

MARSH GIBBON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 14 SEPTEMBER 2021

PRESENT: Cllrs A Lambourne (Chair) (from 8.15pm), P Evershed (PE) E Taylor (ET), J Smith (JS), R Cross (RC) Lyon (NL) and T Reveler (TR)
County Councillor Michael Rand
Clerk Carole Jackman
Public: 3

Meeting commenced at 8.02pm with Vice-Chair R Cross.

1 APOLOGIES

There were no apologies.

2 DECLARATIONS OF INTEREST

Cllr ET declared an interest in item 7 (Site C).

3 MINUTES OF THE PARISH COUNCIL MEETING HELD ON 10 AUGUST 2021

The minutes of the meeting held on 10 August 2021 were agreed by those present and signed by the Chairman on his arrival.

4 MATTERS ARISING

4.1 Street Furniture

Cllr ET reported that P Taylor will inspect the notice board near Forge Close to determine if it is worth repairing.

5 PUBLIC PARTICIPATION

Vice-Chair welcomed those present.

6 GENERAL CORRESPONDENCE

All correspondence had been circulated to Councillors.

Appendix 1.

6.1 Buckinghamshire Council Code of Conduct

Action: Clerk to add to the agenda for the next meeting

6.2 Bicester Road / Tompkins Lane Road Sign

It was reported that the sign was "looking a mess".

Action: Clerk to report to Bucks Council

Cllr Lambourne took the Chair.

7 PLANNING

7.1 Application

21/03322/ALB | Listed building application for Internal alterations and amend west elevation window (Approved application 18/03332/APP) | Box Barn Castle Street Marsh Gibbon Buckinghamshire OX27 0HJ
Decision: No objections.

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

7.2 Late Notification

21/03284/APP | Temporary 7-year change of use of agricultural land for the establishment of an operator skills hub for training operatives in relation to the development of major infrastructure projects and caravan park and erection of temporary buildings | Red Furlong Farm Twyford Road Poundon Buckinghamshire OX27 9BG

It was agreed that Council would object to this planning application on the grounds that it would increase the traffic through Marsh Gibbon. Council considered that major planning applications should be communicated to surrounding parishes.

Decision: Object.

Actions: Clerk to draft response to Buckinghamshire Council (AVDC Area) for Councillor review prior to submitting.

Cllr NL to put a note on Facebook.

7.3 Buckinghamshire (AVDC Area) approved application

None.

- 7.4 **Buckinghamshire (AVDC Area) refused application**
21/01200/ALB | Roof tile replacement and internal alterations - Box Farm House Castle Street Marsh Gibbon Buckinghamshire OX27 0HJ
- 7.5 **Ewelme Sites**
- 7.5.1 **Site A**
 Cllr JS reported that an archaeological dig had taken place on Swan Field.
- 7.5.2 **Site B**
 No updates were available.
- 7.5.3 **Site C**
 No updates were available.
- 7.6 **Whales Lane Hedging**
 It was noted that the hedge still was intact and work on the site continues.
- 7.7 **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."
 Following Marsh Gibbon Parish Council's objection to this application, Chair had spoken with Paul Hill of W.G.Hill & Sons who had expressed his disappointment at the Council's objection.
- 8 CLERK'S REPORT**
- 8.1 **Finance Report**
 Clerk presented the Financial Report for September 2021. Payments totalling £3,023.00 were approved, as detailed in appendix 2.
 It was noted that the AGAR (Annual Governance and Accountability Return) had been approved by the external auditor.
- 8.2 **Skateboarding**
 There were no updates.
- 8.3 **S106**
Planning Application 07/01493/APP (Land Adjacent to Manor Farm Main Street, Poundon)
 See item 11.2.
- 9 VALE OF AYLESBURY LOCAL PLAN (VALP)/MARSH GIBBON NEIGHBOURHOOD PLAN**
 It was noted that the Vale of Aylesbury Local Plan is due to be approved by Buckinghamshire Council on September 13th (Cabinet) and 15th (Council).
 "VALP will not replace the Neighbourhood Plans (made before the adoption of VALP), but will sit alongside them, with its policies applying ahead of similar policies in the Neighbourhood Plan." (page 64, para 274 of the Inspector's Report of August 19th).
 So MGPC will need to consider how relevant policies in VALP will take precedence over similar MGNDP policies. If significant, it will be necessary to update MGNDP and consult the residents on those and any other changes that MGPC may propose.
- 10 REPORT FROM VILLAGE HALL**
- 10.1 **Car Park Repairs**
 A representative from the village hall committee was unable to attend the meeting but had sent the following note:
"Village hall car park update - we are awaiting the final design & survey from Flow Drainage (due this week). We can then send to the selected panel of contractors for them to send revised quotes, based on the design to ensure a fair tender process.
The Village hall committee will then be able to prepare a final report when we have all the information back. We can then arrange next steps with the Parish council to discuss in more detail."
 It also was noted that the CCTV had been installed.
- 11 PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND**
- 11.1 **Maintenance**
- 11.1.1 **All Weather Pitch**
 Technical Surfaces continue with the maintenance.

- 11.1.2 **Signage**
Cllr ET reported that the 'Close Gate' sign had been removed.
Actions: Clerk to put up a new sign and check that all signage is 'current' and Cllrs to remove all the COVID signs as they visit the area.
- 11.1.3 **RoSPA Inspection**
It was noted that there were no high risk issues in the report.
- 11.2 **Playground Upgrade**
The playground sub-group continue to work towards getting the funding of £78K for the playground upgrade:
They have made applications to:
- FCC for £58K.
 - S106 (Planning application 07/01493/APP (Land Adjacent to Manor Farm Main Street, Poundon) for £19,248 and noted that this could go towards the FCC third party funding.
 - Rothschild Trust - £1000.
 - Tesco Bags of Help – amount to be determined.
- It was noted that if the funding is in place, work on the upgrade could start in March 2022.
- 11.3 **Recreation Ground**
- 11.3.1 Cllr RC reported that he still was waiting for the Hiring Agreement
- 11.3.2 It was agreed to get the hedge cut.
Action: Clerk to get a quote for the hedge cutting from Country Equestrian.
- 11.3.3 It was noted that clerk had requested Everflow to check the latest invoice as the charge seemed high compared to previous invoices. However, it was noted that the charge in June 2019 was similarly high.
- 12 **BCC DEVOLUTION OF SERVICES**
- 12.1 **Hedges / paths**
- 12.1.1 **Acland Terrace Hedge:** It was noted that part of the hedge had been cut.
Action: Clerk to ask RTM to cut the remaining hedge.
- 12.1.2 **Scotts Lane:** Following the complaint regarding nettles overhanging the path, further correspondence had been received from Thames Water.
CC Michael Rand agreed to confirm the exact procedure the Council should follow when writing to the resident to ask for the nettles to be cut back.
Action: Clerk to liaise with CC Rand and draft letter to resident.
- 12.1.3 **Hedgeside/ Village Hall-Moat Lane pathways:** The cutting back of brambles is on these pathways is on the contract with RTM.
Action: Clerk to ask RTM to carry out the work as soon as possible.
- 13 **ROADS AND PATHWAYS**
- 13.1 **Potholes**
None was reported.
- 13.2 **HGV Weight Limit**
The location of the "Unsuitable for HGV" signage had been agreed with Buckinghamshire Council and would be installed by Ringway Jacobs. Council have now paid for the signage but it hasn't been erected yet.
Action: Clerk to chase Bucks Council.
Residents present were appalled at how dangerous it is for children walking to school along West Edge. It was suggested that "No Footway" signs are erected.
It was pointed out to the residents that the Parish Council could not get a weight limit installed as, according to the police, it is unenforceable.
- 13.3 **Speed watch**
No updates were available.
- 14 **STREET LIGHTING**
It was noted that the street lights in Tompkins Lane and Scotts Lane still had not been repaired.
Action: Clerk to report again to E.on and suggest that if the repairs are not completed soon, the Parish Council will not pay the next maintenance payment.
- 15 **CEMETERY MATTERS**
- 15.1 **General Maintenance**
There were no general maintenance issues.
- 15.2 **Burial, Interments, Advance booking requests and Memorial applications**
- 15.2.1 **Burials**
There were no burials to report.

15.2.2 **Advance reservation / Memorial requests**

There were no requests for reservations or memorials.

15.3 **Cemetery Road**

Cllr PE reported that she had made arrangements to meet the contractor, Alan Hickford, to discuss the way forward with the road repairs, but he did not turn up for the meeting. Another meeting has been arranged. It was noted that some trees should probably be felled as their roots are above the ground.

16 **ENVIRONMENTAL MATTERS**

16.1 **Flooding**

It was noted that Mud Pond is not draining properly. It also was noted that Bucks Council still has to carry out gully cleaning, which it is hoped will help to stop the pond flooding.

C.Cllr Rand reported that he thought the Council was trying to do a whole area at the same time.

16.2 **Ware Pond**

It was agreed that work should be carried out to clean the pond and to contact E&S Burborough Ltd to carry out the work. It also was discussed as to whether S106 money could be used for painting/repairing or replacing the white railings.

Action: Chair to liaise with Peter Ferens and Clerk

17 **STREET FURNITURE**

Cllr ET will ask P Taylor to inspect the notice board near Forge Close to determine if it is worth repairing.

18 **MARSH GIBBON SILVER BAND**

Cllr TR reported that a recruitment Plan of Action to keep the Silver Band viable had been put in place with letters sent to the school and local newsletters.

19 **EAST WEST RAIL (EWR)**

No updates were available.

20 **HS2**

It was noted that the local Member of Parliament had spoken against continuing with HS2 in Parliament.

21 **COMMUNITY BOARD**

The next Community Board meeting is scheduled for 4 November. Cllr TR confirmed that he had accepted an invitation to attend the Freight Working sub-group meeting.

22 **COMMUNITY PUB**

Cllr RC confirmed that discussions are on-going and that a meeting with Ewelme Trustees has been scheduled for 21 September.

23 **JUBILEE PLANTATION**

Cllr RC and TR had inspected and Jubilee Plantation. Following a discussion as to the purpose of the plantation, Cllr RC agreed to speak to a school governor to enquire if the school would like to get involved with it.

24 **FACEBOOK**

There was nothing to report.

25 **OXFORD TO CAMBRIDGE ARC**

No updates were available but it was agreed that Councillors should continue to monitor it.

9.50pm: Cllr Rand left the meeting.

26 **ANY OTHER BUSINESS**

26.1 Chair thanked residents for coming to the meeting.

26.2 It was noted that the Parish Council is unable to do anything about the van which is blocking the line of site in Acland Terrance if it is taxed and insured.

26.3 It was noted that the manhole cover at the junction of Clements Lane and Church Street has not been repaired

It was noted that the manhole cover had not been replaced properly in Whales Lane.

Action: Clerk to inform Bucks Council.

26.4 It was agreed that Clerk should write to the resident who had requested the Council's input into the Climate Coalition's Great Big Green Week and inform her that the Council regularly organises litter picks and has recently obtained funding for a 'wild life' project for the school.

27 **DATE OF NEXT MEETINGS**

The next Finance Committee meeting will be held in the village hall at 8pm on Tuesday 6 October 2021.

The next Parish Council meeting will be held in the village hall at 8pm on Tuesday 12 October 2021.

The meeting closed at 9.37 pm.

General Correspondence Received

Bucks Council

Date	From	Description	Actions
Various	Permit Officer	TTROs	To Cllrs where relevant
Sept	TfB	Weekly roadworks update	To Cllrs
13 Sept	Localities Mailbox	Oxford-Cambridge Arc: Parish Briefing	Min 25
13 Sept	News	Could you give local children a Christmas holiday of activities to remember?	To Cllrs
10 Sept	Parks & Green Infrastructure Officer	Marsh Gibbon S106 request	Min 11
9 Sept	News	Local MP visits Buckinghamshire Adult Learning Open Event in Aylesbury	To Cllrs
8 Sept	News	Transport for Buckinghamshire supporting vulnerable road users at the Older Drivers Forum 2021	To Cllrs
8 Sept	Accounts	Remittance: 2 nd precept payment	Noted
8 Sept	News	Bierton Crematorium wins award for best architecture	To Cllrs
8 Sept	News	Buckinghamshire Council Size Consultation	To Cllrs
6 Sept	CC Angela Macpherson	collapsing Thames Water sewer cover in the middle of the carriageway	To Cllrs
3 Sept	News	Buckinghamshire Libraries make things easier for customers	To Cllrs
3 Sept	Planning	Publication of the Vale of Aylesbury Local Plan Inspector's Report	To Cllrs
3 Sept	News	Vale of Aylesbury Local Plan reaches last stages	To Cllrs
3 Sept	News	Aylesbury Market helps start-up businesses to flourish	To Cllrs
3 Sept	News	Buckinghamshire Council looking for nominations for its Local Heritage List	To Cllrs
2 Sept	News	Investing in your roads – Buckinghamshire Council invests £100 million into four-year highways improvement programme	To Cllrs
2 Sept	News	TfB staff go the extra mile to keep gully cleansing programme on track	To Cllrs
2 Sept	News	Back to school – school bus services	To Cllrs
2 Sept	FixMyStreet, TfB	Junction of Clements Lane and Church Street Marsh Gibbon	Resolved
2 Sept	Electoral Services	Electoral Register Monthly Changes Sept 2021	To Cllrs
1 Sept	News	Council holiday club scheme creates a summer to remember for harder-pressed families	To Cllrs
31 Aug	News	'Back to School' students encouraged to walk, cycle, scoot or take public transport	To Cllrs
31 Aug	News	Buckinghamshire Council launches licensing policy consultation	To Cllrs
27 Aug	Licensing Mailbox	Licensing Policy Consultation	To Cllrs
27 Aug	Transport Strategy	Bus Service Improvement Plan (BSIP),	To Cllrs
26 Aug	News	Buckinghamshire Council welcomes the reopening of local theatres	To Cllrs
26 Aug	News	Summer bank holiday bin collections across Buckinghamshire	To Cllrs
25 Aug	Commercial Waste	Bank holiday collections	To Cllrs
24 Aug	News	New Haydon Hill Greenway extension officially opens	To Cllrs

23 Aug	News	Summer of Stories	To Cllrs
23 Aug	Planning	Ack. Objection to Planning Application 21/02851/AOP	Noted
20 Aug	News	Spectacular send off for the fourth Paralympic Heritage Flame	To Cllrs
20 Aug	Planning	21/00829/APP Status: Householder Approved	Min 7
20 Aug	Planning	20/03732/ALB Status: Listed Building Consent	Min 7
20 Aug	Planning	20/03723/APP Status: Householder Approved	Min 7
19 Aug	Planning	Planning Application Consultation 21/03322/ALB	Min 7
19 Aug	News	Announcing the detailed designs for the Flood Alleviation Scheme in Eastern Marlow	To Cllrs
17 Aug	News	Kids holiday activity scheme is top of the menu with local celebrity chef	To Cllrs
17 Aug	Planning	21/01200/ALB Status: Listed Building Refused	Min 7
16 Aug	News	Buckinghamshire recycling centres join the fight against zombie batteries	To Cllrs
13 Aug	News	Celebrating Buckinghamshire's Paralympic heritage for Tokyo 2020	To Cllrs
12 Aug	News	Partnership benefits Buckinghamshire's children in care	To Cllrs
11 Aug	News	Enjoy festival favourites at September Saturdays by the canal!	To Cllrs
10 Aug	News	Annual Canvass 2021 – don't lose your voice	To Cllrs
10 Aug	News	Energy efficiency scheme has a positive impact on fuel poverty and carbon emissions	To Cllrs
10 Aug	News	Council encouraging residents to grow it, cook it, eat it	To Cllrs
9 Aug	News	First HS2/EWR Marshal hits the streets of Bucks	To Cllrs
9 Aug	News	Buckinghamshire Council calls for tougher legal action on fly-tippers	To Cllrs

Association of Local Councils

Date	From	Description	Actions
13 Sept	BMKALC	Devolved Services	To Cllrs
8 Sept	NALC	NALC NEWSLETTER	To Cllrs
8 Sept	BMKALC	Data Protection book now!	To Cllrs
8 Sept	NALC	NALC EVENTS	To Cllrs
3 Sept	NALC	CHIEF EXECUTIVE'S BULLETIN	To Cllrs
3 Sept	BMKAL	Respect Conference 2021 Guest speaker update	To Cllrs
2 Sept	BMKALC	Book Now! Data Protection for officers & councillors	To Cllrs
1 Sept	NALC	NALC NEWSLETTER	To Cllrs
27 Aug	NALC	Chief executive's bulletin	To Cllrs
26 Aug	BMKALC	New training courses now open for booking!	To Cllrs
24 Aug	BMKALC	Buckinghamshire & Milton Keynes Survey of Parish, Town & Community Councils	To Cllrs
20 Aug	BMKALC	Newsletter July-August	To Cllrs
20 Aug	BMKALC	Planning guidance	To Cllrs
13 Aug	BMKALC	Buckinghamshire Council Code of Conduct	To Cllrs

Others

Date	From	Description	Actions
10 Sept	EWR Alliance	East West Rail Alliance Traffic Update	To Cllrs
10 Sept	Thames Valley Police	Community Speedwatch newsletter	To Cllrs
10 Sept	Chris Craighead	Road sign - Bicester Rd / Tompkins Lane	To Cllrs
9 Sept	Addition Advocates	FREE 24 hour helpline for individuals suffering from addiction	To Cllrs
9 Sept	CIB	BUCKS CHARITY NEWS: Local fundraising opportunity, networking and training & #FundAlerts	To Cllrs
9 Sept	Aylesbury Ramblers	walk programme for October to January 2022	To Cllrs
9 Sept	Katharine Pullen	Great Big Green Week	Agenda item
9 Sept	RBLI Shop	Preparation for Remembrance 2021	Min 25
8 Sept	RTM	RTM Landscapes Grounds Maintenance Report	To Cllrs
6 Sept	Dan Legg	Dissertation Study into Neighbourhood Planning	Ian Metherell to follow up
5 Sept	Ian Metherell	VALP/MGNPD	Min 9
2 Sept	MGVH	Shrubbery at Redstocks	Resolved
31 Aug	Thames Valley Police	Police & Crime Bulletin August 2021	To Cllrs
26 Aug	CIB	BUCKS CHARITY NEWS	To Cllrs
23 Aug	The Swan Practice	Patients asked to share their views on the future of GP and healthcare services in Buckingham	To Cllrs
20 Aug	Thames Water	Ground Water Impacted System Management Plans (GISMP) published on Thames Water website	To Cllrs
20 Aug	RTM	Chemical Application Report Trigger	To Cllrs
20 Aug	RTM	RTM Landscapes Grounds Maintenance Report	To Cllrs
19 Aug	Paul Hill	Letters of objection	Min 7
17 Aug	East West Rail	Summer Newsletter East West Rail	To Cllrs
17 Aug	East West Rail	Keeping you connected: Summer 2021	To Cllrs
13 Aug	Technical Surfaces	Synthetic Sports Surface maintenance report (92807)	Min 11
12 Aug	PFK Littlejohn	BU0130 2020/21 AGAR Section 3 External Auditor Report	Min 8
11 Aug	Information Commissioner	ICO - Renewal confirmation ICO:00017495739	Noted
9 Aug	Play Safety	RoSPA Play Safety Inspection Reports	Min 11

MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report
14-Sep-21

COMMUNITY ACCOUNT				Notes
31-Jul-21			£23,653.09	
Outstanding Cheques and cheques approved at meeting on 10 Aug 2021			-£3,904.50	
Unpresented cheques at 27 Aug 2021			£26.99	
Income:				
Cemetery Reservation (D-2-4) Memorial (D-1-5)			670.00	
Balance of Community Account at 27 Aug 2021			£20,445.58	
Payments to be approved at meeting 14 September 2021				
Cheque No	Payee	Amount	Authority	
103132	SSE Inv 11772331 0045: Street light elec 3 Aug to 1 Sept	210.67	PCA 1957s.3;HA 1980s.301	
103132	SSE Inv 591772404 0045: Street light elec 3 Aug to 1 Sept	12.21	PCA 1957s.3;HA 1980s.301	
103132	SSE Inv 861786437 0034: Street light elec 3 Aug to 1 Sept	2.87	PCA 1957s.3;HA 1980s.301	
103133	Bucks Council Inv 520519: Cemetery bin emptying or August	17.15	Litter Act 1983 ss 5	
103134	PKF Littlejohn Inv SB20210238: AGAR year ending 31 March 2021	240.00	Audit Commission Act 1998	
103135	Bucks Council Inv 2025033448: Uncontested election	151.04	LGA 1972 ss 9(1)	
103136	RTM Inv 3003: grass cutting	1,110.00	Highways Act 1980 s. 96	
103137	C Jackman Clerk Salary: August 2021	459.60	LGA 1972 s. 112(2)	
103138	HMRC Clerk PAYE: August 2021	47.80	LGA 1972 s. 112(2)	
103139	MGVH Inv 2108/05: VH hire August	15.46	LGA 1972 s.133	
103140	David Rollins Inv SK8-2021-003: Skateboard sessions July/Aug/Sept	£333.32	LGA 1972 s.145	
	Everflow Inv 1127477: Recreation ground water 8 Oct to 7 Nov 2021	62.88	LGA(MP) 1976 s.19	
103141	Lindengate Inv 1060: Planter/bee box/wildflowers	360.00		
Totals yet to be deducted from balance of Community Account			£3,023.00	
	Cheques for approval at meeting on the 14 September 2021			
	Outstanding cheques at 14 September 2021			
103125	P Taylor	£26.99		
		<u>£26.99</u>	£26.99	
Totals yet to be credited				
	Bucks Council 2nd precept payment	-£12,500.00		
		<u>-£12,500.00</u>	-£12,500.00	
	Total		-£9,450.01	
Anticipated balance			£29,895.59	

EARMARKED RESERVE ACCOUNT			
01-Apr-21			£26,722.72
Total In			£0.67
Total Out			£0.00
Balance of Earmarked Reserve at 31 July 2021			£26,723.39

Bank Reconciliation 14 September 2021

COMMUNITY ACCOUNT				Notes
CASH BOOK				
Balance at 1 April 2021			£19,724.90	
Less Total Payments to 14 September 2021			-£18,311.19	
Add total receipts to 14 September 2021			£28,481.88	
Cash book balance at 14 September 2021			£29,895.59	
			<u>£29,895.59</u>	
EARMARKED RESERVE ACCOUNT				
Balance of Earmarked Reserve A/C as at 1 April 2021			£26,722.72	
Less total payments to 14 September 2021			£0.00	
Add Total Receipts to 14 September 2021			£0.67	
Balance at 14 September 2021			£26,723.39	
NB: the balance in the Earmarked Reserve Account is made up of:				
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			£37.39	
			<u>£26,723.39</u>	
TOTALS at 14 September 2021				
	Community Account		£29,895.59	
	Earmarked Reserve Account		£26,723.39	
			£56,618.98	