

MARSH GIBBON PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING
HELD ON TUESDAY 8 MARCH 2016**

PRESENT: Cllrs I Metherell (Chairman), R Cross (RC), P Evershed (PE), D Leonard (DL), J Smith (JS) and E Taylor (ET)

In attendance: C Jackman (Clerk)

The meeting commenced at 8.02pm

1. **APOLOGIES:** Apologies were received from Cllr G Barker (GB)
2. **DECLARATIONS OF INTEREST:** There were no interests declared.
3. **MINUTES OF MEETING HELD 9 FEBRUARY 2016:**
Cllr PE requested that the voting for Item 7 (Site A) on page 1656 be recorded. Chair informed Cllr PE that as this was not requested to be minuted at the time it could not be recorded at this meeting. The minutes were then agreed by all Councillors present and signed by the Chairman as a correct record.
4. **PUBLIC PARTICIPATION:**
There were no members of the public present.
5. **MATTERS ARISING**
Play Around the Parishes
Clerk confirmed that Play Around the Parishes had been booked for 10am to 12pm on Friday 19th August.
6. **GENERAL CORRESPONDENCE:** Items had been circulated via email. The following had been received and were covered where indicated.

	AVDC	From	Subject	Action
i.	11 Feb	Business Support Officer – Communities Team	Play Around the Parishes 2016: 10am to 12pm slot on Friday 19th August	Noted
ii.	11 Feb	Principal Planning Officer (Large Development Team)	Marsh Gibbon Outline Applications – confirmation of receipt of comments	Noted
iii.	2 Mar	Electoral Services	Alterations to the electoral register	To Councillors
vi.	29 Feb	Business Support Officer – Communities Team	Play Around the Parishes Pre-Event Questionnaire	Completed
v.	25 Feb	Legal Dept Administrator	Community Right to Bid decision notices – LISTED	Agenda item 6a

	Bucks County Council	From	Subject	Action
i.	15 Feb	Business Support Specialist Locality Services, Communities, Health & Adult Social Care	Community Transport Scheme in the Waddesdon area	Rev Hiscock attending meeting
ii.	11 & 12 Feb	TfB Project Engineer	Marsh Gibbon weight limit	Agenda item 6b

iii.	12 Feb	Project Support Officer Strategic Business Planning & Commercial Development Transport, Economy & Environment	Parish Devolution - Guidance on Complaints and Risk Registers	To Councillors
iv.	11 Feb	HS2	HS2 E-UPDATE 12 February 2016	To Coucillors
v.	11 Feb	Neighbourhood Planning Officer Community Fulfilment	Neighbourhood Plans 10 Golden Points 2016 Leaflet.pdf	To Councillors
vi.	10 Feb	Locality and Communities Manager, Locality Services Team Communities, Health and Social Care	Request for your help; Waddesdon and surrounding villages community minibus possibility	Noted
vii.	2 Mar	Buckinghamshire Law	Temporary Road Closure - Various Roads in Various Parishes, Aylesbury Vale Area	To Councillors
viii.	2 Mar	Streetworks Permit Officer	URGENT EXT Proposed Road Closure - Tfb various road, Aylesbury Vale District - Surface Dressing & Patching 30.03.16 AV.2016.132	To Councillors
ix.	1 Mar		MyBucks e-newsletter March 2016	To Councillors
x.	1 Mar	Business Support Officer Localities & Safer Communities	FW: Community Transport meeting 3rd March	Rev Hiscock attending
xi.	1 Mar	Bucks Voice	2016 Best Kept Village Competition	Agenda item 9
xii.	26 Feb	Locality Services Manager Communities, Health & Social Care Business	LAF Review	Completed by Chair
xiii.	19 & 25 Feb	Project Support Officer Strategic Business Planning & Commercial Development	Marsh Gibbon – Devolution Signed T2 Agreement	To Councillors Agenda item 8
xiv.	22 Feb	Angela Macpherson County Councillor Grendon Underwood Division Chairman Health and Adult Social Care Select Committee	MG Ewelme sites - Heritage and Landscape comments from AVDC officers	To Chair
xv.	22 Feb	Paul Foot, Tfb	Repair of VAS	Noted
xvi.	18 Feb	Angela Macpherson	HGVs in Marsh Gibbon	Agenda item 6b
xvii.	18 Feb	Project Engineer, Tfb	Marsh Gibbon weight limit	Agenda item 6b

Association of Local Councils		From	Subject	Action
i.	9 Feb	Secretary	AVALC - Minutes of the January, 2016 Executive Meeting	To Councillors
ii.	25 Feb	Brian Barton, Secretary	MKALC meeting – Pension presentation	To Councillors

Others		From	Subject	Action
i.	9 Feb	Mike and Gillian Beckley	Ewelme Site Development	To Chair
ii.	8 Feb	Rob Lawrence	Site A & NS's housing density calculations	To Chair
iii.	11 Feb	RTM	Signed grass cutting contract	Noted
iv.	16 Feb	Barry Wakling	Street Light in West Edge	Agenda item 11
v.	11 Feb	Various	Neighbourhood Plans - A VERY SIGNIFICANT DECISION LETTER	To Councillors
vi.	1 Mar	Land & Partners	Marsh Gibbon - Ewelme Sites - re-submission of applications	To Chair
vii.	19 Feb	SLCC	News Bulletin - 19th Feb 2016	Noted
viii.	17 Feb	Land & Partners	MG Ewelme sites - Heritage and Landscape comments from AVDC officers	To Councillors

ix.	7 Mar	Peter Ferens	Roadside drains	Agenda item 10
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Sent items		To	Subject	Action
i.	9 Feb	AVDC and Chair Quainton PC	Support for Quainton Neighbourhood Plan	Noted

6a Aylesbury Vale District Council has listed The Plough Inn as an asset of the community. The nomination was made by Aylesbury Vale & Wycombe CAMRA

6b Chair met David Cairney (DC), TfB Project Engineer, on 18th February, to discuss the possibility of introducing a weight limit in Marsh Gibbon. DC had sent an initial response but would follow up more fully in early March.

7. PLANNING CORRESPONDENCE:

a) Applications – to review applications, decisions and correspondence and give responses.

16/00428/APP - MARSH GIBBON

Dropped kerb (Change of use of Land) - 20 Millfield Close, Marsh Gibbon OX27 0HR.

Applicant: Mr Tim Hugill

Deadline for comment: 10 March 2016

Parish Council raised no objection to this application

AVDC Approved

15/04199/APP

At Manor Farm, Station Road, Marsh Gibbon OX27 0HN

De-construction, rebuilding and conversion of stone barn into residential dwelling.

Applicant: Ewelme Charity

Amended application

15/04210/APP

Marsh Gibbon Tennis Club Clements Lane Marsh Gibbon Buckinghamshire

Installation of 12 no. floodlights to 2 no. tennis courts mounted on 12 no. steel columns at 6.7m mounting height.

Applicant: MG Tennis Club

With drawn applications

15/04213/AOP - MARSH GIBBON

Site A Land South of Little Marsh Road and East of Swan Lane Marsh Gibbon Buckinghamshire

Outline planning permission with all matters reserved for the development of land for up to 29 dwellings, together with associated parking, open space and sustainable drainage.

Applicant: Land & Partners Ltd

15/04214/AOP - MARSH GIBBON

SITE B Land South of Castle Street and West of Longherdon Farm Marsh Gibbon Buckinghamshire OX27 0HJ

Outline planning permission with all matters reserved for the development of land for up to 22 dwellings and a local shop, together with associated parking, open space and sustainable drainage.

Applicant: Land & Partners Ltd

15/04215/AOP - MARSH GIBBON

Land off Castle Street and West of Leopold Farm Marsh Gibbon Bucks

Outline planning permission with all matters reserved for the development of land for up to 10 dwellings, together with associated parking, open space and sustainable drainage

Applicant: Land & Partners Ltd

8. Bucks County Council Devolution of Services

Clerk had received the signed Devolved Services Agreement from Bucks County Council. Chair listed the Council's responsibilities and said that the first half of the 'devolved services' funding from BCC should be paid into the bank in April.

Actions: Clerk to add devolved services responsibilities to the agenda for future meetings. Clerk to obtain copies of all maps relating to devolved services.

9. CLERK'S REPORT AND ADMINISTRATION MATTERS

- a) **Financial Report:** Clerk presented the Financial Report for February 2016. Payments totalling £542.22 were approved as detailed on page 1667.
The bank statements for February month end were available for inspection and the Clerk reported that she had carried out the monthly bank reconciliation on all three bank accounts.
Action: Clerk to transfer £500 from the Business Premium Account to the Community Account to cover the cheques.
- b) **Playing Field Association**
It was agreed not to renew the membership of the Playing Field Association
- c) **Finance Meeting**
It was confirmed that a Finance Meeting will be held at 8pm on Monday 11 April 2016.
- d) **Communications**
Chair reported that he now had received the 100th email address to add to the Parish Council Bulletin distribution list.
Progress on updating the website had not been made
Actions: Cllr RC to ask his contact for some help with the website. Clerk to remove out-of-date information from the website
- e) **Minibus**
There were no further updates on this.
- f) **Best Kept Village Competition**
It was agreed not to enter this year's competition.
- g) **Standing Orders**
Chair had updated the Standing Orders.
Action: Councillors to review for approval at the next meeting
- h) **Pensions Regulator**
Clerk reported that she had enrolled with the Pensions Regulator and that the Staging Date for Marsh Gibbon is 1 May 2017.
Action: Clerk to monitor

10. ROADS AND PATHWAYS (INCLUDING POTHOLES)

- a) **Roadside drains**
Peter Ferens had written to the Council expressing his concern at the number of blocked roadside drains in the village and listing those of which he was aware.
Action: Clerk to forward to TfB
- b) **Potholes**
Potholes in Rylands, Summerstown and Heet Road previously reported had not been repaired.
Potholes in Bicester Road and Charndon Road are to be added to the list of potholes requiring repair.
Action: Clerk to inform TfB
- c) **Vehicle Activate Signs (VAS)**
Both VAS had now been repaired.
- d) **HGV Sign**
Clerk reported that the HGV sign at the junction of Heet Road and the A41 had been damaged and that she had emailed Oxfordshire CC, who installed the sign, asking them for advice on how to get it repaired but had not had a response.
Action: Clerk to follow up with Oxfordshire CC and Cllr RC to speak to Barry Leonard to ask if this is the type of work that he would be able to do
- e) **Public Rights of Way**
It was noted that a gate on the public right of way MG1/6/3 is damaged and difficult to open and close.

Actions: Clerk to liaise with Cllr PE and write to the owner of the field to ask if he can get the gate repaired

11. STREET LIGHTING

- a) Clerk had received a quotation from E.on for the repair of the street light in Rectory Close and had received a Claim Form from Zurich Insurance
Action: Clerk to submit claim to Zurich Insurance
- b) Clerk had requested a quotation from E.on for the repair of the Street Light in West Edge but had not yet received it.
Action: Clerk to chase E.on
- c) The street light by the Parish Council notice board in Church Road is not working.
Action: Clerk to inform E.on

12. ENVIRONMENTAL MATTERS

- a) **Notice Board: Millfield Avenue**
The notice board at the junction of Station Road and Millfield Avenue is no longer 'fit for purpose'
Action: Clerk to cost a new notice board similar to that by Mud Pond
- b) **Litter**
Chair reported that on a recent walk he had picked up a lot of litter.
Action: Chair to add to the next bulletin a request for residents to pick up the litter around their property
- c) **Incinerator**
Cllr PE reported that the proposed commissioning date for the incinerator is the end of May. David Evershed will attend the next FCC meeting accompanied by Amanda Gair (AG). AG requested to become involved as she undertakes air quality and health risk assessments for these types of facilities and feels that, with her experience, she could be a useful member of the liaison group.

13. CEMETERY MATTERS

- a) **General Maintenance**
It was noted that the grass now needs cutting.

[Cllr RC left the meeting]

- b) **Burials**
It was noted that interment of ashes in Section B, Row 6, Plot 9 will take place at 11am on Thursday 10 March.
- c) **Memorials**
Approval was given for a memorial and inscription on the grave of Dorothy Mary Tutt, Section B, Row 6, Plot 7
Action: Clerk to inform Banbury Memorials

14. PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECRATION GROUND

- a) **All Weather Pitch**
It was not known if the bolt had been replaced on the entry gate of the All Weather Pitch
Actions: Clerk to follow up with Cllr RC and also to enquire about the repair of the railing at Mud Pond
- b) **Play Area**
Cllr JS reported that the gate to the play area was jammed.
Action: Cllr JS to speak to Terry Healey and ask if he can repair the gate

15. ANY OTHER BUSINESS

Clerk reported that a major cycling event would be held around the Buckingham, Calvert and Claydon areas on 12 March. It was thought that it would not have any impact on Marsh Gibbon

16. DATE AND VENUE OF NEXT MEETING

The next meeting will be held at 8pm on Tuesday 12 April 2016 in the committee room of the Village Hall.

Chair closed the meeting at 9.37pm

SIGNED:

DATE:

**Clerk's Financial Report
08-Mar-16**

COMMUNITY ACCOUNT

Notes

Balance of Community Account at 26 February (sheet 395) £203.23

Payments to be approved at meeting 8 March 2016

Cheque No	Payee	Amount	Authority
102548	Thames Water: Recreation Ground - 9 Dec to 15 February	13.54	LGA(MP) 1976 s.19
102549	MGVH: Village Hall Hire Jan 16: Inv 1601/09 (31 Jan 2016)	15.72	LGA 1972 s133
102550	C Jackman: Clerk Salary (February)	371.14	LGA 1972 s. 112(2)
102551	HMRC: Clerk PAYE (February)	39.40	LGA 1972 s. 112(2)
102552	C Jackman: Clerk Stationery\Postage (Jan-Feb)	19.62	LGA 1972 s. 112(2)
102553	Cancelled		
102553	YorkUK Hosting Ltd: Domain name renewal (May16 to May 18) Inv 11788	82.80	LGA 1972 s. 111

Totals yet to be deducted from balance of Community Account

Cheques for approval at meeting on the 8 March 2016	£542.22
Unpresented cheques (see reconciliation)	£26.25

Receipts yet to be credited to the Community Account

Anticipated balance -£365.24

It is recommended that £500 is transferred from the Business Premium Account to cover the outstanding cheques.

BUSINESS PREMIUM ACCOUNT

Balance at 30 Jan 2016 (sheet 320)	£5,473.00
Transfer to Community Account 10 Feb 2016	-£1,000.00
Interest Transfer from ER Account 10 Feb	£4.05

Balance of Business Premium A/C per Statement at 26 February 2016 (sheet 322) £4,477.05

EARMARKED RESERVE ACCOUNT

Balance at 30 Dec 2015 (Sheet No 132)	£31,620.05
Interest transferred to Business Premium Account	-£4.05

Balance of Earmarked Reserve A/C per Statement 26 February (Sheet No 134) £31,616.00

Clerk reported reconciliations had been carried out on all 3 bank accounts up to 29 February 2016

**Marsh Gibbon Parish Council
Bank Reconciliation - 29 February 2016**

COMMUNITY ACCOUNT

Notes

Balance of Community A/C as at 1 April 2015 (sheet 378) £1,028.02

Less Total Payments to 29 February 2016	-£47,142.76
Less uncashed cheques at 29 February 2016	
Chq No: 102544: MGVH	-26.25

Add Total Receipts to 29 February 2016	£46,317.97
Unbanked cash:	£0.00

Net Balance at 29 February 2016 £176.98
Cashbook balance at 29 February 2016 £176.98

BUSINESS PREMIUM ACCOUNT

Balance of Business Premium A/C as at 1 April 2015 (sheet 303) £17,036.01

Less Total Payments to 29 February 2016	-£33,175.00
Add Total Receipts to 29 February 2016	£20,616.04
Balance at 29 February 2016(sheet 322)	£4,477.05

EARMARKED RESERVE ACCOUNT

Balance of Earmarked Reserve A/C as at 1 April 2015 (sheet 123) £34,783.00

Less total payments to 29 February 2016	-£4,054.98
Add Total Receipts to 29 February 2016	£887.98
Balance at 29 February (sheet 134)	£31,616.00

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	£1,257.00
Maintenance of play equipment	£110.00
Ware Pond cleaning	£0.00
New Street Lamps	£5,110.00
Village Seats Refurbishment	£514.00
Jubilee Plantation	£290.00
Election Expenses	£775.00
Fencing Repairs at 5-a-side	£1,640.00
TOTAL	£31,616.00