

## MARSH GIBBON PARISH COUNCIL

### MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 13 FEBRUARY 2018

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

**In attendance:** cc Angela Macpherson  
C Jackman (Clerk)

The meeting commenced at 8pm.

#### 1. APOLOGIES

Apologies were received from Cllr E Taylor (ET) and accepted.

#### 2. DECLARATIONS OF INTEREST

Cll DL declared an interest in Planning Application 17/04607/ADP.

#### 3. MINUTES OF THE MEETING HELD ON 9 JANUARY 2018

Following one amendment, the Minutes of the Parish Council Meeting held on 9 January 2018 were agreed by those present and signed by the Chairman.

#### 4. MATTERS ARISING

##### 4.1 Skate Boarding

Chair reported that Bucks County Council is supportive of hold more skakeboarding sessions in Marsh Gibbon and have agreed to contribution approximately £3,000 towards the cost of Dave Rollings (the skateboard instructor) from Easter.

A Microgrant of £1000 will be submitted to the AVDC New Homes Bonus scheme to finance the ramps and an application to the Hine Memorial Trust for £1450 (£759 from financial year 2017-18 and £750 from financial year (2018-19) will be made to cover the cost of a metal storage shed. The Village Hall Chair had agreed that the shed can be located on a concrete base at the side of the village hall.

**Action: Chair to confirm pre-bookings with the village hall booking secretary and to submit the grant applications**

#### 5. GENERAL CORRESPONDENCE

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

	AVDC	From	Subject	Action
i.	6 Feb	Planning	Ref. No: 16/03380/AOP   Status: Outline Permission Approved	Agenda item
ii.	6 Feb	Data Governance Officer	The General Data Protection Regulations (GDPR) - 28 February 2018 - The Oculus, The Gateway, Gatehouse Road, Aylesbury. HP19 8FF	Clerk attending
iii.	6 Feb	Parish Liaison Officer	Parish Conference reminder	To Counc
iv.	5 Feb	Planning	Planning Application Consultation 17/04607/ADP	Agenda item
v.	1 Feb	Electoral & Democratic Officer	Parish Newsletter - 1 February 2018	Noted
vi.	1 Feb	Electoral & Democratic Officer	Alterations to the electoral register	Noted

	BCC	From	Subject	Action
i.	5 Feb	CC Angela Macpherson	Fwd: Phase 3 EWR consultation	To Councillors
ii.	4 Feb	CC Angela Macpherson	Thames Water road closure	Agenda item
iii.	26 Jan	Permit Officer	Road closure Church Street Marsh Gibbon 19.02.18 - AV.2018.375	Agenda item
iv.	26 Jan	Customer & Communications Officer Strategy & Policy - HQ	Could you be a good neighbour?	Noted

v.	23 Jan	CC Angela Macpherson	County Councillors surgery	Noted
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Association of Local Councils		From	Subject	Action
i.	6 Feb		Best Kept Village Competition 2018	To Councillors
ii.	2 Feb		B&MKALC Weekly Update 5 February 2018	
iii.	30 Jan		BCC News: UPDATED weekly highway maintenance work	Noted
iv.	30 Jan		TTRO St George Day Parade	To Councillors
v.	26 Jan		B&MLALC Weekly update 26 Jan 2018	To Councillors
vi.	26 Jan	Cuddington PC	Help with Neighbourhood Plan	To Chair
vii.	25 Jan	AVALC Exec Committee.	New Homes Bonus Analysis 2018-19	Noted

Other		From	Subject	Action
i.	7 Feb	Richard Brown National Post Office Network Change Manager	Citizens Advice Draft Consumer Work Plan - please give your views	Agenda item
ii.	7 Feb	Chris Anstey	The Marsh Gibbon Village Charities Report to the Annual Parish Meeting - 30th May 2017	Agenda item
iii.	6 Feb	Consultation Manager EWR Alliance	RE: Phase 3 EWR consultation	To Councillors
iv.	5 Feb&24 Jan	Melissa Wright	Whales Lane Drain	Clerk actioned
v.	5 Feb	D L Hancock	Grave	Agenda item
vi.	2 Feb	E.on	Quotation for street light shield	Agenda item
vii.	2 Feb	Zurich Insurance	Blurred lines: who owns the risk?	To Councillors
viii.	1 Feb	Joanna Underhill	Re: Street Light: Styles Close	Agenda item
ix.	1 Feb	Latimer Parish Council	Info re Sentinel Camera	Clerk responded
x.	1 Feb	PCSO	Dog Fouling	Agenda item
	30 Jan	Andy Jones	Marsh Gibbon Cemetery: request for regulations	Clerk responded
	25 Jan	HS2 Funds Team	Announcement of the First Round of Funding - HS2 Community & Environment Fund and Business & Local Economy Fund	Noted
	23 Jan	The Plough	Re: Road works in Church Street Marsh Gibbon by Thames Water beginning on Monday 12th January 2018 for eight weeks	Agenda item

## 7. PLANNING

### 7.1 Applications

**17/04607/ADP** | Approval of Reserved Matters pursuant to outline permission 13/03375/AOP for appearance, landscaping, layout and scale of a residential development of 5 dwellings | C Parker & Sons Ltd, Whales Lane, Marsh Gibbon OX27 0HF

Although Councils comments had been taken on board with the revised application, Council opposed the revised application as it was still concerned at the lack of visitor parking as required in the Marsh Gibbon Neighbourhood Plan Policy MG 14.

**Action: Clerk to inform AVDC of council's decision**

### 7.2 AVDC Approved applications

#### AVDC Approved application

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

## 8. CLERK'S REPORT AND ADMINISTRATION MATTERS

### 8.1 Finance Report

Clerk presented the Financial Report. Payments totalling £1,315.74 were approved as detailed on page 1813 (Appendix 1).

Cllr PE reported Peter Rogers would be issuing an invoice for 2016 Christmas Lights electrical check.

### 8.2. Removal of telephone box

It is still anticipated that the telephone box will be removed by September.

### 8.3 Charities Report (Hine Memorial Trust)

Clerk had received an email from C Anstey stating that "No applications made at the time for recreational use so we wait for the next application. All standard practice approved by CC." Council expect to get a report for 2017 at the next Annual Parish Meeting.

### 8.4 Planned Expenditure

Replacement swing seats had been costed at £145+VAT for the cradle swing seat and £45+VAT for the flat swing seat – it was agreed to put these on hold.

It was agreed to replacement the boot brushes (£119) at the All Weather Pitch

Action: Clerk to order

## 9. PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND

### 9.1 Councillor Monthly inspection reports

Cllr JS will carry out the February inspection.

## 10 BCC DEVOLUTION OF SERVICES

10.1 Urban grass cutting: Nothing to report.

10.2 Hedging: Nothing to report.

10.3 Siding out: Nothing to report.

10.4 Weed killing: Nothing to report.

10.5 Rights of Way: Nothing to report.

10.6 Maintenance: Nothing to report.

10.7 Complaints: Nothing to report.

## 11. ROADS AND PATHWAYS

### 11.1 Pot holes

Pot holes continue to cause concern.

**Action: Clerk to follow up with TfB.**

Chair advised a resident present to report directly to TfB his concerns regarding blocked drains.

### 11.2 Thames Water

Chair had reported parishioners' concerns regarding Thames Water's proposed road closure of Church Street to TfB who had forwarded these concerns to Thames Water. Thames Water had not responded.

### 11.3 Lorry Movements

It had been noted that Instalcom lorries were using Marsh Gibbon as a route through to Calvert and East Claydon.

**Action: Clerk to ask CC Macpherson to put pressure on Instalcom to get this stopped**

It was also noted that Hill's coal lorries were now larger and had started to be a nuisance.

## 12. STREET LIGHTING

Clerk had reported the faulty street light in Bicester Road.

Councillors agreed to accept the quote from E.on of £1029 for the replacement of the street light in Styles Close.

**Action: Clerk to inform E.on**

**13. POST OFFICE**

Chair reported that the likely opening of the Post Office at The Plough would now be in March.

**14. CHRISTMAS TREE**

The Christmas tree had now been taken down and Cllr PE reported that she had thanked all those who had helped. As the electricity for the new lights was much cheaper, it was agreed to purchase four more lengths.

**Action: Cllr PE to purchase the lights**

**15. ENVIRONMENT MATTERS**

**15.1 Street Furniture**

**Rectory Close seats:** One seat is still awaiting repair.

**15.2 Disposal of Dog Mess:** It was agreed to try to have the Thames Valley Police Notice put into Life Together.

**Action: Clerk to get permission from Thames Valley Police**

**16. CEMETERY MATTERS**

**16.1 General Maintenance**

A quote had been received from Graham Hodges to lay the hedge and lop the trees adjacent to the allotment of ~£400 which Councillors accepted.

**Action: Clerk to give the contractor the go-ahead**

**Clerk to chase the quote for the trees at the front of the cemetery**

**17. ANY OTHER BUSINESS**

**17.1 Spiers Lane Street sign**

The Spiers Lane street sign at the junction of Clements Lane had been knocked over.

**Action: Clerk to report to AVDC**

**18. DATE AND VENUE OF NEXT MEETING**

The next Parish Council meeting will be held at 8pm on Tuesday 13 February 2018 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  
09-Jan-18

<b>Balance of Community Account at 30 November 2017</b>	<b>£17,583.94</b>
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**Payments to be approved at meeting 9 January 2018**

Cheque No	Payee	Amount	Authority
102725	R B Howson:Christmas tree: Inv 0006, 2 Jan 2018	430.80	LGA 1972 S.144
102726	RTM: Side and top conifer hedge: Inv 1164	403.20	Highways Act 1980 s. 96
102726	RTM: Trim and clear roadside hedge: Inv 1165	134.40	Highways Act 1980 s. 96
102727	MGVH: Hall hire November: Inv 1711/12, 30 Nov 17	17.61	LGA 1972 s133
102728	Castle Water: Recreation Ground 1 Nov-31 Dec 2017	23.72	LGA(MP) 1976 s.19
102729	C Jackman: Clerk: stationery and SLCC membership renewal	100.62	LGA 1972 s. 112(2)
102730	C Jackman: Clerk: Dec Salary	375.73	LGA 1972 s. 112(2)
102731	HMRC: Clerk: Dec PAYE	40.40	LGA 1972 s. 112(2)
102732	E.on: Street lighting electricity: 1.10-31.12.17	629.55	PCA 1957s.3:HA 1980s.301
102733	P Evershed: Storage box for safety equipment	6.75	LGA 1972 S.144
102734	C Cruise: Christmas tree electricity	5.45	LGA 1972 S.144

**Totals yet to be deducted from balance of Community Account**

Cheques for approval at meeting on the 9 January 2018	<b>£2,168.23</b>
Unpresented cheques (see reconciliation)	£1,986.07

**Cheques yet to be credited to the Community Account**

Thomas Cakebread: Additional inscription C-3-5	£30.00
Hancocks: Interment Grave B-4-3	£430.00

<b>Anticipated balance</b>	<b>£13,889.64</b>
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**EARMARKED RESERVE ACCOUNT**

Balance at 30 September	£30,148.56
Interest transfer to community account	-£12.06

<b>Balance of Earmarked Reserve at 30 November</b>	<b>£30,136.50</b>
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Clerk reported reconciliations had been carried out on ER and CA accounts up to 30 November 2017

**Bank Reconciliation - 30 December 2017****COMMUNITY ACCOUNT****CASH BOOK**

		Notes
<b>Balance at 1 April 2017</b>	<b>£2,414.94</b>	
Less Total Payments to 30 December 2017	-£23,103.21	
Add total receipts to 30 December 2017	£36,316.14	
<b>Cash book balance at end December</b>	<b>£15,627.87</b>	

**BANK STATEMENT**

CA Bank Balance end November(sheet 1)	£17,583.94
Less unpresented cheques	
102661 Senses	-£172.80
102706 I Metherell	-£18.30
102708 MGVH	-£16.62
102710 KJN	-£6.48
All cheques approved on 12 Dec	-£1,771.87
Unpresented cheques	£30.00
Effective bank balance end December	£15,627.87
<b>Cash book balance</b>	<b>£15,627.87</b>

**EARMARKED RESERVE ACCOUNT**

<b>Balance of Earmarked Reserve A/C as at 1 April 2017</b>	<b>£31,049.06</b>
Less total payments to 30 November 2017	-£1,425.06
Add Total Receipts to 30 November 2017	£512.50
<b>Balance at 30 November 2017</b>	<b>£30,136.50</b>

**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	£1,500.00	
New Street Lamps	£3,695.00	
Election Expenses	£775.00	
Fencing Repairs at 5-a-side	£227.00	£1413 wired for repair to the cable way
Defibrillator	£12.50	
Interest		
<b>TOTAL</b>	<b>£30,136.50</b>	