

MARSH GIBBON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 11 APRIL 2017

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

In attendance: County Councillor Angela Macpherson, C Jackman (Clerk) and 2 members of the public

The meeting commenced at 8.04pm

1. APOLOGIES

None.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF THE MEETING HELD ON 14 MARCH 2017

The Minutes of the Parish Council Meeting held on 14 March 2017 were agreed by those present and signed by the Chairman.

4. MATTERS ARISING

4.1 Vehicle Activated Sign (VAS) Blackthorn Road

Clerk had received the following message from TfB: *“We will pass this on to our maintenance contractor and arrange for a site visit to take place. We routinely bundle these requests together to make most efficient use of the maintenance visits and as such the repair may take a number of weeks. Once we have a more detailed timescale we will contact you.”*

Action: Clerk to inform TfB that this is not acceptable and to ask TfB to make the repair as soon as possible

When the VAS was installed the Parish Council made an additional payment for the maintenance; however with the current BCC cutbacks it is not clear who will carry out long term maintenance. A similar problem also might arise with the maintenance of the ‘White Gates’.

Action: CC AM to investigate

5. PUBLIC PARTICIPATION

Chair welcomed the members of the public.

6. GENERAL CORRESPONDENCE

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

	AVDC	From	Subject	Action
i.	6 Apr	Planning	Planning Application Consultation 17/01090/APP	Agenda item 7
ii.	4 Apr	Electoral Services	Alterations to the electoral register	To Councillors
iii.	4 Apr	Planning Policy (Contractor) Forward Plans Community Fulfilment	Community Engagement phase for: Neighbourhood Plans, Plan-making and Infrastructure Delivery	Chair to complete Questionnaire See note below
iv.	29 Mar	DC Angela Macpherson	Ewelme sites in Marsh Gibbon	Agenda item 7
v.	28 Mar	Planning	Ref. No: 16/03379/AOP Status: Pending Decision	Agenda item 7
vi.	16 Mar	Communications & Marketing Officer	Bucks district councils' unitary proposal	To Councillors

Bucks County Council		From	Subject	Action
i.	6 Apr	TfB	Blocked drains in West Edge Marsh Gibbon	Agenda item 12
ii.	31 Mar		MyBucks Easter special edition	To Councillors
iii.	30 Mar	Member Services	Modernising Local Government	To Councillors
iv.	29 Mar	Finance	Remittance Advice for MARSH GIBBON PARISH COUNCIL Reference: 1007913 – Devolved Services	Noted
v.	27 Mar	LAF Committee Assistant	Waddesdon Local Area Forum - Trading Standards Sticker Pack	To Councillors
vi.	24 Mar		MyBucks - April 2017	To Councillors
vii.	23 Mar		Local newsletters from BCC - March Edition	To Councillors
viii.	21 Mar	Community Officer, Community Engagement and Development Team, Communities, Health and Adult Social Care	Needs assessment for a second Sentinel camera	Clerk responded
ix.	21 Mar		BCC news: Haddenham, Waddesdon and Grendon Underwood	To Councillors
x.	15 Mar	LAF Committee Assistant	Minutes for Waddesdon Local Area Forum, Wednesday 1st March 2017, 7.00 pm	To Councillors
xi.	15 Mar	LAF Committee Assistant	March Secret Cinema	To Councillors

Association of Local Councils		From	Subject	Action
i.	6 Apr	BMK ALC	B&MKALC - April Monthly Update	To Councillors
ii.	3 Apr	BALC	Governance and Accountability for Smaller Authorities in England – a practitioners guide to proper practices 2017	To discuss at Finance Meeting
iii.	3 Apr	BALC	BCC News: Where TfB is working this week	To Councillors
iv.	3 Apr	BALC	The Pre Election Period or Purdah	To Councillors
v.	3 Apr	BALC	Bucks CC & HS2 Update Notes	To Councillors
vi.	28 Mar	BALC	Parish Liaison Meeting - 22 March 2017	To Councillors
vii.	27 Mar	BALC	Bucks & Milton Keynes Association of Local Councils Training Courses	To Councillors
viii.	21 Mar	BALC	Agenda for Parish Liaison Meeting - 22 March 2017, 6pm, Judges Lodgings, Aylesbury	To Councillors
ix.	13 Mar	BALC	New Legal Topic Notes	To councillors

Other

		From	Subject	Action
i.	6 Apr	PCSO	Confirmation at attendance of APM	Noted
ii.	6 Apr	Thames Valley Police	New Thames Valley Police and Crime Plan 2017 – 2021	To Councillors
iii.	6 Apr	Land & Partners	Marsh Gibbon Planning applications	Agenda item 7
iv.	28 Mar	Citizens Advice	Support your local Citizens Advice!	To Councillors
v.	28 Mar	Playdale	Order For Annual Inspection	Agenda item
vi.	21 Mar	Brian Bush MBBKA swarm officer	Collection of Honeybee Swarms 2017	To Councillors
vii.	21 Mar	J Creek	Street Light and Block Drains	Agenda items 12&13
viii.	21 Mar	Co-operative Funeralcare, Bicester	General Enquiry re inscription	Clerk responded Agenda item 15
ix.	16 Mar	R-T-M	Safe Contractor Renewal	
x.	14 Mar	Civic Voice	Under 100 days until Civic Day! Get involved now!	To Councillors

Note AVDC item iii: Chair will complete the questionnaire but asked for any suggestions to be sent to him as soon as possible. Cllr ET suggested adding kerbing to Swan Lane to prevent damage to the grass area by parked cars.

7. PLANNING

7.1 Planning Applications

17/01090/APP - MARSH GIBBON: F A Benfield & Son Manor Farm Station Road Marsh Gibbon, Buckinghamshire OX27 0HN

Change of use of barn and grounds to D2 (assembly & leisure)

Deadline for comment: 4 May 2017

Council raised no objection to this application

7.2 AVDC approved planning applications

17/00145/APP: Marsh Gibbon Primary School, Castle Street, Marsh Gibbon, OX27 0HJ

Retrospective planning application for single storey extension for classrooms, reception and admin area with new entrance. New prefabricated accommodation for new resource area

17/00507/APP: Nampara Cottage The College Marsh Gibbon Buckinghamshire OX27 0HW

Replacement of existing chimney pot and flue and replacement of television aerial with satellite dish

Applicant: Mr David Chiesa

17/00508/ALB: Nampara Cottage The College Marsh Gibbon Buckinghamshire OX27 0HW

Replacement of existing chimney pot and flue, replacement of television aerial with satellite dish and internal alterations to inglenook fireplace

Applicant: Mr David Chiesa

7.3 Ewelme Sites: Update on Land & Partners (L&P) applications.

- i) **General:** It was noted that the Planners at AVDC continue to frustrate and delay the progress of the applications. Cllr AM reported that Henry Allmond has been appointed to the Planning Department to ensure that applications progress and now would prioritise these applications.
- ii) **Site A:** It was noted that this application is still pending with AVDC.
- iii) **Site B:** L&P now have submitted an outline application but AVDC have not yet allocated a reference number.
- iv) **Site C:** It was noted that this application is still pending with AVDC.
- v) **Site D:** L&P are apparently still keen to go ahead with this site.

8. CLERK'S REPORT AND ADMINISTRATION MATTERS

8.1 Finance Report

Clerk presented the Financial Report for March 2017. Payments totalling £1263.10 were approved as detailed on page 1754. Clerk reported that she had carried out the monthly bank reconciliation on all three bank accounts.

Action: Clerk to check that the BCC Devolved Services payment has been made before issuing the cheques so as not to over-draw the current account

Approval was given for the payment of the rent for the village hall cupboard.

Action: Clerk to make payment

8.2 Communications

It was agreed to retain Senses to host the Council's email.

8.3 Finance Meeting

The Finance Committee meeting will be held at 7.30 on 20 April in the village hall committee room

9. PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND

9.1 Play area repairs

Clerk had booked Playdale to make the annual inspection but was awaiting a date. Playdale had also been asked to supply a quote for all the required repairs. Cllrs PE and ET also would attend the inspection.

It was noted that the stairs on the slide were damaged.

Actions: Cllr DL to investigate making a temporary repair to the slide and Clerk to chase Playdale for a date for the inspection and then inform Cllrs ET and PE

It was noted that 5 of the 12 trees by the play area had been vandalised.

It was also noted that drug phials had been found in the area.

Action: Clerk to investigate erecting CCTV and request the PCSO to patrol the area more frequently

Cllr RC is still awaiting quotations for the removal of the play equipment at the recreation ground and for fitting a latch to the gate at the children's play area

10 UNITARY AUTHORITY

A decision from the Secretary of State is now not expected until the end of May after the County Council election.

11 BCC DEVOLUTION OF SERVICES

11.1 Urban grass cutting: It was reported that the recent grass cutting was of a very poor quality and that areas had been missed out.

Action: Clerk to report to R-T-M

11.2 Siding out: Nothing to report

11.3 Weed killing: Nothing to report

11.4 Rights of Way: Nothing to report.

11.5 Maintenance: Nothing to report

11.6 Complaints: Nothing to report

12 ROADS AND PATHWAYS

12.1 Pot holes

It was noted that the TfB jet patcher had been in Castle Street and had made some repairs.

Cllr AM had reported the problems with the pot holes in Heet Road and Rylands.

Action: Clerk to report pot holes in West Edge which are considered to be dangerous.

12.2 Blocked Drains

Clerk had received an email from TfB stating that *"I have asked for orders for High Pressure Jetting Machine which I have given them Townsend and West Edge, no idea of date yet, so on the radar"*.

12.3 East West Rail Traffic Issues

Consultation meetings are planned and it was agreed that CC AM would brief Council on these meetings as no one from the Parish Council was available to attend.

12.4 Speeding

Chair had received an email expressing concern at speeding in the Townsend area.

Action: Clerk to ask the police to conduct speed checks in the village and to leave their 'Speed checks in progress' signs up for a while. Clerk also to investigate the cost of 'smiley face' speed cameras

13 STREET LIGHTING

Faulty street lights had been reported to E.on.

Action: Cllr ET will check lights and inform Clerk if any repairs are required

14 ENVIRONMENTAL MATTERS

14.1 Street Furniture

It was suggested that a working party be organised to inspect benches, clean out bus shelters etc.

Action: Cllr ET to oversee the arrangements and Chair to add to his bulletin asking for volunteers

14.2 Calvert Incinerator

Cllr PE presented a report prepared by David Evershed. Chair asked her to thank David for his continued work.

15 CEMETERY MATTERS

15.1 Burials, Interments, Pre-purchase requests and Memorial Applications

None

15.2 General Maintenance

It was noted that:

- Christmas Wreaths are still on some of the graves
- Plastic flowers have blown around the cemetery
- Paths need weed-killing

Action: Cllrs JS and AL to liaise and organise a working party

It was noted that it is now too late to do any hedge cutting.

Cllr RC is still awaiting a quotation for work on a lay-by by the cemetery gate.

16 ANY OTHER BUSINESS

16.1 School Parking

Cllr AM reported that she had received complaints regarding rudeness/parking/traffic problems caused by parents dropping off and collecting children from school. Staff parking on Castle Street was also discussed.

Action: Chair to write to the Head Teacher and Governors asking for help/ideas to resolve these problems and suggest that staff could park their cars at the village hall

16.2 Post Office

Cllr JS had spoken to the Post Mistress asking to be kept informed if the Post Office is likely to be closed. It was noted that the Post Office had a duty to inform the village of any changes.

It was noted that the Post Office in Twyford is closed and that the Post Office in Launton has been taken on by Cost Cutter.

17 DATE AND VENUE OF NEXT MEETINGS

The Annual Parish Council meeting will be held at 8pm on Tuesday 9 May 2017 in the committee room of the Village Hall.

The Annual Parish Meeting will be held at 8pm on Tuesday 30 May in the committee room of the Village Hall.

Chair closed the meeting at 9.28pm

SIGNED:

DATE:

**Clerk's Financial Report
11 April 2017**

COMMUNITY ACCOUNT		Notes	
Balance of Community Account at 30 March 2017 (sheet 410)		£1,331.21	
Payments to be approved at meeting 11 April 2017			
Cheque No	Payee	Amount	Authority
102647	BMK ALC:2017/18 subscription	158.78	LGA 1972 s.143
102648	MGVH: Village hall hire February: Inv 1702/11	19.02	LGA(MP) 1976 s.19
102649	C Jackman: Clerk Salary: March 2017	371.14	LGA 1972 s. 112(2)
102650	HMRC: Clerk PAYE: March 2017	39.40	LGA 1972 s. 112(2)
102651	E.on: Street Lighting electricity: 1 Jan-31 Mar 2017	674.76	PCA 1957s.3;HA 1980s.301
Totals yet to be deducted from balance of Community Account			
Cheques for approval at meeting on the 11 April 2017		£1,263.10	
Unpresented cheques (see reconciliation)		£738.12	
Receipts yet to be credited to the Community Account			
BCC: devolved services payment		£1,821.85	
Anticipated balance		£1,151.84	

BUSINESS PREMIUM ACCOUNT	
Balance at 28 February 2017	£8,731.05
Transfer to community account	-£1,000.00
Income: HMRC VAT refund	£2,760.29

Balance of Business Premium at 30 March 2017 **£10,491.34**

EARMARKED RESERVE ACCOUNT	
Balance at 31 December 2016 (sheet 146)	£32,503.06
Transfers to CA and BP	-£1,479.00
Transfer fro BP	£25.00

Balance of Earmarked Reserve at 27 February 2017 (sheet 148) **£31,049.06** No movements during March

Clerk reported reconciliations had been carried out on all 3 bank accounts up to 30 March 2017

**Marsh Gibbon Parish Council
Bank Reconciliation - 30 March 2017**

COMMUNITY ACCOUNT		Notes
Balance of Community A/C as at 1 April 2016 (sheet 397)	£1,638.48	
Less Total Payments to 30 March 2017	-£26,567.19	
Less uncashed cheques at 28 February 2017		
Chq No: 102625: E.on	-£689.75	
102639: BMK ALC Councillor Induction Training	-31.85	
102643: MGVH	-16.52	
Add total receipts to 28 February 2017	£26,259.92	
Net Balance at 30 March 2017 2017	£593.09	
Cashbook balance at 30 March 2017	£593.09	
BUSINESS PREMIUM ACCOUNT		
Balance of Business Premium A/C as at 1 April 2016 (sheet 325)	£3,977.82	
Less Total Payments to 30 March 2017	-£20,200.00	
Add Total Receipts to 30 March 2017	£26,713.52	
Balance at 30 March 2017 (sheet 346)	£10,491.34	
EARMARKED RESERVE ACCOUNT		
Balance of Earmarked Reserve A/C as at 1 April 2016 (Sheet 136)	£31,619.94	
Less total payments to 28 February 2017	-£1,472.94	
Add Total Receipts to 28 February 2017	£902.06	
Balance at 28 February 2017 (sheet 148)	£31,049.06	No movements on this account during March

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	£1,000.00
New Street Lamps	£3,695.00
Election Expenses	£775.00
Fencing Repairs at 5-a-side	£1,640.00
Interest	£12.06
TOTAL	£31,049.06