

MARSH GIBBON PARISH COUNCIL

**MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD ON TUESDAY 8 JANUARY 2019**

PRESENT: Cllrs A Lambourne (Vice-Chair), R Cross (RC), P Evershed (PE), D Leonard (DL) and J Smith (JS)

In attendance: C Jackman (Clerk).

The meeting commenced at 8.01pm.

1. APOLOGIES

Cllrs I Metherell (IM) and E Taylor (ET)

Cllr Lambourne chaired the meeting in the absence of the Chairman, Cllr I Metherell.

2. DECLARATIONS OF INTEREST

No interests were declared.

3. MINUTES OF THE MEETING HELD ON 11 DECEMBER 2018

The Minutes of the Parish Council Meeting held on 11 December 2018 were agreed by those present and signed by the Chairman.

4. MATTERS ARISING

4.1 Thames Water

It was noted that the blockage in the Thames Water pipes under a local farmer's land which was causing effluent and serious damage to the field, was being worked on to rectify the problem by Thames Water, the Environment Agency and the land owner. A note had been put in Life Together asking that residents are careful in what is flushed down the toilet.

5. PUBLIC PARTICIPATION

There were no members of the public present.

6. GENERAL CORRESPONDENCE

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

AVDC		From	Subject	Action
i	7 Jan	Electoral Registration Officer	Alterations to the electoral register	To Councillors
ii	4 Jan	Grants and Voluntary Sector Support Officer	New Homes Bonus Project Grant round open for Expressions of Interest	To follow up with Cllr IM
iii	21 Dec	Strategic Finance Manager	Ack of precept request	Noted
iv	18 Dec	Electoral & Democratic Officer	News for the Parishes - December 2018	To Councillors
v	14 Dec	Planning	Planning Application Consultation 18/04459/COUAR	Minute 7
vi	7 Dec	Parish Liaison Officer	Pocket parks	To Councillors
BCC		From	Subject	Action
i	3 Jan	Transport Strategy Team	Oxford-Cambridge Expressway - newsletter 2	To Councillors
ii	21 Dec	Cabinet Member for Planning and Environment	Household recycling centre service review	To Councillors
iii	20 Dec	Dave Smith, LAT, TFB	Change of LAT	To Councillors
iv	17 Dec	CC Angela Macpherson	Town and parish council elections	To Councillors
v	14 Dec		MyBucks December 2018	To Councillors
vi	13 Dec	CC Angela Macpherson	Unitary update to town and parish councils	To Councillors
vii.	13 Dec	Community Officer Community Engagement and Development Team	PID- WAD LAP 1920_02 HGV Weight Restrictions	To Chair

viii.	10 Dec	Strategic Planning and Infrastructure Manager	Buckinghamshire Minerals and Waste Local Plan Modification Consultation	To Councillors
	ALC	From	Subject	Action
i.	7 Jan	BMKALC	TTRO - The College, Marsh Gibbon	To Councillors
ii.	4 Jan	NALC	Chief executive's bulletin	To Councillors
iii.	4 Jan	BMKALC	Garden party nomination form – 2019	To Councillors
iv.	2 Jan	BMKALC	NALC Briefing and Topic Note Updates	To Councillors
v.	18 Dec	BALC Mailbox	Bucks CC - National Highways & Transportation Public Representative Survey - online link	To Councillors
vi	17 Dec	BMKALC	Parish Unitary Liaison Meetings	To Councillors
vii	12 Dec	BNKALC	BMKALC Parish and Unitary Liaison Meetings	To Councillors

	Other	From	Subject	Action
i	7 Jan	HS2	Gawcott Road Advanced Works Notice	To Councillors
ii	6 Jan	MGVH	Parish Council 2019 bookings confirmed	Noted
iii	4 Jan	Pensions Regulator	Workplace pensions – increase to minimum contributions in 2019	Noted
iv	2 Jan	Thames Valley Police	One week to go - Survey on an increase in council tax to help protect operational policing	To Councillors
v	24 Dec	Western Power	Marsh Gibbon Parish Council 1 x new connection adjacent to Styles Close Marsh Gibbon OX27 0ER 50027405	Noted
vi	20 Dec	Thames Valley Police	Police and Crime Commissioner newsletter – December	To Councillors
vii	20 Dec	Cardinel	Unmetered Street Light - Price Review	To Councillors
viii	19 Dec	Darren Brodrick	Subsidence to Property on Clements Lane	Clr JS had emailed
ix	19 Dec	Stakeholder Engagement The Oxford to Cambridge Expressway	Highways England response - Oxford to Cambridge expressway - Ref:- Parish Engagement	To Chair
x	19 Dec	Thames Valley Police	Survey on an increase in council tax to help protect operational policing is launched	To Councillors
xi	18 Dec	Vale of Aylesbury Housing Trust	Marsh Gibbon PC Grant Application acknowledgement	To Councillors
xii	18 Dec	Pharmacy Market Entry Team, Primary Care Support England Delivered on behalf of NHS England by Capita	The Swan Practice - Relocations -MK18 1SH - CAS-292851-W6T5C4	To Councillors
xiii	14 Dec	Charity Commission	Charity Commission deadline: 300303 - RECREATION GROUND	Completed by Clerk

7. PLANNING

7.1 New Applications

18/04459/COUAR: 'Proposed change of use (Class Qa) and necessary building operations (Class Qb) for the conversion of two agricultural buildings to form 3 smaller dwellinghouses and 2 larger dwellinghouses' at Charndon Grounds Farm, Twyford To Marsh Gibbon Road, OX27 0AU.

It was noted that, although this application is for buildings in Chardon, Councillors had been invited to comment as it is in the Ward of Marsh Gibbon and on the border between the two parishes.

Decision: Councillors raised no objection to this application.

Action: Clerk to advise AVDC

8. CLERK'S REPORT AND ADMINISTRATION MATTERS

8.1 Finance Report

Clerk presented the Financial Report for January 2019. Payments totalling £1,172.62 were approved as detailed on page 1876. Clerk reported that she had carried out the monthly bank reconciliation on both bank accounts.

8.2 2019-20 Budget

It was not possible to finalise the budget as the result of the application to the Vale of Aylesbury Housing Trust (VAHT) Thriving Communities Fund was not expected until the end of January 2019.

8.3 Skateboarding

Applications for funding had been made to the VAHT Thriving Communities Fund and the Tesco Bags of Help fund to enable skateboarding to continue beyond March 2019.

9 PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND

9.1 Councillor's monthly report

A report was not available.

Action: Cllr PE to carry out the next inspection

9.2 Recreation Ground ditch clearance

Cllr RC had had a site meeting at the Recreation Ground with the farmer and Andrew Robson (Sidleys). Andrew Robson had agreed to help with some of the cost of the ditch clearance and the farmer had agreed to take the spoil. The work will be carried out by Barry Leonard when he is available.

10 DEVOLVED SERVICES

10.1 Urban grass cutting: It was not known whether the brambles along the Hedgeside path (at the Station Road end) had been cut back.

Action: Clerk to follow up with RTM and confirm that this work has been added to the 2019 grass cutting contract.

10.2 Siding out: Nothing to report.

10.3 Weed killing: Nothing to report.

10.4 Rights of Way: Nothing to report.

10.5 Maintenance: Nothing to report.

10.6 Complaints: Nothing to report.

11 ROADS AND PATHWAYS

11.1 Pot holes

It was noted that repairs were being made in the College. Pot holes were also reported adjacent to Mud Pond.

Action: Clerk to report to TfB

11.2 Bicester Road Sign

It was noted that the Bicester road signage had not been repaired.

Action: Clerk to follow up

11.3 HGV weight limit

Cllr IM was still waiting for a date for a meeting with Cllrs P Irwin and A Macpherson.

11.4 Kerbing

It was noted that the kerbing is still in need of repair in Clements Lane.

11.5 Guttiey clearance

It was noted that the gutteys need clearing.

Actions: Cllr PE to inspect and notify Clerk which gutters need clearing. Clerk to enquire how often AVDC carry out this work and to get prices for the Parish Council to carry out the work.

11.6 Speedwatch

There were no updates.

12 STREET LIGHTING

12.1 Maintenance

Clerk had reported to E.on that the following lights were not working but they had not been repaired yet.

- West Edge (near Mud Pond)

- Whales Lane

Action: Clerk to follow up

12.2 Street Light Electricity Supply

It was confirmed that the street light electricity supply had been switched to SSE (through an agency) and the Council now has a five-year contract at a fixed price of £2,507 pa, a 28% saving.

12.3 Street Light Maintenance

It was noted that enquiries had been made to try to reduce the cost of the street light maintenance and prices from contractors were awaited.

13 ENVIRONMENTAL MATTERS

13.1 Street Furniture

Cllrs AL and RC will assemble the benches in the Spring.

14 CEMETERY MATTERS

14.1 Burials, Interments, Advance Booking Requests and Memorial Applications

It was confirmed that a burial will take place in plot B-6-13 on Friday 11 January 2019.

14.2 Maintenance

It was noted that the memorial on grave B-2-14 was laying down.

Action: Clerk to follow up with next of kin.

15 REPORT FROM VILLAGE HALL REPRESENTATIVE

Cllr AL will attend the village hall meeting on Tuesday 15 January. Cllr JS reported that the village hall committee is awaiting a response from the Tennis Club regarding the lease. Cllr JS also reported that the village hall is looking into additional insurance.

16 CHRISTMAS TREE

The Christmas Tree had been very successful and the lights had now been turned off. The tree will be removed on 12 January.

17 DATE AND VENUE OF NEXT MEETING

The next meeting will be held at 8pm on Tuesday 12th February 2019.

Chair closed the meeting at 9.20pm.

SIGNED:

DATE:

MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report
08-Jan-19

COMMUNITY ACCOUNT

Notes

30-Nov-18	£20,269.25	
Unpresented cheques and cheques approved at meeting on 11 December 2018	-£4,772.79	
Unpresented cheques at 30 December	£1,480.48	
Income:		
Heritage & Son Memorial B-4-6	70.00	
Transfer from ER Account for Street Light repair	1,029.00	
Transfer from ER Account: Interest	15.29	

Balance of Community Account at 30 December 2018 £18,091.23

Cheque No	Payee	Amount	Authority
Payments to be approved at meeting 8 January 2019			
102836	SLCC: One third of membership fee (total £156)	52.00	LGA 1972, 143
102837	Charlie Cruise: Electricity for christmas tree lights	7.22	LGA 1972 S.144
102838	E.on: Inv 087976: Street light maintenance Qrt ending Dec 2018	261.00	PCA 1957s.3;HA 1980s.301
102839	MGVH: Inv 1811/12: VH hire November 2018	34.21	LGA 1972 s133
102840	RTM: Inv 1471: Acland Terrace hedge cutting	204.00	LGA 1972 S.111
102841	Castle Water: Inv 01502530: Rec ground water 1 Sept 18 - 28 Feb 19	132.43	LGA(MP) 1976 s.19
102842	C Jackman: Clerk salary Dec 2018	324.56	LGA 1972 s. 112(2)
102843	HMRC: Clerk PAYE Dec 2018	157.20	LGA 1972 s. 112(2)

Totals yet to be deducted from balance of Community Account
 Cheques for approval at meeting on the 8 January 2019 £1,172.62
 Unpresented cheques £1,480.48

Cheques yet to be credited to the Community Account
 £2,653.10
 £0.00
 Dignity Funerals : Interment B-6-13 £520.00

Anticipated balance £15,958.13

EARMARKED RESERVE ACCOUNT

30-Nov-19	£31,189.29	
Transfer to Community Account	-£1,044.29	Street Lighting repair and interest
Interest	£15.35	

Balance of Earmarked Reserve at 28 December 2018 £30,160.35

Bank Reconciliation - 30 December 2018

COMMUNITY ACCOUNT

CASH BOOK

Balance at 1 April 2018 £12,250.87
 Less Total Payments to 30 December 2018 -£30,668.91

Add total receipts to 30 December 2018 £35,028.79
Cash book balance at end December 2018 £16,610.75
 £16,610.75

BANK STATEMENT

CA Bank Balance end December 2018 £18,091.23
 Less unpresented cheque:
 102821: Julian Price -£180.00
 102824: E.on -£37.52
 102825: E.on -£1,234.80
 102826: E.on -£28.16
 Effective bank balance end December 2018 £16,610.75
Cash book balance £16,610.75

EARMARKED RESERVE ACCOUNT

Balance of Earmarked Reserve A/C as at 1 April 2018 £30,669.47
 Less total payments to 28 December 2018 -£1,064.76
 Add Total Receipts to 28 December 2018 £555.64
Balance at 28 December 2018 £30,160.35

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	£2,500.00
New Street Lamps	£2,666.00
Election Expenses	£775.00
Fencing Repairs at 5-a-side	£227.00
Defibrillator	£50.00
Interest	£15.35
TOTAL	£30,160.35

Notes