

MARSH GIBBON PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING
HELD ON TUESDAY 11 OCTOBER 2016**

PRESENT: Cllrs I Metherell (Chairman), G Barker (GB), R Cross (RC), P Evershed (PE), D Leonard (DL), J Smith (JS) and E Taylor (ET)

In attendance: C Jackman (Clerk) and 10 members of the public.

The meeting commenced at 8.02pm

1. **APOLOGIES:** None

2. **DECLARATIONS OF INTEREST:** None.

3. **MINUTES OF MEETING HELD 13 SEPTEMBER 2016:**

Following two amendments the minutes of the Parish Council Meeting held on 13 September 2016 were agreed by those present and signed by the Chairman.

4. **MATTERS ARISING:**

a) **Rubbish bin outside the shop:** It was agreed to order a new rubbish bin from AVDC, to be situated outside the shop, at a cost of £97.71 +VAT including fitting.

Action: Clerk to order bin from AVDC

b) **Problems at the All Weather Pitch (AWP):** PCSO Denise Grayburn had confirmed that she and her colleagues would increase their evening and weekend patrols in the village and hopefully meet some of the youngsters who use the AWP and give them some words of advice.

5. **PUBLIC PARTICIPATION:**

Chair welcomed the members of the public who were invited to speak.

6. **GENERAL CORRESPONDENCE:** Items had been circulated via email. The following had been received and were covered where indicated.

AVDC		From	Subject	Action
i.	8 Sept	CC\DC Angela Macpherson	Increasing problem at the beginning and end of the school day with parking	To Councillors
ii.	8 Sept	Sector Lead – Community Fulfilment	AVDC Business review – Communities Team	To Councillors
iii.	15 Sept	Democratic Services Officer	Parliamentary Constituency Boundary Review	To Councillors
iv.	16 Sept	Play Manager	Play Around the Parish Information	To Councillors
v.	21 Sept	Communications and Marketing Officer	What's on - November - February (Aylesbury Vale Times)	To Cllr JS for VH
vi.	23 Sept	Finance	Remittance EFT008179 (half year precept)	To Councillors
vii.	23 Sept	Community Spaces	Rubbish Bin - Marsh Gibbon	Agenda item 4
viii.	27 Sept	Aylesbury Town Centre Promotions Officer	October What's on Poster	Notice Boards
ix.	27 Sept	Parking Services Administration Officer, Parking Services	Clerks Informative letter for Carols around the Tree TPC road closure Marsh Gibbon 16/12/2016	To Rev Hiscock
Bucks County Council		From	Subject	Action
i.	8 Sept	Committee Assistant, HQ Strategy & Policy, G51 Member Services	Telephone scam	To Councillors

ii.	9 Sept	Senior Project Officer (HS2) Regeneration and Infrastructure Transport Economy Environment	HS2 E-update	To Councillors
	9 Sept	TfB	Parish Bulletin - Respect our workforce campaign	To Councillors
iii.	13 Sept	Project Engineer, TfB	HGVs in Marsh Gibbon	To Chair
iv.	18 Sept	The Individual Funeral Company	Pre-purchase enquiry	To Cllrs PE, ET, DL Agenda item 13
v.	20 Sept	Simply Walk Officer, Transport & Economy & Environment	SIMPLY WALK - MARSH GIBBON	To Councillors\ Notice Boards
vii.	20 Sept	Public Health Projects Officer Physical Activity	Active Bucks Year Two LAF Applications Live	To Councillors
viii.	21 Sept	BCC via BALC	BCC News: Cabinet backs business case to save tax payers £18m a year	To Councillors
ix.	20 Sept	Senior Planning Officer (Forward Plans), Community Fulfilment	Help with AVDC audit of sports and community facilities	To Cricket & Tennis Club
x.	23 Sept	Dave Smith, LAT, TfB	Enquiry 40022874 – Road surfaces Whales Lane	Agenda item 10
xi.	26 Sept	Commercial Development Officer Business Strategy & Commercial Development, Transport, Economy & Environment	Devolution - T2 October 2016 Payments	To Councillors
xii.	30 Sept		MyBucks – October	To Councillors
xiii.	30 Sept	Area Manager (North), Community Engagement and Development Team. Communities, Health and Adult Social Care	Waddeton LAF - Village Health and Fitness Project	To Councillors
xiv.	3 Oct	CC Angela Macpherson	2017/18 Carriageway Maintenance Programme	To Councillors
xv.	3 Oct	Senior Infrastructure Coordinator	CIL & S106 Workshop Material + Local Priority Datasheets	Agenda item 9
xvi.	3 Oct	TfB	TfB Autumn/Winter Conference - 1 November 09:00 to 14:00	To Councillors
xvii.	7 Oct	Passenger Transport Development Officer, TfB	Changes to bus service 18	To Councillors
Association of Local Councils		From	Subject	Action
i.	16 Sept	BALC	Extra funding available through Celebrate	To Cllr JS
ii.	19 Sept	AVALC	AVALC AGM	To Councillors
iii.	26 Sept	BALC	Modernising Local government in Bucks	To Councillors
iv.	3 Oct	AVALC	Minutes and agenda	To Councillors
Others		From	Subject	Action
i.	16 Sept	Graham Hodges	Marsh Gibbon Cemetery – removal of spoil	Agenda item 13
ii.	21 Sept	PCSO Denise Grayburn	Behaviour at AWP	To Chair & Tennis Club Sec Agenda item 4
iii.	21 Sept	Mr Hughes	Hedge	Agenda item 12
iv.	14 Sept	Village SOS Community Manager	Confirmation of removal from the Village SOS project list	To Chair
v.	16 Sept	Waste Awareness & Education Manager	Visits to Greatmoor Energy from Waste facility	To Councillors
vi.	28 Sept	Mr Hughes	Overgrown hedge.	Agenda item 12
vii.	27 Sept	Roy van de Poll [royvandepoll@aol.com]	ANOTHER VERY SIGNIFICANT DECISION LETTER RE NEIGHBOURHOOD PLANS	To Councillors
viii.	4 Oct	Robert Barnard	Quotation for tree work	Agenda item 12

ix.	2 Oct	Mike Beckley	Parish News October	Chair responded
x.	1 Oct	Melissa Wright	Rights of Way	Agenda item 8
xi.	27 Sept	Peter Storey	Traffic sign on West Edge Green	Chair responded
xii.	23 Sept	Richard Howson	Quotation for Christmas Tree	Agenda item 9
xiii.	21 Sept	Land & Partners	Info re Marsh Gibbon leaflet - Ewelme Sites	To Chair
	Sent	To	Subject	Action
i.	14 Sept	David Broadley	VALP: MG Development Options Rankings	Noted
ii.	14 Sept	Mr Wilkins	Pre-purchase of cemetery plots	Agenda item 13
iii.	16 Sept	Secretary, Tennis Club	Foul Language at the AWP	Agenda item 4
iv.	16 Sept	Robert Barnard	Request quote tree works	Agenda item 12
v.	19 Sept	PCSO Denise Grayburn	All Weather Pitch	Agenda item 4
vi.	22 Sept	E.on	Street light maintenance	Agenda item 11
vii.	22 Sept	Community Spaces, AVDC	Station Road Rubbish bin	Agenda item 4
viii.	26 Sept	Mr Hughes	Whales Lane hedge and white lining	Agenda item 12

7. PLANNING CORRESPONDENCE:

Chair reported that he had included the following 'Ewelme' planning application notices in his monthly bulletin but had only received replies from two recipients, both apologising that they would be unable to attend this meeting. Chair also reported that Sitharthan Sangeeth requested an update on the proposed shop.

Applications for review:

16/03354/APP – Single storey extension to Marsh Gibbon Primary School to accommodate additional office, disabled W.C. and store (Amendment to planning application 14/01240/app)

Deadline for comment: 19 October

Decision: To support this application as there is a need to extend the school

16/03380/AOP – Site C Land South of Castle Street and West of Leopold Farm, Castle Street

Outline planning permission with all matters reserved for the development of land for up to 9 dwellings, together with associated parking, open space and sustainable drainage

Applicant: Land & Partners

Date for Comment: 3 November 2016

It was noted that the original plans for Site C suggested that the properties would be suitable for down-sizers, which was compliant with the Marsh Gibbon Neighbourhood Plan (MG NP).

A resident suggested that the house on plot 1 be re-sited as it was close to his property. Chair recommended that he contact Land & Partners to ask them to review its location.

Decision:

- To Support this application with the provisos that it shall be in line with Marsh Gibbon's Neighbourhood Plan, in particular with regard to density and car parking, and that the location of the house on Plot 1 be reviewed, possibly to move it to the east.

16/03379/AOP – Site A Land South of Little Marsh Road and East of Swan Lane

Outline planning permission with all matters reserved for the development of land for up to 22 dwellings, together with associated parking, open space and sustainable drainage.

Applicant: Land & Partners

Date for Comment: 3 November 2016

Decision:

- To Support this application with the proviso that it shall be in line with Marsh Gibbon's Neighbourhood Plan, in particular with regard to density and car parking and that it shall not encroach local green space.

A resident present asked why Sites A and C were being put forward for outline planning permission without Site B. Chair explained that Land & Partners were awaiting feedback on site B from AVDC. It was noted that comments regarding specific design issues should be made at the detailed planning stage. Factual errors in the advertisement material should be pointed out but are not valid planning points.

16/03176/ATC

Tythe Cottage Burnell Court, Station Road, Marsh Gibbon, Buckinghamshire OX27 0GA
30% crown reduction of field maple
Decision: No objection

16/03175/ATC

Swan Barn Burnell Court, Station Road, Marsh Gibbon, Buckinghamshire OX27 0GA
30% crown reduction of maple
Decision: No objection

Action: Clerk to submit all decisions to AVDC

AVDC approved applications:

16/00931/POA | Status: POA Application – Approved: Modification of planning obligation relating to the agricultural tie on planning permission reference 94/00266/APP – Barnwell Farm Station Road

8. Bucks County Council Devolution of Services

- a) Urban grass cutting: Nothing to report
- b) Hedging (devolved services only listed here): Nothing to report
- c) Siding out: nothing to report.
- d) Rights of Way:

The Rights of Way Officer was waiting for permission from the land owner to gain access to the gate on Right of Way MG/1/6/ 3

Action: Chair to speak to Mr Phipps

It had been reported that the gate on Right of Way MG/1/3/2, between Scotts Lane and Spires Lane, *“is damaged and the bridge between them now dangerous as it got washed out of position in the heavy rain”*

Action: Clerk to contact Rights of Way Officer to report this

- e) Weed killing: Nothing to report.
- f) Maintenance: nothing to report.
- g) Complaints: nothing to report.

9. CLERK’S REPORT AND ADMINISTRATION MATTERS

- a) **Financial Report:** Clerk presented the Financial Report for September 2016. Payments totalling £2,839.03 were approved as detailed on page 1718. The bank statements for September month end were available for inspection and the Clerk reported that she had carried out the monthly bank reconciliation on all three bank accounts

Action: Clerk to transfer £2,800 from the Business Premium Account to the Community Account to cover the cheques.

- b) **Communication:**

Website: Clerk has this in hand.

- c) **Christmas Tree:** It was agreed to ask Richard Howson to supply the Christmas Tree for delivery on 2 December and erection on 3 December.

The following Actions were agreed:

- **Cllr Evershed to organise working party and get lights checked**
- **Cllr Leonard to liaise with Richard Howson for delivery**
- **Clerk to order tree**

- d) **Grass cutting:**

It was agreed to issue the invitation to tender for the 2017-18 grass cutting contract to R-T-M, Garden Master and Arcadia.

Action: Clerk to issue invitation to tender

- e) **CIL & S106:**

It was agreed to request BCC to list for funding Castle Street/School Parking (20 mph, raised area and VAS) and West Edge (Priority Sign and Divert HGV’s).

Action: Clerk to Return Priority List

10. ROADS AND PATHWAYS (INCLUDING POTHOLES)

- a) **Potholes:** It was noted that the pot hole in Station Road was being repaired.
Cllr JS reported that a problem with the manhole by the village hall had been reported.
- b) **HGV's in Marsh Gibbon:** Chair had checked that TfB had carried out the work that they said they would.
- c) **The flooding in Whales Lane:** This has not been resolved.
Action: Clerk to follow up

11. STREET LIGHTING

- a) E.on had inspected the street light in Whales Lane which was found to be beyond repair. Clerk is still awaiting a quotation for the work and equipment required to get this light fixed.
Action: Clerk to follow up
- b) The invitation from BCC for a meeting regarding Highway Street Light maintenance will not be accepted.

12. ENVIRONMENTAL MATTERS

- a) **Notice Board: Millfield Avenue:** GB reported that the 'special offer' was no longer available. Various options for the notice board were discussed again.
Action: Cllr GB to chase up the first option
- b) **Calvert Incinerator:** The Parish Council had received an invitation for members to tour the Energy from Waste site at Greatmoor.
Action: Clerk to arrange a visit for those who expressed an interest
- c) **Village name plates:** Council agreed to pay 50% of the cost of the repainting some street name plates.
Action: Clerk to follow up with AVDC
- e) **Piece Close Hedge.** Hastoe Housing agreed to cut back the correct hedge.
- f) **Whales Lane Hedge:** The owner of the hedge is liaising with his neighbor to get the hedge cut back.
- g) **The Pound:** It was agreed to accept the quotation from Robert Barnard for the tree work at the Pound.
Action: Clerk to confirm with Robert Barnard and request permission for access to the land adjacent to The Pound
- h) **Mud Pond railing repair:** Cllr GB reported that the railing at Mud Pond had been repaired.

13. CEMETERY MATTERS

- a) **Burials:** There had been no burials in the month.
- b) **Pre-Purchase:** Confirmation had been received that Section C, Row 3, Plot 6 and Section C, Row 6, Plot 6 were still required.
Council agreed to the pre-purchase of B-5-14.
Action: Clerk to issue Burial Grant
- c) **Maintenance:** It was agreed to accept the quotation from Graham Hodges for the removal of spoil from the cemetery. Due to this increase, burial charges will be reviewed.
Action: Clerk to inform Graham Hodges.
- d) **Cemetery Hedge:** Cllr RC reported that the hedge at the back of the cemetery needs topping and siding.
Actions: Cllr RC to organise the topping
Clerk to request quotes from Graham Hodges and Robert Barnard for the siding
- e) **Gigaclear:** Cllr JS reported that Gigaclear had installed the connection box at the cemetery instead of the village hall. This is being resolved.

14. PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND

- a) **All Weather Pitch (maintenance)**
Cllr GB confirmed that the latch on the gate had been repaired.
- b) Cllr GB will 'have a word' with those suspected of the vandalism to the trees.

15. ANY OTHER BUSINESS

Cllr JS reported that a quote has been requested for the sanding and re-sealing of the village hall floor.

17. DATE AND VENUE OF NEXT MEETING

The next Parish Council Meeting will be held at 8pm on Tuesday 8th November in the committee room of the Village Hall.

Chair closed the meeting at 10.15pm

SIGNED:

DATE:

**Clerk's Financial Report
11-Oct-16**

COMMUNITY ACCOUNT

Notes

Balance of Community Account at 30 September 2016 (sheet 403) £425.56

Payments to be approved at meeting 11 October 2016

Cheque No	Payee	Amount	Authority
102603	E.on - Street lighting 1 Jul-30 Sept: Inv H13892EB07	689.75	PCA 1957s.3;HA 1980s.301
102604	RTM - Grass cutting: Inv 616	1071.00	Highways Act 1980 s. 96
102605	B & L Leonard: Remove spoil from cemetery: Inv 788	384.00	LGA 1972 s.214
102606	MGVH: Hall charges for August: Inv 1608/09	67.20	LGA 1972 s133
102607	C Jackman: Clerk stationery and postage	31.57	LGA 1972 s. 112(2)
102608	C Jackman: Clerk salary: Sept 2016	375.11	LGA 1972 s. 112(2)
102609	HMRC: Clerk Sept PAYE	40.40	LGA 1972 s. 112(2)
102610	J Price - Recreation Ground Hedge Cutting: Inv 332	180.00	Highways Act 1980 s. 96

Totals yet to be deducted from balance of Community Account

Cheques for approval at meeting on the 11 October 2016	£2,839.03
Unpresented cheques (see reconciliation)	£13.44

Receipts yet to be credited to the Community Account

Anticipated balance -£2,426.91

It is recommended that £2800 is transferred from the Business Premium Account to cover the outstanding cheques.

BUSINESS PREMIUM ACCOUNT

Balance at 30 Aug (Sheet 334)	£6,403.82
Transfer to Community Account	-£4,000.00
Income: AVDC Precept	£10,785.00
Income: Interest	£1.07

Balance of Business Premium A/C per Statement at 29 September 2016 (sheet 336) £13,189.89

EARMARKED RESERVE ACCOUNT

Balance at 29 June 2016 (sheet 142)	£32,494.96
Interest: 6 June - 4 Sept	£4.05

Balance of Earmarked Reserve A/C per Statement 29 September 2016 (Sheet 144) £32,499.01

Clerk reported reconciliations had been carried out on all 3 bank accounts up to 29 September 2016

**Marsh Gibbon Parish Council
Bank Reconciliation - 29 September 2016**

COMMUNITY ACCOUNT

Notes

Balance of Community A/C as at 1 April 2016 (sheet 397) £1,638.48

Less Total Payments to 29 September 2016	-£16,777.92
Less uncashed cheques at 29 September 2016	
Chq No: 102587: MGVH	-13.44

Add Total Receipts to 29 September 2016 £15,565.00

Net Balance at 29 September 2016 £412.12
Cashbook balance at 29 September 2016 £412.12

BUSINESS PREMIUM ACCOUNT

Balance of Business Premium A/C as at 1 April 2016 (sheet 325) £3,977.82

Less Total Payments to 29 September 2016	-£14,175.00
Add Total Receipts to 29 September 2016	£23,387.07
Balance at 29 September (sheet 336)	£13,189.89

EARMARKED RESERVE ACCOUNT

Balance of Earmarked Reserve A/C as at 1 April 2016 (Sheet 136) £31,619.94

Less total payments to 29 September 2016	-£3.94
Add Total Receipts to 29 September 2016	£883.01
Balance at 29 September 2016 (sheet 144)	£32,499.01

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	£1,757.00
Maintenance of play equipment	£110.00
Ware Pond cleaning	£375.00
New Street Lamps	£5,110.00
Village Seats Refurbishment	£514.00
Jubilee Plantation	£290.00
Election Expenses	£775.00
Fencing Repairs at 5-a-side	£1,640.00
Interest	£8.01
TOTAL	£32,499.01