

## MARSH GIBBON PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 8 FEBRUARY 2022

**PRESENT:** Cllr R Cross (RC) (in the absence of Cllr Lambourne, Cllr RC took the Chair), P Evershed (PE), E Taylor (ET) J Smith (JS), N Lyon (NL) and T Reveller (TR)  
Clerk, Carole Jackman  
County Councillor Michael Rand

Meeting commenced at 8.00pm

**1 APOLOGIES**

Cllr Angela Macpherson, Cllr A Lambourne

**2 DECLARATIONS OF INTEREST**

Cllr ET declared an interest in item 7.5.3.

**3 MINUTES OF THE PARISH COUNCIL MEETING HELD ON 11 JANUARY 2022**

Minutes of the meeting held on 11 January were agreed by those present, subject to one amendment, and signed by the Chairman.

**4 MATTERS ARISING**

**4.1 Tree Planting**

The Scouts had agreed to plant and maintain the trees which are to be supplied by HS2 (via Bucks Council) if they become available. The trees will replace those located by the village hall/play area which had been vandalised.

**4.2 Tompkins Lane Street Light**

Cllr ET confirmed that she had spoken to the owner of the house whose tree is blocking the light. The owner had agreed to resolve the issue.

**5 PUBLIC PARTICIPATION**

Cllr RC welcomed County Councillor Michael Rand to the meeting. C.Cllr Rand reported that Buckinghamshire Council, among other things is working to balance its £1billion budget.

**6 GENERAL CORRESPONDENCE**

All correspondence had been circulated to Councillors.

**Appendix 1.**

**Action: Clerk to forward details of Neighbourhood Plan Reviews contained in the Parish Liaison Meeting Wednesday 19 January minutes. [Note: this information was in January's correspondence list.]**

**7 PLANNING**

**7.1 Applications**

**22/00081/AGN** | Erection of a steel framed lean-to extension to an agricultural building | Townsend Farm Townsend Marsh Gibbon Buckinghamshire OX27 OEY

**Decision:** No objection

*[Note: This planning application was dealt with my email as the deadline for comment was before the Parish Council meeting]*

**22/00206/APP** | Householder application for raising height of roof and insertion of front and rear dormer windows in order to provide first floor accommodation and erection of single storey rear extension | Adena Clements Lane Marsh Gibbon Buckinghamshire OX27 OHG

**Decision:** No objection

**Action: Clerk to inform Buckinghamshire Council (AVDC Area).**

**7.2 Buckinghamshire (AVDC Area) approved applications**

**21/03131/APP** | Front porch and two storey side/front extension | 6 Station Road Marsh Gibbon Buckinghamshire OX27 OHN

**7.3 Buckinghamshire (AVDC Area) late applications**

There were no late applications to consider.

**7.4 Bucks Council (AVDC Area) refused application**

**21/02155/APP** | Demolish stables/field shelter and construct new stables | Lanes End Barn Townsend Lane Marsh Gibbon Buckinghamshire OX27 OAE

## 7.5 Ewelme Sites

### 7.5.1 Site A

It was noted that contractors submitting quotations for groundwork are suggesting that the work should be starting soon.

### 7.5.2 Site B

It was noted that:

- Work is nearly complete.
- Groundworkers are finalising footpath work.
- The school has requested that the 12 parking spaces allocated for staff are marked accordingly.
- It was not clear who is responsible for the upkeep of the road.

**Action: Chair to check who is responsible for the road upkeep at his forthcoming meeting with Ewelme.**

### 7.5.3 Site C

It was noted that:

- Nearly all the properties are sold 'subject to contract'.
- The front of the development is nearly finished.
- Work at the rear of the development is progressing.

## 7.6 Goods Vehicle Operator's Licences

The following application still is awaiting a decision from the Traffic Commission:

"Philip Lynch trading as Scooby Limited of 4 York Court, London Road, Sayers Common, Hassocks, West Sussex, BN6 9GY is applying for a licence to use Old Station House, Marsh Gibbon, Bicester OX27 0AX as an operating centre for 6 goods vehicles and 6 trailers."

No updates were available.

## 8 CLERK'S REPORT

### 8.1 Finance Report

Clerk presented the Financial Report for February 2022. Payments totalling £1,362.68 were approved, as detailed in appendix 2.

### 8.2 Bank Mandate change

Clerk reported that she had been trying to change the banking mandate but had not been able to get a response from Barclays. The change had to be completed over the phone, it was not possible to do it on line or in a branch of Barclays. It was agreed that all councillors would be added to the Mandate.

**Action: Clerk to continue trying to get the change in place.**

### 8.3 Skateboarding

Cllr NL had submitted The Heart of Bucks report for the funding received and had requested that £400 is carried over to the next financial year but had not received confirmation that this could happen.

It was noted that a contribution from parents has not been requested.

### 8.4 S106

It was agreed to check how the S106 funding for Site A has been allocated.

## 9 VALE OF AYLESBURY LOCAL PLAN (VALP)/MARSH GIBBON NEIGHBOURHOOD PLAN (NP)

### 9.1 Marsh Gibbon Neighbourhood Plan

Rachel Hogger (RH), previously from Planning Aid England, who helped with the initial plan and now runs her own consultancy based in Cambridgeshire, had advised that the Parish Council should approach the local planning authority in the first instance to see what support and guidance they can provide. (It was noted that the Council have already done this). RH would be happy to have a chat over the phone at some point but advised that when it comes to commissioning support, it would be better to appoint a more locally based planning consultant.

It was agreed to make a decision on the way forward after Chair's meeting with Ewelme.

## 10 REPORT FROM VILLAGE HALL

### 10.1 Report

Cllr JS reported that:

- The village hall secretary had resigned but would remain in place until a successor was appointed.
- An advertisement has been issued for a paid bar person.
- The committee is looking into forming sub-committees to run events, e.g., the beer festival, bar, farmers market.
- Financially the hall is doing very well.
- A village sign will be purchased.
- A flag pole will be purchased.

- An expert will inspect the electrics and plumbing.
- The hall committee were not interested in organising anything for the Queen's Platinum Jubilee celebrations but any event held in the hall would be free of charge.

#### 10.2 Car Park

The secretary had informed the Parish Council that as a result of a survey and advice from an arborist, the following works need to be carried out by the Parish Council to prevent future damage to both the car park and hall building:

- 1) Reduction of the leylandii hedge which borders the cemetery.
- 2) Clearing of the ditch in front of the cemetery.

**Actions: Cllr ET agreed to ask Pat Taylor to speak to Ewelme regarding the ditches as some of them in question belong to Ewelme.**

**Clerk to invite a village hall representative to the next Parish Council meeting on 8 March to explain further what is required.**

[Note: a village hall representative has been invited to a site meeting at the cemetery at 9am on Sunday 27 February.)

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

#### 11.1 Maintenance

It was noted that:

- Work around the tennis court is nearly complete.
- A quote for further maintenance of the All Weather Pitch had been received from Technical Surfaces which Cllrs would review and make a decision on whether to proceed once further costs had been received.

**Action: Clerk to chase Technical Surfaces for a 'ball park figure' for a replacement carpet.**

#### 11.2 Playground Upgrade

Cllr NL reported that he had approached the playground provider regarding the proposed increase in cost and had persuaded them to hold the current price.

It was noted that:

- the whole cost of the playground upgrade will be funded by grants but that the deposit of £15,000 initially will have to be funded by the Parish Council.
- The original start date of 1<sup>st</sup> week of May might coincide with the village Club Day and possibly any jubilee celebrations.

**Action: Cllr NL to liaise with the provider to avoid any clashes.**

#### 11.3 Recreation Ground

No updates were available.

### 12 BCC DEVOLUTION OF SERVICES

It was agreed to renew the grass cutting contract with RTM Landscapes Ltd for 2022-23.

### 13 ROADS AND PATHWAYS

#### 13.1 Potholes

No new pot holes were reported however it was noted that complaints had been made about the number of 'Failed Road' signs erected around the village.

It was noted that gulley cleaning should be completed by the end of April.

**Action: C.Cllr MR agreed to check when the gulley cleaning in Marsh Gibbon would be completed.**

#### 13.2 Speed watch

No updates were available.

#### 13.3 Parking in Castle Street

Bucks Council had agreed to have a site meeting and were waiting for suggested dates from the Parish Council. It was noted that the school Headmistress and Rev David Hiscock had requested to attend the meeting.

**Action: Clerk to arrange a date with those who wish to attend the meeting.**

### 14 STREET LIGHTING

#### 14.1 Maintenance

The light outside 21 Millfield Avenue still had not been repaired. It was noted that the email sent to E.on had not been passed onto the repairs section.

The owner of the house in Tompkins Lane had agreed to get the branches cut back.

- 14.2 **Upgrade**  
E.on had issued a cost schedule but no further updates were available.  
**Action: Cllr RC to follow up with resident who had agreed to help with the costings.**
- 15 **CEMETERY MATTERS**
- 15.1 **General Maintenance**  
A resident had requested that a hole in a hedge be repaired.  
**Actions: Clerk to write to resident to inform her that the councillors will be making a site visit to the cemetery and will probably plant some whips into the gap.** [Note: the site visit is scheduled for 27 February.]  
**Cllr TR to plant some whips in the gap in the hedge.**
- 15.2 **Burial, Interments, Advance booking requests and Memorial applications**
- 15.2.1 **Burials**  
A request had been received from D.L.Hancock Funeral Services, Bicester, asking to carry out a burial in the cemetery for someone with no connection to the village as there were no double spaces in Bicester Cemetery. It was agreed to refuse this application as it would set a precedent for future requests from those with no connection to the village. It was noted, however, that requests from Calver Green and Charndon would be considered as they do not have any cemeteries.  
**Action: Clerk to inform D.L.Hancock of the council's decision.**
- 15.2.2 **Advance reservation**  
No advanced reservations had been received.
- 15.2.3 **Memorial application**  
No memorial requests had been received.
- 15.3 **Cemetery Road**  
Cllr PE reported that a meeting would be arranged with Hickfords at the end of March or early April.
- 15.4 **Cemetery Gates**  
A resident had agreed to paint the cemetery gates but not until at least the end of March when hopefully the weather is warmer. He noted that the hardest part of the job will be to clean the gates of years of moss and mildew before painting and will advise the cost of the paint etc in due course.
- 15.5 **Policy Consultation Briefing – Environmental Permitting Regulations (DEFRA Consultation)**  
Cllrs agreed to review and consider the consultation during their site meeting on 27 February.
- 16 **MARSH GIBBON CHURCH YARD**  
No updates were available.
- 17 **ENVIRONMENTAL MATTERS**
- 17.1 **Flooding**  
No updates were available
- 17.2 **Ware Pond**  
No updates were available. However, it was noted that the pond cleaning work needs to be carried out before the birds start nesting.
- 17.3 **Townsend Pond**  
No updates were available
- 18 **STREET FURNITURE**  
It was noted that the Community Board will be funding 3 benches in the 2022-23 financial year.
- 19 **MARSH GIBBON SILVER BAND**  
No updates were available.
- 20 **EAST WEST RAIL (EWR)**  
It was noted that the Station Road bridge has not been re-measured.  
**Action: C.Cllr Michael Rand agreed to get an update.**
- 21 **HS2**  
No updates were available.
- 22 **COMMUNITY BOARD**  
Cllr NL agreed to attend the Environmental sub-group meeting which will be held at 6.30 on 16 February.
- 24 **COMMUNITY PUB**  
No updates were available.
- 25 **JUBILEE PLANTATION**  
Cllr RC reported that new fencing has been erected.  
It is believed that the piece of land adjoining the Jubilee Plantation is Common Land as it is not owned by Ewelme and is not allocated on the Land Registry.

It was agreed that the school could erect the following notice:

“Jubilee Plantation

Marsh Gibbon School Outside Play area

Please be respectful

Maintained by the Parish Council”

Cllr RC reported that two residents had been very helpful during the clearance work.

**Actions: C.Cllr MR to check with Highways regarding ownership of the land which is not on the Land Registry.**

**Clerk to write letters of thanks to the residents and send via Cllr NL.**

**26 Queen’s Platinum Jubilee**

Following a note on Facebook, Cllr NL reported that one resident had come forward to help.

**Action: Cllr NL to liaise with resident and look into funding.**

**28 ANY OTHER BUSINESS**

There was no other business.

**30 DATE OF NEXT MEETINGS**

The next Parish Council meeting will be held in the village hall at 8pm on Tuesday 8 March 2022.

The meeting closed at 9.57 pm.

## Appendix 1

### General Correspondence Received Bucks Council

Date	From	Description	Actions
Weekly	Permit Office	Roadwork updates	Local notices To Cllrs
7 Feb	Community Board	CC Supply of benches	Min 18
4 Feb	CC Angela Macpherson	Meeting apologies	Noted
4 Feb	News	Bucks drivers warned about law changes for using mobile phones behind the wheel	To Cllrs
4 Feb	News	EWR2 Project Newsletter – Winter 2021/2022	To Cllrs
4 Feb	News	EWR2 Project Newsletter – Winter 2021/2022	To Cllrs
4 Feb	Planning	21/02155/APP   Status: Refused	To Cllrs
3 Feb	News	Clinically at risk 5–11 year olds to get COVID-19 vaccine	To Cllrs
3 Feb	News	Update for Town and Parish Councils from Buckinghamshire Council	To Cllrs
3 Feb	News	Council creates innovative game to teach children with special needs how to stay safe online	To Cllrs
3 Feb	News	Funding available for local organisations who can give children a fun and activity packed Easter	To Cllrs
2 Feb	News	Nominate your Bucks Batonbearers	To Cllrs
2 Feb	Business Support Officer For The North Community Board Resources - Business Operations Localities & Strategic Partnerships Service Directorate	North Town & Parish Clerk Forum Minutes for the 18th January 2022	To Cllrs
1 Feb	Team Leader, Directorate for Planning Growth & Sustainability	New road narrowing, Castle Street, Marsh Gibbon	Min 13
31 Jan	Highways	New road narrowing, Castle Street, Marsh Gibbon	Min 13
28 Jan	News	Buck's first parallel crossing boosts safety for cyclists	To Cllrs
	TfB	Weekly Road updates	
27 Jan	News	Buckinghamshire Council successfully prosecutes company for false grant application	To Cllrs
28 Jan	News	Health on The Move vaccination van to make more stops in Bucks next week	To Cllrs
26 Jan	News	Look after the ones you love	To Cllrs
26 Jan	News	Proud of Bucks winners to be revealed soon	To Cllrs
25 Jan	News	Questionnaire Survey Reminder– The Discovery & Exploration Phase for the new Local Plan for Buckinghamshire	To Cllrs
25 Jan	Community Board	Haddenham and Waddesdon Community Board - Community Board meeting 9th February 2022 at 6.30	To Cllrs
25 Jan	News	Want to make a difference in your local community?	To Cllrs
24 Jan	News	Buckinghamshire Council announces fresh support for local businesses	To Cllrs
24 Jan	Planning	Planning Application Consultation 22/00206/APP	To Cllrs/Min 7
21 Jan	Community Board	update from Haddenham and Waddesdon Community Board	To Cllrs
20 Jan	Community Board	FW: Waddesdon Toilet Block Demolition - Consultation - for your information and comment if you so wish	To Cllrs
20 Jan	Planning	21/03131/APP   Status: Householder Approved	To Cllrs
19 Jan	News	More Bucks homes to benefit from funding to improve energy efficiency	To Cllrs
18 Jan	News	Could you Be the Change for a child waiting to be adopted this year?	To Cllrs
18 Jan	News	Buckinghamshire Council to host its first-ever jobs fair	To Cllrs

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18 Jan	Local Heritage Listing Project Officer, Planning, Growth & Sustainability	Local Heritage Listing initiative	To Cllrs
18 Jan	News	News Release from the Local Government Boundary Commission for England	To Cllrs
18 Jan	Devolution Team	22-23 Devolution Agreement (To Be Signed)	Actioned at PC meeting on 11 Jan
17 Jan	Finance	2021-22 Precept Request: confirmation of request	Noted
17 Jan	News	New single Council Access Point (CAP+) opens its doors in Aylesbury	To Cllrs
17 Jan	News	£100k funding available to address health inequalities in Bucks	To Cllrs
14 Jan	Highways	New road narrowing, Castle Street, Marsh Gibbon	To Cllrs
14 Jan	Planning	Planning Application Consultation 22/00081/AGN	To Cllrs
14 Jan	Planning	21/03284/APP   Status: Refused: Red Furlong Farm Twyford	To Cllrs
13 Jan	News	The Vaccination Van is Back to Boost Your Health	To Cllrs
12 Jan	Senior Member Support and Development Officer Deputy Chief Executive Directorate	Town & Parish Council Register of Interests Reminder	Clerk responding
11 Jan	News	Have your say on a new political map for Buckinghamshire Council	To Cllrs

#### Association of Local Councils

Date	From	Description	Actions
7 Feb	BMKALC	New! Addressing Conflict between Employees & Members – February 16th at 11am – Online	To Cllrs
3 Feb	BMKALC	LGPS Employee (scheme member) contribution rates 2022/2023	To Cllrs
2 Feb	BMKALC	New! Accounts and Finance for Town and Parish Councils Explained - March 7th at 10am - In-person	To Cllr
2 Feb	BMKALC	Project Management – March 1st at 10am – Online - Limited tickets remaining	To Cllrs
31 Jan	BMKLC	New! Section 106 and CIL (Community Infrastructure Levy) training March 15th at 10am – Online	To Cllrs
28 Jan	BMKALC	Finance Training	To Cllrs
27 Jan	BMKALC	Planning and Environment Meeting - 26 January 2022	To Cllrs
27 Jan	NALC	NALC publishes new report on the 2021 local elections	To Cllrs
27 Jan	BMKALC	FREE online training session for our Members! Planning Policy & Compliance Buckinghamshire – March 22nd	To Cllrs
27 Jan	BMKALC	Planning and Environment Meeting - 26 January 2022	To Cllrs
27 Jan	BMKALC	County Officer Appointment	To Cllrs
27 Jan	BMKALC	Buckingham Palace Garden Party - 18 May 2022	To Cllrs
26 Jan	NALC	NALC NEWSLETTER	To Cllrs
24 Jan	BMKALC	Queen's Jubilee funding	To Cllrs
24 Jan	BMKALC	Our phone lines are now up and running!	To Cllrs
21 Jan	NALC	CHIEF EXECUTIVE'S BULLETIN	To Cllrs
20 Jan	NALC	New Year open letter	To Cllrs
18 Jan	BMKALC	Newly listed training opportunities	To Cllrs
18 Jan	BMKALC	Village Hall Week	To Cllrs
17 Jan	BMKALC	Ministers reject calls for council meetings to be held online	To Cllrs
14 Jan	NALC	CHIEF EXECUTIVE'S BULLETIN	To Cllrs
12 Jan	NALC	NALC NEWSLETTER	To Cllrs
12 Jan	BMKALC	Village Hall Week	To Cllrs

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**Others**

<b>Date</b>	<b>From</b>	<b>Description</b>	<b>Actions</b>
7 Feb	Resident	Cemetery hedge in Marsh Gibbon	To Cllrs /Min 15
7 Feb	Sec MGVH	Requests to Marsh Gibbon Parish Council from Marsh Gibbon Village Hall	To Cllrs / Min 10
7 Feb	E.on	Street Lighting, Marsh Gibbon OX27 OHP	Min 4 and 14
3 Feb	Royal British Legion Industries	Planting a Tree for the Jubilee	To Cllrs
29 Jan	TVP	Police & Crime Bulletin - Jan '22 - police budget, protest arrests & more	To Cllrs
28 Jan	MGScouts	Tree planting in Marsh Gibbon	Min 4
27 Jan	Andrew Robson	Ewelme Alms house Charity: Jubilee Plantation	To Cllrs/Min 25
21 Jan	D Ingham	Cemetery Gates	To Cllrs/Min 15
21 Jan	Andrew Robson	Jubilee Plantation	To Cllrs/Min 25
18 Jan	CIB	Local Voluntary Sector Networks	To Cllrs
17 Jan	Paul Hill/Rogers Landells/EWR/MP's assistant	EWR Traffic Hazard (mud on road)	To Cllrs
12 Jan	Resident	Speeding	To Cllrs
12 Jan	Resident	HS2 vehicles	To Cllrs and HS2
12 Jan	CIB	Buck's community buildings - how to get involved in awareness week and free local training (24-30 Jan)	To Cllrs
11 Jan	MGVH	Confirmation of 2022 Parish Council bookings	Noted

## MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report  
08-Feb-22

COMMUNITY ACCOUNT			Notes
30-Dec-22		£27,578.89	
Outstanding Cheques and cheques approved at meeting on 11 January 2022		-£8,411.09	
Unpresented cheques at 11 January 2022		£90.46	
<b>Income:</b>			
HMRC Refund		3,238.51	
<b>Balance of Community Account at 28 Jan 2022</b>		<b>£22,496.77</b>	
<b>Payments to be approved at meeting 8 February 2022</b>			
Cheque No	Payee	Amount	Authority
103183	SSE Inv 11772331 0050 street light supply 5 Jan to 1 Feb 22	£196.76	PCA 1957s.3,HA 1980s.301
103183	SSE Inv 591772404 0050 street light supply 5 Jan to 1 Feb 22	£11.51	PCA 1957s.3,HA 1980s.301
103183	SSE Inv 861786437 0039 street light supply 5 Jan to 1 Feb	£2.86	PCA 1957s.3,HA 1980s.301
103184	Technical Surfaces Inv 73117: AWP maintenance Jan 2022	£450.00	LGA (Misc provisions) 76, s19
103185	Bucks Council Inv 558619: Cemetery bin emptying	£17.15	Litter Act 1983 ss 5
103186	Graham Hodges Inv 4: Grave digging 6 Dec and 13 Dec	£120.00	Local Authorities Cemeteries Order 1977
103187	C Jackman (Clerk) 1/3rd contribution SLCC membership	£57.00	LGA 1972, 143
103188	C Jackman Clerk salary Jan 2022	£459.60	LGA 1972 s. 112(2)
103189	HMRC Clerk PAYE Jan 2022	£47.80	LGA 1972 s. 112(2)
<b>Totals yet to be deducted from balance of Community Account</b>			
Cheques for approval at meeting on the 8 February 2022		£1,362.68	
Outstanding cheques at 30 Jan 2022			
103161	Swan Group	75.00	
103181	MGVH	15.46	
		<u>£0.00</u>	
		<u>£90.46</u>	
	<b>Total</b>	<b>£1,453.14</b>	
<b>Total to be added to the Community Account</b>			
Marsh Gibbon Tennis Club		<u>250.00</u>	
	<b>Total</b>	<b>250.00</b>	
<b>Anticipated balance</b>		<b>£21,293.63</b>	

£21,293.63

## EARMARKED RESERVE ACCOUNT

01-Apr-21		£26,722.72
Total In		£2.01
Total Out		£0.00
<b>Balance of Earmarked Reserve at 30 Jan 2022</b>		<b>£26,724.73</b>

£26,724.73

## Bank Reconciliation 8 February 2022

## COMMUNITY ACCOUNT

CASH BOOK		Notes
<b>Balance at 1 April 2021</b>	<b>£19,724.90</b>	
Less Total Payments to 8 February 2022	-£37,594.66	
Add total receipts to 8 February 2022	£39,163.39	
<b>Cash book balance at 8 February 2022</b>	<b>£21,293.63</b>	
	<u>£21,293.63</u>	
<b>EARMARKED RESERVE ACCOUNT</b>		
<b>Balance of Earmarked Reserve A/C as at 1 April 2021</b>	<b>£26,722.72</b>	
Less total payments to 8 February 2022	£0.00	
Add Total Receipts to 8 February 2022	£2.01	
<b>Balance at 8 February 2022</b>	<b>£26,724.73</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	£38.73	
	<u>£26,724.73</u>	
<b>TOTALS at 8 February 2022</b>		
Community Account	£21,293.63	
Earmarked Reserve Account	<u>£26,724.73</u>	
	<b>£48,018.36</b>	

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