	
		<u>£0.00</u>	
		<u>£525.00</u>	£525.00
	Total	£1,695.44	
Total to be added to the Community Account			
	DL Hancock, Memorial C-6-1	<u>70.00</u>	
	Total	70.00	
Anticipated balance		£20,163.19	

£20,163.19

EARMARKED RESERVE ACCOUNT		
01-Apr-21		£26,722.72
Total In		£2.01
Total Out		£0.00
Balance of Earmarked Reserve at 25 Feb 2022		£26,724.73

Bank Reconciliation 8 March 2022

COMMUNITY ACCOUNT		Notes
CASH BOOK		
Balance at 1 April 2021		£19,724.90
Less Total Payments to 8 March 2022		-£38,795.10
Add total receipts to 8 March 2022		£39,233.39
Cash book balance at 8 March 2022		£20,163.19
		£20,163.19
EARMARKED RESERVE ACCOUNT		
Balance of Earmarked Reserve A/C as at 1 April 2021		£26,722.72
Less total payments to 8 March 2022		£0.00
Add Total Receipts to 8 March 2022		£2.01
Balance at 8 March 2022		£26,724.73
NB: the balance in the Earmarked Reserve Account is made up of:		
Replacement / Refurbishment of the synthetic carpet at the 5-a-side		£16,874.00
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		£38.73
		<u>£26,724.73</u>
TOTALS at 8 March 2022		
Community Account		£20,163.19
Earmarked Reserve Account		£26,724.73
		£46,887.92

Signature:

2068