

MARSH GIBBON PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING
HELD ON TUESDAY 10 SEPTEMBER 2019**

PRESENT: Cllr A Lambourne (Chair), I Metherell (IM), R Cross (RC), P Evershed (PE), Cllr D Leonard (DL)

In attendance: C Jackman (Clerk), CC Angela Macpherson and 3 members of the public

The meeting commenced at 8pm.

1. APOLOGIES

Cllrs J Smith (JS) and E Taylor (ET)

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF THE MEETING HELD ON 13 AUGUST 2019

The Minutes of the Parish Council Meeting held on 13 August 2019 were agreed by those present and signed the Chairman.

4. MATTERS ARISING

4.1 Moat Lane

Clerk reported that she would send a thank you letter to the resident of Moat Lane who had cleared the path between Moat Lane and the Village Hall.

5. PUBLIC PARTICIPATION

Two members of the public were present to discuss the skateboarding project.

6. GENERAL CORRESPONDENCE

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

AVDC	From	Subject	Action	
i	2 Sept		The AV Times - 'What's On' list for Autumn issue 2019	To Councillors
ii	2 Sept	(Acting) Electoral Services Manager	Alterations to the electoral register	Noted
iii	27 Aug	Parish Liaison Officer	HS2 – Information	To Councillors
iv	20 Aug	Business Support Officer	Re-siting of dog bin	Noted
v	14 Aug	Parish Liaison Officer	New Parish – Kingsbrook	To Councillors
BCC	From	Subject	Action	
i	2 Sept	TfB	Help us with the gritting updates!	To Councillors
ii	30 Aug	Director of Growth, Strategy and Highways	Local Council Devolution Communication - August 2019 - That funding be extended for a further two years for the devolution of highway services on the current terms due to expire on 31 March 2022.	Minute 10
iii	28 Aug	TfB	TfB Road Safety Updates #2 - News, tips, and a save the date.	To Councillors
iv	28 Aug	TfB	Don't Pay Twice! Help us with Green Claims!	To Councillors
v	21 Aug	Democratic Services Committee Assistant	Minutes for Waddesdon Local Area Forum, Tuesday 2nd July 2019, 6.30 pm	To Councillors
vi	20 Aug	TfB	URGENT: ROAD CLOSURE IN MARSH GIBBON: Townsend	Noted
vii	19 Aug	Rights of Way Officer	Marsh Gibbon Parish Council - Rights of Way	Minute 11
viii	19 Aug	TfB	Road Safety Updates - News, tips	To Councillors

ix	16 Aug	LAF	Have your say on plans for the new Buckinghamshire Council	To Councillors
x	16 Aug	TfB	TTRO Email Alerts	Clerk responded
xi	16 Aug	CC Angela Macpherson	Residents in Bucks to receive advice on energy usage	To Councillors
xii	13 Aug	Resilience Officer	Community Emergency Plan Enquiry	To Councillors

ALC/NALC		From	Subject	Action
i.	4 Sept	BALC	Policy e-briefing on 5G mobile coverage in rural areas	To Councillors
ii.	4 Sept		HRH The Princess Royal, Princess Anne, will be this year's NALC Annual Conference	To Councillors
iii.	30 Aug	NALC	Chief executive's bulletin	To Councillors
iv.	29 Aug	NALC	LCR Autumn 2019 Survey	To Councillors
v.	27 Aug	NALC	Create safer communities NALC Annual Conference	To Councillors
vi	20 Aug		Bridges guidance	To Councillors
vii	20 Aug	NALC	Help save the planet at NALC's Annual Conference	To Councillors
	19 Aug		latest advice from ICO concerning GDPR compliance	To Councillors
ix	16 Aug	NALC	Chief executive's bulletin	To Councillors
x	15 Aug		BMKALC Training NEW COURSE ADDED	Noted
xi	14 Aug	NALC	NALC Newsletter	To Councillors
xii	13 Aug		B&MKALC 2019 - Annual General Meeting	To Councillors
xiii	Sept		Chief executive's bulletin	To Councillors
Other		From	Subject	Action
i	4 Sept	PKF Littlejohn	BU0130 2018/19 AGAR Section 3 External Auditor Report	Minute 8
ii	4 Sept	Rev David Hiscock	Enquiry regarding Marsh Gibbon Cemetery	Clerk responded
iii	29 Aug	Office of the Police and Crime Commissioner . TVP	Police and Crime Commissioner newsletter - August 2019	To Councillors
iv	21 Aug	No Expressway Group	No Expressway Group Update 21st August 2019 - Stakeholder Registration Process Confirmation	To Councillors ¹
v	28 Aug	RTM	RTM Landscapes Grounds Maintenance Report	Noted
vi	20 Aug	TVP	Police & Crime Bulletin August 2019	Noted
vii	19 Aug	No Expressway Group	Update with news from NEG	To Councillors
viii	15 Aug	Tesco	Remittance Advice COUNCIL from Groundwork UK	To Councillors
ix	13 Aug	RTM	RTM Landscapes Grounds Maintenance Report	Noted
x	9 Sept	HS2	Presentation	To Councillors ²
xi	6 Sept	RTM	Grounds Maintenance Report	Noted
xii	5 Sept	C Anstey	Parish News	Noted ¹

¹Highways England had confirmed that Marsh Gibbon is a registered Stakeholder for the **Oxford to Cambridge Expressway**. CC Angela Macpherson confirmed that, unlike some other councils, BCC and AVDC had not signed a Non-Disclosure Agreement as requested by Highways England. She also reported that AVDC will be discussing a Notice of Motion to oppose the Expressway and will update the Parish Council when she has more information.

It was noted that there are still no actual facts about the route of the expressway. Chair had spoken to C Anstey regarding his concerns.

²Chair had attended an **HS2** meeting and noted that the reported delay of 5 years would not affect this locality as the same contractor is working on HS2 and East West Rail. All details are available in the presentation pack issued to Councillors.

7 PLANNING

7.1 Planning Applications

There were no new planning applications to consider. CC AM reported that she had been approached by the Box Farm applicant asking if she could hasten the planners to give a decision.

7.2 Ewelme Sites (Site B)

Chair had been advised that there are problems with the accessibility plans for Site B but that it is hoped they will be resolved before the end of September when the outline planning expires.

8 CLERK'S REPORT AND ADMINISTRATION MATTERS

8.1 Finance Report

8.1.1 Clerk presented the **Financial Report** for September 2019. Payments totalling £2455.42 were approved as detailed on page 1929.

Action: Chair to check the recreation ground water meter reading.

8.1.2 It was agreed that the next **Finance Meeting** will be held at 7.30 on Tuesday 22 October.

8.1.3 Cllr Angela Macpherson had reported that she has a **small fund** available. It was agreed to ask for a contribution towards the 2019 Christmas Tree. It was noted that an application cannot be made for a project which has already received a contribution.

Action: Clerk to submit application for a contribution towards the Christmas Tree.

8.2 Skateboarding

Two residents present reported that they hoped that the skateboarding would be able to continue, especially as it was to be an Olympic sport, and that eventually a proper skateboard park with more equipment would be built. They thought that the ideal location would be in front of the 5-a-side (All Weather Pitch) and were checking what planning permission was needed. It was noted that they:

- had organised a barbecue and banners for the Tesco cheque presentation;
- were planning to have barbecues at alternate sessions;
- were promoting the skateboarding on Facebook and Life Together;
- hoped to arrange pop-up events to raise money to enable the skateboarding to continue into the next financial year;
- were opening a bank account;
- were looking into sponsorship.

Chair thanked the residents for attending the meeting and for their enthusiasm. However, it was noted that six sessions to the end of the year still need funding. This will be discussed at the Finance Meeting.

Action: Clerk to add to the agenda for the Finance Meeting.

8.3 2018-19 Annual Governance and Accountability Return

PKF Littlejohn, the external auditor, had approved the 2018-19 accounts.

Action: Clerk to issue a Notice of Conclusion of Audit.

8.4 Marsh Gibbon Horticultural Society

It was agreed to make a donation of £125 to the Horticultural Society (HS) in appreciation of the work they were doing for the village.

It was noted that the HS had suggested that Ware Pond should be dredged. It was agreed that the funding for this would come from the Council's Earmarked Reserves.

Action: Chair to liaise with the HS and Barry Leonard (BL) regarding the dredging of the pond and to get a quote from BL to carry out the work.

9 PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND

9.1 Maintenance

It was noted that Chair had:

- greased the swivel chain on the swings;
- sprayed the weeks on the AWP;
- spoken to BL regarding the repair of the fencing panels on the AWP (Cllr EL has got one of the panels).

Action: Clerk to get a quote for the inspection of the Cableway.

10 BCC DEVOLUTION OF SERVICES

10.1 Devolved Services

10.1.1 **Urban grass cutting:** Nothing to report.

10.1.2 Hedging: Nothing to report.

10.1.3 Siding out: Nothing to report.

10.1.4 Rights of Way: Nothing to report.

10.1.5 Weed Killing: Nothing to report.

10.1.6 Maintenance: Nothing to report.

10.2 **Local Council Devolution Communication:** It was agreed to accept the extension to the Devolved Services Agreement to 31st March 2022.

Action: Clerk to inform Bucks County Council.

11 ROADS AND PATHWAYS

11.1 Pot holes

No pot holes were reported.

11.2 HGV weight limit

No updates were available.

11.3 Speed watch

11.3.1 No speed watch updates were available.

11.3.2 Cllr RC asked if a 50mph could be introduced onto the Blackthorn Road. It was agreed that an application for funding for a speeding survey should be submitted to the Local Area Forum. It was noted that the deadline for the 2020-21 FY funding was Friday 13 September.

Action: Clerk to submit funding request to LAF and add to the agenda for the next meeting. Chair to speak to CC Angela Macpherson for help with this.

11.4 Footpaths

Chair had received the kissing gate for the **Station Road right of way** from Bucks County Council.

Action: Chair and Cllr RC to liaise with BL to get the gate installed.

12 STREET LIGHTING

No faults were reported.

13 ENVIRONMENTAL MATTERS

13.1 Street Furniture

Cllr IM commented that he thought that the new benches looked good.

13.2 Dog and Waste bins

13.2.1 The **dog bin** still had not been moved.

13.2.2 The **rubbish bin** adjacent to the AWP is not being emptied.

Action: Clerk to ask AVDC to ensure that the bin is emptied.

13.3 Removal of dead trees

Cllr RC has this in hand.

14 CEMETERY MATTERS

14.1 Burials, interments and Advance bookings

It was agreed that reservations in Section D, Row 2, could not be made until Section B is complete.

Action: Clerk to confirm with Cllr DL reserved plots.

14.2 Memorial / Additional inscription Applications

There were no memorial requests.

14.3 General Maintenance

Work to install a water supply is on-going.

14.4 New Homes Bonus (Cemetery roads improvement)

A decision on the New Homes Bonus grant application is expected on 12 September.

15 OXFORD TO CAMBRIDGE EXPRESSWAY

See notes under Correspondence.

16 REPORT FROM VILLAGE HALL REPRESENTATIVE

It was noted that the Tennis Club lease still has not been signed.

17 ANY OTHER BUSINESS

Piece Close: affordable housing

It was noted that Councillors are unable to help residents who are having problems selling their 'affordable' houses in Piece Close.

18 DATE AND VENUE OF NEXT MEETING

The next Parish Council meeting will be held at 8pm on Tuesday 8th October 2019 in the committee room of the village hall.

.A Finance meeting will be held at 7.30 on Tuesday 22 October 2019 in the committee room of the village hall.

Chair closed the meeting at 9.50pm.

SIGNED:

DATE:

MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report
10-Sep-19

COMMUNITY ACCOUNT			Notes
30-Aug-19		£18,841.25	
Outstanding Cheques and cheques approved at meeting on 9 July 2019		-£3,040.52	
Barclays Bank: Stopped cheque		-£12.50	
Upresented cheques at 30 August 2019		£951.49	
Income:			
Groundforce UK (Tesco Bags of Help)		1,000.00	
Banbury Memorials: Memorial B-4-16		70.00	
D L Hancock: Interment B-6-14		365.00	
Heritages Buckingham: Interment B-3-8		205.00	
Balance of Community Account at 30 August 2019		£18,379.72	
Cheque No	Payee	Amount	Authority
Payments to be approved at meeting 10 September 2019			
102912	RTM: Inv 1903, 28 Aug 2019. Village and urban grass cutting	1,071.00	Highways Act 1980 s. 96
102913	SSE: Invs 11772331, 591772404, 861786437: Street lighting	172.93	Parish Councils Act 1957 s. 3; Highways Act 1980 s.301
102914	C Jackman: Clerk Salary August	334.50	LGA 1972 s. 112(2)
102915	HMRC: Clerk PAYE August	159.80	LGA 1972 s. 112(2)
102916	C Jackman: Clerk Stationery and postage (March to August)	76.94	LGA 1972 s. 112(2)
102917	David Rollins: Inv 12/08/9 Sept 2019: Skateboarding sessions (27 to 30 of 36)	374.99	LGA 1972 s.145
102918	PKF Littlejohn: Inv BU0130 Limited Assurance Review	240.00	Audit Commission Act 1998
DD	Everflow: Inv 338537: Recreation Ground water 8 Oct to 7 Nov 2019	25.26	LGA(MP) 1976 s.19
Totals yet to be deducted from balance of Community Account			
	Cheques for approval at meeting on the 10 September 2019	£2,455.42	
	Unpresented cheques at 30 August 2019	£951.49	
		Total	£3,406.91
Cheques yet to be credited to the Community Account			
		Anticipated balance	£14,972.81
			£15,212.81

EARMARKED RESERVE ACCOUNT		
30-Jul-19		£29,175.00
Balance of Earmarked Reserve at 30 August 2019		£29,175.00

Bank Reconciliation - 30 August 2019

COMMUNITY ACCOUNT

CASH BOOK			Notes
Balance at 1 April 2019		£15,072.00	
Less Total Payments to 30 August 2019		-£19,081.58	
Add total receipts to 30 August 2019		£21,437.81	
Cash book balance at end August 2019		£17,428.23	
		£17,428.23	
EARMARKED RESERVE ACCOUNT			
Balance of Earmarked Reserve A/C as at 1 April 2019		£30,175.49	
Less total payments to 30 July 2019		-£1,015.54	There were no movement on this account during August
Add Total Receipts to 30 July 2019		£15.05	
Balance at 30 July 2019		£29,175.00	
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		£1,696.00	
Election Expenses		£775.00	
Fencing Repairs at 5-a-side		£227.00	
Defibrillator		£50.00	
Interest			
TOTAL		£29,175.00	