

MARSH GIBBON PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 12 DECEMBER 2023 IN MARSH GIBBON VILLAGE HALL

PRESENT: Cllrs A Lambourne (Chair), T Reveler (TR) and N Lyon (NL)
Carole Jackman (Clerk)

No members of the public were present.

Meeting commenced at 8.00pm.

1 APOLOGIES

Cllrs E Taylor (ET), J Smith (JS) and R Daniell (RD)
Bucks Unitary Councillor Angela Macpherson (AM)

2 DECLARATIONS OF INTEREST

None.

3 MINUTES OF MEETING HELD ON 14 NOVEMBER 2023

The minutes of the meeting held on 14 November 2023 were agreed by those present and signed by the Chairman.

4 MATTERS ARISING

It was noted that the decision regarding the MEGA prison in Grendon Underwood would now be announced on or before 30 January 2024.

5 COUNCILLOR RESIGNATION/VACANCY

It was a concern that no one, who is eligible, had come forward for the councillor vacancy.

Action: Cllrs to make a concerted effort to encourage those eligible to come forward.

6 GENERAL CORRESPONDENCE

All correspondence, circulars and consultations had been circulated to councillors by email.

7 PLANNING

7.1 Applications

23/03408/APP: 47 Little Marsh Road Marsh Gibbon Buckinghamshire OX27 0AF.

Householder application for proposed single storey rear extension. Box dormer extension to rear roof slope with French doors leading onto flat roof balcony at rear of dwelling.

Decision: No objection.

Action: Clerk to inform Buckinghamshire Council (AVDC)

23/03721/ALB : The Homestead Little Marsh Marsh Gibbon Buckinghamshire OX27 0AP

Listed building application for kitchen refurbishment, altering window openings and minor associated alterations.

Decision: No objection.

Action: Clerk to inform Buckinghamshire Council (AVDC)

23/03729/APP: The Homestead Little Marsh Marsh Gibbon Buckinghamshire OX27 0AP

Householder application for kitchen refurbishment, altering window openings and minor associated alterations.

Decision: No objection.

Action: Clerk to inform Buckinghamshire Council (AVDC)

7.2 Approved Application

23/03080/APP: 17 Little Marsh Road Marsh Gibbon Buckinghamshire OX27 0AF.

Householder application for single storey rear/side extension (amendment to approval 23/02052/APP).

23/02759/APP: Proposed dropped kerb onto Whales Lane to provide access to 1no. parking space in front garden of 2 Westbury Terrace - 2 Westbury Terrace Whales Lane Marsh Gibbon Buckinghamshire OX27 0HD.

- 7.3 **Refused Application**
23/02990/COUAR: Determination as to whether prior approval is required in respect of transport & highway impact, noise, contamination risk, flooding and locational considerations for the conversion of an agricultural building into one dwellinghouse (Class Q(a)) and in relation to design and external appearance of the building (Class Q(b)) - Gubbins Hole Farm Edgcott Road Marsh Gibbon Buckinghamshire OX27 0AN.
- 7.4 **Late Notification**
23/03865/ALB: West Edge Cottage West Edge Marsh Gibbon Buckinghamshire OX27 0HA.
 Listed building application for demolition of outhouse (retrospective).
Decision: No objection.
Action: Clerk to inform Buckinghamshire Council (AVDC)
- 8 **EWELME SITE**
- 8.1 **Site A**
 It was noted that Buckinghamshire Council were not going to take any action on the slight change to the green space and garden.
- 9 **CLERK'S REPORT**
- 9.1 **Finance Report**
 Clerk presented the Financial Report for December 2023. Payments totalling £3,926.69 were approved, as detailed in appendix 1.
- 9.2 **2024-25 Budget / Precept**
 It was agreed to discuss the budget and to set the precept at a meeting at 7.30 on Tuesday 9 January and then to recommend it to the full council meeting at 8pm on the 9th January.
- 9.3 **Mandate Change Form / Barclays Bank**
 It was noted that:
 - Cllrs TR and NL are completing their mandate change forms.
 - Barclays Bank continues to request information that it already holds to which clerk continues to respond.
- 9.4 **Street lighting direct debit**
 It was agreed to set up a direct debit with SSE for the street lighting electricity.
Action: Clerk to process.
- 9.5 **Donations**
 It was agreed to donate £50 to the Royal British Legion (for Armistice Day) and £75 to Life Together.
Action: Clerk to raise cheques for signature at next Parish Council meeting.
- 10 **VILLAGE HALL**
- 10.1 **Report**
 There were no updates.
- 11 **PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND**
- 11.1 **Maintenance**
 There were no new maintenance issues.
- 11.2 **Cableway**
 An application for approval of release of S106 funding for the repair of the zip wire had been submitted to Bucks Council in mid-October but still had not been "signed off" by five councillors.
 Cllr NL reported that he had written to Unitary Cllr AM:
 - Asking for her help in getting the S106 approval signed off.
 - Informing her that he had challenged Bucks Council's refusal for various items of play equipment and had asked for evidence why the refusals had been made but had not received a response.
- 11.3 **Playground upgrade (for older children)**
 Cllr NL continues to work on this.
- 12 **DEVOLVED SERVICES**
- 12.1 **Grass/Hedge cutting**
 No updates were available.
- 12.2 **Devolved Services Agreement**
 It was noted that an Expression of Interest in continuing with the Devolved Services needs to be made to Buckinghamshire Council by 15 January 2024.
- 13 **ROADS AND PATHWAYS**
- 13.1 **Parking in Castle Street**
 No updates were available.

- 13.2 **Parking in Station Road**
"Parking control request Local support form" is being circulated and signatures obtained.
- 14 STREET LIGHTING**
- 14.1 **Maintenance**
It was agreed to accept E.on's quote to repair the street light in Bicester Road.
Action: Clerk to inform E.on
- 15 CEMETERY MATTERS**
- 15.1 **General Maintenance**
There were no maintenance issues reported.
- 15.2 **Burial, Interments, Advance booking requests and Memorial applications**
- 15.2.1 **Burials**
A burial is due to take place in Section D, Row 3, Plot 3.
- 15.2.2 **Advance reservation**
Two Reservations had been made for Section D, Row 3, Plots 4 and 5.
- 15.2.3 **Memorial applications**
No memorial requests had been received.
- 15.3 **Cemetery Road**
Cllr NL had found suitable signage.
Action: Cllr NL to order the signage.
- 16 ENVIRONMENTAL MATTERS**
- 16.1 **Ware Pond**
Chair thanked those residents who had carried out further cleaning of Ware Pond which is now looking good.
- 16.2 **Mud Pond traffic incident**
The police had not supplied any details of the driver of the vehicle who damaged the Mud Pond railing and Chair expressed concern that they still had not been repaired.
Action: Cllr RT to speak to Cllr RD regarding the quotation for the repair.
- 17 STREET FURNITURE**
- 17.1 **Memorial Seat / Memorial Soldier**
It was noted that residents were pleased with the Memorial Bench and the Memorial Soldier.
- 18 COMMUNITY BOARD**
No updates were available.
- 19 JUBILEE PLANTATION**
Cllrs TR and NL hoped to carry out more work at the Jubilee Plantation.
- 20 SPEEDWATCH – Including MVAS**
Cllr TR reported that the volunteers who had come forward had not yet completed the on-line course.
Action: Cllr NL agreed to look into the costs of the MVAS.
- 21 CHRISTMAS TREE**
The Christmas Tree had been erected and would be taken down on 6 January. Gifts had been given to the helpers.
- 22 ANY OTHER BUSINESS**
- 22.1 **Field behind Millfield Avenue**
Cllr NL had been advised by those carrying out a survey in the field behind Millfield Avenue that it was for archaeological purposes.
Piece Close Vacancy
- 22.2 It was noted that the names of those expressing an interest in the Piece Close vacancy had been forwarded to Bucks Council but Bucks Council had advised the Clerk that they were not eligible for the property.
- 22 DATE OF NEXT MEETINGS**
A budget meeting will be held at 7.30pm on Tuesday 9 January 2024 in the committee room of Marsh Gibbon village hall followed by the parish council meeting at 8pm.
- The meeting closed at 8.55pm.

Appendix 1

MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report 12-Dec-23

COMMUNITY ACCOUNT

31-Oct-23	£24,215.33
Outstanding Cheques and cheques approved on 14 Nov 2023	-£5,299.33
Unpresented cheques at 30 Nov 2023	£0.00
Income:	
National Lottery Community Fund	£9,200.00
DL Hancock: Burial D-1-9	£480.00
Bucks Council: S106 payment for memorial bench	£1,815.00

Balance of Community Account at 30 November 2023 **£30,411.00**

Cheque No	Payee	Amount
Cheques to approve on 12 December 2023		
DD Hugo Fox	Inv 3696: Monthly website fee	£23.99 LGA 1972 s. 142
103393 Mrs P Evershed	Gifts for Christmas Tree helpers	£53.00 LGA 1972 S.144
103394 Bucks Council	Inv 2205070128: November cemetery waste collection	£16.95 Litter Act 1983 ss 5
103395 D Rollins	Inv. RAMP-2023-001: skateboard ramp	£2,000.00 LGA 1972 s.145
103396 RTM	Inv 4435: grass cutting	£285.97 Highways Act 1980 s. 96
103397 Eon	Inv 121299: Tompkins Lane street light repair	£408.00 PCA 1957s.3;HA 1980s.301
103398 SSE	Inv IV00086680: street light electricity 3 Oct to 31 Oct	£193.05 PCA 1957s.3;HA 1980s.301
103399 C Jackman	Clerk November Salary + salary increase back pay 1 April to 31 Oct 23	£788.73 LGA 1972 s. 112(2)
103400 HMRC	Clerk November PAYE + PAYE for back pay	£157.00 LGA 1972 s. 112(2)

£3,926.69

Totals yet to be deducted from balance of Community Account

£0.00
£0.00
Total **£3,926.69**

Total to be added to the Community Account

0.00
0.00

Anticipated balance **£26,484.31**

£25,949.31

EARMARKED RESERVE ACCOUNT	01-Apr-23	£26,783.76
	Total In	£5,138.96
	Total Out	£0.00

Balance of Earmarked Reserve at 30 November 2023 **£31,922.72**

Bank Reconciliation 12 December 2023 COMMUNITY ACCOUNT

CASH BOOK			Notes
Balance at 1 April 2023	£20,423.84		
Total payments to 12 December 2023	-£39,821.47		
Add total receipts to 12 December 2023	£46,465.86		
Less outstanding cheques from 2023-23 FY	-£1,118.92		
	£25,949.31		
Cash book balance at 12 December 2023	<i>£25,949.31</i>		

EARMARKED RESERVE ACCOUNT

Balance of Earmarked Reserve A/C as at 1 April 2023	£26,783.76
Less total payments to 30 November 2023	£0.00
Add Total Receipts to 30 November 2023	£5,138.96
Balance at 12 December 2023	£31,922.72

NB: the balance in the Earmarked Reserve Account is made up of:

Replacement/ Refurbishment of the synthetic carpet at the 5-a-side	£21,874.00
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	£236.72
	£31,922.72

TOTALS at 12 December 2023	Community Account	£25,949.31
	Earmarked Reserve Account	£31,922.72
		£57,872.03

Signature: