

## MARSH GIBBON PARISH COUNCIL

### MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 9 AUGUST 2022

**PRESENT:** Cllrs A Lambourne (Chair), P Evershed (PE), J Smith (JS) and R Cross (RC)  
Clerk, Carole Jackman  
Bucks Councillor Michael Rand

Meeting commenced at 8.00pm

Chair welcomed BC Michael Rand to the meeting.

**1 APOLOGIES**

Bucks Cllr Angela Macpherson, Cllrs E Taylor, N Lyon and T Reveller

**2 DECLARATIONS OF INTEREST**

None.

**3 MINUTES OF MEETING HELD ON 12 JULY 2022**

Following one amendment, the minutes of the meeting held on 12 July were agreed by those present and signed by the Chairman.

**4 MATTERS ARISING**

**4.1 Parking in Castle Street**

Following the suggestion that the school put out cones to prevent parking outside the school. Cllr JS reported that the school only have 5 cones.

**Action: Clerk to write to EWR to ask if they have cones that the school can use.**

**4.2 Dropped Kerb adjacent to Suffolk Court**

Concern still was expressed at the suggestion that a dropped kerb should not be put into the pavement outside Suffolk Court onto Castle Street. However, councillors remain convinced that a dropped kerb in the location suggested is dangerous and that crossing the road nearer to Swan Lane is the safer option.

**Action: Clerk to draft letter to Rev Hiscock.**

**5 PUBLIC PARTICIPATION**

No residents were present.

**6 GENERAL CORRESPONDENCE**

All correspondence had been circulated to Councillors.

**Appendix 1.**

**7 PLANNING**

**7.1 Planning applications**

There were no new planning applications to consider.

**7.2 Bucks Council (AVDC Area) Approved applications**

**22/01471/APP** : Householder application for single storey rear extension - 2 Westbury Close Marsh Gibbon Buckinghamshire OX27 0EP

**7.3 Late Notifications** – to review any applications issued after the publication of the Parish Council agenda:

There were no late notifications to consider.

**7.4 Withdrawn application**

**22/02243/ALB**: Listed building application for replacement of garage door with new three leaf casement door in existing annex building - The Croft West Edge Marsh Gibbon Buckinghamshire OX27 OHA.

**7.5 Ewelme Sites** – to receive updates on Sites A and B

**7.5.1 Site A**

It was noted that:

- the public footpath running through Site A is overgrown.
- The perimeter fence, with mounds of earth leaning against it, and a digger sitting on top of the earth needs to be made safe.

**Action: Clerk to write to WE Black to request that the footpath is cut back and the mound of earth made safe.**

**7.5.2 Site B**

**7.5.2.1 Planning conditions**

Signature:

2101

Cllr RC had gone through the planning application and confirmed that the parking at the shop is available for school pick up and drop off times but none has been specifically allocated for staff parking

#### 7.5.2.2 **Shop**

Cllr JS reported that she had been advised that the new tenant of the shop had reported that he hopes the shop will open in the 1<sup>st</sup> week of October.

#### 7.4.3 **Ewelme Trustees' Meeting**

Chair reported that he had been offered a meeting with the Ewelme Trustees at 10am on 13 September. It was agreed to accept this date.

**Actions: Chair to confirm the date with the Ewelme Trustees. Clerk to write to councillor to ask for items for the agenda.**

### **8 CLERK'S REPORT**

#### **8.1 Finance Report**

Clerk presented the Financial Report for August 2022. Payments totalling £1,887.00 were approved, as detailed in appendix 2. It was agreed that a transfer from the earmarked reserve account to the current was not necessary.

#### **8.2 Skateboarding**

No updates were available.

#### **8.3 Bank Mandate**

Completion of the Bank Mandate change forms is progressing. Clerk had been informed, via a telephone call with Barclays, that councillors did not need to visit a Barclays branch but could confirm their ID by their 'smart phone'. This is a recent introduction of Barclays.

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

#### **9.1 Marsh Gibbon Neighbourhood Plan**

Cllrs agreed to monitor information regarding the update of the Neighbourhood Plan.

### **10 REPORT FROM VILLAGE HALL**

#### **10.1 Report**

The next village hall meeting is on 24 August. There were no further updates available.

#### **10.2 Car Park**

The S106 application form had been completed by the village hall, approved by the Parish Council and forwarded to Bucks Council.

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

#### **11.1 Maintenance**

Technical Surfaces had recommended further work on the all weather pitch.

**Action: Clerk to organise a site meeting with Technical Surfaces before confirming further maintenance work.**

#### **11.2 Playground Upgrade**

It was noted that there was a delay with the installation of the final piece of equipment. Cllr NL had been pushing the supplier to ensure that the work was completed and all their equipment removed from the site before the village hall beer festival. As Cllr NL is on holiday, Cllr RC agreed to call the supplier.

**Action: Cllr RC to call the supplier to emphasise the importance of the completion date.**

A post installation inspection had been provisionally booked for the morning of 11 August, but this will now need to be re-scheduled.

**Action: Clerk to liaise with PlaySafety regarding the post installation inspection.**

### **12 DEVOLVED SERVICES**

The owner of the hedge in Whales Lane had confirmed that it would be cut back when he was legally allowed to do so.

**Action: Clerk to chase RTM to get the Hedgeside brambles removed and to report the condition of the Hedgeside path on Fix My Street.**

### **13 ROADS AND PATHWAYS**

#### **13.1 Potholes / Road repairs**

No new pot holes were reported.

It was noted that Heet Road, Charndon Road and Edgcott Road had been repaired using a new treatment. BC Michael Rand said that he would send a thank you note to Steve Broadbent, Cabinet Member for Transport.

#### **13.2 Parking in Castle Street**

See item 4.1 above.

A report from Bucks Council also has not been received.

- 13.3 **Dropped Kerb adjacent to Suffolk Court**  
See 4.2 above
- 13.4 **Public Footpath**  
Cllr ET and clerk are liaising with the Ramblers to resolve the problem of replacing the gates on footpath MG1/9A/2.
- 14 STREET LIGHTING**
- 14.1 **Maintenance**  
Clerk had requested a quotation for upgrading the street lights to LED following a 'cold call' from a local company and had sent the street lighting details requested, but had not received a quotation.
- 15 CEMETERY MATTERS**
- 15.1 **General Maintenance**  
There were no general maintenance issued to report.
- 15.2 **Burial, Interments, Advance booking requests and Memorial applications**
- 15.2.1 **Burials**  
No burials had taken place.
- 15.2.2 **Advance reservation**  
No advanced reservation requests had been received.
- 15.2.3 **Memorial application**  
A request for a headstone on grave space Section D, Row 1, Plot No 11 had been received.
- 15.3 **Cemetery Road**  
Cllr PE confirmed that Nicholsons would fell and poison two poplar trees on 2 September and return on 2 November to grind out the stumps. It was noted that remaining four poplars would be felled at the rate of two per year. Clerk confirmed that she would not accept any burials on those dates.  
It was noted that all the paths had cracked during the unusually hot weather but to wait until October/ November before making any decisions on how to repair them.  
It was noted also that some cracks have appeared around some of the graves.  
**Action: Clerk to ask the grave digger to fill in the cracks when he is in the cemetery and liaise with Cllr PE who offered to meet him and show him which graves needed attention.**
- 16 ENVIRONMENTAL MATTERS**
- 16.1 **Ware Pond**  
Council is waiting for a response from East West Rail regarding the work they are prepared to carry out
- 16.2 **Thames Water**  
It was agreed to chase Thames Water for an update/timelines of when Marsh Gibbon is likely to have a groundwater impact plan implemented.
- 17 STREET FURNITURE**  
No updates were available regarding the notice boards for the bus shelter near the school.
- 18 COMMUNITY BOARD**  
No updates were available.
- 19 ANY OTHER BUSINESS**
- 19.1 **Jubilee Plantation**  
Cllr RC reported that he would carry out some strimming in the Jubilee Plantation.
- 20 DATE OF NEXT MEETINGS**  
8PM Tuesday 13 September 2022 in the committee room of Marsh Gibbon Village Hall.  
The meeting closed at 9.45 pm.

**General Correspondence Received****Bucks Council**

Date	From	Description	Actions
Weekly	Permit Office	Roadwork updates	Local notices To Cllrs
5 Aug	News	Buckinghamshire Council is upgrading its revenue and benefits systems	To Cllrs
5 Aug	Community Board	FW: Update on the East West Rail Natural Flood Management Project	To Cllrs
5 Aug	Community Board	Buckinghamshire Council - resident survey on housing needs of adults with a social care need across Buckinghamshire	To Cllrs
4 Aug	News	Five Buckinghamshire parks awarded coveted Green Flags	To Cllrs
4 Aug	News	Children's play areas benefit from £219k council investment	To Cllrs
4 Aug	Cllrs AM and MR	EWR HGS Movements through the village	Chair/Clerk liaising
3 Aug	News	Council announces new partner to continue programme of highways improvements	To Cllrs
3 Aug	Planning	No: 22/02243/ALB   Status: Application Withdrawn	To Cllrs
2 Aug	Cllr F Mahon	Electoral Review - Update: Commission Proposals for a new pattern of Wards in Buckinghamshire and Next Steps	To Cllrs
2 Aug	Local Government Boundary Commission for England	Have your say on a new political map for Buckinghamshire Council	To Cllrs
2 Aug	Community Board	'Community Board position regarding Highways projects	To Cllrs
2 Aug	News	Have your say on our draft recommendations for Buckinghamshire Council	To Cllrs
1 Aug	News	Council unveils new weapons in the battle to beat fly-tipping in Bucks	To Cllrs
1 Aug	News	'Find out if you need planning permission' service now live in Buckinghamshire	To Cllrs
29 Jul	Planning	22/01471/APP   Status: Householder Approved	To Cllrs
29 Jul	News	Council develops new reporting tool in the fight against anti-social behaviour	To Cllrs
28 Jul	News	Have your say on proposals for the Princes Risborough Southern Road Link	To Cllrs
26 July	News	New Guardian's Guide website launches	To Cllrs
26 Jul	News	News for Town and Parish Councils from Bucks Council	To Cllrs
25 Jul	Team Leader Directorate for Planning Growth & Sustainability	Road Narrowing Castle Street (Marsh Gibbon)	To Cllrs
25 Jul	News	HS2 lorry routes High Court decision	To Cllrs
21 Jul	Community Board	Haddenham & Waddesdon Community Board - notes of the Litter Picking Forum held on 19th July 2022	To Cllrs
21 Jul	News	Charity offers free tennis sessions for Bucks residents	To Cllrs
21 Jul	News	Buckinghamshire Council launches 'Online Safe Spaces' portal	To Cllrs
21 Jul	Planning	Publication of the Statement of Consultation for the Local Plan for Buckinghamshire Attitudes Survey	To Cllrs
20 Jul	News	Buckinghamshire Council to hit 25% renewable electricity target	To Cllrs
20 Jul	News	Kitche takes to the road in Buckinghamshire	To Cllrs
20 Jul	News	Planning enforcement success for Buckinghamshire Council	To Cllrs
19 July	News	Council honours retiring staff member celebrating 47 years' service	To Cllrs
19 July	News	A simple thank you to our Simply Walk volunteers	To Cllrs
19 July	News	Play Around The Parishes is back!	To Cllrs
18 July	News	Hot Weather Warning	To Cllrs

Signature:

18 July	Interim Energy and Climate Change Manager, Planning, Growth and Sustainability	Buckinghamshire Council Energy Supply Contract	To Cllrs
16 July	News	Heatwave alert level raised across Buckinghamshire early next week	To Cllrs
15 July	Community Board	Help Us Shape a New Design Code for Buckinghamshire	To Cllrs
15 July	Senior Regulations Officer, TFB	West Edge, Marsh Gibbon	To Cllrs
15 July	Street Naming	Confirmation of postal addresses - Marsh Gibbon site - 22/00147/NEWDEV	To Cllrs
15 July	News	Extreme temperatures and impact on waste collection services	To Cllrs
15 July	Community Board	Haddenham & Waddesdon Community Board - Litter Picking Forum -19th July at 7 pm - agenda	To Cllrs
14 July	News	'Opportunity Bucks' – 'Levelling Up' in Bucks	To Cllrs
14 July	Community Board	Haddenham & Waddesdon Community Board - Litter Picking Forum -19th July at 7 pm	To Cllrs
14 July	News	Celebrating 10 years since the London 2012 Paralympics	To Cllrs
14 July	News	Discover your local roots – join us on Archaeology Day!	To Cllrs
13 July	News	Bucks gains new powers to improve road safety	To Cllrs
12 July	News	Enjoy the warmth and sunshine but stay safe	To Cllrs

#### Association of Local Councils

Date	From	Description	Actions
	BMKALC	Weekly updates	To Cllrs
8 Aug	BMKALC	Civility and Respect Newsletter 4	To Cllrs
4 Aug	BMKALC	Bucks Council Planning & Environment service update	To Cllrs
29 Jul	NALC	CHIEF EXECUTIVE'S BULLETIN	To Cllrs
28 Jul	Resident	HS2 HGV - MX19 EWA	To EWR/Cllrs
28 Jul	Via website	Re advertising in the village	Clerk responded/ To Cllrs
27 July	BMKALC	New! Advanced Finance Training Programme	To Cllrs
27 July	BMKALC	Consultation on short term holiday lets	To Cllrs
27 July	BMKALC	Cost of Living Support	To Cllrs
18 July	BMKALC	To Complete & Circulate Dementia Friendly Communities Survey	To Cllrs
15 July	NALC	CHIEF EXECUTIVE'S BULLETIN	To Cllrs

#### Others

Date	From	Description	Actions
3 Aug	RTM	RTM Landscapes Grounds Maintenance Report	To Cllrs
4 Aug	EWR	HGV movement through the village	Chair/Clerk CC
1 Aug	PlaySafety	ROSPA Play Safety - MG Post Installation Inspection	To Cllr NL
1 Aug	MGVH	Completed S106 Authorisation Form/Tender/Quote	To Cllrs
1 Aug	Ramblers	Marsh Gibbon local footpaths champion	To Cllr ET
3 Aug	EWR	EWR Buckinghamshire Local Representatives Group – Materials for meeting #2 now available	To Cllrs
28 Jul	Bucks Museum	Feel the Force Summer Science Festival at Discover Bucks Museum	To Cllrs
26 Jul	Via website	Planning application: Felling of Xmas Tree at the Plough	To Cllrs
26 Jul	MGVH	Playground upgrade completion	To Cllr NL
20 Jul	Tree Council	 Breaking news! Branching Out Community Fund now open	To Cllrs
18 July	RTM	Cemetery fir trees	To cllrs
18 July	RTM	Landscapes Grounds Maintenance Report	To Cllrs
16 July	Resident	Road closures – request to open Twyford Bridge	Sent to Bucks Council Road Closures
16 July	PKF Littlejohn LLP	AGAR confirmation of receipt	Noted
15 July	MGVH	Beer Festival	To Cllrs
14 July	EWR	Notification of upcoming works	To Cllrs
14 July	Rev David Hiscock	Crossing Castle Street	To Cllrs

Signature:

## MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report  
09-Aug-22

COMMUNITY ACCOUNT		Notes
30-Jun-22		£10,061.71
Outstanding Cheques and cheques approved at meeting on 12 July 2022		-£5,163.82
Unpresented cheques at 29 July 2022		£66.41
<b>Income: HMRC VAT Refund</b>		<b>£3,877.62</b>
<b>Balance of Community Account at 30 July 2022</b>		<b>£8,841.92</b>

Cheque No	Payee	Amount	Authority
<b>Cheques to be approved at meeting on 9 August</b>			
103233	Bucks Council	Inv 567254: June cemetery waste	£15.71 Litter Act 1983 ss 5
103233	Bucks Council	Inv 568718: July cemetery waste	£17.54 Litter Act 1983 ss 5
103234	RTM	Inv3581: Grass cutting	£553.22 Highways Act 1980 s. 96
103235	MGVH	Inv 211139: vh hire 14 June 2022	£16.00 LGA 1972 s133
103236	Graham Hodges	Inv 22: Grave digging 11 May/6 June	£485.00 Local Authorities Cemeteries Order 1977
103237	C Jackman	Clerk salary - July 2022	£461.91 LGA 1972 s. 112(2)
103238	HMRC	Clerk PAYE - July 2011	£54.80 LGA 1972 s. 112(2)
DD	Information Commissioner's	Data Protection renewal fee	£35.00 Data Protection Act 2018
103239	SSE	Inv 11772331 0056: street lighting elec 2 Jul to 1 Aug 2022	£217.50 PCA 1957s.3,HA 1980s.301
103239	SSE	Inv 591772404 0056: street lighting elec 2 Jul to 1 Aug 2022	£12.55 PCA 1957s.3,HA 1980s.301
103239	SSE	Inv 861786437 0045: street lighting elec 2 Jul to 1 Aug 2022	£2.87 PCA 1957s.3,HA 1980s.301
DD	Everflow	Inv 1692880: Recreation ground water 8 Sept to 7 Oct 2022	£14.90 LGA(MP) 1976 s.19
<b>Totals yet to</b>	<b>Outstanding cheques</b>		<b>£1,887.00</b>
	103213: K Pullen	66.41	
			<b>£0.00</b>
		<u>£66.41</u>	<b>£66.41</b>
	<b>Total</b>		<b>£1,953.41</b>

## Total to be added to the Community Account

0.00 0.00

Anticipated balance £6,888.51

£6,888.51

<b>EARMARKED RESERVE ACCOUNT</b>	01-Apr-22	£26,725.40
	Total In	£2.01
	Total Out	£0.00
<b>Balance of Earmarked Reserve at 9 August 2022</b>		<b>£26,727.41</b>

Bank Reconciliation 9 August 2022  
COMMUNITY ACCOUNT

CASH BOOK		Notes
<b>Balance at 1 April 2022</b>		<b>£20,163.19</b>
Total payments to 9 August 2022		-£32,383.84
Add total receipts to 9 August 2022		£19,109.16
<b>Cash book balance at 9 August 2022</b>		<b>£6,888.51</b>
		£6,888.51

## EARMARKED RESERVE ACCOUNT

<b>Balance of Earmarked Reserve A/C as at 1 April 2022</b>		<b>£26,725.40</b>
Less total payments to 9 August 2022		£0.00
Add Total Receipts to 9 August 2022		£2.01
<b>Balance at 9 August 2022</b>		<b>£26,727.41</b>

## 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	£41.41
	<b>£26,727.41</b>

<b>TOTALS at 9 August 2022</b>	Community Account	£6,888.51
	Earmarked Reserve Account	£26,727.41
		<b>£33,615.92</b>

Signature: