

MARSH GIBBON PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL
HELD ON TUESDAY 11 JUNE 2019**

PRESENT: Cllrs A Lambourne (Chair), I Metherell (IM), R Cross (RC), P Evershed (PE), J Smith (JS) and E Taylor (ET)

In attendance: C Jackman (Clerk) and 7 members of the public.

Between 8.30 and 9.25pm: Eric Gadsden, Managing Director, W E Black Ltd

The meeting commenced at 8.02pm.

1. APOLOGIES

D Leonard (DL)

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF THE MEETINGS HELD ON 4 JUNE AND 14 MAY 2019

The Minutes of the meeting held on 4 June were approved and signed by the Chairman.

Following one amendment, the Minutes of the Annual Meeting of the Parish Council Meeting held on 14 May 2019 were agreed by those present and signed by the Chairman.

4. MATTERS ARISING

4.1 All Weather Pitch

Cllr ET had retrieved the damaged fencing and asked Barry Leonard to re-fit it.

Action: Cllr ET to follow up with Barry Leonard.

4.2 Street Lighting

Cllr ET reported that she had checked the street lights and found that none needed repair.

4.3 Litter Pick/Village Clean up.

Cllr ET reported that a notice had been put in the bulletin and would be put into Life Together for the village litter pick/clean up to be held on

5. PUBLIC PARTICIPATION

Chair welcomed the members of the public who indicated that they wished to speak on Planning.

6. GENERAL CORRESPONDENCE

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

AVDC		From	Subject	Action
i	5 June	Planning	Planning Application Consultation 19/02094/ADP	Minute 7
ii	3 June	Planning	Planning Application Consultation 19/01413/APP	Minute 7
iii	1 June	Parish Liaison Officer	Planning forum – 11 July	To Councillors
iv	3 June	Electoral & Democratic Officer	Alterations to the electoral register	Noted
BCC		From	Subject	Action
i	31 May	Aylesbury Vale Area Office	Strategic Highway Maintenance Programme	To Councillors
ii	30 May	Roadclosures Mailbox	West Edge , Marsh Gibbon	To Councillors
iii	28 May	Unitary comms Mailbox	Delivering the new Buckinghamshire Council - update for town and parish councils	To Councillors
iv	24 May	TfB, Countywide Schemes Delivery Co-Ordinator	Strategic Highway Maintenance Programme	To Councillors

v	17 May	Countywide Schemes Delivery Co-Ordinator	Strategic Highway Maintenance Programme	To Councillors
vi	17 May		MyBucks May 2019	To Councillors
vii.	16 May	Unitary Comms Mailbox	'Keeping it Local' workshops	To Councillors
ALC/NALC		From	Subject	Action
i.	5 June		Parish Liaison meeting: provisional date of Wednesday 24 July 2019	To Councillors
ii.	5 June		BMKALC Training Courses	To Councillors
iii.	4 June		BMKALC - New Date for Councillor Training	Noted
iv.	31 May	NALC	Chief executive's bulletin	To Councillors
v.	31 May		BMKALC - Training Schedule	To Councillors
vi	30 May		BMKALC - Introduction to the Vice Chair	To Councillors
vii	17 May	NALC	Chief executive's bulletin	To Councillors
viii	15 May	NALC	NALC Newsletter	To Councillors
ix	14 May		BMKALC - Training Events	To Councillors
Other		From	Subject	Action
i	7 June	Deanfield Homes Ltd	Marsh Gibbon Site B	Noted
ii	5 June	Chair, No Expressway Group	No Expressway Group - Launch of "Expressway Stories"	To Councillors
iii	5 June	Andrew Robson MRICS Sidleys	Ewelme sites, Marsh Gibbon	Noted
iv	4 June	Land & Partners	Ewelme Sites	To Councillors
v	3 June	Scope Charity	Clothes bank – it was noted that there is already a recycling bank at the village hall	Noted
vi	29 May	Thames Valley Police	Police & Crime Bulletin May 2019	To Councillors
vii	27 May	Paul and Fiona Adams	Legal query – Tennis Club Banner	Cllr IM responded
viii	24 May	Dave Rollins	Dave Rollins - DBS - May 2019	Noted
ix	23 May	MG Tennis Club	Request to erect banner on the white railings in the middle of the village for two weeks to advertise their Open Day on 9th June.	No objection confirmed by email
x	23 May	MG Tennis Club	Request to have access to the hedge through the play area	No objection confirmed by email
xi	22 May	RTM	Marsh Gibbon Grass Cutting adjacent to the school	Minute 10
xii	22 May	Terry Pollard, Campaigns Co-ordinator, NEA	Oxford to Cambridge Expressway Information Update It was noted that a meeting had been held in the Plough to discuss the Expressway. It was agreed to join other local village 'objection groups'	To Councillors
xiii.	21 May	Brenda North	ANNUAL PARISH MEETING: Station Road Kissing Gate	Minute 11
	20 May	RTM	RTM Landscapes Grounds Maintenance Report	Noted
	16 May	CIB	Volunteers' Week: Time to celebrate	To Councillors
	15 May	Zurich Insurance	Zurich Insurance - Long Term Agreement [Quote Ref: 308689256]	Noted

7. PLANNING

7.1 Planning Applications

19/01413/APP - Land at Townsend Lane, Marsh Gibbon Buckinghamshire OX27 OAE

Proposed detached garage with home office in attic to rear of dwelling

Council Decision: No planning objections were raised.

Action: Clerk to inform AVDC

7.2 AVDC Approved Applications

No approvals have been received.

NOTE THAT THE FOLLOWING AGENDA ITEMS HAVE BEEN REVERSED

7.3 **Ewelme Sites** (discussed prior to planning application 19/02094/ADP)

7.3.1 **Site A**

Eric Gadsden, Managing Director, W E Black Ltd, explained that W E Black had purchased Ewelme Site A with 18 months planning approval and had submitted an application (19/02094/ADP Reserved matters pursuant to outline permission 16/03379/AOP) before the current application expired.

Mr Gadsden's main concern was regarding the hedge as Bucks County Council Highways had requested that it is replaced by a footpath. It was agreed that the hedge should not be removed. Maintenance of the hedge would be either the responsibility of the adjoining owner or the estate management. Further discussion was around the access from the site to the school, bearing in mind security. There are no plans to upgrade the current footpath but Mr Gadsden suggested that it should be upgraded with bound gravel.

Detailed plans will take approximately six months to prepare and the Parish Council and village residents will have an opportunity to comment before they are submitted to AVDC.

It was noted that the following policies in the Neighbourhood Plan should be adhered to:

- Parking
- External views of the site should retain the rural look with existing hedges
- Waste disposal lorry access/turning
- Materials (Parish Council would like to see a mix of brick throughout to fit in with the local street scene)
- Development should not go beyond 60m south of Little Marsh Road.

It was noted that building will probably start in the summer of 2020 with the roads/sewers and foundations taking about 6 months to complete with the shells approximately 9 months. However, it will depend on the market as to when the whole site is completed. It will probably be built in sections.

Mr Gadsden informed the meeting that he would send the plans to Council as soon as they were available and would be happy to attend a future meeting.

Chair thanked Mr Gadsden for attending the meeting.

7.1 **Planning Application** - (discussed following the presentation by Eric Gadsden)

19/02094/ADP - Land Off Little Marsh, Marsh Gibbon, Buckinghamshire

Application for reserved matters pursuant to outline permission 16/03379/AOP for layout, scale, external appearance, the access, and the landscaping of the site of residential development of up to 22 dwellings and discharge of conditions 1 (detailed design and layout) 6 (landscape) 8 (slab levels) 9 (road specification) 10 (surface water) 13 (parking details) 14 (ecology report) 16 (tree report) and 17 (suds and drainage report).

Council Decision: No objection but would like the following comments noted:

- The site should be developed in accordance with the policies in the Marsh Gibbon Neighbourhood Plan (MGNDP).
- Provision of car parking and visitor parking should be in accordance with MGNDP policies MG 13 and 14.
- The external views of the site should retain the rural look with existing hedges and be in accordance with policy MG19.
- Sufficient turning space must be left for HGVs, such as waste collection vehicles.
- The development should not go beyond 60m south of Little Marsh Road.

Action: Clerk to send comments to AVDC

7.3.2 **Site C**

Edgar Taylor (Buckingham) Ltd, the purchaser of Site C, is to be invited to a future Parish Council meeting when it has details of its proposals.

Action: Clerk to send invitation to Edgar Taylor (Buckingham) Ltd to attend a future Parish Council Meeting.

8 CLERK'S REPORT AND ADMINISTRATION MATTERS

8.1 Finance Report

Clerk presented the Financial Report for June 2019. Payments totalling £3,704.84 were approved as detailed on page 1910. Clerk reported that she had carried out the monthly bank reconciliation on both bank accounts.

It was agreed that £280.00 should be transferred from the Earmarked reserve account to the Community account to cover the cost of the West Edge street light repairs.

8.2 Skateboarding

Cllr IM is completing the monitoring form so that the Council can apply for the next tranche of funding from the Vale of Aylesbury Housing Trust.

8.3 Annual Return and Governance Statement 2018/19

8.3.1 Section 1: Annual Governance Statement 2018/19

Council approved the Governance Statements.

8.3.2 Section 2: Accounting Statements 2018/19

Council approved the Accounting Statements.

Action: Clerk to submit return to the External Auditor.

9 PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND

9.1 Monthly Inspection

As the annual inspection is due, the monthly inspection will not be carried out. Going forward the inspections will be made quarterly.

9.2 Maintenance

Noted under Matters Arising – no further issues were noted.

9.3 Annual Inspection

A date for the Annual Inspection is still awaited.

10 BCC DEVOLUTION OF SERVICES

10.1 Urban grass cutting: It was noted that the grass cutting had not been up to the usual standard. Additional cuts will be investigated following a site meeting with the contractor.

Action: Clerk to arrange a site meeting with Contractor and Chair.

10.2 Siding out: It was noted that the brambles need cutting back in Hedgeside.

10.3 Weed killing: Nothing to report.

10.4 Rights of Way: Nothing to report.

10.5 Maintenance: Nothing to report.

10.6 Complaints: Complaints regarding the standard of grass cutting have been noted and are being dealt with.

11 ROADS AND PATHWAYS

11.1 Pot holes

No new pot holes were reported.

11.2 HGV weight limit

There were no updates.

11.3 Speedwatch

Clerk reported that she is getting the Sentinel camera for Edgcott, when not in use she will enquire whether it could be made available to Marsh Gibbon.

Action: Clerk to follow up.

11.4 Station Road Public Footpath

It was noted that people are leaving the gate open at the entrance to a field in Station Road. It was agreed to investigate the possibility of installing a kissing gate.

Action: Clerk to follow up with the Rights of Way Officer at Bucks County Council.

12 STREET LIGHTING

It was noted that the street light in West Edge had been repaired. No other faults were reported.

13 ENVIRONMENTAL MATTERS

13.1 Street Furniture

Chair reported that he had moved the picnic bench, adjacent to the village hall, to a better location.

13.2 Dog and Waste bins

The Dog and Waste bins ordered have not yet been fitted.

Action: Clerk to check when they are to be fitted and to order more 'dog' notices.

9.30pm Cllr IM left the meeting

14 CEMETERY MATTERS

14.1 A Burials, interments and Advance bookings

There were no burials, interments or advance bookings to report.

14.2 Memorial / Additional inscription Applications

It was noted that remedial action is still in progress for the memorial in Section C, Row 5, Plot 1.

A request for a new memorial and inscription on the Grave in Section B, Row 2, Plot 14 was approved.

Council confirmed that the Parish Council's grave digger must be employed to re-open the grave.

Action: Clerk to follow up

14.4 General Maintenance

Work to install a water supply has started.

14.5 New Homes Bonus (Cemetery roads improvement)

Cllrs PE and ET informed Council that three tenders had been opened and the lowest tender would be used for the grant application.

10.10pm Cllr RC left the meeting.

14.5 Signage at Cemetery

It was agreed that a 'bullet point' notice should be put onto the notice board highlighting the Cemetery Rules and Regulations and that the full regulations are available on the Parish Council website or on request from the Clerk.

Action: Clerk to prepare new notice

15 REPORT FROM VILLAGE HALL REPRESENTATIVE

No updates were available.

16 ANY OTHER BUSINESS

16.1 Townsend Lane

It was noted that Townsend Lane (a Bridle Way) is in a poor state of repair.

Action: Clerk to contact Rights of Way Officer to enquire if repairs can be made.

16.2 Post Office

It was not known if any reductions in services by the Post Office are likely to effect Marsh Gibbon Post Office.

17 DATE AND VENUE OF NEXT MEETINGS

The next Parish Council meeting will be held at 8pm on Tuesday 9 July 2019 in the committee room of the Village Hall.

Chair closed the meeting at 10.22pm.

SIGNED:

DATE:

MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report
11-Jun-19

COMMUNITY ACCOUNT

	£	Notes
30-Apr-19	£18,264.31	
Cheques approved at meeting on 14 May 2019	-£6,605.27	
Unpresented cheques at 30 May 2019	£43.45	
Income:		
AVDC half yearly precept	£12,250.00	
Banbury Memorials (Memorial fee B-5-3)	70.00	
Reservation D-1-9	280.00	
Heritages (Winslow) (additional inscription B-3-8)	30.00	
Balance of Community Account at 30 May 2019	£24,332.49	

Cheque No	Payee	Amount	Authority
Payments to be approved at meeting 11 June 2019			
Standing Order	Annual rent for recreation ground	240.45	LGA 1972 s.133
102878	MG Old Folks Fund: Donation to Christmas Lunch	750.00	S137
102879	BALC: Chairman's Course	41.10	LGA 1972 s. 115
102880	rtn: Inv 1737, 31 May 2019: grass cutting and herbicide treatment	1,131.00	Highways Act 1980 s. 96
102881	E.on: Inv 091341, 23 May 2019: Lamp replacement West Edge	336.00	PCA 1957s.3;HA 1980s.301
102882	M R Rose: Inv 29 May 2019: 2018-19 Internal audit	27.45	Audit Commission Act 1998
102883	MGVH: Inv 1904/12, 30 April 2019: April hire of vh	34.99	LGA 1972 s.133
102884	Senses Inv 2272, 22 May 2019: Website hosting and emails	172.80	LGA 1972 s. 111
102885	E.on: Inv H172CA31FF, 16 May 2019: Final street light payment	5.89	PCA 1957s.3;HA 1980s.301
102886	C Jackman: Clerk Salary (May) includes April underpayment	344.64	LGA 1972 s. 112(2)
102887	HMRC: Clerk PAYE (May)	162.20	LGA 1972 s. 112(2)
102888	D Rollins: Skateboarding - Inv SK8-2019-003	458.32	LGA 1972 s.145
Totals yet to be deducted from balance of Community Account			
	Cheques for approval at meeting on the 11 June 2019	£3,704.84	
	Unpresented cheques at 30 May 2019	£43.45	
	Total	£3,748.29	
Cheques yet to be credited to the Community Account		£0.00	
Anticipated balance		£20,584.20	

EARMARKED RESERVE ACCOUNT

29-Mar-19	£30,160.35
Interest 3 Dec 18 - 3 Mar 19	£15.14

Balance of Earmarked Reserve at 30 May 2019 **£30,175.49**

Bank Reconciliation - 30 May 2019

COMMUNITY ACCOUNT

CASH BOOK	£	Notes
Balance at 1 April 2019	£15,072.00	
Less Total Payments to 30 May 2019	-£8,035.23	
Add total receipts to 30 May 2019	£17,252.27	
Cash book balance at end May 2019	£24,289.04	
	£24,289.04	
BANK STATEMENT		
CA Bank Balance end May 2019	£24,332.49	
Less unpresented cheque:	-£43.45	
	£24,289.04	
EARMARKED RESERVE ACCOUNT		
Balance of Earmarked Reserve A/C as at 1 April 2018	£30,669.47	
Less total payments to 28 March 2019	-£1,080.05	
Add Total Receipts to 29 March 2019	£586.07	
Balance at 30 May 2019	£30,175.49	
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	£2,666.00	
Election Expenses	£775.00	
Fencing Repairs at 5-a-side	£227.00	
Defibrillator	£50.00	
Interest	£30.49	
TOTAL	£30,175.49	