

MARSH GIBBON PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 13 JUNE 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: C Jackman (Clerk) and 2 members of the public

The meeting commenced at 8.05pm

1. APOLOGIES

County and District Councillor Angela Macpherson had sent her apologies.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF THE MEETING HELD ON 9 MAY 2017

Following one addition, the Minutes of the Parish Council Meeting held on 9 May 2017 were agreed by those present and signed by the Chairman.

4. MATTERS ARISING

4.1 Rubbish bins

It was noted that AVDC had fitted a new bin by the bus stop. Cllr JS reported that the bin by the school is broken.

4.2 Village Working Party

Cllr ET had received names of some volunteers and Cllr PE passed on the names of some others. As the proposed date clashed with the Church Working Party, it was agreed to rearrange the village working party to 9 September; this would also allow time for it to go into Life Together.

Actions: Chair to add to his monthly bulletin. Cllr ET to put into Life Together.

4.3 Security Camera

It was agreed that a dummy camera was not suitable but that a warning sign "Area monitored by CCTV" should be erected. Cllr PE had sought the advice of the PCSO and had put a note in Life Together regarding the problems encountered. It was also noted that trees in Swan Lane had been vandalised.

Action: Clerk to order warning notice

4.4 Annual Parish Meeting

Clerk still had not received the Charities Report.

Action: Clerk to chase and to copy Rev David Hiscock.

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
6 June	Planning	17/01723/AOP	Agenda item 7
5 June	Electoral Registration Officer	Alterations to the electoral register	To Councillors
31 May	Neighbourhood Planning Officer	AVDC Emergency Plan Review of Reception and Rest Centres	VH agreed to be a centre
27 May	Planning	16/02887/AOP	Agenda item 7

25 May	Planning	Minor Amended Plans/Information: Application Reference: 17/00595/APP	Agenda item 7
	Planning	17/01438/APP Status: Householder Approved	Agenda item 7
9 & 17 May	Senior Parks Officer Heritage & Parks Team Customer Fulfilment	S106 - RE: 17/01248/AOP - Land South Of Castle Street And West Of Longherdon Farm Castle Street Marsh Gibbon	Agenda item 7
15 May	Snr Communications & Marketing Officer	VALP – Parishes Seminar – 17 July	To Councillors Chair to attend meeting

Bucks County Council		From	Subject	Action
i.	2 June	CC Angela Macpherson	Parish council meetings	To Concillors
ii.	2 June	CC Angela Macpherson	Strategic Highway Maintenance Programme: Castle Street, Marsh Gibbon Currently jetting surface water system through Castle Street, West Edge and Townsend	To Councillors
iii.	26 May		MyBucks - June 2017	To Councillors
iv.	23 May	CC Angela Macpherson	Buckinghamshire and AVDC Councillor's Annual Report	To Councillors
v.	7 June	TfB	Vehicle Activated Sign - Marsh Gibbon	Agenda item 11
vii.	15 May	Community Engagement and Development Team, Communities, Health and Adult Social Care	Skate Bucks Project for Marsh Gibbon	Noted
viii.	8 May		Shape the discussion on unitary proposals -- Workshops for town and parish councils	To Councillors

Association of Local Councils		From	Subject	Action
i.	5 June	B&MK ALC	B&MK Association of Local Councils - Weekly Update	To Councillors
ii.	30 May	B&MK ALC	B&MKALC Weekly Update	To Councillors
iii.	16 May	B&MK ALC	Legal Briefing Note from NALC on Data Protection Legislation	To Councillors

Other

		From	Subject	Action
i.	2 June	Network Operations Manager South West Team	Marsh Gibbon Post Office	Agenda item 13
ii.	2 June	Richard Brown, National Post Office Network Change Manager	Marsh Gibbon Post Office	Agenda item 13
iii.	1 June	HS2	£40 Funds available for communities that are disrupted by Phase One of HS2 - apply now!	To Councillors
iv.	29 May	J Kelly	Internal Audit	Agenda item 8
v.	26 May	Brenda North	POST OFFICE SERVICE IN MARSH GIBBON	Agenda item 13
vi.	18 May	Playdale Playgrounds Ltd	Playground inspection report	Agenda item 9
vii.	12 May	Clive Deeley	Request to clean memorial	Approved via email

viii.	12 May	Land & Partners	Site B - Planning application	Agenda item 7
ix.	9 May	Communications Manager, EWR Alliance	Archaeological survey work near Charndon – to be carried out after harvesting	To Councillors Agenda item 14
x.	7 June	Life Together	Article for Life Together: Play Around the Parishes – accepted	Noted
xi.	1 June	Nicola Allen	Oxford Cambridge Express Way Note: PC will ‘monitor’ but is unlikely to be able to influence any decisions.	To Chair

7. PLANNING

7.1 Planning Applications

17/00595: Land Adjacent To Lanes End Cottage Townsend Lane Marsh Gibbon Buckinghamshire OX27 OAE

Erection of one detached dwelling – Minor amendments

Applicant: Mr Terry Rose

It was noted that AVDC does not feel that it would be appropriate to undertake a further round of consultation on these amendments, which they consider to be minor in nature.

17/01723/AOP: Land South Of Little Marsh Road Marsh Gibbon Buckinghamshire

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

Deadline for comment: 4 July 2017

The Council opposed this application on the following grounds:

i) **Traffic Impact**

Access for vehicles onto Little Marsh Road and at its junction with Charndon Road is potentially dangerous.

Little Marsh Road is very narrow and the additional traffic is likely to cause significant problems.

ii) **Proposed developments all at one end of the village**

Taken together with three other pending applications at the eastern side of the village (16/03379/AOP - 22 houses; 17/01248/AOP - 10 houses; 16/03380/AOP - 9 houses), the impact of further development in the same part of the village will be unsustainable by the infrastructure.

Action: Clerk to send comments to AVDC and request that Council to speak at Committee

7.2 AVDC Approved Applications

16/02887/AOP: Outline application with access appearance, layout and scale to be considered and all other matters reserved for the erection of two detached dwellings

Box Farm House Castle Street Marsh Gibbon Buckinghamshire OX27 OHJ

Council was concerned that this application had been granted despite it not complying with policy MG8 of the Marsh Gibbon Neighbourhood Development Plan as there will be no contribution to affordable housing.

The viability assessment is not published and no consultation took place with Marsh Gibbon Parish Council on the subject. The email from Rebecca Jarratt to the applicants on 1 Feb 2017 actually encouraged them to plead non-viability. The basis for her advice is not clear; and in particular does this mean that policy MG8 of MGNPD will be ignored in future on small scale developments.

The concerns that AVDC has expressed on the application by Land & Partners for site B (17/01248/AOP) on the adjoining field have not been applied to the Box Farm application.

Action: Clerk to write to AVDC Planning expressing the above concerns and asking for an explanation.

17/01438/APP: Single storey rear extension
12 Castle Street Marsh Gibbon Buckinghamshire OX27 0HJ

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

- i) **General:** Council noted that L&P had agreed to correct the statements within the plans regarding gas and an hourly bus service being available in the village to state that they are not. Although Ewelme agreed to phase the developments, it was noted that once the plots have been sold on to developers this could not be guaranteed. It was also noted that the financial contribution (S106) would be in the order of £140K. It was pointed out that maintenance issues would be dealt with in the detailed planning application.
- ii) **Site A:** It was noted that this is still pending with AVDC. It was also noted that this site contains the affordable housing.
- iii) **Site B:** It was noted that this is still pending with AVDC.
- iv) **Site C:** It was noted that this application is still pending with AVDC.
- v) **Site D:** Council oppose this application as per the response at 7.1 above (17/01723/AOP).

7.4 Vale of Aylesbury Local Plan (VALP)

Chair had prepared a spreadsheet of the number of houses required and proposed. However, it was not possible to confirm whether these would be the final numbers until the VALP is published. He hoped to get some more information at the VALP meeting on 17 July.

8 CLERK'S REPORT AND ADMINISTRATION MATTERS

8.1 Finance Report

Clerk presented the Financial Report for May 2017. Payments totalling £3379.81 were approved as detailed on page 1767. The insurance payment to Zurich was also approved. Clerk reported that she had carried out the monthly bank reconciliation on all three bank accounts. Cllr PE couldn't reconcile some of the numbers presented.

Action: Clerk to transfer £3500 from the business premium account to the current account to cover the cheque payments and to liaise with Cllr PE regarding the reconciliation

8.2 2016-17 Annual Return

- i) Chair read out each Governance Statement to which Councillors responded. Chair and Clerk then signed the Governance Statement.
- ii) Council approved the Accounting Statement which Chair and Clerk then signed.
Action: Clerk to return documents to the external auditor, Mazars, and display the Electors' Rights information

8.3 S106 – Village Seating

It was agreed that the seating proposed in the S106 funding should be located as follows:

- 1 x seat at The Pond
- 1 x seat at Rectory Close
- 2 x seats at the All Weather Pitch
- 2 x seats at the Village Hall

Action: Clerk to inform AVDC

9 PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND

9.1 Play area inspection

It was noted that following the RoSPA inspection by Playdale, no immediate repairs were required. However, it was agreed to get quotations for the repair of the Zip Wire, steps to multi-play equipment and safety surfacing under the roundabout. It was agreed to continue to carry out regular inspections.

Action: Clerk to get quotations and prepare inspection spreadsheet

9.2 Recreation Ground play equipment

The play equipment at the recreation ground had been taped off.

Action: Clerk to request quotation from Barry Leonard to remove the equipment.

10 BCC DEVOLUTION OF SERVICES

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

10.2 **Hedging:** It was noted that the lower branches on the trees outside the school needed cutting back.

Action: Clerk to request quote from RTM

10.3 **Siding out:** Nothing to report

10.4 **Weed killing:** The residents present complained that some weed killing had been carried out against their property in Little Marsh.

It was reported that Hedgeside needed weed killing

It was reported that weed killing is required in Clements Lane, Station Road and Townsend as the kerbing is being damaged by the weeds. Once this has been carried out TfB will be asked to repair the kerbing.

Action: Clerk to follow up with RTM, to go ahead with the weed killing in Hedgeside if less than £100 and to get quotes for the weed killing in Clements Lane, Station Road and Townsend.

10.5 **Rights of Way:** The gate on the Right of Way in Scotts Lane is damaged.

Action: Clerk to contact Rights of Way to ask for it to be replaced.

10.6 **Maintenance:** Nothing to report.

10.7 **Complaints:** See weed killing above.

11 ROADS AND PATHWAYS

11.1 Pot holes

A resident had reported that the road at the junction of Rectory Close and Station Road is very uneven. Pot holes in Swan Lane, Moat Lane and Rylands still need to be repaired.

Action: Clerk to report to TfB

11.2 Speeding

A presentation of the Sentinel Camera had been held at the Annual Parish Meeting on 30 May. Chair explained the process and that a camera is available to borrow from the Waddesdon Local Area Forum (LAF). Volunteers to use the camera had been identified. It was hoped to borrow the camera in September.

Action: Clerk to contact PCSO to organise a training session for use of the camera in September.

CLlr AL to ask Peter and Ann Ferens if they are prepared to volunteer.

CLlr JS to ask for volunteers from those living in Bicester Road.

11.3 Vehicle Activated Sign (VAS)

It was noted that the VAS on the Blackthorn Road had been repaired.

12 STREET LIGHTING

Clerk had reported the faulty street lights in West Edge and Castle Street (outside the school) however, it was not known if they had been repaired.

Action: CLlr ET to check and inform Clerk

13 POST OFFICE

Residents of The Plough have formally applied for the Post Office to be located at The Plough. The current post office is scheduled to close at the end of July and a break is inevitable due to the Post Office decision-making process. Citizens Advice continues to monitor the situation.

14 EAST WEST RAIL

Revised dates had been received for the consultation period.

15 CEMETERY MATTERS

15.1 Burials

There are no burials to report

15.2 Memorial Application

A memorial on B-5-15 was approved.

17.3 General Maintenance

Cllr RC had not received a quotation for work on a lay-by by the cemetery gate. Cllr JS said that she would wash the benches in the cemetery

Action: Clerk to request a quotation from Barry Leonard to improve the lay-by

16 ANY OTHER BUSINESS

16.1 Oxford to Cambridge Express Way

The proposed route options of the Oxford to Cambridge Express Way were noted. Council would monitor this but could have very little influence on the final decision.

17 DATE AND VENUE OF NEXT MEETINGS

The next Parish Council meeting will be held at 8pm on Tuesday 11 July 2017 in the committee room of the Village Hall.

Chair closed the meeting at 10.20pm

SIGNED:

DATE:

DRAFT

**Clerk's Financial Report
13-Jun-17**

COMMUNITY ACCOUNT

Notes

Balance of Community Account at 30 May 2017 (page 1) £1,151.84

Payments to be approved at meeting 13 June 2017

cheque No	payee	Amount	Authority
SO	Ewelme Trustees: Recreation ground rent 1 June 2017 - 31 May 2018	229.34	LGA 1972 s.133
102660	Castle Water: Recreation ground water: Inv 2 June 2017	42.00	LGA(MP) 1976 s.19
102661	Senses: Email hosting: Inv 1538 22 May 2017	172.80	LGA 1972 s.133
102662	MGVH: April Village hall hire: Inv 1704/11 30 April 2017	35.54	LGA 1972 s.133
102663	G Hodges: Grave digging-soil removal 28 Feb and 16 May: Inv 066 May 2017	630.00	Local Authorities Cemeteries Order 1977
102664	E.on: Street Light maintenance Qtr ending 30 Sept 2016: Inv 075021 11 May 17	261.00	PCA 1957s.3;HA 1980s.301
102664	E.on: Street Light maintenance Qtr ending 30 Dec 2016: Inv 075022 11 May 17	261.00	PCA 1957s.3;HA 1980s.301
102664	E.on: Street Light maintenance Qtr ending 31 Mar 2017: Inv 075024 11 May 17	261.00	PCA 1957s.3;HA 1980s.301
102665	RTM: Grass cutting: Inv 875 30 May 2017	£1,071.00	Highways Act 1980 s. 96
102666	C Jackman: Clerk Salary: May 2017	£375.73	LGA 1972 s. 112(2)
102667	HMRC: Clerk PAYE: May 2017	£40.40	LGA 1972 s. 112(2)

Totals yet to be deducted from balance of Community Account

Cheques for approval at meeting on the 13 June 2017	£3,379.81
Unpresented cheques (see reconciliation)	£3,622.33

Cheques yet to be credited to the Community Account

Transfers	£2,500.00
B-5-7 - Additional memorial inscription	£30.00
B-4-4 - Interment	£640.00
Anticipated balance	-£2,680.30

It is recommended that £3500 is transferred from the Business Premium account to the Community Account to cover the cheque payments

BUSINESS PREMIUM ACCOUNT

Balance at 30 April 2017	£21,691.34
Transfers to be debited	-£2,500.00

Anticipated balance £19,191.34

EARMARKED RESERVE ACCOUNT

Balance at 27 February	£31,049.06
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Balance of Earmarked Reserve at 27 February 2017 (sheet 148) £31,049.06 No movements since 29 February

Clerk reported reconciliations had been carried out on all 3 bank accounts up to 31 May 2017

**Marsh Gibbon Parish Council
Bank Reconciliation - 31 May 2017**

COMMUNITY ACCOUNT

Notes

Balance of Community A/C as at 1 April 2017 (page 1) £1,331.21

Less Total Payments to 31 May 2017	-£2,001.22
Less uncashed cheques at 31 May 2017	
Chq No: 102652: Assoc of Local Councils	-£20.00
102653: RTM	-£945.00
102654: MGVH	-£19.02
102655: C Jackman	-£379.70
102656: HMRC	-£41.40
102657: Swan Group Ministry	-£150.00
102658: J Kelly	-£400.00
102659: Zurich Insurance	-£1,667.21

Add total receipts to 31 May 2017	£1,821.85
Add uncleared cheques at 31 May	£1,170.00

Net Balance at 31 May 2017 -£1,300.49
Cashbook balance at 31 May 2017 -£1,300.49

BUSINESS PREMIUM ACCOUNT

Balance of Business Premium A/C as at 1 April 2017 (sheet 325)	£10,491.34
Less Total Payments to 30 April 2017	£0.00
Add Total Receipts to 30 April 2017	£11,200.00
Balance at 30 April 2017 (page 1)	£21,691.34

No movements on this account during May

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 since Febru