

MARSH GIBBON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 13 AUGUST 2019

PRESENT: Cllr A Lambourne (Chair), I Metherell (IM), R Cross (RC), P Evershed (PE), E Taylor (ET), J Smith (JS)

In attendance: C Jackman (Clerk)

The meeting commenced at 8.05pm.

1. APOLOGIES

Cllr D Leonard (DL), CC Angela Macpherson

2. DECLARATIONS OF INTEREST

Cllr ET declared an interest in item 7.

3. MINUTES OF THE MEETING HELD ON 9 JULY 2019

The Minutes of the Parish Council Meeting held on 9 July 2019 were agreed by those present and signed the Chairman.

4. MATTERS ARISING

4.1 Aylesbury Vale Times

Cllr IM reported that he had submitted an article to the Aylesbury Vale Times and was waiting to see the final copy before it goes to print in October. Chair thanked Cllr IM for preparing the article.

5. PUBLIC PARTICIPATION

There were no members of the public present.

6. GENERAL CORRESPONDENCE

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

AVDC	From	Subject	Action	
i	3 Aug	Planning	19/02203/APP Status: Approved	Minute 7
ii	2 Aug	Planning	Planning Application Consultation 19/02855/APP	Minute 7
iii	1 Aug	Parish Liaison Officer	Forum slides 30.07	To Councillors
iv	1 Aug	Electoral Specialist	Alterations to the electoral register	Noted
v	26 Jul	Parish Liaison Officer	VALP presentation 23/07/2019	To Councillors
vi	24 Jul	DC Angela Macpherson	Aylesbury Vale Times	Noted
vii	24 Jul	Street Scene	Dog bins	Minute 13
viii	17 Jul	Planning	Planning Application Consultation 19/02508/ADP	Minute 7
ix	17 Jul	Parish Liaison Officer	Design awards 2019	To Councillors
x	10 Jul	Commercial Strategy	Our Vale crowdfunding workshop invitation	To Councillors
xi	1 Aug	Electoral Services	Electoral Register – Annual Household Canvass 2019	On PC Notice Board

BCC	From	Subject	Action	
i	2 Aug	Unitary Comms Mailbox	Latest news: Delivering the new Buckinghamshire Council	To Councillors
ii	25 Jul	TfB	Parish Portal - Your 'One Stop Shop' for all TfB information	To Councillors
iii	19 Jul		MyBucks July 2019	To Councillors
iv	15 Jul	Waddesdon LAF	Applications for LAF Transport Schemes for 2020/21	To Councillors
v	12 Jul		Health and Social Care update – July	To Councillors

vi	11 Jul	Simon Garwood	Marsh Gibbon HGVs	Minute 11
vii	12 Aug		Buckinghamshire Minerals and Waste Local Plan Adoption	To Councillors
ALC/NALC		From	Subject	Action
i.	9 Aug	NALC	Chief executive's bulletin	To Councillors
ii.	9 Aug		guidance-on-the-financial-regulations-july-2019	To Councillors
iii.	7 Aug		model-financial-regulations-england-july-2019	To Councillors
iv.	2 Aug		Chief executive's bulletin	To Councillors
v.	29 Jul		NALC Policy E-Briefing PC8-19 – Draft Data Sharing Code of Practice.	To Councillors
vi	29 Jul		NALC's Chief executive's bulletin	To Councillors
vii	26 Jul		Chief executive's bulletin	To Councillors
viii	19 Jul		BMKALC - Cyber Essentials	To Councillors
ix	17 Jul		Parish Liaison Agenda	To Councillors
x	16 Jul		Parish Liaison Meeting 24 July 2019	To Councillors
xi	15 Jul		BMKALC - Further Councillor Training course announced.	To Councillors
xii	11 Jul		BMKALC Updated Training Schedule	To Councillors
xiii	10 Jul		community businesses and support from the Plunket foundation	To Councillors
xiv	13 Aug		GDPR Training for Town and Parish Councillors	To Councillors
Other		From	Subject	Action
i	9 Aug	Zurich Insurance	Making Risk Management Simple	To Councillors
ii	5 Aug	ERTA Chairman	Better Public Transport at prices the nation can afford	To Councillors
iii	4 Aug	Tesco Bags of Help	Came second in Bicester Bags of Help May/June round	To Clls & Skateboarding
iv	30 Jul	Tesco Bags of Help	Tesco Bags of Help AWARD OFFER CONFIRMATION!	To Cllrs & Skateboarding
v	29 Jul	RoSPA Playsafety	RoSPA Play Safety Inspection Reports	To Councillors
vi	25 Jul	CIB	Letter from CEO of Community Impact Bucks to Chairs of Bucks Parish Councils	To Councillors
vii	24 Jul	Gary Gibbons	Increase in volume of traffic	Clerk responded copies to Cllrs
viii	18 Jul	Jonathan Durdell	Thanks for your payment for Invoice 6079/002	Noted
ix	16 Jul	Lynn Bolton	Oxford to Cambridge Expressway	Agenda item
x	16 Jul	ICO	ICO - receipt of payment ICO:00012206418	Noted
xi	12 Jul	TVP	Police & Crime Bulletin July 2019	To Councillors
xii	12 Jul	Western Power	New Unmetered Supply Certificate and Summary Inventory Report	To Cardinal Energy & SSE
xiii	11 Jul	Andrew Robson	Ewelme Almshouse Charity	To Councillors
xiv	9 Jul	Tree Council	update from Defra on Oak Processionary Moth	To Councillors
xv	12 Aug	Andrew Robson	Marsh Gibbon Parish Council - Rights of Way	Agenda item
xvi	11 Aug	No Expressway Group	No Expressway Group - Latest News	To Councillors

7. PLANNING

7.1 Planning Applications

Cllr ET declared an interest in planning application 19/02508/ADP and left the room.

19/02508/ADP: Land South Of Castle Street And West Of Leopold Farm Castle Street Marsh Gibbon Buckinghamshire.

Approval of Reserved Matters pursuant to outline permission 16/03380/AOP for access, layout, scale, appearance and landscaping for residential development of 9 dwellings. Submission of details pursuant to Condition 1 - Details of Access, layout, scale and external appearance, Condition 2 - Reserved Matters, Condition 3 - Time Limit, Condition 4 - General accordance with outline permission, Condition 5 - Materials, Condition 6 - Screening and means of enclosure, Condition 7 - Details of hard and soft landscaping, Condition 8 - Landscape maintenance, Condition 9 - Slab Levels, Condition 10 - Details of adoptable access, Condition 11 - Private access, Condition 12 - Widen existing footway, Condition 13 -

Visibility Splays, Condition 14 - Parking, garaging and maneuvering, Condition 15 - Ecological Mitigation, Enhancement and Management Plan, Condition 16 - Archaeological written scheme of investigation, Condition 17 - Trees and arboriculture, Condition 18 - No enlargement of dwelling or garage and Condition 19 – Drainage.

Cllrs IM and PE had met with James Taylor, Managing Director, Edgar Taylor (Buckingham) Ltd, to discuss this planning application and were happy with the proposals. It was agreed that a further meeting would be arranged prior to the detailed planning application being submitted.

Council decision: No objection.

Action: Clerk to inform AVDC Planning

Cllr ET returned to the meeting.

19/02855/APP: Demolition of the outhouse. Interior alterations and external insulation | Ashbourne House The College Marsh Gibbon Buckinghamshire OX27 0HW

Council decision: No objection.

Action: Clerk to inform AVDC Planning.

7.2 Approved Applications

19/02203/APP: Variation of Condition 2 of planning permission 18/01382/APP The materials for the external surfaces - Replace the stone with a thin coat render exterior applied to the two-storey side extension and have proposed render colours which will compliment and colour match the existing weathered stonework. They have identified three colour choices and these are: Champagne, Ivory and Polar White in the "scraped texture range" | cr | | cr | - New House Tompkins Lane Marsh Gibbon Buckinghamshire OX27 0EX.

7.3 Ewelme Sites (Site B)

There were no updates regarding Site B.

Action: Chair to get an update from Sidleys

8 CLERK'S REPORT AND ADMINISTRATION MATTERS

8.1 Finance Report

Clerk presented the Financial Report for August 2019. Payments totalling £2,441.83 were approved as detailed on page 1923. It was agreed not to send the payment for the dog and waste bin to AVDC until the dog bin had been re-sited. It was also agreed that the undelivered cheque number 102884 sent to Senses should be stopped and that the new cheque should be sent by 'tracked' mail.

It was agreed to add Cllr AL, Chair, to the bank signatories.

Actions: Clerk to action the above and to update the Ewelme Almshouse Trustees Standing Order for the AWP rent.

8.2 Skateboarding

8.2.1 Tesco Bags of Help had confirmed that an award of £1,000 towards the skateboarding had been made and that the cheque would be presented by a representative from Tesco on Sunday 18 August. Cllr IM agreed to receive the cheque. David Rollins, skateboard organiser had agreed to draft an article for the Bicester Advertiser who would be sending a photographer.

Cllr JS reported that she had been approached by a resident wishing to help raise funds to improve the surface of the village hall car park for the skateboarding. The resident also wished to supply free tea and coffee at the Tesco presentation.

Action: Chair agreed to speak to the resident to confirm that the Parish Council is happy for her to supply the tea and coffee. Chair will also explain that the skateboarding does not have any funding beyond March 2020 so it would be preferable to raise funds to enable the skateboarding to continue.

8.2.2 The first payment of £500 of the £2,000 grant from the **Vale of Aylesbury Housing Trust Thriving Communities** fund had been made.

8.2.3 Further funding

It was agreed that this should be added to the agenda for discussion in the Autumn.

9 PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND

9.1 Annual Inspection

The RoSPA Playsafety Report had been received. There were no high risk issues.

Action: Clerk to check when the zip wire needs to be inspected.

9.2 Maintenance

Low and Medium risk issues raised in the Annual Inspection report are being dealt with by Councillors.

10 BCC DEVOLUTION OF SERVICES

10.1 **Urban grass cutting:** Nothing to report.

10.2 **Siding out:** Nothing to report.

10.3 **Weed killing:** Nothing to report.

10.4 **Rights of Way:** Nothing to report.

10.5 **Maintenance:** Nothing to report.

10.6 **Complaints:** Following Chair's meeting with the grass cutting contractor, it was noted that the grass in the village was now being cut every two weeks which had made a big improvement.

10.7 **Future payment:** Cllr IM reported that the Parish Council would receive a further payment from BCC for devolved services.

11 ROADS AND PATHWAYS

11.1 Pot holes

A 'trench' was reported at the top of the hill on Station Road.

Action: Clerk to inform Transport for Bucks (TfB)

11.2 HGV weight limit

Cllr IM reported that TfB would be starting work in preparation for the weight limit survey in September.

Action: Cllr IM to monitor.

11.3 Speedwatch

It was suggested that residents take on the Speedwatch. However, it was pointed out that the Parish Council needs to be responsible but does need volunteers.

Action: Clerk to send email to resident confirming that the Parish Council is monitoring the traffic situation.

11.4 Footpaths

11.4.1 Public Footpaths

Permission had been received from the landowner and tenant to install a kissing gate at the entrance to the right of way on **Station Road**.

Action: Clerk to liaise with the Rights of Way Officer to get the kissing gate delivered.

It was also noted that a new gate had been installed at the entrance to the right of way which had been demolished on the **Charndon Road**.

11.4.2 Hedgeside

Cllr ET reported that residents in Swan Lane had cleared back the brambles in Hedgeside.

Action: Clerk to send a thank you note to the residents.

11.4.3 5-a-side to Moat Lane Footpath

It was noted that a resident had cleared the footpath between Moat Lane and the 5-a-side pitch.

Action: Clerk to send a thank you note to the resident

12 STREET LIGHTING

No faults were reported.

13 ENVIRONMENTAL MATTERS

13.1 Street Furniture

Council had been approached by a parishioner who has an old plough and would like to donate it to the village to be placed outside the Plough Public House. Various options were discussed but it was agreed that Chair would speak to the parishioner regarding a location.

Action: Chair to speak to the parishioner to explain that the Parish Council does not have the authority to give permission as the area in question is County Council land.

13.2 Dog and Waste bins

The Dog and Waste bins had been fitted. However, it was reported that the dog bin had been put in the wrong place. It was agreed that the dog bin now should be placed at the entrance to the footpath on Swan Lane. Cllr ET agreed to meet the contractor to show him exactly where it should go.

Action: Clerk to liaise with AVDC.

13.3 Working Party (village clean up day)

Cllr ET was thanked for organising the village working party on **27 July**. It was noted that Chair had removed the spoils from the willow tree.

It was noted that a family, who had been unavailable on the 27th, had cleaned the bus shelter outside the shop at a later date.

13.4 Pond Cleaning

Chair had been liaising with the Horticultural Society which had been working at Ware Pond. It was agreed that a donation should be made to the Horticultural Society.

Action: Clerk to add to the agenda for the next meeting

13.5 Removal of dead trees

It was agreed that the dead trees adjacent to the AWP should be removed.

Action: Cllr RC to organise their removal

14 CEMETERY MATTERS

14.1 Burials, interments and Advance bookings

An interment of ashes had been held on 30 July in Section B, Row 6, Plot No 14.

An interment of ashes had been arranged for 24 August in Section B Row 3 Plot No 8.

14.2 Memorial / Additional inscription Applications

Council approved a request for a new memorial and inscription on the grave in Section B, Row 4, Plot No 16.

14.3 General Maintenance

14.3.1 Work to install a water supply is on-going.

14.3.2 It was noted that the additional grass cutting had made an improvement in the cemetery.

14.4 New Homes Bonus (Cemetery roads improvement)

There was no update on the New Homes Bonus grant application.

15 OXFORD TO CAMBRIDGE EXPRESSWAY

It was noted that the "No Expressway" meeting held in the village hall on 15 July was attended by 200+ people. Council had approved, via email, the purchase of six No Expressway posters which now have been erected.

16 REPORT FROM VILLAGE HALL REPRESENTATIVE

It was noted that the Tennis Club lease still has not been signed.

17 ANY OTHER BUSINESS

17.1 Incinerator

David Evershed had prepared an Incinerator report.

18 DATE AND VENUE OF NEXT MEETING

The next Parish Council meeting will be held at 8pm on Tuesday 10th September 2019 in the committee room of the Village Hall.

Chair closed the meeting at 9.55pm.

SIGNED:

DATE:

MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report
13-Aug-19

COMMUNITY ACCOUNT		Notes
30-Jul-19	£20,982.64	
Outstanding Cheques and cheques approved at meeting on 9 July 2019	-£4,471.93	Note: cheque 102884 outstanding at the end of June has now been cancelled and replaced by 102909. Che 102884 is to be 'stopped' by the bank.
Upresented cheques at 30 July 2019	£0.00	
Income:		
VAHT: 1st Skateboarding payment	500.00	
D L Hancock: Burial grave B-6-12	640.00	
Banbury Memorials: Additional inscription C-5-10	30.00	
D L Hancock: Interment C-5-10	145.00	
Transfer from ER: Clements Lane Street Lighting	690.00	
Transfer from ER: West Edge Street Lighting	280.00	
Transfer from ER: Interest	45.54	
Balance of Community Account at 30 July 2019	£18,841.25	

Cheque No	Payee	Amount	Authority
Payments to be approved at meeting 13 August 2019			
102899	SSE: Inv 2 Aug: Street lighting D - dawn to dusk 2 Jul to 1 Aug	12.73	Parish Councils Act 1957 s. 3; Highways Act 1980 s.301
102899	SSE: Inv 2 Aug: Standing charge - Street lighting	2.86	Parish Councils Act 1957 s. 3; Highways Act 1980 s.301
102899	SSE: Inv 2 Aug: Street lighting B - dawn to dusk 2 Jul to 1 Aug	221.52	Parish Councils Act 1957 s. 3; Highways Act 1980 s.301
102900	No Expressway Org: 6 x no expressway signs	60.00	LGA 1972 s. 222(8)
102901	RTM: Inv 1854: village grass cutting	504.00	Highways Act 1980 s. 96
102902	RoSPA Play Safety: Inv 29 Jul: Annual playground inspection	168.60	LG (MP) A 1976 s 19 Litter Act 1983 ss 5
102903	AVDC: Inv 402134: New dog and litter bins plus emptying	598.69	This is to be held back until the dog bin has been re-sited
102904	MGVH: Inv 1906/11: village hall hire June	52.97	LGA 1972 s133
102905	C Jackman: Clerk Salary July	334.50	LGA 1972 s. 112(2)
102906	HIMRC: Clerk PAYE July	159.80	LGA 1972 s. 112(2)
102907	D Rollins: Inv 12/08/2019: Skateboarding sessions (20 to 26 of 36)	583.31	LGA 1972 s.145
102908	Cancelled		
102909	Senses: Inv 2272, 22 May - 2019 email and website hosting	172.80	LGA 1972 s. 111
102910	G Hodges: Grave digging 12 and 30th July	120.00	Local Authorities Cemeteries Order 1977
102911	Ewelme Almhouse Charity: rent	24.95	LGA 1972 s.133
DD	Everflow Water	23.79	LGA(MP) 1976 s.19
Totals yet to be deducted from balance of Community Account			
Cheques for approval at meeting on the 13 August 2019		£3,040.52	
Unpresented cheques at 30 July 2019		£0.00	
	Total	£3,040.52	
Cheques yet to be credited to the Community Account			
Banbury Memorials: Memorial B-4-6		70.00	
D L Hancock: Interment B-4-16		365.00	
Anticipated balance		£16,235.73	
		£16,235.73	

EARMARKED RESERVE ACCOUNT	
30-Jul-19	£30,190.54
Balance of Earmarked Reserve at 30 July 2019	£30,190.54

Bank Reconciliation - 30 July 2019

COMMUNITY ACCOUNT

CASH BOOK	Notes
Balance at 1 April 2019	£15,072.00
Less Total Payments to 30 July 2019	-£16,028.56
Add total receipts to 30 July 2019	£19,797.81
Cash book balance at end July 2019	£18,841.25
	£18,841.25

EARMARKED RESERVE ACCOUNT

Balance of Earmarked Reserve A/C as at 1 April 2019	£30,175.49
Less total payments to 30 July 2019	-£1,015.54
Add Total Receipts to 30 July 2019	£15.05
Balance at 30 July 2019	£29,175.00

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

Replacement of the synthetic carpet at the 5-a-side	£21,920.00
Refurbishment of synthetic carpet at 5-a-side	£2,007.00
Ware Pond cleaning	£2,500.00
New Street Lamps	£1,696.00
Election Expenses	£775.00
Fencing Repairs at 5-a-side	£227.00
Defibrillator	£50.00
Interest	
TOTAL	£29,175.00