

MARSH GIBBON PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 14 JUNE 2022

PRESENT: Cllrs A Lambourne (Chair), P Evershed (PE), E Taylor (ET), R Cross (RC), J Smith (JS), N Lyon (NL) and T Reveller (TR)
Bucks Councillor Michael Rand
Clerk, Carole Jackman
1 resident

APOLOGIES: Bucks Cllr Angela Macpherson

Note: Cllr RC signed the Vice-Chair Declaration of Acceptance of Office Form.

Meeting commenced at 8.00pm

1 DECLARATIONS OF INTEREST

None.

2 MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL HELD ON 10 MAY 2022

Minutes of the meeting held on 10 May were agreed by those present and signed by the Chairman.

3 MATTERS ARISING

None.

4 PUBLIC PARTICIPATION

The resident present wished to discuss Heavy Goods Vehicles (HGV's) using the village.

4.1 Heavy Goods Vehicles (HGVs)

Chair Brought forward the HGV discussions so that the resident could leave the meeting early

It was noted that:

- The height of the bridge on Station Road still has not been confirmed. Cllr Rand reported that this was the responsibility of Network Rail to sign off and Bucks Council is pushing hard for them to do so.
- W.G Hill lorries are having to come through Marsh Gibbon, as a result the company is receiving abusive messages on Facebook. Mr Hill reported that his lorries do not go over the 30mph speed limit.
- Although the HGV signs state that the area is not suitable for HGV's these signs are only 'advisory'.
- Some parking by the church on Station Road is 'illegal' and making it difficult for traffic entering Church Street and making the lorries always to use one side of the road.

It was suggested that the road should be resurfaced which the Parish Council has been trying to get done.

Action: Clerk to contact the PCSO to request a visit during the school pick up time to speak to drivers who are not parking in a safe manner.

5 GENERAL CORRESPONDENCE

All correspondence had been circulated to Councillors but the following were noted:

Appendix 1.

5.1 Proposed URC Closure

Councillors agreed to support the URC in their endeavours to keep the URC open and would advertise their forthcoming open meeting in the Newsletter.

Actions: Cllr NL to put note in Newsletter / Clerk to write to URC.

5.2 Cemetery Gates

It was noted that a resident had painted the cemetery gates and cleaned the bus shelter by the duck pond following vandalism last year. Clerk had sent a thank you letter.

5.3 Pile Driving at Swan Field

Councillors had been copied an email to the Enforcement Team at Bucks Council and had noted the concern of a resident regarding the damage that any pile driving on the Swan Field site would do to his property. However, this is a Bucks Council issue and outside the remit of the Parish Council.

- 6 PLANNING**
- 6.1 **Applications**
None.
- 6.2 **Buckinghamshire (AVDC Area) approved applications**
22/00807/APP: Householder application for single and two storey side and front extensions, pitched dormer roof and chimney - 4 Forge Close Marsh Gibbon Buckinghamshire OX27 0HZ
22/00735/APP: Construction of a steel framed lean-to extension to an existing agricultural building - Townsend Farm Townsend Marsh Gibbon Buckinghamshire OX27 0EY.
- 6.3 **Buckinghamshire (AVDC Area) late application**
 22/01570/APP | Householder application for single storey side and rear extensions | Geroan West Edge Marsh Gibbon Buckinghamshire OX27 0HA.
Decision: Councillors had no objections to this planning application.
Action: Clerk to inform Bucks Council (AVDC Area).
- 6.4 **Ewelme Sites**
- 6.4.1 **Site A**
 It was noted that the following had been chosen for the Swan Field Sites:
 - Oakapple Close
 - Jubilee Close.
 It was noted that no more hedges had been removed but it was agreed that this should be monitored. See 5.3 above regarding possible pile driving on the site. It was thought that there may have been a pond in the area which leads to a requirement for pile driving.
- 6.4.2 **Site B**
 Council had received a response from Ewelme regarding the car parking for the school stating that *“the provision of the car park for the shop would also assist with pick up and drop off at the school but it was never intended to provide all day parking for staff. The car park is for general use in conjunction with the village shop”*.
Actions: Clerk to ask if the full email can be sent to the Headmistress.
Cllrs RC and TR to look at the original plans to get clarification on the parking issue.
- 6.4.3 **Site C**
 Most of the properties were now occupied.
 Fencing is to be completed and the pond has been landscaped.
8.45 the resident left the meeting
- 7 CLERK’S REPORT**
- 7.1 **Finance Report**
 Clerk presented the Financial Report for June 2022. Payments totalling £3,774.56 were approved, as detailed in appendix 2. A deposit payment of 10% or 20% for the playground was approved but we had not received the invoice so the amount could not be confirmed.
- 7.2 **2021-22 Skateboarding**
 It was noted that there should be sufficient funding for 2022-23 now that the Community Board have confirmed that the existing funding can be carried over to this Financial Year.
- 7.3 **Bank Mandate**
 Clerk has now received all the bank mandate change forms and will send them to Barclays Bank.
- 7.4 **Annual Governance and Accountability Return (AGAR)**
- 7.4.1 **Section 1: Annual Governance Statement 2021/22**
 The Annual Governance Statement was approved.
- 7.4.2 **Section 2: Annual Accounting Statements 2021/22**
 The Annual Accounting Statements were approved.
Action: Clerk to send the completed AGAR to the external auditor and put onto the website and notice board the relevant papers.
- 9 VALE OF AYLESBURY LOCAL PLAN (VALP)/MARSH GIBBON NEIGHBOURHOOD PLAN (NP)**
- 9.1 **Marsh Gibbon Neighbourhood Plan**
 A councillor will attend a Neighbourhood Plan Teams meeting on 29 June and one in July.
- 10 REPORT FROM VILLAGE HALL**
- 10.1 **Report**
 It was noted that:
 - The next meeting is in August
 - Financially the hall is doing very well

- A survey has been carried out and a list of work prepared.
- 10.2 **Car Park**
No updates were available.
- 11 PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND**
- 11.1 **Maintenance**
No updates were available.
- 11.2 **Playground Upgrade**
The playground work is in hand and local organisations likely to be affected have been informed.
It was agreed that any future upgrades should be for the 12+ age group and Councillors agreed to look into building a skate park.
Cllr Rand suggested asking Cllr Frank Mahon for advice as he was involved with the Steeple Claydon skate park.
Action: Cllrs RC and NL to follow up.
- 12 DEVOLVED SERVICES**
Cllr TR reported that he had cut back the vegetation on the path between the Village Hall and Moat Lane.
It was noted that:
- Hedge needs cutting back, however, it was pointed out that this was done at the beginning of the year and can't be done again until after the nesting season.
 - the Hedgeside path needs the vegetation cutting back.
- Action: Clerk to contact RTM regarding Hedgeside.**
- 13 ROADS AND PATHWAYS**
- 13.1 **Potholes**
It was reported that a pot hole in Swan Lane needed repairing.
Action: Clerk to report to TfB.
- 13.2 **Parking in Castle Street**
Following the site meeting on Friday 13 May, Bucks Council agreed to conduct a Road Safety Audit and the council is waiting receipt of the audit.
Cllr Rand will enquire with the Local Area Technician if we can get white lines painted onto the road indicating 10m from the junction where cars are not supposed to park.
- 13.3 **Dropped Kerb adjacent to Suffolk Court**
Clerk had not had a response to her requests for quotations for a dropped kerb. However, Councillors had reconsidered the proposal and believed that the location, on a bend onto Castle Street, was dangerous and that it would be safer for residents to walk towards Swan Lane before crossing the road.
Action: Clerk to write to Rev. Hiscock to inform him of the Council's decision.
- 14 STREET LIGHTING**
- 14.1 **Maintenance**
Cllr ET had spoken to the owner of the tree obstructing the street light on Tompkins Lane, but it had not been cut back.
Action: Clerk to write to the owner to ask for the tree to be cut back.
- 15 CEMETERY MATTERS**
- 15.1 **General Maintenance**
Nothing to report.
- 15.2 **Burial, Interments, Advance booking requests and Memorial applications**
- 15.2.1 **Burials**
Burial had been held at grave space A-7-9.
- 15.2.2 **Advance reservation**
No advanced reservation requests had been received.
- 15.2.3 **Memorial application**
A request for a new memorial on the grave space B-6-12 was approved.
- 15.3 **Cemetery Road**
Cllr PE had received two quotes to remove two popular trees. However, one quote only included poisoning the roots.
Action: Cllr PE to ask the contractor what the cost would be to grind out the roots following the poisoning and to ask the cost of reducing the fir trees.
It is hoped to get the work carried out in August.
It was noted that funds should be earmarked to fell the remaining poplars at the rate of two trees per year and for suitable replacements trees.

- 15.4 **Cemetery Gates**
See minute 5.2.
- 16 ENVIRONMENTAL MATTERS**
- 16.1 **Ware Pond**
- 16.1.1 Pond Railings**
Cllr NL agreed to ask for funding from the Community Board for the repair of the railings.
Action: Cllr NL
- 16.1.2 Pond Cleaning**
The pond still needs to be cleaned out.
Action: Cllr ET to make enquiries regarding the availability of a digger to carry out the work and Clerk to check a previous quotation.
- 17 STREET FURNITURE**
Cllr NL had painted some of the bus shelter near the school but needed extra paint.
- 18 COMMUNITY BOARD**
No updates were available.
- 19 COMMUNITY PUB**
No updates were available.
- 20 QUEEN'S PLATINUM JUBILEE**
The Jubilee celebrations had been a resounding success and flowers and thanks were sent to the organiser.
- 21 COUNCIL POLICIES**
Council Policies had been reviewed at the Finance meeting and councillors recommended that they be adopted:
- Code of Conduct
 - Financial Regulations
 - Standing Orders
 - Data Protection
 - Risk Assessment
 - Equality Policy
- 22 ANY OTHER BUSINESS**
- 22.1 **22.1.1 Speed Watch**
Cllr RT reported that 3 sites had been approved but there were no trained volunteers to use the equipment.
- 22.1.2 Calvert Area Liaison meeting (CALM)**
Cllr RT reported that he would be attending the forthcoming CALM meeting.
- 23 DATE OF NEXT MEETINGS**
8PM Tuesday 12 July 2022 in the committee room of Marsh Gibbon Village Hall
The meeting closed at 9.55 pm.

Appendix 1

General Correspondence Received

Date	From	Description	Actions
Weekly	Permit Office	Roadwork updates	Local notices To Cllrs
13 June	Planning	Wider Call for Sites.	To Cllrs
13 June	Community Board	Invite to join the tree planting project as part of the relaunch of the Bernwood Jubilee way	To Cllrs
10 June	Planning	Planning Application Consultation 22/01570/APP	To Cllrs
9 June	Planning	Appeal Decision - Central Area Planning - Orchard Cottage, Whales Lane, Marsh Gibbon	To Cllrs
9 June	News	Thank you to all our carers	To Cllrs
9 June	News	Buckinghamshire Council launches ambitious Electric Vehicle Action Plan	To Cllrs
9 June	News	It's a win-win situation when you play Buckinghamshire Lottery	To Cllrs
8 June	News	Council gives green light to outline plan to create more affordable housing	To Cllrs
6 June	News	We need your views to help shape future housing development	To Cllrs
1 June	News	Partnership activity successfully tackles anti-social behaviour in High Wycombe	To Cllrs
1 June	News	Celebrating our communities in Buckinghamshire	To Cllrs
31 May	News	70 Trees for 70 Years – final list revealed in honour of HM the Queen's Platinum Jubilee	To Cllrs
31 May	News	Enjoy Buckinghamshire's historic Bernwood Jubilee Way	To Cllrs
31 May	News	New Platinum Way cycle route for Aylesbury	To Cllrs
30 May	Community Board	Haddenham & Waddesdon Community Board - Adult Social Care are seeking conversations with those who experience this service	To Cllrs
30 May	News	Bank Holiday bin collections across Buckinghamshire	To Cllrs
30 May	Community Board	Haddenham & Waddesdon Community Board - funding recommendations - your support is requested	To Cllrs
27 May	News	Buckinghamshire residents walk their way to a healthier lifestyle	To Cllrs
26 May	Commercial Waste	Revised collection dates for 2022 holiday period	To Cllr PE/ET
25 May	Community Board	Haddenham & Waddesdon Community Board - Co-op Local Community Fund - deadline for applications 29th May	To Cllrs
23 May	News	Community Board supports tree-mendous green initiative in Buckingham	To Cllrs
23 May	News	Celebrating Her Majesty's Platinum Jubilee in Buckinghamshire	To Cllrs
20 May	Planning	Construction of a steel framed lean-to extension to an existing agricultural building - Townsend Farm Townsend Marsh Gibbon Buckinghamshire OX27 0EY Ref. No: Status: Approved	To Cllrs
19 May	News	Please remember the right way to recycle electricals	To Cllrs
19 May	Planning	Householder application for single and two storey side and front extensions, pitched dormer roof and chimney - 4 Forge Close Marsh Gibbon Buckinghamshire OX27 OHZ Ref. No: 22/00807/APP Status: Householder Approved	To Cllrs

19 May	News	Senior political appointments confirmed at Buckinghamshire Council	To Cllrs
16 May	News	Council asks for residents' help in tackling the costly problem of food waste	To Cllrs
16 May	TTRO	Clements Lane jubilee street party	To Cllrs
16 May	News	Buckinghamshire Council offers free events in support of Dementia Action Week	To Cllrs
16 May	News	Buckinghamshire Council appoints a new Director of Children's Services	To Cllrs
17 May	News	Whatever your excuse, there's no excuse for speeding	To Cllrs
13 May	News	COVID vaccinations still available in Bucks for children aged 5-11 through spring and summer	To Cllrs
13 May	News	Help us protect vulnerable people from radicalisation and terrorism	To Cllrs
12 May	CC Angela Macpherson	Buckingham and Villages Community Board Flood Resilience Day 17 May 2022, 10am - 5pm	To Cllrs
12 May	News	Buckinghamshire's Swan Envoy's spread their wings at launch event	To Cllrs
11 May	News	HS2 Road Safety Fund - 17 road safety schemes funded in Bucks	To Cllrs
11 May	News	Buckinghamshire Council takes steps to secure more affordable housing in the county	To Cllrs
11 May	News	Birmingham 2022 Queen's Baton Relay to visit Buckinghamshire as full England route revealed	To Cllrs
11 May	News	Works to boost green cycling and walking routes in Aylesbury	To Cllrs
10 May	Cllrs Gareth Williams, Steve Bowles and Clive Harriss.	S106	To Cllrs
10 May	Parks & Green Infrastructure Officer	Marsh Gibbon s106 contribution/s	To Cllrs
10 May	News	Buckinghamshire Council announces fresh financial support package for residents in need	To Cllrs
10 May	News	Residents invited to register for affordable renewable energy offer	To Cllrs
10 May	News	Job vacancy: helping Bucks communities and groups to support Ukrainian refugees in the county	To Cllrs
9 May	News	Celebrating our fostering community	To Cllrs
6 May	News	Get active in Bucks with National Walking Month!	To Cllrs
3 May	Community Board	Haddenham & Waddesdon Community Board - Litter Picking Kits and Forum	To Cllrs

Association of Local Councils

Date	From	Description	Actions
	BMKALC	Weekly updates	To Cllrs
10 June	NALC	CHIEF EXECUTIVE'S BULLETIN	To Cllrs
23 May	BMKALC	Private Members' Ballot - Local Electricity Bill.	To Cllrs
16 May	BMKALC	Code of Conduct & Interests	To Cllrs
13 May	NALC	CHIEF EXECUTIVE'S BULLETIN	To Cllrs
12 May	BMKALC	Invitation from Chief Planner – DLUHC Broadcast on “Planning in the Levelling Up and Regeneration Bill”	To Cllrs
12 May	NALC	NALC issues survey on 2022 local elections	To Cllrs
11 May	BMKALC	Out of hours service details for Jubilee B/H weekend	To Cllrs
11 May	BMKALC	Survey re Direct Funding for Parish and Town Councils	To Cllrs
11 May	BMKALC	Updated LTN 80 - Members Conduct and the Registration of Members Interests	To Cllrs
10 May	BMKALC	Ensuring future representation for all areas on BMKALC Exec Board	To Cllrs
8 May	BMKALC	FW: Urgent BC - Town and Parish Council Planning Forum Correct Time	To Cllrs
8 May	BMKALC	Urgent BC - Town and Parish Council Planning Forum	To Cllrs
6 May	NALC	CHIEF EXECUTIVE'S BULLETIN	To Cllrs
6 May	BMKALC	How To Review Your Neighbourhood Plan Planning Policies in person on July 7th at 10am.	To Cllrs

Others

Date	From	Description	Actions
10 June	EWR	Connecting with communities: re-starting face-to-face engagement with communities across the East West Rail route	To Cllrs
8 June	RTM	RTM Landscapes Grounds Maintenance Report	To Cllrs
7 June	Resident	Marsh Gibbon URC	To Cllrs
1 June	EAS	Status of Aylesbury Spur	To Cllrs
31 May	Crime Commissioner	Police & Crime Bulletin May '22 - Reducing reoffending, tackling gangs	To Cllrs
30 May	Andrew Robson, Sidleys	School parking issues	To Cllrs
29 May	Stop the Arc	Stop the Arc Newsletter, May 22	To Cllrs
29 May	Resident	Report from a village walk	To Cllrs
27 May	David Ingham	Cemetery Gates	To Cllrs
26 May	MG School Head	Email to the school from Deansfield Homes	To Ewelme/Cllrs
23 May	EWR	EWR2 Project Newsletter - Spring 2022	To Cllrs
23 May	Resident	HGV's and speedwatch	To Cllrs
19 May	Residents	HGV's West Edge	To Cllrs
15 May	RTM	Cemetery fur trees – quote to reduce	To Cllrs
14 May	FCC Communities Foundation Ltd	Agreement	To Cllr NL and others
13 May	PlaySafety	Notification of play area inspection in July for Marsh Gibbon Parish Council	To Cllrs
12 May	Resident	Cemetery Gates	To Cllrs
10 May	EWR	East West Rail: Keeping You Connected - Spring 2022	To Cllrs
11 May	Rev Hiscock	Road Narrowing / Dropped kerb	Noted

MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report
14-Jun-22

COMMUNITY ACCOUNT			Notes
30-Apr-22		£33,309.92	
	Outstanding Cheques and cheques approved at meeting on 10 May 2022	-£1,894.36	
	Unpresented cheques at 30 May 2022	£293.55	
Income:		£0.00	
Balance of Community Account at 30 May 2022		£31,709.11	

Payments to be approved at meeting 14 June 2022

Cheque No	Payee	Amount	Authority
SO	Sidleys	Inv 3878: Recreation ground rent 1 June 21 - 31 May 2023	£265.32 LGA (Misc Prov) 1976, s.19
103212	Zurich	Annual Insurance	£1,782.24 LGA 1972 s. 111
103213	Katharine Pullen	Flyers / flags / bunting for jubilee	£66.41 LGA 1972 s145/s111
103214	Senses	Inv 0003151: website hosting and emails	£172.80 LGA 1972 s. 111
103215	Marsh Gibbon Village Hall	Inv 211103: vh hire 12 April 2022	£46.38 LGA 1972 s133
103216	Mrs M R Rose	Inv 16 May: Internal audit	£60.00 Audit Commission Act 1998
103217	Technical Surfaces	Inv 74959: Service AWP 11 May 2022	£450.00 LGA (Misc provisions) 76, s19
103218	Bucks Council	Inv 565576: Cemetery waste cMay 2022	£9.15 Litter Act 1983 ss 5
103219	SSE	Inv 11772331 0054: Street lighting elec 4 May to 1 June	£203.82 PCA 1957s.3,HA 1980s.301
103219	SSE	Inv 591772404 0054: Street lighting elec 4 May to 1 June	£11.86 PCA 1957s.3,HA 1980s.301
103219	SSE	Inv 861786437 0043: Street lighting elec 4 May to 1 June	£2.87 PCA 1957s.3,HA 1980s.301
103220	David Ingham	Paint for cemetery gates	£22.00 LGA 1972, s.214(6)
103221	Carole Jackman	Clerk Salary - May 2022	£461.91 LGA 1972 s. 112(2)
103222	HMRC	Clerk PAYE - May 2022	£54.80 LGA 1972 s. 112(2)
103223	R Stevens	Wicks invoice: General purpose board for Jubilee	£140.00 LGA 1972 s145/s111
103224	T Reveler	Flowers for Jubilee organiser	£25.00 LGA 1972 s145/s111

Totals yet to be deducted from balance of Community Account

Outstanding cheques		£3,774.56
103206: MGVBH (50% share of cost of tree survey)	135.00	
103209: BMKALC	158.55	

£0.00
£293.55

Total £4,068.11

Total to be added to the Community Account

L Hartness	A-7-9 Burial	640.00	
D L Hancock	B-6-12 Memorial	70.00	
D L Hancock	C-6-2 Interment (Ashes)	145.00	
		855.00	855.00

Anticipated balance £28,496.00

£18,376.01

EARMARKED RESERVE ACCOUNT

01-Apr-22		£26,725.40
Total In		£0.00
Total Out		£0.00

Balance of Earmarked Reserve at 14 June 2022 £26,725.40

Bank Reconciliation 14 June 2022

COMMUNITY ACCOUNT

CASH BOOK		Notes
Balance at 1 April 2022	£20,163.19	
Less Total Payments to 14 June 2022	-£17,018.72	
Add total receipts to 14 June 2022	£15,231.54	
Cash book balance at 14 June 2022	£18,376.01	
	£18,376.01	

EARMARKED RESERVE ACCOUNT

Balance of Earmarked Reserve A/C as at 1 April 2022	£26,725.40
Less total payments to 14 June 2022	£0.00
Add Total Receipts to 14 June 2022	£0.00
Balance at 14 June 2022	£26,725.40

NB: the balance in the Earmarked Reserve Account is made up of:

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	£39.40
	£26,725.40

TOTALS at 14 June 2022

Community Account	£18,376.01
Earmarked Reserve Account	£26,725.40
	£45,101.41

Signature: