

## MARSH GIBBON PARISH COUNCIL

### MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 13 DECEMBER 2022

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

Meeting commenced at 8.00pm.

**1 APOLOGIES**

Bucks Cllr Angela Macpherson and Cllrs E Taylor and N Lyon.

**2 DECLARATIONS OF INTEREST**

None.

**3 MINUTES OF MEETING HELD ON 8 NOVEMBER 2022**

The minutes of the meeting held on 8 November were agreed by those present and signed by the Chairman.

**4 MATTERS ARISING**

**4.1 Church Yard Wall**

Cllr PE reported that she had written to Roy Lambourne, Parochial Church Council, and that it was now in their hands to liaise with Bucks Council regarding the maintenance / repair of the church wall. It was not known what insurance, if any, the PCC had for the wall.

**4.2 Rubbish bin at the shop**

It was agreed to fund a new rubbish bin at the shop up to the value of £200.

**Action: Clerk to liaise with the shop tenant and Bucks Council for the installation of a bin.**

**4.3 Bus Shelter Murals**

At the meeting on 8 November, it was agreed that wildlife murals could be painted on the bus shelter. As this was discussed under Any Other Business it was agreed to minute again at this meeting.

**5 PUBLIC PARTICIPATION**

No public were present.

**6 GENERAL CORRESPONDENCE**

All correspondence had been circulated to Councillors.

**Appendix 1.**

**7 PLANNING**

**7.1 Planning applications**

**22/03995/VRC:**

Lanes End Cottage Townsend Lane Marsh Gibbon Buckinghamshire OX27 0AE  
Variation of condition 6 (No windows other than those shown on approved drawings) attached to planning permission 18/00865/APP (Erection of one detached dwelling) to raise roof line towards North to provide additional head height in first floor ensuite, changes to roof lights, omit casement window/add bi-fold doors.

Decision: Parish Council raised no objection.

**Action: Clerk to inform Bucks Council (AVDC Area)**

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

There were no approved applications to note.

**7.3 Planning Appeals:**

Clerk submitted an objection to the Planning Inspectorate following confirmation that the Ministry of Justice is appealing against Bucks Council's refusal to their application for a Mega Prison in Grendon Underwood.

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

**7.4.1 Site A**

Cllrs RD and TR met with Jim Lyon from W E Blacks at the Swan Field Site at 8.30am on 25/11/2022 and provided the following notes:

*- The responsibility for maintaining the hedges, pond, green spaces and general maintenance of the development will fall to the management company that will be initially elected by W E Blacks and then adopted by property owners. An annual ground rent amount per property will be set out and payable on an ongoing basis by residents.*

- Jim to check with Eric if a clause or commitment can be inserted into the purchase agreement for applicable properties regarding the hedges and their non-removal in the future.  
- Jim explained how the ground water run-off worked via a combination of the attenuation tanks and pond followed by flowing into the storm drains. Again, this on-site drainage system will be the responsibility of the management company.

- Blacks are planning to remove two further sections of hedge in January 2023 as per the plans (available to view online) to create vision splays.

**The PC to notify residents upfront via Facebook.**

- Blacks are also going to clear the culverts/ditches which will involve trimming of hedges. Timeline is TBC due to approvals.

- Blacks are currently in a heated discussion with Highways regarding the storm drain down Swan Lane due to its poor condition. In short, it desperately needs work and Blacks aren't willing to pay for all the work but would agree to a compromise (i.e. 50/50). A point to keep on the table with Blacks given the potential issues.

- Blacks looking to start selling the first phase in mid-March 2023.

- Delays with materials are hampering progress. Jim thinks Blacks will still be on site for at least another 18 months.

- Jim was very approachable and willing to engage with the PC at any point in the near future. A constructive conversation all round.

Cllr JS asked if those in the Housing Association houses would have to pay the management fee.

**Action: Cllr TR to check with Blacks.**

**7.4.2 Site B**

See 4.2 above

Cllr JS had been monitoring the use of the car park adjacent to the shop and believed that the small usage should enable the school staff to use some spaces during the day.

**Action: Chair / Cllr JS to ask Ewelme Trustees if extra spaces can be allocated to the school staff.**

**8 CLERK'S REPORT**

**8.1 Finance Report**

Clerk presented the Financial Report for November 2022. Payments totalling £1,595.91 were approved, as detailed in appendix 2.

**8.2 Finance Meeting : items for agenda**

The precept will be set at the Finance Meeting on 3 January for approval at the Parish Council meeting on 10 January.

Items for the earmarked reserve account need to be considered, including.:

- Cemetery
- All weather pitch
- Bi-annual inspection of the zip wire

**Action: Clerk to prepare agenda for Finance Meeting.**

**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 VILLAGE HALL**

**10.1 Report**

It was noted that:

- The next Village Hall meeting is scheduled for Wed 14 December.
- An electrical report has been received.
- A water meter for water to the cemetery is in abeyance
- A new treasurer has been appointed.

**10.2 Car Park**

Work is in progress.

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

**11.1 Maintenance**

Technical Surfaces continue to maintain the all weather pitch. They had provided a quotation of £1600 for 'smoothing' the AWP which Council agreed not to accept. A quotation for patching would be investigated further.

**11.2 Playground Upgrade**

Following the opening of the new playground by Greg Smith, MP, a plaque had been erected.

- 12 DEVOLVED SERVICES**  
Due to the weather conditions, the final grass cutting of the season had been cancelled.
- 13 ROADS AND PATHWAYS**
- 13.1 **Potholes / Road repairs**  
Potholes were reported on Bicester and Blackthorn Roads.  
**Action: Clerk to report on Fix My Street.**
- 13.2 **Parking in Castle Street**  
The report regarding the new arrangements is awaited.  
Council will investigate further a suggestion that a lollipop person and / or a zebra crossing should be installed.
- 14 STREET LIGHTING**
- 14.1 **Maintenance**  
The faulty streetlights had been repaired, however it was noted that one in Station Road had failed again.  
**Action: Clerk to report to E.on.**
- 15 CEMETERY MATTERS**
- 15.1 **General Maintenance**
- 15.1.1 Following the removal of the three poplars the area had been re-seeded. Chair thanked Cllr PE for her contribution towards the work carried out in the cemetery.
- 15.2 **Burial, Interments, Advance booking requests and Memorial applications**
- 15.2.1 **Burials**  
There were no new burials.
- 15.2.2 **Advance reservation**  
There were no new reservations.
- 15.2.3 **Memorial applications**  
Council had approved the cleaning and realignment of a memorial A-4-8 via email.
- 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**  
No one had come forward to claim the ring found in the cemetery.
- 16 ENVIRONMENTAL MATTERS**
- 16.1 **Ware Pond**  
Chair reported that he had:
- Been let down by the contractor who was scheduled to clean out Ware Pond.
  - Cleaned some debris out himself.
  - Hoped that the contractor would carry out the work in January 2023.
- 17 STREET FURNITURE**  
No updates were available.
- 18 COMMUNITY BOARD**  
No updates were available.
- 19 CHRISTMAS TREE**  
Cllr PE confirmed that the:
- Electrical light check had been carried out.
  - Tree had been erected and it was agreed that it looked good.
  - She had bought gifts of appreciation for those who had helped
  - The tree would be taken down on 7 January
  - Carols around the tree will be held on 16 December from 1730 to 1930
- 20 JUBILEE PLANTATION**
- 20.1 **Opening**  
The Rt Hon Greg Smith MP had opened the Jubilee Plantation.  
The Forest School leader and children were extremely pleased with the Plantation.  
**Action: Cllr RC will put in place additional livestock fencing and remove rubbish.**
- 20.2 **Donation**  
Cllr RC had agreed to speak to the resident who had offered to make a donation from an annual fund raising event.

**21 ANY OTHER BUSINESS**

**21.1 Email from resident**

A resident had emailed clerk late on the afternoon of 13 December with a list of village items which she believed needed addressing. Clerk had responded indicating that she would raise her email at the meeting. However, as the email did not arrive in time to be included on the agenda further decisions will be made at the next meeting. In the meantime, Clerk will follow up what she can.

**21.2 Recreation Ground Mower**

The Football Club had asked if the Parish Council could help with the purchase of a new mower. This will be added to the agenda for the next meeting, in the meantime Clerk will find out if any S106 funds can be used.

**23 DATE OF NEXT MEETINGS**

Finance meeting: 8pm 3 January 2023.

Parish Council meeting: 8pm Tuesday 10 January 2023

Both meetings will be held in the committee room of Marsh Gibbon Village Hall.

The meeting closed at 9.30 pm.

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

Date	From	Description	Actions
Weekly	Permit Office	Roadwork updates	Local notices To Cllrs
9 Dec	News	Park free to spread Christmas cheer	To Cllrs
9 Dec	News	Group A Strep and Invasive Strep A (iGAS) in children – what to do	To Cllrs
9 Dec	Commercial Waste	#Revised collection dates for 2022/23 holiday period	To Cllrs
9 Dec	News	Creating opportunities for all in Buckinghamshire	To Cllrs
9 Dec	Planning	22/02845/APP   Status: Approved Erection of single temporary dwelling - Newpond Farm Twyford To Marsh Gibbon Road Marsh Gibbon Buckinghamshire	To Cllrs
8 Dec	Community Board	27th Sept 2022 meeting notes and documents	To Cllrs
8 Dec	News	Householders urged to take up free opportunity to cut energy costs	To Cllrs
7 Dec	News	Severe Weather Emergency Provision (SWEP)	To Cllrs
6 Dec	News	Thousands of trees planted in Bucks for National Tree Week	To Cllrs
6 Dec	News	Bucks schools take part in Dragons' Den-style green technology challenge	To Cllrs
5 Dec	Street Scene	Re: [EXTERNAL] New rubbish bin	To Cllrs/shop
5 Dec	Community Board	Haddenham and Waddesdon Litter Picking Forum	To Cllrs
2 Dec	News	More funding for EV charging points in Bucks	To Cllrs
1 Dec	CC Angela Macpherson	Update on attendance at meetings	To Cllrs
1 Dec	News	Roll camera for Buckinghamshire Film Office!	To Cllrs
1 Dec	Planning	Planning Application Consultation 22/03995/VRC	To Cllrs
1 Dec	News	Party safe, home safe – have fun but stay safe this festive season	To Cllrs
1 Dec	CC Angela Macpherson	School Parking	To Cllrs
29 Nov	News	Improvements to play areas across Bucks	To Cllrs
29 Nov	Senior Policy Officer (Town and Parish Councils)	Amended Contact List for Town and Parish Councils	To Cllrs
29 Nov	News	Can you offer a spare room in your home for a Ukraine guest?	To Cllrs
29 Nov	News	Bucks residents encouraged to Shop Local this Christmas	To Cllrs
28 Nov	News	Free festive fun for families with Buck's Holiday Activity & Food programme	To Cllrs
28 Nov	News	New gully cleansing programme in Bucks over two-thirds complete	To Cllrs
25 Nov	News	Lessons in safe driving on the timetable for young people in Bucks	To Cllrs
25 Nov	News	United in support to end violence against women and girls	To Cllrs
23 Nov	News	Be considerate – motorists encouraged to think about pedestrian safety when parking by schools	To Cllrs/School
21 Nov	News	The FIFA World Cup isn't the only hot topic of football conversation this winter	To Cllrs
21 Nov	Planning	HS2 Application - Notification of 22/03796/HS2	To Cllrs
18 Nov	News	Residents invited to help plant 4,000 hedgerow plants and trees along the Platinum Way	To Cllrs
18 Nov	News	Bucks Council reacts to Autumn Statement	To Cllrs
18 Nov	News	Fly-tipper left in a spin after being caught red-handed by surveillance camera	To Cllrs
18 Nov	News	Help us develop a future vision for our libraries!	To Cllrs
18 Nov	Local Area Technician	Flooding outside the school	To Cllrs/School Head
17 Nov	News	Trading Standards returns money to Bucks scam victims	To Cllrs

Signature:

16 Nov	News	Addressing climate crisis continues to top the agenda in Buckinghamshire	To Cllrs
16 Nov	News	Money Matters - last chance to have your say on spending priorities for 2023/24	To Cllrs
15 Nov	News	Council calls for action to strengthen primary care services in Buckinghamshire	To Cllrs
15 Nov	News	Buckinghamshire Council examines concerns about pollution of rare chalk streams	To Cllrs
14 Nov	Community Board	Parking issues outside Marsh Gibbon school	To Cllrs
14 Nov	News	Are you winter ready?	To Cllrs
10 Nov	Planning	Planning application seeks to address need for more affordable housing in Bucks	To Cllrs
10 Nov	News	Final deadline to cash council tax rebate vouchers approaches	To Cllrs
9 Nov	News	Young people share their experiences to help improve SEND services	To Cllrs

### Association of Local Councils

Date	From	Description	Actions
	BMKALC	Weekly updates	To Cllrs
9 Dec	BMKALC	Training: Community Enrichment & Resilience	To Cllrs
9 Dec	BMKALC	Training: Planning Application Responses	To Cllrs
6 Dec	BMKALC	BMKALC FREE JANUARY (Training Courses)	To Cllrs
2 Dec	BMKALC	Support for EDM urging Government to revisit Standards in Public Life	To Cllrs
25 Nov	BMKALC	Today is White Ribbon Day!	To Cllrs
18 Nov	NALC	 CHIEF EXECUTIVE'S BULLETIN	To Cllrs
18 Nov	BMKALC	Parish Liaison Slides 19th October 2022	To Cllrs

### Others

Date	From	Description	Actions
8 Dec	Quadrangle	Feedback on local construction	To Cllrs
1 Dec/24 Nov	School Head	School parking	Noted
30 Nov	RTM	Grass cutting	To Cllrs/Clerk responded
30 Nov	PKF Littlejohn	Notification of external auditor appointment for the 2022-23 financial year for the 5-year period until 2026-27	To Cllrs
30 Nov	PCSO	School Parking	To Cllrs
28 Nov	MG Shop	Rubbish bin	Clerk responded
24 Nov	EWR	EWR Co Buckinghamshire Local Representatives Group – Materials for meeting #3 now available	To Cllrs
22 Nov	EWR	East West Rail Accessibility Advisory Panel	To Cllrs
22 Nov	Technical Surfaces	Synthetic Sports Surface Report – TS5448 (client ref: 92807)	To Cllrs
21 Nov	WE Black	Swan Field development, Marsh Gibbon	To Cllrs
20 Nov	Resident	Cemetery grave cleaning	To Cllrs/Clerk responded
18 Nov	EWR	Notification of plant movement	To Cllrs
18 Nov	School Head	Flooding outside the school	To Cllrs/Bucks Council

## MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report  
13-Dec-22

COMMUNITY ACCOUNT			Notes
29-Oct-22		£13,335.84	
	*Returned cheque has now been resubmitted	-£640.00	
	Outstanding Cheques and cheques approved on 8 November 2022	-£4,371.70	
	Payments approved after meeting on 8 November		
	R B Howsen	-£549.60	
	Nicholson Nurseries	-£2,547.00	
	Broxap	-£16,164.39	
	Unpresented cheques at 29 November 2022	£19,275.99	
	<b>Income:</b>		
	Burial D-2-5	520.00	
	*Burial D-1-16	640.00	
	S106 contribution to playground	19,248.00	
<b>Balance of Community Account at 29 November 2022</b>		<b>£28,747.14</b>	
<b>Cheque No</b>	<b>Payee</b>	<b>Amount</b>	<b>Authority</b>
<b>Cheques to be approved at meeting on 13 December 2022</b>			
103273	Cllr Evershed	£29.16	LGA 1972 S.144
103274	SSE	£211.69	PCA 1957s.3/HA 1980s.301
103274	SSE	£12.21	PCA 1957s.3/HA 1980s.301
103274	SSE	£2.88	PCA 1957s.3/HA 1980s.301
103275	David Rollins	£187.36	LGA 1972 s.145
103276	E.on Next	£24.00	PCA 1957s.3/HA 1980s.301
103276	E.on Next	£28.16	PCA 1957s.3/HA 1980s.301
103277	Bucks Council	£15.71	Litter Act 1983 ss 5
103278	RTM	£276.61	Highways Act 1980 s. 96
103279	C Jackman (Clerk)	£19.99	LGA 1972 s. 112(2)
103279	C Jackman (Clerk)	£39.99	Local Authorities Cemeteries Order 1977
103280	C Jackman	£500.17	LGA 1972 s. 112(2)
103281	HMRC	£64.20	LGA 1972 s. 112(2)
103282	MGVH	£19.00	LGA 1972 s.133
103283	CT Walters (Electrical) Ltd	£140.40	LGA 1972 S.144
DD	Everflow	£24.38	LGA(MP) 1976 s.19
		£0.00	<b>£1,595.91</b>
<b>Totals yet to be deducted from balance of Community Account</b>			
103258	E Taylor	£15.00	
103270	R B Howsen	£549.60	
103271	Nicholson Nurseries	£2,547.00	
103272	Broxap	£16,164.39	
		<b>£19,275.99</b>	<b>£19,275.99</b>
	<b>Total</b>	<b>£20,871.90</b>	
<b>Total to be added to the Community Account</b>			
		0.00	<b>0.00</b>
	<b>Anticipated balance</b>	<b>£7,875.24</b>	
			£7,875.24
<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 29 November 2022</b>		<b>£26,735.65</b>	
<b>Bank Reconciliation 13 December 2022</b>			
<b>COMMUNITY ACCOUNT</b>			
<b>CASH BOOK</b>			Notes
<b>Balance at 1 April 2022</b>		<b>£20,163.19</b>	
Total payments to 13 December 2022		-£65,385.11	
Add total receipts to 13 December 2022		£53,097.16	
		<b>£7,875.24</b>	
<b>Cash book balance at 13 December 2022</b>		<b>£7,875.24</b>	
<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 13 Dec 2022		£0.00	
Add Total Receipts to 13 Dec 2022		£10.25	
		<b>£26,735.65</b>	
<b>Balance at 13 Dec 2022</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 13 Dec 2022</b>			
Community Account		£7,875.24	
Earmarked Reserve Account		£26,735.65	
		<b>£34,610.89</b>	

Signature: