

**MARSH GIBBON PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING  
HELD ON TUESDAY 9 JULY 2019**

**PRESENT:** Cllrs I Metherell (IM) Acting Chairman, R Cross (RC), P Evershed (PE)

**In attendance:** C Jackman (Clerk)

The meeting commenced at 8.02pm.

**1. APOLOGIES**

Cllrs A Lambourne (AL), J Smith (JS), E Taylor (ET) and D Leonard (DL)

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3. MINUTES OF THE MEETINGS HELD ON 11 JUNE 2019**

The Minutes of the Extraordinary meeting held at 7.30pm on 11 June were approved and signed by Cllr IM, Acting Chairman.

The Minutes of the Parish Council Meeting held on 11 June 2019 were agreed by those present and signed by Cllr IM, Acting Chairman.

**4. MATTERS ARISING**

There were no Matters Arising.

**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:

	<b>AVDC</b>	<b>From</b>	<b>Subject</b>	<b>Action</b>
i	5 July	Parish Liaison	VALP session – 23 July	To Councillors
ii	4 July	News mailbox	Crowdfunding workshop	To Councillors
iii	2 Jul	Democratic Specialist (Business Strategy & Support)	Polling District and Polling Place Review 2019	To Councillors
iv	1 Jul	Parish Liaison Officer	Parish forum	To Councillors
v	21 June		Invitation to Our Vale project workshop – crowd funding	To Councillors
vi	20 June	Street Scene	Dog bin – confirmation of order	Noted
vii	18 June	Planning	Planning Application Consultation 19/02203/APP	Minute 7

	<b>BCC</b>	<b>From</b>	<b>Subject</b>	<b>Action</b>
i	5 Jul	Rights of Way Officer	Marsh Gibbon Parish Council - Rights of Way	Minute 10
ii	4 Jul	CC Angela Macpherson	EWR phase 2 update	To Councillors
iii	2 Jul	TfB, Customer and Communication Manager	NHT survey - online	To Councillors
iv	1 Jul	Waddesdon LAF	Supplement "BCC Update Supplement" to the agenda for Waddesdon Local Area Forum	To Councillors
v	1 Jul	Electoral Specialist	Alterations to the electoral register	Noted
vi	27 June	Unitary comms mailbox	Localism Workshop, Aylesbury, 13 June 2019	To Councillors
vii	25 June	Waddesdon LAF	Agenda pack for the Waddesdon LAF, 2 July 2019	To Councillors

viii	21 June		MyBucks June 2019	To Councillors
ix	18 June	Area Rights of Way Officer	Marsh Gibbon Parish Council - Rights of Way	Minute 10
x	12 July	TfB	Transport for Buckinghamshire (TfB) Conference Invitation	To Councillors

ALC/NALC		From	Subject	Action
i.	5 Jul	NALC	Chief executive's bulletin	To councillors
ii.	3 Jul	NALC	NALC Newsletter	To Councillors
iii.	1 Jul	NALC	NALC legal update - June 2019	To Councillors
iv.	21 June	NALC	Chief executive's bulletin	To Councillors
v.	21 June	NALC	NALC Conference	To Councillors
vi	19 June	NALC	NALC Newsletter	To Councillors
vii	19 June	NALC	NALC - Chief executive's bulletin	To Councillors

Other		From	Subject	Action
i	8 Jul	Tennis Club	Tennis Club Grass Cutting	Clerk informed contractor
ii	8 Jul	Susan Hodges	Cemetery Grass cutting	Minute 14
iii	4 Jul	Chair, No Expressway Group	No Expressway Group - Latest News	To Councillors
iv	1 Jul	Terry Pollard Campaigns Co-ordinator	latest update from the No Expressway Alliance	To Councillors
v	28 June	James Taylor, Managing Director, Edgar Taylor (Buckingham) Ltd	Ewelme Site C, Marsh Gibbon	Minute 7
vi	28 June	Melissa Wright	No Expressway	Minute 15
vii	28 June	RTM	Marsh Gibbon Parish Council – Grasscutting – confirmation of additional cuts	Noted
viii	27 June	Chris Anstey	Advertising space available either in the Marsh Gibbon Newsletter	Advised to go to Life Together
ix	27 June	Chris Anstey	Marsh Gibbon Village Charities - Annual Report to 31st December 2018	To Councillors
x	26 June	RTM	2019/20 Insurance verification	Noted
xi	26 June	Michael Beckley	Oxford to Cambridge Expressway	Minute 15
xii	26 June	PKF Littlejohn LLP	BU0130: Receipt of Documents – AGAR Part 3, 2019	Noted
xiii	24 June	RTM	RTM Landscapes Grounds Maintenance Report	To Councillors
xiv	24 June	Via website	Alchester running club will be holding our annual 5k event on Wednesday 14th August in Marsh Gibbon	Cllr IM to put into bulletin
xv	21 June	Thames Valley Police	Police & Crime Bulletin June 2019	To Councillors
xvi	21 June	Grants Officer Vale of Aylesbury Housing Trust	Marsh Gibbon PC Grant Application (Ref P181227): confirmation of second payment	To Councillors
xvii	17 June	RTM	Confirmation of site meeting	Minute 10
xviii	17 June	Melissa Wright	Community Meeting and website	To Councillors
xix	17 June	Eric Gadsden Managing Director W E Black Ltd	Ewelem Site A	To Councillors
xx	17 June	James Taylor, Managing Director, Edgar Taylor (Buckingham) Ltd	Ewelme Site C, Marsh Gibbon	To Councillors
xxi	14 June	PlaySafety	Notification of play area inspection in July	Noted
xxii	12 June	Vale of Aylesbury Housing Trust	Outdoor gyms in your Parish	Clerk to confirm with VAHT

## 7. PLANNING

### 7.1 Planning Applications

**19/02203/APP:** New House Tompkins Lane Marsh Gibbon Buckinghamshire OX27 0EX.

Variation of Condition 2 of planning permission 18/01382/APP The materials for the external surfaces - Replace the stone with a thin coat render exterior applied to the two-storey side extension and have proposed render colours which will compliment and colour match the existing weathered stonework. They have identified three colour choices and these are: Champagne, Ivory and Polar White in the "scraped texture range"

Decision: No objection.

**Action: Clerk to inform AVDC Planning.**

### 7.2 AVDC Approved Applications

No approvals had been received.

### 7.3 Ewelme Sites (Site C)

Cllrs IM and PE had met with James Taylor, Managing Director of Edgar Taylor (Buckingham) Ltd. The meeting was organised urgently, so that Edgar Taylor (Buckingham) Ltd could meet the AVDC deadline submission date for Reserved Matters.

Mr Taylor presented the plans for Site C and it was noted that:

- Open space would be left for grazing.
- Parking met with MGNDP policies MG 13 and 14.
- There would be 2 affordable (social) houses.
- Spring 2020 would probably be the earliest any properties would be available to move into.

Council thought that the plans shown were preferable to the earlier version.

It had been agreed that a date would be arranged for a public drop-in session before detailed planning permission was sought.

## 8 CLERK'S REPORT AND ADMINISTRATION MATTERS

### 8.1 Finance Report

Clerk presented the Financial Report for July 2019. Payments totalling £4,403.52 were approved as detailed on page 1916. Clerk reported that she had carried out the monthly bank reconciliation on both bank accounts.

### 8.2 Skateboarding

Vale of Aylesbury Housing Trust (VAHT) had confirmed that the second payment for the skateboarding had been approved and would be in the Parish Council bank account on 1 July 2019.

### 8.3 Annual Return and Governance Statement 2018/19

PKF Littlejohn LLP had confirmed receipt of the Annual Return and Governance Statement 2018/19.

## 9 PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND

### 9.1 Quarterly Monthly Inspection

The quarterly inspection will commence once the RoSPA Playsafety Report is received.

### 9.2 Maintenance

No issues were noted.

### 9.3 Annual Inspection

RoSPA Playsafety had confirmed that the annual inspection would be carried out sometime in July.

## 10 BCC DEVOLUTION OF SERVICES

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

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:** Cllr AL and PE had met the grass cutting contractor and had suggested that the 'village' cuts should increase in frequency to every two weeks with effect from the week commencing 8 July 2019 and continuing at this frequency until week commencing 28 October 2019. Councillors agreed via email to the suggested additional cuts and Cllr PE had confirmed this with RTM. It had been agreed that the rural cuts (i.e. devolved services) would not increase.

## 11 **ROADS AND PATHWAYS**

### 11.1 **Pot holes / drainage work**

#### 11.1.1 **Pot Holes**

No new pot holes were reported. It was noted that TfB had carried out road works in the village.

#### 11.1.2 **Drainage work**

It was noted that drainage work had taken place in West Edge and that there was still a water leak in Station Road.

#### 11.2 **HGV weight limit**

Cllr IM had not received a reply to his email of 21 May 2019.

**Action: Cllr IM to follow up with TfB.**

#### 11.3 **Speedwatch**

No updates were available.

#### 11.4 **Footpaths**

##### 11.4.1 **Station Road Public Footpath**

The BCC Rights of Way Officer had viewed the footpath and reported that if the landowner is content to clear back the hedge to accommodate a kissing gate and to ensure that the ground is level, then the Rights of Way Officer could provide a gate for the landowner to install. It was agreed that the Parish Council would organise the installation of the gate.

**Action: Clerk to contact the landowner for permission to install the gate and then to confirm the supply of the gate from BCC.**

##### 11.4.2 **Townsend Lane**

The BCC Rights of Way Officer had confirmed that Townsend Lane is recorded as a public footpath so there is only a right of way on foot. He confirmed that it is down to the householders to carry out any repairs.

## 12 **STREET LIGHTING**

No faults were reported.

## 13 **ENVIRONMENTAL MATTERS**

### 13.1 **Street Furniture**

No maintenance issues were reported.

### 13.2 **Dog and Waste bins**

The Dog and Waste bins had been ordered but it still was not known when they would be fitted.

**Action: Cllr IM agreed to put a note in the bulletin to inform residents that a new bin will be fitted at the entrance to The College.**

### 13.3 **Working Party (village clean up day)**

The village working party will be held on **27 July**. It was noted that an advertisement has been put into Life Together.

## 14 **CEMETERY MATTERS**

### 14.1 **A Burials, interments and Advance bookings**

A burial had taken place on 26 June in Section B, Row 6, Plot 12.

An interment had been arranged to take place on 12 July in Section C, Row 5, Plot 10.

### 14.2 **Memorial / Additional inscription Applications**

It was noted that all remedial work had been completed on the grave in Section C, Row 5, Plot 1. Cllr PE reported that she had sent a photograph of the memorial to the next of kin.

### 14.4 **General Maintenance**

14.4.1 Work to install a water supply is on-going.

14.4.1 Following complaints regarding the grass cutting in the cemetery it had been agreed to increase the number of cuts to the end of the season. It was also agreed that Councillors should try to get a 'caretaker' for the cemetery who would, in addition to the grass cutting, remove weeds and dead flowers/wreaths etc, which jobs are currently not in the grass cutting contract. It was suggested that some of this work could be carried out on 27 July during the village 'clean up'. It also was suggested that one of the trees in the cemetery might be 'tidied' during the village 'clean up'.

#### 14.5 New Homes Bonus (Cemetery roads improvement)

Cllrs PE reported that a panel recommendation regarding the funding application will be made on 24 July and sent to AVDC for final ratification in September.

### 15 OXFORD TO CAMBRIDGE EXPRESSWAY

It was noted that a village "No Expressway" Group had been formed and a meeting was planned to be held in the village hall on 15 July. Cllr IM had emailed one of the group's organisers regarding GDPR and the use of the parish council news bulletin email addresses. It was noted that the Parish Council is not a 'lobbying' organisation.

### 16 REPORT FROM VILLAGE HALL REPRESENTATIVE

No updates were available.

### 17 ANY OTHER BUSINESS

#### 17.1 Damaged Trees

It was noted that the trees damaged by vandals were dying.

**Action: Cllr RC to follow up with a log merchant. Clerk to add to the agenda for August's meeting.**

#### 17.2 Aylesbury Times

Cllr IM suggested that an article be sent to the Aylesbury Times highlighting Marsh Gibbon as a village in the far west of the District.

**Action: Cllr IM to follow up**

#### 17.3 HS2

It was noted that Cllr AL had said that he will be attending an HS2 meeting on 13 August.

### 18 DATE AND VENUE OF NEXT MEETING

The next Parish Council meeting will be held at 8pm on Tuesday 13 August 2019 in the committee room of the Village Hall.

Cllr IM closed the meeting at 9.20pm.

**SIGNED:**

**DATE:**

MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report  
09-Jul-19

COMMUNITY ACCOUNT			Notes
30-May-19		£24,332.49	
Cheques approved at meeting on 11 June 2019		-£3,748.25	
DD Everflow		-£57.81	
Upresented cheques at 30 June 2019		£241.21	
<b>Income:</b>			
Interment and Memorial Grave B-2-114		£215.00	
<b>Balance of Community Account at 11 July 2019</b>		<b>£20,982.64</b>	

  

Cheque No	Payee	Amount	Authority
<b>Payments to be approved at meeting 11 June 2019</b>			
102889	G Hodges: Inv 70, 30 June: June gravedigging	360.00	Local Authorities Cemeteries Order 1977
102890	Information Commissioner: GDPR Data protection renewal	40.00	Data Protection Act 2018
102891	RTM: Inv 1796, 30 June 2019: grass cutting	1,071.00	Highways Act 1980 s. 96
102892	E.on: Inv 091952, 20 June 2019: New light Clements Lane	828.00	Parish Councils Act 1957 s. 3; Highways Act 1980 s.301
102892	E.on: Inv 092318, 27 June 2019: Maintenance qtr ending 30 June 2019	250.12	Parish Councils Act 1957 s. 3; Highways Act 1980 s.301
102893	MGVH: Inv 1905/11, 31 May 2019: May village hall hire	32.86	LGA 1972 s133
102894	MK Arch.: Inv 6079/002, 13 June 2019: Tender liaising (cemetery road project)	300.00	Town & Country Planning Act 1990, s.61(1),(2)
102895	SSE: Inv 11 June: Street lighting: B - dawn to dusk energy 2 May - 3 June 2019	345.64	Parish Councils Act 1957 s. 3; Highways Act 1980 s.301
102895	SSE:Inv 11 June: Street Lighting: D - dawn to dusk energy 2 May - 3 June 2019	18.62	Parish Councils Act 1957 s. 3; Highways Act 1980 s.301
102895	SSE:Inv 11 June: Street lighting: standing charge 15 May - 3 June 2019	1.84	Parish Councils Act 1957 s. 3; Highways Act 1980 s.301
102895	SSE: Inv 2 July: Street lighting: B - dawn to dusk energy 4 June - 1 July	202.99	Parish Councils Act 1957 s. 3; Highways Act 1980 s.301
102895	SSE: Inv 2 July: Street lighting: D - dawn to dusk energy 4 June - 1 July	12.03	Parish Councils Act 1957 s. 3; Highways Act 1980 s.301
102895	SSE: Inv 2 July: Street lighting: standing charge 4 June to 1 July	2.86	Parish Councils Act 1957 s. 3; Highways Act 1980 s.301
102896	C Jackman: Clerk salary (June 19)	334.50	LGA 1972 s. 112(2)
102897	HMRC: Clerk PAYE (June 19)	159.80	LGA 1972 s. 112(2)
102898	D Rollins: SK8-2019-004 - 5 skateboarding sessions	416.65	LGA 1972 s.145
DD	Everflow: Inv 296324: Recreation Ground water - 8 Aug to 7 Sept	26.61	LGA(MP) 1976 s.19
<b>Totals yet to be deducted from balance of Community Account</b>			
Cheques for approval at meeting on the 9 July 2019		<b>£4,403.52</b>	
Unpresented cheques at 30 June 2019		<b>£241.21</b>	
		<b>Total</b>	
		<b>£4,644.73</b>	
<b>Cheques yet to be credited to the Community Account</b>			
	DL Hancock: Burial B-6-12	£640.00	
	Transfer from Earmarked Reserve Account	£1,015.54	To cover street light repairs at Clements Lane and West Edge and interest between 3 Sept 18 and 2 June 2019
<b>Anticipated balance</b>		<b>£17,993.45</b>	
		£17,993.45	

EARMARKED RESERVE ACCOUNT		
30-May-19		£30,175.49
Interest 4 May-2 June		£15.05
<b>Balance of Earmarked Reserve at 28 June 2019</b>		<b>£30,190.54</b>

Bank Reconciliation - 30 June 2019

COMMUNITY ACCOUNT

CASH BOOK			Notes
<b>Balance at 1 April 2019</b>		<b>£15,072.00</b>	
Less Total Payments to 30 June 2019		-£11,797.84	
Add total receipts to 30 June 2019		£17,467.27	
<b>Cash book balance at end June 2019</b>		<b>£20,741.43</b>	
		£20,741.43	
<b>BANK STATEMENT</b>			
<b>Balance at 1 April 2019</b>			
CA Bank Balance end May 2019		<b>£24,332.49</b>	
Less unpresented cheque:		-£43.45	
		£24,289.04	
<b>EARMARKED RESERVE ACCOUNT</b>			
<b>Balance of Earmarked Reserve A/C as at 1 April 2019</b>		<b>£30,175.49</b>	
Less total payments to 30 June 2019		£0.00	
Add Total Receipts to 30 June 2019		£15.05	
<b>Balance at 30 May 2019</b>		<b>£30,190.54</b>	
<b>NB: the balance in the Earmarked Reserve Account is made up of:</b>			
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	£970 to be transferred to current account
Election Expenses		£775.00	
Fencing Repairs at 5-a-side		£227.00	
Defibrillator		£50.00	
Interest		£45.54	To be transferred to current account
<b>TOTAL</b>		<b>£30,190.54</b>	Amounts to be transferred have not yet been deducted