

MARSH GIBBON PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 12 FEBRUARY 2019

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

In attendance: C Jackman (Clerk) and 4 members of the public.

The meeting commenced at 8.01pm.

1. APOLOGIES

None.

2. DECLARATIONS OF INTEREST

No interests were declared.

3. MINUTES OF THE MEETING HELD ON 8 JANUARY 2019

The Minutes of the Parish Council Meeting held on 8 January 2019 were agreed by those present and signed by the Chairman.

4. MATTERS ARISING

4.1 New Homes Bonus

Cllr JS suggested that an application for a grant towards the cost of an extension to the village hall car park could be made to the New Homes Bonus.

Action: Cllr JS to get costs.

4.2 Road Sign

It was noted that the "Bicester" road sign had not been repaired.

Action: Clerk to follow up.

4.3 Gulleys

It was noted that some of the gulleys had been cleaned.

4.3 Kerbing

It was noted that the kerbing in Station Road and Clements Lane still needs repair. It also was noted that a member of the public had tripped and fallen where one of the kerbstones was broken.

Action: Clerk to follow up with Transport for Bucks (TfB)

4.4 Cemetery Memorial

It was noted that the memorial on plot B-2-14 had been laid down because it was loose and that the owners had the repair in hand.

5. PUBLIC PARTICIPATION

There were four members of the public present for part of the meeting.

6. GENERAL CORRESPONDENCE

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

AVDC	From	Subject	Action	
i	12 Feb	Planning	Application CM/0077/18 Going to Committee	To Councillors
ii	7 Feb	Electoral & Democratic Officer	Alterations to the electoral register	To Councillors
iii	7 Feb	Parish Liaison Officer	17/04607/ADP: Clarification	Noted
iv	6 Feb	Planning	Planning Application Consultation 19/00324/APP	Minute 7.1
v	6 Feb	Planning	Planning Application Consultation 19/00403/ALB	Minute 7.1
vi	1 Feb	Parish Liaison Officer	Planning printing feedback	To Councillors

vii	1 Feb	Planning	Appeal: 18/00099/REF - Land East Of Station Road Marsh Gibbon	Noted
viii	1 Feb	Communications & Marketing Executive	Important message RE recycling and waste collections in Aylesbury Vale	To Councillors & web site
ix	1 Feb	Planning	17/04607/ADP Status: Details - Application Approved	Noted
x	30 Jan	Planning	18/02240/APP Status: Application Withdrawn	Noted
xi	29 Jan	Planning	Planning Application Consultation 19/00321/APP	Minute 7.1
xii	24 Jan	Community Safety and Emergency Planning Support Officer	Community Emergency planning	To Councillors
xiii	24 Jan	Parish Liaison Officer	Consultee access error message	Noted
xiv.	19 Jan	Planning	18/04126/APP Status: Approved	To Councillors

	BCC	From	Subject	Action
i	11 Feb	Strategic Planning and Infrastructure Manager	An Additional Buckinghamshire Minerals and Waste Local Plan Modification Consultation	To Councillors
ii	7 Feb	CC Angela Macpherson	East West Rail Inquiry	To Councillors
iii	4 Feb	Waddesdon LAF	Mental Health Community Outreach	CLlr JS to attend
iv	1 Feb	Network Improvement Team	Marsh Gibbon HGVs	Minute 11.4
v	31 Jan	CC Paul Irwin	Cancelled: Marsh Gibbon HGVs meeting	To Chair
vi	30 Jan	CC Angela Macpherson	HGVs meeting	To Chair
vii.	28 Jan	Communications Officer	Winter Updates - 28.01.2019	To Councillors
viii.	28 Jan	Waddesdon LAF	ID- WAD LAP 1920_02 HGV Weight Restrictions	Minute 11.4
ix	25 Jan	Definitive Map & Local Land Charges Team Leader	Buckinghamshire Rights of Way Improvement Plan	Minute 11.1
x	18 Jan		MyBucks January 2019	To Councillors

	ALC	From	Subject	Action
i.	8 Feb		Ministry of Housing and Communities Local Government (MHCLG) survey on Communities Framework	To Councillors
ii.	5 Feb		Member Benefits - HR Services Partnership	To Councillors
iii.	5 Feb		BCC News: County choose team of councillors for the new Buckinghamshire Council Shadow Executive	To Councillors
iv.	1 Feb	NALC	Chief executive's bulletin	To Councillors
v.	31 Jan		view from highways England on the Ox-Cam Expressway	To Councillors
vi	31 Jan		website http://www.beag.org.uk/ re Ox-Cam Expressway	To Councillors
vii	29 Jan		Media Training for Councillors	To Councillors
viii	30 Jan		Committee on Standards in Public Life Report	To Councillors
ix	24 Jan		TTRO - Various roads, Aylesbury Vale District	To Councillors
x	23 Jan		NALC Newsletter	To Councillors
xi	18 Jan	NALC	Chief executive's bulletin	To Councillors
xii	18 Jan	NALC	NALC sends an open letter to its 100,00 councillors	To Councillors
xiii	17 Jan	B MK ALC	Loneliness Call for Evidence	To Councillors
xiv.	17 Jan		News from Buckinghamshire County Council	To Councillors

	Other	From	Subject	Action
i	11 Feb	Aylesbury Mains	Street light maintenance charges	Minute 12.2
ii	11 Feb	Chair, Horton-cum-Studley Expressway Group	Oxford - Cambridge Expressway - Follow Up & Further Information	Councillors agreed not to contribute towards the cost of signs
iii	11 Feb	Cardinal Energy	Street light maintenance costs	Minute 12.2
iv	11 Feb		Parking issues Priory Farm Cottages	Clerk to write to resident
v	10 Feb		Moat Lane Traffic	CLlr PE had followed up – now with Thames Water and Tfb. Clerk to inform resident
vi	8 Feb		Join Keep Britain Tidy's Great British Spring Clean	To Councillors
vii	8 Feb	Peter Storey	Future of MGOFF	Minute 8.4
viii	6 Feb	RTM	Living Wage Employer Accreditation	Noted
ix	6 Feb	EWR Alliance	East West Rail Update	To Councillors

x	5 Feb	National CLT Network	Help stop thousands of community led homes from being lost	To Councillors
xi	4 Feb	Love Energy Savings	Water Quote	Minute 9.3
xii	30 Jan	Blackwood Bayne Ltd	Bucks Rights of Way Improvement Plan	Minute 11.1
xiii	28 Jan	HS2 Ltd	Gawcott Road Closure	To Councillors
xiv.	26 Jan	J Brodrick	Meadowcroft Garage Subsidence	With village hall assessors. Noted that work on the bungalow had started.
xv.	21 Jan	Charity Commission	Changes made to Charity Details CRM:006671	Clerk to add Councillors details to website
xvi.	21 Jan	Charity Commission	Annual Return 2018 - confirmation of receipt CRM:0066048	Noted
xviii.	16 Jan	Charity Commission	Changes made to Charity Details CRM:0066385	Noted
xix.	14 Jan	EWR Alliance	East West Rail Public Inquiry notification	To Councillors

7. PLANNING

7.1 New Planning Applications

19/00321/APP: Plot 2 Box Farm Castle Street Marsh Gibbon Buckinghamshire OX27 0HJ

Erection of dwelling.

Deadline for comment: 26 February 2019.

Decision: Parish Council raised no objection to this application.

19/00324/APP: Plot 1 Box Farm House Castle Street Marsh Gibbon, Buckinghamshire OX27 0HJ

Erection of dwelling.

Deadline for comment: 6 March

Decision: Parish Council raised no objection to this application.

19/00403/ALB: The Homestead Little Marsh Marsh Gibbon Buckinghamshire OX27 0AP

Replacement of two windows with traditional oak framed leaded lights, and refurbish two existing leaded light windows.

Deadline for comment: 6 March.

Decision: Parish Council raised no objection to this application.

Action: Clerk to inform AVDC of the three council decisions.

7.2 AVDC Approved Applications

18/04126/APP: Creation of new vehicular access and associated track - Charndon Grounds Twyford To Marsh Gibbon Road Marsh Gibbon, Buckinghamshire OX27 0AU.

17/04607/ADP : Approval of Reserved Matters pursuant to outline permission 13/03375/AOP for appearance, landscaping, layout and scale of a residential development of 5 dwellings - C Parker & Sons Ltd Whales Lane Marsh Gibbon, Buckinghamshire OX27 0HF. (Confirmation of earlier approval on 10.4.2019)

7.3 Planning Appeal

Application Ref: 18/01658/APP **Appeal Ref:** 18/00098/REF

Site Address: Land East of Station Road, Marsh Gibbon Buckinghamshire.

Proposal: Erection of stable block and ménage with new access.

7.4 Withdrawn Application

18/02240/APP : Box Farm House Castle Street Marsh Gibbon Buckinghamshire OX27 0HJ

Erection of dwelling and garage.

7.5 Ewelme Sites A, B and C

Chair reported that W.E. Black Ltd of Chesham is the potential developer of Ewelme sites A and B.

Action: Chair to invite W.E. Black Managing Director (Mr Gadsden) and the potential developer of site C (Edgar Taylor Ltd) to a future Parish Council meeting, when their ownerships are confirmed.

8. CLERK'S REPORT AND ADMINISTRATION MATTERS

8.1 Finance Report

Clerk presented the Financial Report for February 2019. Payments totalling £1,537.01 were approved as detailed on page 1883. Clerk reported that she had carried out the monthly bank reconciliation on both bank accounts.

8.2 2019-20 Budget

It was not possible to finalise the budget as the result of the application to the Vale of Aylesbury Housing Trust (VAHT) Thriving Communities Fund is still awaited. Additional cemetery hedge cutting was added to the budget.

8.3 Skateboarding

Applications for funding had been made to the VAHT Thriving Communities Fund and the Tesco Bags of Help fund to enable skateboarding to continue beyond March 2019. Decisions on both are still awaited.

8.4 Marsh Gibbon Old Folks Fund (MGOFF)

Peter Storey (PS), Treasurer of the MGOFF, reported that there were 167 over 65's in Marsh Gibbon and five MGOFF committee members. £30 single and £50 double vouchers were issued in 2018 with an 88% take up. The Committee has difficulty in recruiting new members to help with fund-raising. Chair proposed and Cllr JS seconded that £750 should be donated to MGOFF towards the 2019 Christmas lunch, using Council's S137 powers. The resolution was approved. (PS left the meeting at 8.40pm).

9 PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND

9.1 Councillor's monthly report

Cllr PE had carried out the monthly inspection noting various low risk issues. It was agreed that only safety issues should be reported at the monthly inspection.

It was noted that Cllr RC would not be carrying out any inspections.

Action: Cllr AL to carry out the next inspection.

9.2 Recreation Ground ditch clearance

Following confirmation that Sidleys had agreed to help with some of the cost of the ditch clearance and the farmer had agreed to take the spoil, Cllr RC will liaise with Barry Leonard to get the clearance completed. The cost of £1,570+VAT was authorised.

Action: Cllr RC to follow up with Barry Leonard.

9.3 Recreation Ground Water

It was agreed to change the water supplier from Castle Water to Everflow.

Action: Clerk to follow up.

10 DEVOLVED SERVICES

10.1 2019 Devolved Services Agreement

Chair and Clerk signed the 2019 Devolved Services Agreement.

Action: Clerk to return signed Agreement to Bucks County Council.

10.2 Grass cutting: The 2019 Grass Cutting contract was approved with the addition of the extra hedge cutting in the cemetery.

Action: Clerk to send contract to RTM.

10.3 Siding out: Nothing to report.

10.4 Weed killing: Nothing to report.

10.5 Rights of Way: Nothing to report.

10.6 Maintenance: Nothing to report.

10.7 Complaints: Nothing to report.

11 ROADS AND PATHWAYS

11.1 Rights of Way Improvement Plan

Bucks County Council is reviewing its Rights of Way Improvement Plan and has asked Marsh Gibbon Parish Council for details of its Rights of Way. Council did not expect Clerk to complete BCC's questionnaire.

Action: Clerk to forward the Rights of Way map to BCC and inform it that the questionnaire would not be completed.

11.2 Pot holes

Pot holes in Clements Lane, Moat Lane and Whales Lane were reported.

Action: Clerk to report to TfB.

11.3 HGV weight limit

Chair still was waiting for a date for a meeting with Cllr P Irwin, Cllr A Macpherson and Geoff Gardner. The cost of the survey had now been reduced to £4,661 from £7,309 with the PC carrying out some of the work. Chair will ask the Local Area Forum (LAF) to contribute 50% towards the cost.

It was noted that WG Hill & Sons' lorries had increased in frequency and size but it was not known what route they were taking.

11.4 Speedwatch

It was agreed to re-commence speedwatch when Thames Water had finished working in the village.

11.5 Scotts Lane

Chair had received an email from a resident concerned about the recent road work in Scotts Lane. He had responded, explaining that the Parish Council has no jurisdiction to prevent this type of work and that any correspondence should be directed to Bucks County Council.

12 STREET LIGHTING

12.1 Maintenance

Clerk had reported to E.on that the following lights were not working but they still had not been repaired.

- West Edge (near Mud Pond)
- Whales Lane

Action: Clerk to follow up.

12.2 Street Light Electricity Supply

It was noted that E.on had added the street lights in Suffolk Court to the Parish Council's account. It was reported that these lights are the responsibility of Ewelme.

Action: Clerk to follow up with E.on and Ewelme.

12.3 Street Light Maintenance Contractor

Clerk had received costs for maintenance from three suppliers. It was agreed to remain with E.on.

13 ENVIRONMENTAL MATTERS

13.1 Street Furniture

It was noted that the key for the notice board at Mud Pond is missing.

Action: Cllr ET to ask Pat Taylor if he is able to fit new door catches so that a key is not needed.

14 CEMETERY MATTERS

14.1 Burials, Interments, Advance Booking Requests and Memorial Applications

14.1.1 Advanced Booking

The resident who had made a request to reserve Plot 1, Row 2 in Section D had informed Cllr JS that he would contact the Parish Council when Row 1 in Section D was nearing completion.

Action: Clerk to send acknowledgement to the resident that the Parish Council is aware of his conversation with Cllr JS.

14.1.2 Memorial Application

A memorial on the grave of Plot 3, Row 1, Section D was approved.

Action: Clerk to inform Banbury Memorials.

14.1.3 **Additional inscription**

An additional inscription on the memorial on the grave in Plot 4, Row 3, Section B, was approved.

Action: Clerk to inform Banbury Memorials.

14.1.4 **Tablet**

Cllr DL reported that a tablet in memory of Joan Green had been placed adjacent to her grave in Row 6. It was not known who had placed the tablet but it was in the wrong place.

Action: Chair to ask Revd David Hiscock whether he had any information, before the Clerk contacted the next of kin.

14.2 **Maintenance**

14.2.1 **Trees**

Cllr PE had now received a quotation of £400 to cut the trees at the front of the cemetery.

Action: Cllr PE to inform the contractor that the quote has been accepted and to carry out the work. Cllr ET to look into cost of cutting back the trees for 2020.

14.2.2 **Hedge cutting Left Hand Side and Back of Cemetery**

The hedges at the left hand side and back of the cemetery will be cut back at the end of February or early March.

14.2.3 **Concrete Path**

Cllr ET had received an estimate of £52,500 (excluding VAT) to reconstruct the access roads in the cemetery.

Action: Clerk to prepare AVDC New Homes Bonus Expression of Interest for a grant to pay for this work.

15 **REPORT FROM VILLAGE HALL REPRESENTATIVE**

There was no meeting report from Cllr AL but Cllr JS reported that the new Tennis Club lease was with the Tennis Club solicitors.

16 **ANY OTHER BUSINESS**

16.1 **Junction Little Marsh Road and Charndon Road**

It was noted that the footpath fence at the junction of Little Marsh Road and Charndon Road had been demolished.

Action: Clerk to write to BCC to ask for it to be repaired.

17 **DATE AND VENUE OF NEXT MEETING**

The next meeting will be held at 8pm on Tuesday 12th March 2019.

Chair closed the meeting at 10.27pm.

SIGNED:

DATE:

MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report
12-Feb-19

COMMUNITY ACCOUNT			Notes
30-Dec-18		£18,091.23	
	Unpresented cheques and cheques approved at meeting on 8 January 2019	-£2,653.10	
	Unpresented cheques at 30 December	£59.22	
Income:			
	BCC (CC discretionary fund)	200.00	
	Interment fee B-6-13	520.00	
Balance of Community Account at 30 January 2019		£16,217.35	
Cheque No	Payee	Amount	Authority
Payments to be approved at meeting 12 February 2019			
102844	G Hodges: Inv 53, 31 Jan: Grave digging	410.00	Local Authorities Cemeteries Order 1977
102845	RTM: Inv 1502: Hedgeside vegetation	90.00	Highways Act 1980 s. 96
102846	MGVH: Inv 1812/12: Village hall hire December	18.36	LGA 1972 s133
102847	C Jackman: Clerk Salary Jan 19	324.56	LGA 1972 s. 112(2)
102848	HMRC: Clerk PaAYE Jan 18	157.20	LGA 1972 s. 112(2)
102849	E.on: Inv H16AC18E14, 4 Jan 19: Street lighting electric		Statement £732.73 - awaiting confirmation invoice from
102850	Southern Electric: Street Lighting electric 28 Dec 18 to 2 Jan 19	2.62	PCA 1957s.3;HA 1980s.301
102850	Southern Electric: Street Lighting electric 28 Dec 18 to 2 Jan 19	46.15	PCA 1957s.3;HA 1980s.301
102850	Southern Electric: Street Lighting electric 3 Jan 19 to 1 Feb 19	13.25	PCA 1957s.3;HA 1980s.301
102850	Southern Electric: Street Lighting electric 3 Jan 19 to 1 Feb 19	231.12	PCA 1957s.3;HA 1980s.301
102851	D Rollins: Inv SK8-2018-010: Mobile Skate Park Sessions	243.75	LGA 1972 s.145
Totals yet to be deducted from balance of Community Account			
	Cheques for approval at meeting on the 8 January 2019	£1,537.01	
	Unpresented cheques	£59.22	
		£1,596.23	
Cheques yet to be credited to the Community Account		£0.00	
		Anticipated balance	£14,621.12

EARMARKED RESERVE ACCOUNT			
28-Dec-18		£30,160.35	
Balance of Earmarked Reserve at 28 December 2018		£30,160.35	No transactions on this account during January

Bank Reconciliation - 30 January 2019

COMMUNITY ACCOUNT			Notes
CASH BOOK			
Balance at 1 April 2018		£12,250.87	
Less Total Payments to 30 January 2019		-£31,841.53	
Add total receipts to 30 January 2019		£35,748.79	
Cash book balance at end January 2019		£16,158.13	
		£16,158.13	
BANK STATEMENT			
CA Bank Balance end January 2019		£16,217.35	
Less unpresented cheque:			
102836: CLSS		-£52.00	
102837: C Cruise		-£7.22	
Effective bank balance end January 2019		£16,158.13	
Cash book balance		£16,158.13	
EARMARKED RESERVE ACCOUNT			
Balance of Earmarked Reserve A/C as at 1 April 2018		£30,669.47	
Less total payments to 28 December 2018		-£1,080.05	
Add Total Receipts to 28 December 2018		£570.93	
Balance at 28 December 2018		£30,160.35	No transactions on this account during January 2019
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		£15.35	
TOTAL		£30,160.35	