

MARSH GIBBON PARISH COUNCIL

**MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD ON TUESDAY 14 AUGUST 2018**

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

In attendance: C Jackman (Clerk) and 4 members of the public.

The meeting commenced at 8pm.

1. APOLOGIES

Cllr J Smith

2. DECLARATIONS OF INTEREST

Chair declared a non-pecuniary interest in item 8.

3. MINUTES OF THE MEETING HELD ON 10 JULY 2018

The Minutes of the Parish Council Meeting held on 10 July 2018 were agreed by those present following one amendment and signed by the Chairman.

4. MATTERS ARISING

4.1 Free Library

Chair had suggested that The Plough might be a suitable location for a free library and that Council would give its support.

4.2 Village Hall Sign

The village hall sign at the top of Clements Lane has been reinstated by BCC/TfB.

4.3 Fence adjacent to All Weather Pitch (AWP)

It was noted that the tenant of the field, where horses are rubbing up against the fence and threatening walkers on the footpath, will deal with the problem.

5. PUBLIC PARTICIPATION

Chair welcomed the members of the public who were present for items 7.1 and 8.

6. GENERAL CORRESPONDENCE

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

AVDC	From	Subject	Action	
i	3 Aug	Parish Support	Waterside Festival	To Councillors
ii	1 Aug	Electoral & Democratic Officer	Alterations to the electoral register	To Councillors
iii	31 July	Planning	Planning Application Consultation 18/02589/APP	Minute 7
iv	23 July	Planning	Planning Application Consultation 18/02240/APP	Minute 7
v	23 July	Street Scene	Dog poo bins	Noted
vi	20 July	Parish Support	PC Conference	To Councillors
vii	20 July	Parish Support	Building design in Aylesbury Vale	To Councillors
viii	20 July	Planning	18/01658/APP Status: Refused	To Councillors
ix	19 July	Planning	18/01727/ALB Status: Listed Building Consent	To Councillors
x.	13 July	Parish Support	Licencing update	To Councillors
xi.	12 July	Planning	18/02094/AGN Status: Agricultural - No Objection	To Councillors
xii.	11 July	Electoral & Democratic Officer	Health & Safety Guidance Note	To Councillors
xiii.	11 July	Business Support Officer Street Cleansing and Horticulture	Marsh Gibbon Road signs damaged	To Councillors

BCC		From	Subject	Action
i	7 Aug	CC Angela Macpherson	Local Priority Infrastructure Information	To Councillors
ii	6 Aug	Area Manager Community Engagement and Development Team Communities, Health and Adult Social Care	Waddesdon Local Area Forum - Deadline for Tfb schemes 2019-20	To Chair
iii	2 Aug	Area Manager Community Engagement and Development Team Communities, Health and Adult Social Care	Waddesdon Local Area Forum - Deadline for Tfb schemes 2019-20	To Councillors
iv	1 Aug	Senior Infrastructure Coordinator	Local Parish Infrastructure Priorities and Future Workshops	To Councillors
v	27 July		MyBucks July 2018	To Councillors
vi	24 July	Tfb	Marsh Gibbon Road signs damaged	To Chair
vii	25 July	Tfb	TFB101 Weight limit on HGVs in Marsh Gibbon	To Chair
viii	20 July	CC Angela Macpherson	TFB101 Weight limit on HGVs in Marsh Gibbon	To Chair
ix	18 July	Simon Garwood	Castle Street speed survey	To Chair
x.	16 July		Announcement on household recycling centres	To Councillors
xi.	12 July	Tfb	Strategic Highway Maintenance Programme: WEEK COMMENCING 16/07/2018	To Councillors
xii.	9 July	Waddesdon LAF	04/10/2018, 19:00, Waddesdon Local Area Forum	To Chair
ALC		From	Subject	Action
i	9 Aug	BALC Mailbox	Consultation: LGA green paper for adult social care and wellbeing	To Councillors
ii	8 Aug	NALC	NALC Newsletter	To Councillors
iii	8 Aug		BMKALC Update 8 August 2018	To Councillors
iv	7 Aug	BALC Mailbox	BMKALC - Parish Liaison and TFB Conference Update	To Councillors
v	6 Aug		BMKALC - Weekly Update 6 August 2018	To Councillors
vi	1 Aug	NALC	NALC Newsletter	To Councillors
vii	31 Jul		Amendment to Model Standing Orders	To Councillors
viii	30 Jul		Call for evidence: Rural Economy	To Councillors
ix	27 July	BALC Mailbox	Consultation: Bye Laws on Sites of Special Scientific Interest (SSSI's)	To Councillors
	27 July		Important Advice Following Outcome of Ledbury Town Council Judicial Review	To Councillors
	26 July	BALC Mailbox	BCC News: Planned road works update	To Councillors
	26 July	BALC Mailbox	Tfb conference presentations	To Councillors
Other		From	Subject	Action
i	26 July	Network Rail	Proposed Rail Network (East West Rail Bicester to Bedford Improvements) Order	To Councillors
ii	2 Aug	HMRC	VAT verification	To Councillors
iii	7 Aug	John Tofts	Blocked drains in West Edge	To Councillors
iv	2 Aug	RTM	RTM Landscapes Grounds Maintenance Report	Filed
v	1 Aug	Andrew Robson	Ewelme Sites in Marsh Gibbon	To Chair
vi	31 July	Banbury Memorials	Memorial request	Agenda item
vii	26 July	EWR Alliance	Transport and Works Act Order Submitted for East West Rail	To Councillors
viii	25 July	Thames Valley Police	Tool Marking	To Councillors
ix	24 July	RoSPA Playsafety	Playground annual inspection report	To Councillors
x.	20 July	Chris Ayres	Dog poo bins	Clerk actioned
xi.	19 July	Thames Valley Police	Thames Valley Police Open Day	To Councillors
xii.	19 July	London Luton Airport Limited	London Luton Airport Limited (LLAL) consultation	To Councillors
xiii.	17 July	Information Commissioner's Office	ICO - Renewal confirmation ICO:00010467333	Noted
xiv.	16 July	Andrew Robson	RE: Marsh Gibbon Recreation Ground	To Councillors
xv.	13 July	RTM	Chemical Application Report Trigger	Noted
xvi.	12 July		Scotts Lane re-surfacing	To Chair
xvii.	11 July	RTM	GM Reports	Noted

7. PLANNING

7.1 New Planning Applications

18/02240/APP - Erection of dwelling and garage.

Box Farm House Castle Street Marsh Gibbon Buckinghamshire OX27 0HJ.

Decision: No objection.

Action: Clerk to inform AVDC.

18/02589/APP - Removal and re-building of a section of stone boundary wall

Manor Farm Station Road Marsh Gibbon Buckinghamshire OX27 0HN.

It was noted that application **18/01727/ALB** gave approval for a similar application.

Decision: No objection.

Action: Clerk to inform AVDC.

7.2 AVDC Decisions

AVDC Refused Application

18/01658/APP: Erection of stable block and menage with new access. Land East of Station Road Marsh Gibbon Buckinghamshire

AVDC Approved Applications

18/01727/ALB: Deconstruction of a section of stone boundary wall and for re-building the section in a similar appearance with a new footing and reinforced block spine wall below ground. Manor Farm Station Road Marsh Gibbon Buckinghamshire OX27 0HN.

7.3 AVDC Planning Forum

AVDC will be holding a Planning Form on 5 September.

Action: Clerk to inform AVDC that Chair and Cllr PE will be attending this event.

7.4 **18/00865/APP**: Land at Townsend Lane, Marsh Gibbon.

It was noted that Policy MG8 re Affordable Housing within the Neighbourhood Plan is not applicable for planning application 18/00865 as it is below the threshold number of dwellings.

8 TENNIS CLUB LEASE WITH VILLAGE HALL

Chair explained that a meeting between the Village Hall Committee, some residents of Clements Lane and the Tennis Club will take place on 13 September to discuss the issue of court lighting. Another meeting on 27 September will be the final vote by the VH Committee. He had circulated a list of principles underlying renegotiation of the Tennis Club lease from the Village Hall which he hoped would be negotiated on the following basis:

- The relationship between the Club and Hall should be one of mutual support, not confrontation.
- This is not a typical commercial arrangement, but one of mutual benefit.
- This lease will facilitate the provision of a facility not only for Marsh Gibbon but also neighbouring communities.
- Both parties require a lease that enables them to continue to fulfil their obligations and achieve their aims.
- Neither party wishes to take a financial advantage that materially disadvantages the other.
- Both organisations are run by volunteers trying to do their best for their members.
- The Tennis Club does not wish to vacate the courts and be forced to move to the Recreation Ground.
- The Village Hall Committee does not wish to have to manage unused and unrented courts.
- Planning permission for floodlights has been granted by AVDC (twice).
- The residents of Marsh Gibbon benefit from the existence of this facility for all ages to enjoy.

Chris Anstey, Secretary of the VH Holding Trustees, agreed to forward to the Council any material available and a precis of the meeting on the 13th September so that Council can instruct its representative how to vote at the meeting on the 27th September.

It was agreed to hold a special Parish Council meeting on 18th September.

9 CLERK'S REPORT AND ADMINISTRATION MATTERS

9.1 Finance Report

Clerk presented the Financial Report for July 2018. Payments totalling £1,690.91 were approved as detailed on page 1845. Clerk reported that she had carried out the monthly bank reconciliation on both bank accounts.

10 PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND

10.1 Councillor's monthly report

Councillor's monthly inspection report was not available but the annual RoSPA report had been received. It was noted that all items were either Low Risk or Medium Risk.

Action: Clerk to prepare a list of actions and confirm price for the inspection of the Zip Wire.

10.2 Recreation Ground ditch clearance

Clerk had received a response from Sidleys to her request for Ewelme to cover the cost of the ditch clearance.

Action: Cllr RC to follow up with Sidleys.

11 DEVOLVED SERVICES

11.1 **Contract Renewal:** BCC had not responded to Clerk's request for information on funding.

Action: Clerk to ask CC Angela Macpherson to follow up

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

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

There were no new pot holes to report.

12.2 HGV weight limit

The current costs for a traffic survey are £7,500 - too high for the Council to go ahead on its own.

Action: Chair to re-submit the PID and investigate funding and ways of reducing the cost.

12.3 Flooding

12.3.1 West Edge

Transport for Bucks (TfB) had raised a high pressure jetting order for clearance and further investigations.

12.3.2 Whales Lane / Moat Lane

TfB planned to carry out work to resolve the blocked surface water pipes from the junction of Moat Lane down Spiers Lane. A road closure order had been put in place to enable work to be carried out.

12.4 Local Priorities for BCC S106 and LAF funding

It was agreed that new kerbing in Swan Lane and kerbing repairs in Clements Lane should be added to the Local Priorities List.

Action: Clerk to submit list.

13 STREET LIGHTING

It was noted that two street lights are not working in Rectory Close. Cllr ET will check remaining street lighting and inform Clerk if any repairs are required.

Action: Cllr ET and Clerk to liaise.

14 ENVIRONMENTAL MATTERS

14.1 Street Furniture

Andy Miller had been asked to repair a seat at the village hall. It was noted that a picnic bench had been damaged beyond repair.

Action: Clerk to investigate the cost of new picnic benches.

15 CEMETERY MATTERS

15.1 Water supply

The water supply had not yet been connected.

Action: Cllrs AL and DS to follow up.

15.2 Memorials

Council approved the request for a memorial.

Action: Clerk to inform stone mason and inform them that it must adhere to the Cemetery Regulations.

15.3 Maintenance

It was noted that due to the hot weather some areas of the cemetery were in need of maintenance.

Action: Cllrs PE, DL and ET to inspect the cemetery to decide where work is required and Cllr ET to speak to a resident asking her not to go ahead with the maintenance.

16 REPORT FROM VILLAGE HALL REPRESENTATIVE

Cllr AL reported that a meeting had not been held since the AGM.

17 LITTER PICK / VILLAGE WORKING PARTY

Cllr ET reported that 25 people had attended the village working party and that she had thanked those concerned, especially the Horticultural Society. It was noted that work had been carried out on the bus shelter and pond but that in future seats will need re-varnishing and old posters taking down. It had also been suggested that an annual pond cleaning is organised.

Actions: Chair to check notice boards for old posters.

Cllr ET to liaise with Cllr JS regarding emptying of the litter bin by the All Weather Pitch.

18 FEEDBACK ON TOOL MARKING

Thames Valley Police had attended the village for a tool marking session but this had not been well attended. It was suggested that a future event should be advertised as a 'Security Marking' event.

19 ANY OTHER BUSINESS

19.1 Standing Orders Update

An update to the Model Standing Orders had been received.

Action: Clerk to send documents to Cllr PE and add to the agenda for the next meeting.

20 DATE AND VENUE OF NEXT MEETINGS

The next Parish Council meeting will be held at 8pm on Tuesday 11th September 2018 in the committee room of the Village Hall.

A special Parish Council meeting will be held at 8pm on Tuesday 18th September 2017 in the committee room of the Village Hall to discuss the Tennis Club Lease.

Chair closed the meeting at 10.10pm.

SIGNED:

DATE:

MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report
14 August 2018

COMMUNITY ACCOUNT

		Notes
30-Jun-18	£16,663.12	
Unpresented cheques and cheques approved at meeting on 10 July 2018	-£3,011.58	
Unpresented cheques at 31 July 2018	£322.14	
Income:	£0.00	

Balance of Community Account at 31 July 2018 **£13,973.68**

Cheque No	Payee	Amount	Authority
Payments to be approved at meeting 14 August 2018			
102784	Castle Water: Recreation ground water charges 1 Jan - 31 Aug 2018	23.53	LGA(MP) 1976 s.19
102785	MGVH:Inv 1806/11: Village Hall hire June	17.32	LGA 1972 s133
102786	RTM: Inv 1192, 12 July: Herbicide treatment	240.00	Highways Act 1980 s. 96
102786	RTM: Inv 1227, 31 July: Grass cutting	252.00	Highways Act 1980 s. 96
102787	David Rollins: Inv: SK8-2018-005 - Mobile Skate Park Sessions	162.50	LGA 1972 s.145
102788	RoSPA Playsafety: Inv 37097, 24 Jul 2018: Annual Playground Inspection	163.80	LG (MP) A 1976 s 19
102789	C Jackman: Clerk Salary: July 2018	324.56	LGA 1972 s. 112(2)
102790	HMRC: Clerk PAYE: July 2018	157.20	LGA 1972 s. 112(2)
102791	A Miller: Inv: Painting of railings	350.00	PCA 1957 s. 1

Totals yet to be deducted from balance of Community Account

Cheques for approval at meeting on the 14 August 2018	£1,690.91
Unpresented cheques	£322.14

Cheques yet to be credited to the Community Account

DL Hancock: Interment B-5-3-	£0.00
	£520.00

Anticipated balance **£12,480.63**

EARMARKED RESERVE ACCOUNT

Balance at 28 April 2018	£30,669.47	No transactions during July and August
Interest transferred to Community Account	-£20.47	
Interest 5 Mar to 3 June	£15.29	

Balance of Earmarked Reserve at 30 June 2018 **£30,664.29**

Clerk reported reconciliations had been carried out on ER and CA accounts up to 31 July 2018

Bank Reconciliation - 31 July 2018

COMMUNITY ACCOUNT

CASH BOOK

		Notes
Balance at 1 April 2018	£12,250.87	
Less Total Payments to 31 July 2018	-£14,381.65	
Add total receipts to 31 July 2018	£15,782.32	
Cash book balance at end July 2018	£13,651.54	
	£13,651.54	

BANK STATEMENT

CA Bank Balance end July 2018	£13,973.68
Less unpresented cheque:	
102760 MGVH	-£32.14
102779 G Hodges	-£290.00

Effective bank balance end July 2018	£13,651.54
Cash book balance	£13,651.54

EARMARKED RESERVE ACCOUNT

Balance of Earmarked Reserve A/C as at 1 April 2018	£30,669.47	
Less total payments to 30 June 2018	-£20.47	No transactions during July
Add Total Receipts to 30 June 2018	£15.29	
Balance at 30 June 2018	£30,664.29	

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	£2,000.00
New Street Lamps	£3,695.00
Election Expenses	£775.00
Fencing Repairs at 5-a-side	£227.00
Defibrillator	£25.00
Interest	£15.29
TOTAL	£30,664.29