

## MARSH GIBBON PARISH COUNCIL

### MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 8 NOVEMBER 2022

**PRESENT:** Cllrs A Lambourne (Chair), P Evershed (PE), J Smith (JS), R Cross (RC), N Lyon (NL) and T Reveler (RT)  
Carole Jackman (Clerk) and 3 parishioners

Meeting commenced at 8.00pm.

**1 APOLOGIES**

Bucks Cllr Angela Macpherson and Cllr E Taylor.

**2 DECLARATIONS OF INTEREST**

None.

**3 MINUTES OF MEETING HELD ON 11 OCTOBER 2022**

The minutes of the meeting held on 11 October were agreed by those present and signed by the Chairman.

**4 MATTERS ARISING**

**4.1 Church Yard Wall**

Cllr PE reported that David Evershed had prepared a report on the position of the church yard closure which had been circulated to Councillors indicating that the responsibility of the maintenance of the church yard is now the responsibility of Buckinghamshire Council. However, it was not known what, if any, "Special Expense" might be levied onto the Marsh Gibbon council taxpayers by Buckinghamshire Council if it does carry out any work.

**Action: Cllr PE and Clerk to update Rev Hiscock and Roy Lambourne on their findings.**

**4.2 S106**

Further to the request to fund seats at the Cemetery, Bucks Council had advised that the legally binding S106 agreement arising from the Land South of Castle Street and West Longherdon Farm determined that the Sport & Leisure contribution can only be put towards seating at the specified locations: Ware Pond junction of Bicester Road (OX27 0EU) and Church Street (OX27 0ET); Rectory Close OX27 0HT; All Weather Pitch Clements Lane OX27 0HG and Village Hall Clements Lane OX27 0HG.

**Action: Clerk to apply for funding for seats to be located at the All Weather Pitch.**

**5 PUBLIC PARTICIPATION**

Chair welcomed the residents who indicated that they were attending the meeting to discuss planning application 22/03466/APP.

**6 GENERAL CORRESPONDENCE**

All correspondence had been circulated to Councillors.

**Appendix 1.**

**7 PLANNING**

**7.1 Planning applications**

**22/03466/APP** | Dropped kerb onto Whales Lane to provide access to 2no. car parking area | 1 Westbury Terrace Whales Lane Marsh Gibbon Buckinghamshire OX27 0HD.

Residents expressed concern that:

- Some ancient hedgerow had been removed and noted that this issue had been referred to Bucks Council Planning Enforcement.
- The dropped kerb appears to have been implemented (in what looks like readiness for any future development) although refused in August 2022.

It was noted that the Parish Council had requested that the hedge bordering Whales Lane be cut back but it was noted that this had now been cut back aggressively.

**Action: Cllr TR to draft response to Bucks Council's request for comment.**

**7.2 Bucks Council (AVDC Area) Approved applications**

There were no approved applications to note.

**7.3 Planning Appeals:**

It was noted that the Ministry of Justice is appealing against Bucks Council's refusal to their application for a Mega Prison in Grendon Underwood.

**Action: Clerk to submit Council's continued opposition to the Mega Prison proposal to the Planning Inspectorate.**

Signature:

2121

## 7.4 **Ewelme Sites – to receive updates on Sites A and B**

### 7.4.1 **Site A**

It was noted that:

- a resident had been reassured by the site manager at the Swan field site that the recently removed hedge will be replaced.
- The surface maintenance of the public footpath remains the responsibility of the highway authority (Buckinghamshire Council).
- The public footpath should remain open for public use during the construction work unless it is not safe to do so in which case the developer should make an application to Bucks Council for a temporary closure.

Following further discussion, it was noted that there are other issues, e.g., maintenance of hedge row, green spaces etc. when the development is sold.

**Action: Clerk to request site meeting with W.E Black to address these issues.**

### 7.4.2 **Site B**

It was noted that there are still issues with parking on the road narrowing outside the school. Cllr JS reported that she is monitoring the number of cars using the car park at the shop during the day and thought that some more spaces could be used for school staff. The school Head had issued a note to parents/guardians detailing the parking arrangements at the shop: that is, currently school traffic should only use the spaces during drop off and pickup times.

**Action: Cllr JS to continue to monitor the number of cars parking at the shop.**

## 8 **CLERK'S REPORT**

### 8.1 **Finance Report**

Clerk presented the Financial Report for October 2022. Payments totalling £3671.58 were approved, as detailed in appendix 2.

### 8.2 **Finance Meeting**

Councillors reviewed the accounts at the Finance Meeting held on 1 November and agreed that they were in line with the budget. It was agreed to hold another Finance Meeting on 3 January 2023 to finalise the budget and recommend the Precept to the full Council meeting on 10 January for submission to Bucks Council by the deadline of 31 January.

### 8.3 **Clerk's Salary**

Councillors approved the NALC recommended Clerk's salary increase backdated to 1 April 2022.

## 9 **VALE OF AYLESBURY LOCAL PLAN (VALP)/MARSH GIBBON NEIGHBOURHOOD PLAN (NP)**

### 9.1 **Marsh Gibbon Neighbourhood Plan**

Cllrs agreed to monitor information regarding the update of the Neighbourhood Plan.

## 10 **REPORT FROM VILLAGE HALL**

### 10.1 **Report**

It was noted that an additional charge of £1.60 per hour would be levied for electricity.

### 10.2 **Car Park**

It was noted that:

- the car park improvement work is scheduled to commence on 21 November.
- Councillors agreed that the ditch adjacent to the cemetery and village hall would be dug out prior to the commencement of the car park work.

**Action: Cllr RC to speak to the contractor.**

- A water connection to the cemetery would be made.

**Action: Cllr JS to speak to the village hall vice-chair.**

## 11 **PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND**

### 11.1 **Maintenance**

Technical Surfaces are due to carry out the regular maintenance on the All Weather Pitch (AWP) on 23 November. Their quote to remove the leaves was not accepted.

**Action: Clerk to inform Technical Surfaces that Council will not be accepting their quote for the leaf clearance and to advise them that they may not be able to get any vehicles to the AWP during the car park refurbishment.**

### 11.2 **Playground Upgrade**

Cllr NL reported that the new playground equipment had been signed off and that there is a 15-year warranty on the timber and 5-year warranty on the surfacing.

The Right Hon Greg Smith, MP, will open the playground on 11 November. Cllr NL is liaising with the school to get some school children present.

Councillors had agreed to fund a Plaque for the playground and its opening. It was suggested that the Playground Committee should be set up again (including some teenagers) to discuss the possibility of an upgrade to include equipment for older children.

## **12 DEVOLVED SERVICES**

- 12.1 Bucks Council had informed the Parish Council that they propose that the current devolution agreement be extended for one more year from the 1st April 2023. They will commence a full consultation with Town & Parish Councils in May 2023 which will include surveys and workshops to hear our views on Highways Devolution in the future.
- 12.2 RTM have been asked to cut back the Acland Terrace hedge to make it level with the wall.

## **13 ROADS AND PATHWAYS**

### **13.1 Potholes / Road repairs**

No new potholes were reported. It was noted that Heet Road is starting to crack (there is a year's guarantee on the work) and that large vehicles have started using the road although there are advisory not suitable for HGV signs.

### **13.2 Parking in Castle Street**

New measures have been put in place and will be monitored. See also 7.4.2 above.

### **13.3 Station Road Bridge**

It was noted that:

- the height of the bridge on Station Road has been confirmed at 12'9"
- the height of the bridge on Launton Road has been confirmed at 13'3"

### **13.4 Speeding**

Cllr RC reported that pedestrians are concerned at the speed of vehicle on the Rylands. It was noted that the speed watch cannot take place outside the 30mph area.

**Action: Cllrs to get as much information\advice on getting the speed reduced.**

## **14 STREET LIGHTING**

### **14.1 Maintenance**

Clerk had reported the faulty street lights to E.on.

## **15 CEMETERY MATTERS**

### **15.1 General Maintenance**

15.1.1 Three poplars had been removed and the area now needs seeding.

**Action: Clerk to get the grass seed.**

15.1.2 **Request to clean and level gravestone**

It was agreed that the resident who had requested to clean and level a gravestone himself should be advised that a memorial company should be used who will have the knowledge of getting it back upright and that might also include levelling the base stone.

**Action: Clerk to write to resident.**

### **15.2 Burial, Interments, Advance booking requests and Memorial applications**

#### **15.2.1 Burials**

Burials had taken place in Grave spaces D-1-16 and D-2-5.

#### **15.2.2 Advance reservation**

There were no new reservations.

#### **15.2.3 Grave Spaces**

It had been agreed prior to the meeting that 16 grave spaces should be allocated in each row on Section D, not 15 as previously agreed.

### **15.3 Cemetery Road**

No updates were available. It was agreed to see how the road reacts to the wet weather.

### **15.4 Lost ring**

The Funeral Director and resident had been informed that a ring had been found but it has not been claimed.

## **16 ENVIRONMENTAL MATTERS**

### **16.1 Ware Pond**

Chair confirmed that he had spoken to the contractor who hoped to carry out the pond clearance work at the end of week commencing 14 November.

## **18 STREET FURNITURE**

No updates were available.

## **19 COMMUNITY BOARD**

No updates were available.

**20 CHRISTMAS TREE**

Cllr PE confirmed that the:

- electrical check will be carried out on 23 November
- tree will be erected on 3 December
- volunteers had confirmed their availability to erect the tree.

A road closure notice for Carols Around the Tree had been received for 16th December from 1730 to 1930

**21 JUBILEE PLANTATION**

**21.1 Opening**

The Rt Hon Greg Smith MP had agreed to formally open the plantation on 11 November. Cllr NL had organised a plaque to mark the occasion.

**21.2 Donation**

Cllr RC had received a request from a resident who had asked if a donation, probably in the order of £250 to £400, could be made to the upkeep of the Jubilee Plantation from the annual event she holds.

**Action: Cllr RC to accept the offer but to point out that we are looking to extend the plantation and that the funds would probably go towards materials, but nothing has been scoped out yet.**

**22 ANY OTHER BUSINESS**

**22.1 Bus Shelter**

Cllr NL had been asked if wildlife murals could be painted in the bus shelter. Councillors agreed but will minute again at the next meeting.

**23 DATE OF NEXT MEETING**

8pm Tuesday 13 December 2022 in the committee room of Marsh Gibbon Village Hall.

The meeting closed at 9.50 pm.

*[Note: Clerk has booked the committee room for all the 2023 meetings]*

**General Correspondence Received****Bucks Council**

Date	From	Description	Actions
Weekly	Permit Office	Roadwork updates	Local notices To Cllrs
7 Nov	News	Remembrance Sunday service	To Cllrs
7 Nov	News	Competition continues to raise awareness of violence against women and girls	To Cllrs
4 Nov	Senior Electoral Services Officer, Directorate for Deputy Chief Executive	Request for 2022/23 electoral register	Actioned by Clerk
3 Nov	Highways Devolution Team	Highways Devolved Service Agreement Update	To Cllrs
3 Nov	Haddenham & Waddesdon CB	follow up re Temporary events licencing documentation	To Cllrs
2 Nov	CC Angela Macpherson	Meeting apologies	noted
2 Nov	Rights of Way Officer	Footpath MGI/9/1	To Cllrs
2 Nov	News	Tell us your views on Public Space Protection Orders	To Cllrs
1 Nov	Compliance & Enforcement Team Leader (North and Central)	Development at No 1 Westbury Terrace, Whales Lane, Marsh Gibbon	To Cllrs
1 Nov	News	LitterLotto Local launched to reward Buckinghamshire residents for binning litter	To Cllrs
1 Nov	News	Bucks & Surrey Trading Standards donates over 3,000 items to food banks	To Cllrs
1 Nov	Planning	Aylesbury Garden Town 1 Supplementary Planning Document Consultation Extension	To Cllrs
1 Nov	Parks & Green Infrastructure Officer	Unable to put \$106 money towards seats in the cemetery	To Cllrs
28 Oct	News	Be Bright, Be Seen this autumn	To Cllrs
28 Oct	News	 CHIEF EXECUTIVE'S BULLETIN	To Cllrs
28 Oct	News	Have your say on health and wellbeing in Bucks	To Cllrs
27 Oct	News	Business pays the price as rogue waste carrier fly-tips on National Trust land	To Cllrs
27 Oct	News	Celebrating our care leavers	To Cllrs
27 Oct	News	Helping everyone to have a fun and safe Halloween	To Cllrs
27 Oct	News	Historic milepost restored	To Cllrs
26 Oct	News	Buckinghamshire Council supports drive to raise awareness of modern slavery	To Cllrs
26 Oct	Senior Policy & Partnerships Officer, (Town and Parish Councils)	Defra guidance re Avian Flu and the collection & identification of dead wild birds	To Cllrs
25 Oct	Rights of Way Officer	RE: [EXTERNAL] Footpath MGI/9/1	To Cllrs
25 Oct	Senior Sales Executive Commercial Waste Team	Commercial Recycling Service	To Cllrs
25 Oct	Planning	Planning Application Consultation 22/03466/APP	To Cllrs
25 Oct	Deputy Cabinet Member Transport (HS2/EWR)	Queen Catherine Road, Steeple Claydon update	To Cllrs
24 Oct	News	Hidden camera catches another fly-tipper red-handed	To Cllrs
24 Oct	News	Buckinghamshire Council awards highways contract to Atkins	To Cllrs
20 Oct	News	Buckinghamshire Council receives £2.7m funding to support rough sleepers in the county	To Cllrs
20 Oct	Local Area Technician	New trees	To Cllrs
19 Oct	Planning	Planning Application Consultation 22/03387/VRC (not in Marsh Gibbon)	To Cllrs
19 Oct	News	Have your say on the Home to School Transport Consultation	To Cllrs
19 Oct	Planning	Invitation to join the new Buckinghamshire Self-build and Custom Housebuilding Register	To Cllrs

18 Oct	Haddenham & Waddesdon CB	Health and Wellbeing Event on Tuesday 25th October from 2 pm - Haddenham Village Hall	To Cllrs
17 Oct	Head of Parking Services Communities Directorate	Road Safety in Marsh Gibbon	To Cllrs
17 Oct	Haddenham & Waddesdon CB	Community Boards- Highways Update	To Cllrs
15 Oct	CC Angela Macpherson	Road Safety in Marsh Gibbon	To Cllrs
13 Oct	Planning	Planning Appeal Ref: 22/00125/REF (MoJ Prison)	To Cllrs
13 Oct	News	Fly-tipper fined for illegal dumping	To Cllrs
12 Oct	News	Money Matters – have your say on Bucks Council’s spending priorities for 2023/24	To Cllrs
12 Oct	News	Buckinghamshire Council green lights e-scooter trial until May 2024	To Cllrs
11 Oct	News	Buckinghamshire Council sees 70% reduction in carbon emissions since 1990	To Cllrs
11 Oct	News	Buckinghamshire Council agrees comprehensive Cost of Living package for residents	To Cllrs

### Association of Local Councils

Date	From	Description	Actions
	BMKALC	Weekly updates	To Cllrs
7 Nov	BMKALC	BMKALC AGM – Agenda	To Cllrs
4 Nov	NALC	 CHIEF EXECUTIVE'S BULLETIN	To Cllrs
3 Nov	BMKALC	AGM – Hybrid Meeting – November 16th at 6.30pm	To Cllrs
3 Nov	BALC	National Salary Award 2022	To Cllrs
26 Oct	BMKALC	Registering your Defibrillators on 'The Circuit'	To Cllr JS
26 Oct	BMKALC	Calculating your Carbon Footprint	To Cllrs
26 Oct	BMKALC	Calculating your Carbon Footprint	To Cllrs
24 Oct	BMKALC	Slides from BC Planning Liaison Meeting	To Cllrs
20 Oct	BMKALC	Energy Bill Relief Scheme	To Cllrs
14 Oct	NALC	 CHIEF EXECUTIVE'S BULLETIN	To Cllrs
12 Oct	BMKALC	Lessons to Learn - Bridges Protocol	To Cllrs

### Others

Date	From	Description	Actions
7 Nov	Resident	Careless work by developers: in breach of planning permission	To Cllrs
3 Nov	Edgcott PC	MoJ Mega Prison Appeal	To Cllrs
3 Nov	Charity Commission	Charity Commission News	To Cllrs
2 Nov	CIB	Call for board volunteers/ trustees	To Cllrs
2 Nov	MGVH	Confirmation of 2023 village hall bookings	Noted
1 Nov	Resident	clean and upright tombstone in Section A in cemetery	To Cllr PE
29 Oct	Resident	Development at No 1 Westbury Terrace, Whales Lane, Marsh Gibbon	To Cllrs
27 Oct	Welmed	Product Recall – iPad SP1	To Cllr JS
26 Oct	Resident	No1 Westbury Terrace and Moat Close (Destruction of hedge)	To Cllrs
19&26 Oct	RTM	RTM Landscapes Grounds Maintenance Report	To cllrs
26 Oct	MGVH	Village Hall Storage	Clerk responded
25 Oct	EWR	Queen Catherine Road, Steeple Claydon update	To Cllrs
20 Oct	EWR	EWR Co Buckinghamshire Local Representatives Group Terms of Reference	To Cllrs
19 Oct	CIB	Opportunity for charities and community groups in North Bucks to network	To Cllrs
18 Oct	PCSO	Food Champions/Welcoming Spaces	To Cllrs
15 Oct	PCSO	Road Safety in Marsh Gibbon	To Cllrs
14 Oct	Deanfield Homes	The pond, road and verges within the development boundary are all private and under the ownership of the management company and as such are under their obligation to maintain	To Cllrs
13 Oct	Head MG School	Road Safety outside Marsh Gibbon CE School: copy of email to CC Angela Macpherson	To Cllrs

## MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report  
08-Nov-22

COMMUNITY ACCOUNT			Notes
28-Oct-22		£16,675.65	
	Outstanding Cheques and cheques approved on 11 October 2022	-£4,959.93	
	Unpresented cheques at 30 October 2022	£700.12	
<b>Income:</b>			
	Burial D-3-2	280.00	
	Burial D-1-16	640.00	This cheque was returned and has subsequently been re-issued but is included in the bank balance at 28 October 2022
<b>Balance of Community Account at 28 October 2022</b>		<b>£13,335.84</b>	
<b>Cheque No</b>	<b>Payee</b>	<b>Amount</b>	<b>Authority</b>
<b>Cheques to be approved at meeting on 8 November 2022</b>			
103258	E Taylor	£15.00	LGA 1972 s. 111
103259	R Cross	£99.00	Open Spaces Act 1906, ss9-10
103260	R Hodges	£460.00	Local Authorities Cemeteries Order 1977
103261	KJN	£9.72	LGA 1972 S.144
103262	MGVH	£16.00	LGA 1972 s133
103263	RTM	£1,807.07	Highways Act 1980 s. 96
103264	Bucks Council	£17.54	Litter Act 1983 ss 5
103269	Cllr NL	£153.17	Open Spaces Act 1906, ss9-10
103266	SSE	£204.64	PCA 1957s.3,HA 1980s.301
103266	SSE	£11.86	PCA 1957s.3,HA 1980s.301
103266	SSE	£2.87	PCA 1957s.3,HA 1980s.301
103267	C Jackman	£728.93	LGA 1972 s. 112(2)
103268	HMRC	£121.40	LGA 1972 s. 112(2)
	DD Everflow	£24.38	LGA(MP) 1976 s.19
		<b>£3,671.58</b>	
<b>Totals yet to be deducted from balance of Community Account</b>			
103255	E.on	250.12	
103256	Technical Surfaces	450.00	
		<u>£700.12</u>	<b>£700.12</b>
	<b>Total</b>		<b>£4,371.70</b>
<b>Total to be added to the Community Account</b>			
	DL Hancock	520.00	
	DL Hancock	640.00	This replaces the cheque returned by Barclays Balance to be resolved against December bank statement
		1,160.00	<b>1,160.00</b>
	<b>Anticipated balance</b>	<b>£10,124.14</b>	Note £640 will need to be deducted from total
			£10,124.14
<b>EARMARKED RESERVE ACCOUNT</b>			
01-Apr-22		£26,725.40	
	Total In	£10.25	
	Total Out	£0.00	
<b>Balance of Earmarked Reserve at 8 November 2022</b>		<b>£26,735.65</b>	
<b>Bank Reconciliation 8 November 2022</b>			
<b>COMMUNITY ACCOUNT</b>			
<b>CASH BOOK</b>			<b>Notes</b>
<b>Balance at 1 April 2022</b>		<b>£20,163.19</b>	
Total payments to 8 November 2022		-£44,528.21	
Add total receipts to 8 November 2022		£34,489.16	
<b>Cash book balance at 8 November 2022</b>		<b>£10,124.14</b>	<b>*When cheques are resolve against bank statement total will be -£640.00 = £9509.69</b>
		£10,124.14	
<b>EARMARKED RESERVE ACCOUNT</b>			
<b>Balance of Earmarked Reserve A/C as at 1 April 2022</b>		<b>£26,725.40</b>	
Less total payments to 8 Nov 2022		£0.00	
Add Total Receipts to 8 Nov 2022		£10.25	
<b>Balance at 8 Nov 2022</b>		<b>£26,735.65</b>	
<b>NB: the balance in the Earmarked Reserve Account is made up of:</b>			
	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	£49.65	
		<b>£26,735.65</b>	
<b>TOTALS at 8 Nov 2022</b>	Community Account	£10,124.14	
	Earmarked Reserve Account	£26,735.65	
		<b>£36,859.79</b>	<b>*See comments above</b>

Signature:

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