

## MARSH GIBBON PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 14 MARCH 2017

**PRESENT:** Cllrs I Metherell (Chair), R Cross (RC), A Lambourne (AL), D Leonard (DL), J Smith (JS) and E Taylor (ET)

**In attendance:** C Jackman (Clerk) and 2 members of the public

The meeting commenced at 8pm

**1. APOLOGIES**

Cllr P Evershed.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3. MINUTES OF THE MEETING HELD ON 14 FEBRUARY 2017**

The Minutes of the Parish Council Meeting held on 14 February 2017 were agreed by those present and signed by the Chairman.

**4. MATTERS ARISING**

**4.1 Grass Cutting Contract**

Clerk confirmed that she had received the grass cutting schedule for 2017.

**Action: Clerk to send copies to Councillors**

**4.2 Children's Play Area**

The following were noted:

- The brambles around the All Weather Pitch (AWP) had been cut back
- 5-a-side gate had been left open
- Drug canisters had been found in the area

**Action: Cllr RC to get quotes from Barry Leonard to remove the play equipment at the recreation ground, and to fit a latch on the gate at the children's play area**

**5. PUBLIC PARTICIPATION**

Chair welcomed the members of the public.

**6. GENERAL CORRESPONDENCE**

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

	AVDC	From	Subject	Action
i.	2 Mar	Planning	Planning Application Consultation 17/00595/APP	Agenda item 7
ii.	22 Feb	Planning	Planning Application Consultation 17/00508/ALB	Agenda item 7
iii.	22 Feb	Planning	Planning Application Consultation 17/00507/APP	Agenda item 7
iv.	20 Feb	CC Angela Macpherson	Site C - Marsh Gibbon 16/03379/AOP and 16/03380/AOP	Agenda item 7
v.	10 Feb	Snr Communications & Marketing Officer	AVDC VALP update after housing white paper published	To Councillors
Bucks County Council		From	Subject	Action
i.	28 Feb		MyBucks - March 2017	To Councillors
ii.	24 Feb	TfB	Roads in Marsh Gibbon	Agenda item 13

iii.	23 Feb	Waddesdon LAF	Supplement: LOCAL PRIORITIES BUDGET 2017-18 - WADDESDON LAF to the agenda for Waddesdon Local Area Forum, 1st March 2017, 7.00 pm	To Chair
iv.	22 Feb	Waddesdon LAF	Agenda for Waddesdon Local Area Forum, Wed 1st March 2017, 7.00 pm	To Chair
<b>Association of Local Councils</b>		<b>From</b>	<b>Subject</b>	<b>Action</b>
i.	2 Mar	BMK ALC	Chairmanship Skills Training from Buckinghamshire & Milton Keynes Association of Local Councils	To Councillors
ii.	28 Feb	BMK ALC	S137 Expenditure Limits 2017-18	To Councillors
iii.	28 Feb	BMK ALC	Broadband	To Councillors
iv.	28 Feb	BMK ALC	HS2 Information	Noted
v.	23 Feb	BMK ALC	New Training Course from Bucks & Milton Keynes Association of Local Councils	To Councillors
vi.	22 Feb	BMK ALC	HS2 Updates - 30 March 2017	To Councillors
vii.	21 Feb	BMK ALC	Bucks & Milton Keynes Association of Local Councils New Training Courses	To Councillors
viii.	20 Feb	BMK ALC	Parish Liaison Meeting	To Chair
ix.	9 Feb	BMK ALC	Parliamentary Lobby Day - 28 March 2017	To Councillors
x.	7 Mar	BMK ALC	Training course for Groundsmen	To Grant Cross

<b>Other</b>		<b>From</b>	<b>Subject</b>	<b>Action</b>
i.	1 Mar	Guillaume ATGER Field Agronomist, Staphyt	Herbicide test	Agenda item 9
ii.	1 Mar	Scottish & Southern Electrical Networks	ELECTRICAL WORKS WITHIN YOURE AREA	To Councillors
iii.	28 Feb	MG Tennis Club	Marsh Gibbon astro turf	Agenda item 9
iv.	28 Feb	John Tofts	Blocked drains in West Edge Marsh Gibbon	Agenda item 13
v.	24 Feb	Plantlife	National Plant Monitoring Scheme	To Councillors
vi.	24 Feb	EWR Alliance	East West Rail Briefing note re: land referencing	To Councillors
vii.	21 Feb	Patrick Hughes	Lamp 3 on bend of SPIERS and WHALES Lanes.	Agenda item 14
viii.	20 Feb	Bob Evans, Charndon	EWR Pre 2nd March Meeting	Agenda item 13

## 7. PLANNING

### 7.1 Planning Applications

**17/00507/APP:** Nampara Cottage, The College, Marsh Gibbon, Buckinghamshire OX27 0HW

Replacement of existing chimney pot and flue and replacement of television aerial with satellite dish

Applicant: Mr David Chiesa

Decision: No objection

**17/00508/ALB:** Nampara Cottage, The College, Marsh Gibbon, Buckinghamshire OX27 0HW

Replacement of existing chimney pot and flue, replacement of television aerial with satellite dish and internal alterations to inglenook fireplace

Decision: No objection

**17/00595/APP:** Land Adjacent To Lanes End Cottage, Townsend Lane, Marsh Gibbon OX27 0AE

Erection of one detached dwelling

Applicant: Mr Terry Rose

Decision: No objection. However, Council wished it recorded that as the ownership of the Townsend Lane is unknown, they queried who will be responsible for the upkeep of the road with the additional traffic.

**Action: Clerk to inform AVDC**

## 7.2 Ewelme Sites: Update on Land & Partners (L&P) applications.

- i) **General:** It was noted that, generally, the village considers sites A, B and C to be one package but this is not the case. The sites are being considered individually.  
It was noted that the developer would be responsible for infrastructure on the sites.
- ii) **Site A:** It was noted that L&P are proposing 8 affordable dwellings on Site A whereas only 6 were identified to be needed in the housing needs survey.
- iii) **Site B:** Cllr RC expressed concern at the lack of progress with Site B because, as the proposal included a shop and parking spaces, it was generally preferred by the village. If Site B does not go ahead, it was not clear that a shop would be provided elsewhere nor whether pressure could be applied to Ewelme to provide one.
- iv) **Site C:** L&P had informed Chair that AVDC had requested affordable housing be included in Site C and that they had responded that the site had been conceived to be for private "down-sizing". This concept had been supported by the Parish Council because the 2014 housing needs survey had identified exactly this requirement.  
Chair explained that the PC's policy on affordable housing was in the Neighbourhood Plan (NP) but was subject to interpretation by AVDC when they considered applications.  
Chair went on to say that his personal view was that an offsite contribution in lieu of affordable housing would comply with the NP and would comprise an acceptable way forward.
- v) **Site D:** Chair explained the location of Site D and it again was stressed that Site D is not preferred by the PC or by the village.

## 8 CLERK'S REPORT AND ADMINISTRATION MATTERS

### 8.1 Finance Report

Clerk presented the Financial Report for February 2017. Payments totalling £1172.17 were approved as detailed on page 1748. The bank statements for February month end were available for inspection and the Clerk reported that she had carried out the monthly bank reconciliation on all three bank accounts. Clerk reported that Cllr PE had agreed the totals of the accounts, however, she will meet Cllr PE to go through the transfers.

**Action: Clerk to transfer £1000 from the Business Premium Account to the Community Account to cover the cheque payments**

### 8.2 2016-17 Annual Return

It was agreed to hold a Finance Meeting at 7.30pm on Thursday 20<sup>th</sup> April.

**Action: Clerk to confirm with Cllr PE and check village hall availability**

### 8.3 Communications

Clerk confirmed that the website is now 'live'. She also reported that Senses had sub-contracted the website hosting to BPWEB.

**Action: Clerk to look into dealing directly with BPWEB**

### 8.4 United Reform Church (URC) Anniversary

Cllr JS had agreed to prepare a flower display for the URC anniversary over the weekend of 17/18 June. Council agreed a budget of up to £25.

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

### 9.1 Play area repairs

Clerk reported that she had received a quotation of £105 for Playdale to visit the play area to give advice on the repairs identified in Cllrs PE and ET's report. Playdale also advised that their charge for an annual inspection would be £195.

**Action: Clerk to contact Playdale to ask if the cost of the inspection would include a quotation for the repairs**

### 9.2 Tennis Club

Permission was granted for the Tennis Club to book the AWP for its Annual Open Day on Sunday 14 May between 1-4pm.

**Action: Clerk to inform Tennis Club**

### 9.3 Herbicide Trials

A request from Staphyt to carry out herbicide trials on the recreation ground was refused.

**Action: Clerk to inform Staphyt**

### 10 CHRISTMAS TREE

Cllr AL agreed to liaise with Cllr PE regarding the 2017 Christmas Tree arrangements.

### 11 UNITARY AUTHORITY

A decision from the Secretary of State is expected at the end of March. As County Council elections are approaching it is hoped that a decision will be made soon.

### 12 BCC DEVOLUTION OF SERVICES

12.1 Urban grass cutting: It was noted, with thanks, that Tim Hammond cuts the grass outside his house. It was also noted that this is not an area usually cut by RTM.

12.2 Siding out: Nothing to report

12.3 Weed killing: Nothing to report

12.4 Rights of Way: Nothing to report.

12.5 Maintenance: Nothing to report

12.6 Complaints: Nothing to report

### 13 ROADS AND PATHWAYS

#### 13.1 Pot holes

Clerk had complained to TfB about the condition of the roads in Spiers Lane, Summerstown, Rylands, Bicester Road and Castle Street and had received a response from the Local Area Technician stating that *"agreed sites for surfacing over the next four years is Castle Street and Whales Lane / Speirs Lane. .... There are no plans for anything else in the village I have raised pothole repairs on Castle Street which have been completed.*

*Summerstown was changed to Whales Lane any work on that road will be by the jet patch machine when it returns in the next financial year."*

**Action: Clerk again to stress the poor condition of Heet Road, Summerstown and Rylands.**

#### 13.2 Blocked Drains

The blocked drains in West Edge were causing concern.

**Action: Clerk to inform TfB that the land owner is Mr J Phipps**

#### 13.3 East West Rail Traffic Issues

Chair reported that he and Cllr JS attended a meeting organised by Charndon Parish Council and explained that the current plan is for an EWR compound to be based on land opposite the Charndon Community Centre, operational for 2½ years from early 2019 to mid-2021. It would have 200 car park spaces, but no residential accommodation.

There will be more details available for public consultation in May, including a Construction Traffic Management Plan. It was stated that the County Highways and EWR Alliance do not intend to route construction traffic through Marsh Gibbon and Main Street, Charndon. Their preferred route is as for HS2 traffic, via the A41 and through Edgcott, to turn left onto School Hill. It will be more difficult however to influence workers' routes to work.

There is the possibility of new footpath and traffic calming measures in Charndon.

A small compound is planned for the borders of Charndon/Marsh Gibbon to enable work to be done on the railway bridge on Station Road.

### 14 STREET LIGHTING

The street light outside the school had been repaired, however it appears to have an intermittent fault as it is again not working. Clerk has again requested E.on to investigate.

15 **ENVIRONMENTAL MATTERS**

**15.1 Street Furniture**

The new notice board on Millfield Avenue had been fitted and Cllr ET reported that she had used it and thought it looked good.

**15.2 Street name plates**

Cllr ET reported that the Castle Street name plate at the Summerstown end of Marsh Gibbon had not been re-painted.

**Action: Chair to investigate**

**15.3 Calvert Incinerator**

Nothing to report

16 **CEMETERY MATTERS**

**16.1 Burials, Interments, Pre-purchase requests and Memorial Applications**

It was noted that one burial had taken place since the last meeting.

**16.2 General Maintenance**

It was noted that:

- The hedge between the cemetery and the allotments will need to be dealt with soon.

**Action: Cllr DL to request a quotation from Graham Hodges to 'lay' the hedge**

- Graham Hodges will cut back the hedge at the back of the cemetery. He has been asked to remove the clippings which may slightly increase his quote.
- The 'lay-by' at the entrance to the cemetery needs repairing.

**Action: Cllr RC to request a quote from Barry Leonard to carry out the work**

17 **ANY OTHER BUSINESS**

17.1 Details of a grant to carry out a 'Renewable Energy Feasibility Study' had been received.

**Action: Clerk to forward details to Cllr JS for the village hall committee**

18 **DATE AND VENUE OF NEXT MEETING**

The next Parish Council Meeting will be held at 8pm on Tuesday 11 April 2017 in the committee room of the Village Hall.

Chair closed the meeting at 9 28pm

**SIGNED:**

**DATE:**

**Clerk's Financial Report  
14-Mar-17**

**COMMUNITY ACCOUNT**

Notes

**Balance of Community Account at 27 February 2017 (sheet 409) £2,678.73**

**Payments to be approved at meeting 14 March 2017**

Cheque No	Payee	Amount	Authority
102639	BMK ALC: Councillor induction training	31.85	LGA 1972 s. 115
102640	Thames Water: Rec Ground 9/11/16-14/2/17 (Inv dated 6/3/17)	42.31	LGA(MP) 1976 s.19
102641	E.on: Street light repair: 28.16 (Inv 073239)	28.16	PCA 1957s.3;HA 1980s.301
102642	AVDC: Dog bin emptying: Apr 16-Mar 17 (Inv 257079)	622.37	Litter Act 1983 ss 5
102640	MGVH: Hall Hire January: Inv 1701/11	16.52	LGA 1972 s.133
102641	C Jackman: Clerk salary February 2017	375.11	LGA 1972 s. 112(2)
102642	HMRC: Clerk February PAYE	40.40	LGA 1972 s. 112(2)
102643	C Jackman: Clerk expenses: Postage Oct 16 - Feb 17	15.45	LGA 1972 s. 112(2)

**Totals yet to be deducted from balance of Community Account**

Cheques for approval at meeting on the 14 March 2017	<b>£1,172.17</b>
Unpresented cheques (see reconciliation)	£2,433.47

**Receipts yet to be credited to the Community Account**

Heritages: Interment Fee Audrey Cumming	£520.00
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**Anticipated balance -£406.91**

It is recommended that £1000 is transferred from the Business Premium Account to the CA account to cover the cheque payments

**BUSINESS PREMIUM ACCOUNT**

Balance at 11 February 2017	<b>£9,931.05</b>
Transfer to community account	-£1,200.00

**Balance of Business Premium at 28 February 2017 £8,731.05**

**EARMARKED RESERVE ACCOUNT**

Balance at 31 December 2016 (sheet 146)	£32,503.06
Transfers to CA and BP	-£1,479.00
Transfer fro BP	£25.00

**Balance of Earmarked Reserve at 27 February 2017 (sheet 148) £31,049.06**

Clerk reported reconciliations had been carried out on all 3 bank accounts up to 28 February 2017

**Marsh Gibbon Parish Council  
Bank Reconciliation - 28 February 2017**

**COMMUNITY ACCOUNT**

**Balance of Community A/C as at 1 April 2016 (sheet 397) £1,638.48**

Less Total Payments to 28 February	-£23,699.67
Less uncashed cheques at 28 February 2017	
Chq No: 102625: E.on	-£689.75
102631: E.on	-936.00
102633: MGVH	-15.72
102636: Village and Urban (Notice board)	-792.00

Add total receipts to 28 February 2017 £24,739.92

**Net Balance at 28 February 2017 £245.26**

**Cashbook balance at 28 February 2017 £245.26**

**BUSINESS PREMIUM ACCOUNT**

**Balance of Business Premium A/C as at 1 April 2016 (sheet 325) £3,977.82**

Less Total Payments to 28 February 2017	-£19,200.00
Add Total Receipts to 28 February 2017	£23,953.23
<b>Balance at 28 February 2017 (sheet 233) £8,731.05</b>	

**EARMARKED RESERVE ACCOUNT**

**Balance of Earmarked Reserve A/C as at 1 April 2016 (Sheet 136) £31,619.94**

Less total payments to 28 February 2017	-£1,472.94
Add Total Receipts to 28 February 2017	£902.06

**Balance at 28 February 2017 (sheet 148) £31,049.06**

**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	£1,000.00
New Street Lamps	£3,695.00
Election Expenses	£775.00
Fencing Repairs at 5-a-side	£1,640.00
Interest	£12.06
<b>TOTAL</b>	<b>£31,049.06</b>

Notes