

MARSH GIBBON PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 10 APRIL 2018

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

In attendance: 2 members of the public and C Jackman (Clerk)

The meeting commenced at 8pm.

1. DECLARATIONS OF INTEREST

None declared.

2. MINUTES OF THE MEETING HELD ON 13 MARCH 2018

The Minutes of the Parish Council Meeting held on 13 March 2018 were agreed by those present and signed by the Chairman.

3. MATTERS ARISING

3.1 White Gates

The White Gates still had not been replaced.

Action: Clerk to chase TfB and copy CC Angela Macpherson

3.2 Flooding

It was noted that the highway at West Edge and Moat Lane has flooded and that TfB are scheduled to carry out drain jetting in the area on 16 April.

It was also noted that Station Road again is flooding.

4. PUBLIC PARTICIPATION

Chair welcomed the members of the public.

5. GENERAL CORRESPONDENCE

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

AVDC		From	Subject	Action
i	23 Mar	Grants and Voluntary Sector Support Officer	New Homes Bonus micro grant – Agreement for completion	Minute 9
ii	22 Mar		Press release - AVDC councillors agree next steps following unitary announcement	To Councillors
iii	22 Mar	Planning	Planning consultation 18/00865/AP	Minute 6
iv	21 Mar	DC Angela Macpherson	Development Management Committee - 29.3.18 - 17/01248/AoP	Noted
v	21 Mar	Grants and Voluntary Sector Support Officer	New Homes Bonus micro grant outcome – confirmation of award	Minute 9
vi	20 Mar	Planning	Public Participation at Committees: Application Reference: 17/01248/AOP	To Chair
vii	19 Mar	Grants and Voluntary Sector Support Officer	Government commits to further support for neighbourhood planning	To Councillors
viii	16 Mar	Planning	17/01248/AOP Status: Pending Decision	Noted
ix	15 Mar	Planning	17/00525/CON3 Post Office Station Road MARSH GIBBON	Noted
x	14 Mar	Neil Blake	Modernising Local Government decision - email from Leader Neil Blake	To Councillors
xi	9 Apr	Electoral & Democratic Officer	Alterations to the electoral register	To Councillors
xii	4 Apr	Planning	17/04607/ADP: Minor amends	Noted
xiii	29 Mar		Unitary parish meeting	Noted
xiv	28 Mar	Chairman’s Office	FW: AVDC Chairman's Invite	Noted
xv	27 Mar	Joe Houston	S106 – cannot be spent retrospectively	Noted

xvi	14 Mar	Customer Support & Recycling and Waste	Recycling and Waste Enquiry – Rectory Close collection	To Chair
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BCC		From	Subject	Action
i	24 Mar	Dave Rollins	Skateboarding at Marsh Gibbon VH	Minute 9
ii	23 Mar	Electoral & Democratic Officer	News for the Parishes - March 2018	To Councillors
iii	22 Mar		Local Newsletter - Modernising Local Government	To Councillors
iv	16 Mar		March edition of MyBucks!	To Councillors
v	14 Mar	Neil Blake	Unitary decision	
vi	9 Apr	Local Area Technician	RE: Blocked drains in West Edge, Marsh Gibbon	To Chair
vii	7 Apr	Cllr Paul Irwin	Skateboarding in Marsh Gibbon – confirmation of DBS clearance for organiser	To Chair
viii	6 Apr	Customer & Communications Officer, Assistant Chief Executive's Service	MEETINGS FOR TOWN AND PARISH COUNCILS WITH MARTIN TETT ON THE PROPOSED NEW COUNCIL FOR BUCKINGHAMSHIRE	Noted
ix	4 Apr	CC Angela Macpherson	Unitary situation	Minute 16
x	4 Apr	CC Angela Macpherson	Oxford to Cambridge Expressway	Minute 16
xi	4 Apr	Finance	Devolved service remittance advice (£1821.85)	Noted
xii	29 Mar	CC Angela Macpherson	Thames Water – spelling error	Noted
ALC		From	Subject	Action
i	19 Mar		BMKALC weekly update 19/3/18	To Councillors
ii	14 Mar		DCLG - Statement regarding Unitary Authority	To Councillors
iii	28 Mar		BMKALC - Easter 2018 Update	Noted
iv	28 Mar		S137 increase and Governance and Accountability - practitioners guide	Noted
Other		From	Subject	Action
i	23 Mar	Stratton Audley Barn	looking for staff at Stratton Audley Barn and was wondering if we could advertise on your village website	Clerk responded
ii	22 Mar	Audra Mirjah-Clarke Post Office Ltd	Request for comments	Noted
iii	21 Mar	Hastoe Housing	Piece Close, Marsh Gibbon	To Councillors & B North
iv	21 Mar	Carbon Smart	Funding still available for Parish Councils	To Cllr JS
v	23 Mar	John V Bowerman	Pothole – Millfield Avenue	Clerk report to Tfb
vi	20 Mar	HugoFox	Important Update to your HugoFox website – GDPR update on 1 April	Clerk noted
vii	19 Mar		East West Rail Western Section Phase 2 TWAO – consultation – request on whether we prefer to receive documents electronically or paper copies	Clerk responded – electronically
viii	14 Mar	Stella	DCLG - Statement regarding Unitary Authority	Noted
ix	14 Mar	Land & Partners	Castle Street, Marsh Gibbon 20mph speed limit	Agenda item
x	14 Mar	HS2	HS2 updates – GDPR opt-in	Clerk responded
xi	14 Mar	Hinton-Cook Architects	Re: 17/04607/ADP - New Houses, Marsh Gibbon - Re-Submission for Validation	To Chair
xii	14 Mar	Di Proctor	blue bin collections in Rectory Close	Chair responded
xiii	12 Mar	Chris Anstey	Application for grant from Hine Memorial Trust: more information required	Chair responded
xiv	31 Mar	josh crowther	Accident on bike – seeking help	To Councillors
xv	9 Apr	John Tofts	RE: Blocked drains in West Edge, Marsh Gibbon	To Chair
xvi	8 Apr	Brenda North	RE: Piece Close, Marsh Gibbon	Minute 8
xvii	7 Apr	RTM	Grounds maintenance report	Noted
xviii	6 Apr	Joanna Underhill	Street Light: Styles Close	Minute 12

xix	6 Apr	Chris Anstey	Application for a bequest from the Hine Memorial Trust – confirmation of £500 donation	Noted
xx	31 Mar	J P Hughes	Surface water drains in MOAT Lane and WHALES Lane.	Clerk forwarded to TfB
xxi	29 Mar	Gary Gibbons	Pot Hole	Clerk reported to TfB
xxii	28 Mar	SBA Team For and on behalf of PKF Littlejohn LLP	2017/18 AGAR and external auditor instructions	Noted

6. PLANNING

6.1 Applications

18/00865/APP: Erection of one detached dwelling

Land At Townsend Lane Marsh Gibbon Buckinghamshire OX27 OAE

Applicant: Mr Mark Baker

Decision: Council raised no objection to this application.

Action: Clerk to inform AVDC

It was noted that Section S106 applies to this application.

17/04607/ADP: C Parker & Sons Ltd Whales Lane, Marsh Gibbon.

Approval of Reserved Matters pursuant to outline permission 13/03375/AOP for appearance, landscaping and scale of a residential development of 5 dwellings.

AVDC considered that the amendments to this application were minor and are not seeking further comments.

6.2 Approved Application

17/01248/AOP: Land South Of Castle Street And West Of Longherdon Farm Castle Street Marsh Gibbon
Outline planning permission with all matters reserved for the development of land for up to 10 dwellings and a local shop, together with associated parking, open space and sustainable drainage.

It was noted that the site may be for sale within three months. Concern was expressed that Sites A, B and C could all be developed at the same time, but Chair explained that the Council could object to this. It was noted that this site will attract S106 funding of approximately £32,000 and that the money will be spent on the village hall car park and four new seats in the village.

7. FUTURE VILLAGE PLANNING

Chair noted that from 3 April 2018 central government funding of up to £17,000 is available for the preparation and updating of Neighbourhood Plans (NP). Locality, who the Council dealt with while preparing its NP, will be administering the fund.

Chair will contact those parishioners who have indicated that they are interested in joining the working party to set up the working group and start the future village planning.

8. CLERK'S REPORT AND ADMINISTRATION MATTERS

8.1 Finance Report

Clerk presented the Financial Report. Payments totalling £1558.06 were approved as detailed on page 1826 (Appendix 1).

8.2 Finance Committee Meeting

The agenda for the finance committee meeting will include:

- Accounts Year Ending 31 March 2018, including surplus in the Community Account
- Governance and Accountability for Smaller Authorities in England
- GDPR.

8.3 Hastoe Housing

Hastoe Housing had confirmed the process for the sale of the houses in Piece Close.

9. PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND

9.1 Councillor Monthly inspection reports

CLlr JS had been unable to carry out the March inspection.

Action: CLlr JS to carry out the April inspection.

9.2 Maintenance

Chair reported that some fencing board had 'come away'; CLlr DL will inspect it.

Action: CLlr DL to inspect the fencing.

9.3 Skateboarding

Chair confirmed that:

- LAF will cover the cost of 32 x 2-hour skateboarding sessions but the invoicing arrangements were still to be confirmed.
- New Homes Bonus Micro Grant Scheme had awarded £900 to build the ramps.
- The Hine Memorial Trust had confirmed a grant of £500 towards the cost of the storage shed, leaving a shortfall of £1000. A second application to the New Homes Bonus Scheme will be made to cover this. However, Paul Irwin (LAF) has agreed to meet any shortfall.

Councillors agreed that Chair could give the go-ahead to purchase the storage box at a cost of ~£1400.

Actions: Chair to order storage box. Clerk to deliver New Homes Bonus application to AVDC before the deadline of 15 April.

10. BCC DEVOLUTION OF SERVICES

10.1 Urban grass cutting: RTM had carried out the first village cut (the urban grass cutting will be carried out at their next visit)

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

It was noted that money from the Parish Council surplus could be spent on Swan Lane kerbing / footways / road marking / Castle Street speed survey and weight limit survey.

11.1 Pot holes

Clerk had reported the following potholes to TfB and had received confirmation on 28 March that they were currently under review:

TfB Ref

46057369 Clements Lane

46057370 Millfield Avenue

46057366 Swan Lane

46057367 Summerstown/Rylands

46057368 Townsend

She also had emailed the Local Area Technician regarding the Church Street pothole on 30 March and had confirmation on 20 Dec 2017 that the pothole outside the garage on the Bicester Road had been repaired but this had again been reported as not repaired.

Action: Clerk to follow up

11.2 Thames Water / BCC Road Closure

Thames Water had not yet started work on Church Street although notices had been issued informing residents when the water is to be cut off. When all the Thames Water work is complete a survey will be carried out and a 'snagging list' compiled for Thames Water to make good.

11.3 Damage to kerbing

Cllr ET would seek to raise a petition to get new kerbing in Swan Lane.

Action: Cllr ET to follow up

11.4 Speed Limit

LAF have offered £540 to meet half the cost of a traffic survey to help get the evidence to justify that the speed limit outside the school should be reduced to 20 mph. It was proposed to ask CC Angela Macpherson if she could make a contribution from her discretionary fund. It was agreed to make up any shortfall.

Action: Clerk to contact CC AM.

11.5 HGV Weight Limit Survey

An application for a weight limit survey has been submitted to TfB but a decision had still not been received. It was agreed that CC Angela Macpherson should be asked to chase up TfB for a response

Action: Clerk to ask CC AM to chase up TfB for a response

It was noted that a weight limit on HGV's can only stop through traffic but cannot stop access for business purposes.

11.6 Sentinel Camera

It was agreed to book the Sentinel speed camera in May.

Action: Chair to contact Waddesdon Parish Clerk to book the camera and to contact volunteers for availability

12. STREET LIGHTING

No faults were reported. The shield on the street light adjacent to Styles Close still had not been fitted.

Action: Clerk to chase E.on

13. POST OFFICE

The Post Office was still scheduled to open at 1pm on 27 April. Currently, Councillors were not aware of any advertising plans and the services that would be available at the Post Offices. It was reported that the opening times would be the same as those for The Plough.

Action: Chair to contact The Plough for info.

14. ENVIRONMENT MATTERS

14.1 Street Furniture

Rectory Close seats: There were no updates on the repair of the seats. It was noted that these would probably be repaired once Thames Water had completed their work in Station Road and the weather had improved.

15. CEMETERY MATTERS

There were no issues to report.

16. ANY OTHER BUSINESS

16.1 Tennis Club

Chair reported that a meeting on 16 May had been called by the Village Hall Trustees to discuss the renewal of the Tennis Club lease, in particular the use of Flood Lights. Those attending the meeting would be the four Village Hall Trustees, Cllr JS as Chair of MGVH, Carol Render as Secretary, two Tennis Club Committee members and two residents of Clements Lane.

16.2 Oxford to Cambridge Express Way

Chair reported that the National Infrastructure Commission and Department of Transport had put forward recommendations for an Oxford to Cambridge Arc to be delivered by 2030. Three corridors are being looked at along the:

- A421
- East West Rail line
- Southern route – Haddenham / Wing / Milton Keynes

BCC favoured the southern route and AVDC will be discussing their preferred route. The 'corridor' will be announced in the summer and will probably be accompanied by up to 1.2m houses.

16.3 Unitary Authority

Following the decision by the Secretary of State that he was minded that there should be one authority for Bucks, AVDC and BCC have been lobbying Councils to persuade them to support their preferred package.

Following a discussion, Councillors agreed that their preferred option would be for two unitary authorities: North and South.

Action: Chair to communicate this preference to DCLG.

Chair to confirm that he and Cllrs PE and ET will attend a briefing meeting at AVDC on 24 April

17. DATE AND VENUE OF NEXT MEETINGS

Finance Meeting: 8pm on 24 April 2018

Annual Meeting of the Parish Council: 8pm on Tuesday 8 May 2018

Annual Parish Meeting: 8pm Tuesday 22 May 2018.

Venue: Committee Room, Marsh Gibbon Village Hall

Chair closed the meeting at 9.58pm.

SIGNED:

DATE:

MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report
9 April 2018

COMMUNITY ACCOUNT

Notes

Balance of Community Account at 29 March 2018	£12,269.17
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Payments to be approved at meeting 10 April 2018

Cheque No	Payee	Amount	Authority
102750	E.on: Street light electricity 1 Jan-31 Mar 2018	716.93	PCA 1957s.3;HA 1980s.301
102750	E.on: Street light electricity 14 Nov 17 - 31 Mar 2018	1.65	PCA 1957s.3;HA 1980s.301
102751	E.on: Street light maintenance: Inv No 082220	261.00	PCA 1957s.3;HA 1980s.301
102752	BALC: 2018/19 annual subscription	162.35	LGA 1972 s.143
102753	HMRC: Clerk: Mar PAYE	40.40	LGA 1972 s. 112(2)
102754	C Jackman: Clerk: Mar Salary	375.73	LGA 1972 s. 112(2)

Totals yet to be deducted from balance of Community Account

Cheques for approval at meeting on the 9 April 2018	£1,558.06
Unpresented cheques (see reconciliation)	£18.30

Cheques yet to be credited to the Community Account	£0.00
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Anticipated balance	£10,692.81
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EARMARKED RESERVE ACCOUNT

Balance at 28 February 2018	£30,654.29
Interest	£15.18

Balance of Earmarked Reserve at 29 March 2018	£30,669.47
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Clerk reported reconciliations had been carried out on ER and CA accounts up to 29 March 2018

Bank Reconciliation - 29 March 2018

COMMUNITY ACCOUNT

CASH BOOK

Balance at 1 April 2017	£2,414.94	
Less Total Payments to 29 March 2018	-£31,703.32	
Add total receipts to 29 March 2018	£40,646.14	
Cash book balance at end March 2018	£11,357.76	

Notes

BANK STATEMENT

CA Bank Balance end March 2018	£12,269.17
Less unpresented cheques	
102745 : I Metherell	-£18.30

Effective bank balance end March 2018	£12,250.87
Cash book balance	£12,250.87

EARMARKED RESERVE ACCOUNT

Balance of Earmarked Reserve A/C as at 1 April 2017	£31,049.06
Less total payments to 29 March 2018	-£1,425.06
Add Total Receipts to 29 March 2018	£1,045.47
Balance at 28 February 2018	£30,669.47

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	£1413 vired for repair to the cable way
Defibrillator	£25.00	
Interest	£20.47	
TOTAL	£30,669.47	