

MARSH GIBBON PARISH COUNCIL

MINUTES OF THE 'VIRTUAL' PARISH COUNCIL MEETING HELD ON TUESDAY 12 JANUARY 2021

(The meeting was held in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the 2020 Regulations") 4 April 2020

PRESENT: Cllrs A Lambourne (Chair), I Metherell (IM), P Evershed (PE), E Taylor (ET), J Smith (JM), R Cross (RC), N Lyon (NL), and C Jackman (Clerk)

Meeting commenced at 8pm.

1 APOLOGIES

CC Angela Macpherson.

2 DECLARATIONS OF INTEREST

Cllr ET declared an interest in agenda item 7.4, Ewelme Sites (Site C).

3 MINUTES OF THE MEETING HELD ON 8 DECEMBER 2020

Following one amendment, the Minutes of the Parish Council Meeting held on 8 December 2020 were agreed by those present and will be signed by the Chairman at the next 'proper' meeting.

4 MATTERS ARISING

4.1 Christmas Tree

The Christmas Tree has been taken down. Cllr PE reported that one length of lights did not work, therefore it was agreed to buy two lengths at £17.50+VAT so we have a spare.

Action: Cllr PE to order the lengths of lights.

5 PUBLIC PARTICIPATION

There were no members of the public present.

6 GENERAL CORRESPONDENCE

Buckinghamshire Council

Date	From	Description	Action	
i	Daily/ weekly	TfB	TTRO's	To Cllrs where relevant
ii	23 Dec - 7 Jan	Various	Local flooding	To Cllrs
iii	11 Jan	Localities and Strategic Partnerships	Covid-19 Councillor Crisis Fund- Feedback and Monitoring	To Cllrs & Rev Hiscock
iv	10 Jan	Communications	Vaccination Letters received this weekend	To Cllrs
v	8 Jan	Communications	Update on mobile coronavirus testing centres in Buckinghamshire over the coming week	To Cllrs
vi	8 Jan	Communications	Buckinghamshire Design Awards 2020 – vote now for the People's Choice Award	To Cllrs
vii	7 Jan	Community Board	Haddenham and Waddesdon Community Board - check in with parishes re Covid lockdown management and key message stickers	To Cllrs Clerk responded
viii	7 Jan	Community Board	LEAP - Wellbeing Activity Packs for older residents - have you a need in your area?	To Cllrs & Rev Hiscock

				Rev Hiscock responded to Com Board
ix	7 Jan	Parks & Green Infrastructure Officer Communities Directorate	S106 Contribution received	Min 8
x	6 Jan	Communications	Your chance to quiz Council spending plans	To Cllrs
xi	5 Jan	Communications	Changes to Buckinghamshire Council services due to new national lockdown	To Cllrs
xii.	5 Jan	Communications	The new lockdown and support available for residents	To Cllrs
xiii.	5 Jan	Communications	Cabinet announces 'incredibly difficult' budget proposals	To Cllrs
xiv.	5 Jan	Planning	20/02556/ALB Status: Listed Building Consent	To Cllrs
xv.	5 Jan	Communication Board	Haddenham and Waddesdon Community Board - Freight Steering Group - request for information	To Cllrs
xvi.	5 Jan	Fix My Street	Swan Lane (we are unable to provide you with a timescale for this work to be carried out)	Noted
xvii	31 Dec	Communications	Guidance for pupils returning to school for the Spring Term	To Cllrs
xviii	30 Dec	Communications	COVID-19: Buckinghamshire declares 'Major Incident' over virus cases	To Cllrs
xix	24 Dec	Communications	Support for residents in Buckingham area affected by flooding	To Cllrs
xx.	23 Dec	Strategic Transport & Infrastructure Planning, Growth & Sustainability	HS2 Road Safety Fund – Update	To Cllrs
xxi.	23 Dec	Planning	20/03673/APP Status: Householder Approved	To Cllrs
xxii.	23 Dec	Communications	Successful planning enforcement in Great Horwood restores open countryside	To Cllrs
xxiii.	22 Dec	Communications	Council protects ancient woodlands Burnham Beeches Special Area of Conservation	To Cllrs
xxiv.	22 Dec	Communications	Christmas message from The Lord Lieutenant of Buckinghamshire	To Cllrs
xxv.	21 Dec	Communications	COVID-19 vaccinations continue in Princes Risborough and Winslow this week	To Cllrs
xxvi	18 Dec	Communications	And the winner is Proud of Bucks award winners announced	To Cllrs
xxvii	18 Dec	Communications	Help available for young people experiencing mental health difficulties this winter	To Cllrs
xxviii	18 Dec	Communications	Stay safe this Christmas	To Cllrs
xxix	18 Dec	Planning	Planning Application Consultation 20/04011/APP	Min 7
xx	17 Dec	Communications	Statement: Buckinghamshire Council responds to Tier 3 announcement today	To Cllrs
xxi	16 Dec	Communications	Council's Christmas present appeal has its best ever response thanks to the generosity of residents	To Cllrs
xxii	16 Dec	Communications	TfB's winter service continues throughout Buckinghamshire	To Cllrs
xxiii	16 Dec	Planning	20/02508/APP Status: Householder Approved	To Cllrs
xxiv	15 Dec	CC Angela Macpherson	Skateboarding: Discretionary Fund – not available	To Cllrs
xxv	15 Dec	Communications	Keeping Aylesbury residents informed about COVID-19	To Cllrs
xxvi	15 Dec	Local Area Technician	Drainage works on Castle Street/ Swan Lane.	Clerk Responded
xxvii	15 Dec	Communications	Buckinghamshire Council takes next steps to purchase Friars Square, Aylesbury	To Cllrs
xxviii	15 Dec	Aylesbury Garden Town Project Officer Planning, Growth and Sustainability	Aylesbury Gardenway Engagement Workshop	To Cllrs
xxix	15 Dec	Communications	First patient in Bucks receives COVID-19 vaccine	To Cllrs
xxx	14 Dec	Communications	#YouCanAdopt - we've been busting myths about adoption in Buckinghamshire	To Cllrs

xxxi	14 Dec	Community Board	Traffic Surveys in Villages - The Chearsley Experience	To Cllrs
xxxii	11 Dec	Members and Parish Support	Severe Winter Emergency Protocol – Information	To Cllrs
xxxiii	11 Dec	Cllr P Irwin	Feedback on the Covid-19 grant	To Cllrs
xxxiv	9 Dec	David Cairney	Marsh Gibbon HGV Controls	Min 10

Association of Local Councils

	Date	From	Description	Action
i	8 Jan	BMKALC	Update on post Brexit rules.	To Cllrs
ii	5 Jan	NALC	Coronavirus updates	To Cllrs
iii	23 Dec	BMKALC	Useable Election information	To Cllrs
iv	23 Dec	BMKALC	Info concerning post Brexit	To Cllrs
v	18 Dec	BMKALC	Planning Meeting papers and video	To Cllrs
vi	18 Dec	BMKALC	New leisure fund	To Cllrs
vii	18 Dec	BMKALC	Provisional local government finance settlement	To Cllrs
viii	18 Dec	NALC	Chief executive's bulletin	To Cllr

Other

	Date	From	Description	Action
i	11 Jan	Edgcott PC	Potential new prison in Grendon Underwood	To Cllrs
ii	7 Jan	Police & Crime Commissioner	Have your say on an increase to council tax across Thames Valley	To Cllrs
iii	6 Jan	Edgar Taylor	Confirmation of postal addresses - Leonard Meadow	To Cllrs
iv	5 Jan	Resident	Naming the development at Leopold Farm	Clerk responded
v	3 Jan	Hine Memorial Trust	Ack. to request for funding	Noted
vi	23 Dec	EWR Alliance	EWR traffic update	To Cllrs
vii	20 Dec	P Ferens	Thanks from MGHS	To Cllrs
viii	17 Dec	CIB	COVID-19 Briefing #82: Brexit transition toolkit and #FundAlerts	To Cllrs
ix	14 Dec	Charity Commission	Annual Return 2020 - confirmation of receipt	Noted
x	12 Dec	Bob Evans	EWR HGV Breaches	To Cllrs
xi	11 Dec	Roger Landells	HS2 HGV	To Cllrs

7 PLANNING

7.1 Applications

20/04011/APP | Demolish garage. Two storey rear extension, single storey side extension and proposed new garage/workshop The Cottage Summerstown Marsh Gibbon X27 0AW
Decision: No objection

Action: Clerk to inform Buckinghamshire Council (AVDC Area)

7.2 **Late Notifications** – to review any applications issued after the publication of the meeting agenda
There were no late notifications to consider.

7.3 Approved applications

20/03673/APP: Erection of single storey front and rear extensions with rooflights - Crenlyn Scotts Lane Marsh Gibbon OX27 0EZ

20/02508/APP: Erection of side/rear extension and associated alterations together with a detached garage / home office. Bailey Cottage 13 Clements Lane Marsh Gibbon Buckinghamshire OX27 0HG

20/03590/APP: Enlarged drive, parking and highway access to numbers 34 and 35 Rectory Close, with timber pagoda and log store structure | 34 And 35 Rectory Close Marsh Gibbon OX27 0HT

7.4 Ewelme Sites

Site A: No updates were available.

Site B: No updates were available.

Site C: A resident had queried why the advertising board listed the development as Castle Meadow when the postal address will be Leonard Meadow. Edgar Taylor had confirmed that this is common practice as it helps with site deliveries.

8 FINANCE REPORT

8.1 Clerk presented the **Financial Report for January 2021**. Payments totalling £2,457.62 were approved, as detailed on page 2044.

Clerk confirmed that she had carried out a reconciliation on both bank accounts.

8.2 Skateboarding

Cllr NL confirmed that he had submitted a funding application to the National Leisure Recovery Fund (£2,000) and would submit an application to the Heart of Bucks (£2,240).

Clerk confirmed that she had submitted a request for funding from the Hine Memorial Trust and that CC Angela Macpherson does not have anything available from her discretionary fund.

8.3 S106

Bucks Council had confirmed that on 31 December 2020 they had received the S106 contribution of £39,854 for the development at Land South of Castle Street (Site B: Panning application ref: 17/01248/AOP) and that the money "is to be spent on improvements to the village hall car park and improvements to seating provision at several named locations within ten years". At last month's meeting it was agreed that when the S106 money was available from Site A this should be added to the Site B for a larger project, subject to us being allowed to make changes to the original Site B allocation. However, Councillors reviewed this decision and felt it would be more appropriate to help with the repairs to the village hall car park. Cllr JS explained what repairs were needed and agreed to ask the village hall committee to get a quote for the next Parish Council meeting.

Action: Cllr JS to get quotes for the car park work for the next Parish Council meeting.

8.4 2021-22 Budget

Councillors approved the 2021-22 budget and agreed that the precept should remain at £25,000.

It was noted that the expenditure over income would be £4,713 but agreed that this would not be a problem. Councillors were anxious not to increase the precept in this particularly difficult time.

Action: Clerk to inform Bucks Council.

9 PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND

9.1 Maintenance

9.1.1 All Weather Pitch repairs

Chair had spoken to Barry Leonard who will make repairs to the concrete when the weather improves.

9.1.2 General Maintenance

A resident had indicated that he is interested in carrying out general maintenance.

Action: Cllrs NL and ET to prepare a list of work to be carried out and Chair to speak to the resident to find out exactly what he is prepared to do.

Chair confirmed that Andy Miller will make repairs to the notice board.

9.2 Playground Upgrade

Cllr RC and NL have in hand the action to get a volunteer group together to progress the playground upgrade.

Action: Cllr NL to put a note on Facebook seeking volunteers.

9.3 Recreation Ground

Cllr RC reported that the Marsh Gibbon Sports and Social Club (MGSSC) has not held any meetings since March and noted that a date for the AGM had not been scheduled.

It was noted that a response to the letter informing the MGSSC of the conditions for using the Recreation Ground still had not been acknowledged.

Action: Cllr RC to follow up.

10 BCC DEVOLUTION OF SERVICES

10.1 10.1.1 Urban grass cutting: Nothing to report.

10.1.2 Hedging: It was noted that the grass/brambles on the wall below Acland Terrace, opposite Forge Close, needs removing but it was not clear who is responsible. It was not clear who owns the hedge/wall.

Action: Clerk/Chair to make enquiries.

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

11 ROADS AND PATHWAYS

11.1 Potholes

It was reported that there are pot holes next to the church wall on Station Road.

Action: Clerk to report to TfB.

11.2 HGV weight limit

Council had received further correspondence from Buckinghamshire Council regarding HGV signage.

It was noted that HGV signage should be erected in accordance with the Council's confirmation email of 15 September 2020 to Bucks Council which included:

- to have Diagram 820A with heavy goods vehicle abbreviated to **HGVs**.
- to locate the signs at West Edge / Tompkins Lane; and on Church Street west of the Bicester Road junction.
- that we DO NOT want signs incorporating a left pointing arrow; and a right pointing arrow as this would appear to encourage HGV's.

Action: Clerk to inform Bucks Council.

11.3 Speedwatch

Nothing to report.

12 Street Lighting

No new faults were reported.

13 CEMETERY

13.1 General Maintenance

Nothing to report.

13.2 Burial, Interments, Advance booking requests and Memorial applications

Burials had been held in December in grave B-5-14 and D-1-11.

13.3 New Homes Bonus (Cemetery Paths improvements)

Cllr PE confirmed that the contractor had acknowledged receipt of the retention payment. She also confirmed that she had asked him to visit the cemetery in August to assess the repairs but had not received a response.

Action: Cllr PE to contact the contractor in August 2021.

14 ENVIRONMENTAL MATTERS

14.1 Flooding

Cllr PE reported that she, Cllr ET and two residents had met the Transport for Bucks Local Area Technician (LAT) to discuss the recent flooding and what actions should be taken to prevent further flooding. As a result of the meeting, the LAT had agreed to have pipework checked and drains jetted. A resident had informed a councillor that the Environment Agency had visited the area but no further updates from the visit were available.

9.20pm Cllrs IM and PE left the meeting.

It was noted that the rainfall recorded on two days in October and December was the highest in the last 30 years (records kept by a resident).

It was agreed that at this stage it would not be appropriate to write to residents and land owners regarding their responsibility to maintain ditches and streams but to put out a general message on Facebook.

Action: Cllr NL to put a note onto Facebook emphasising that it is the responsibility of residents and landowners to ensure that ditches and streams are cleared of rubbish and blockages.

14.2 Ware Pond

No updates were available.

14.3 Mud Pond

Cllr RC had spoken to the resident regarding the removal of the tree at Mud Pond and explained that this was Bucks Council land. Although not the responsibility of the Parish Council, it would want any changes to go through it and suggested that the resident write to the Council outlining his plans.

Action: Cllr RC will continue liaising with the resident.

15 STREET FURNITURE

A resident had come forward offering to help with the repair of the notice boards. Following further discussion, Cllrs ET and NL agreed to do a village 'walk-about' and prepare a list of maintenance requirements.

Action: Cllrs ET and NL to prepare a maintenance list and Chair to speak to the volunteer.

16 OXFORD TO CAMBRIDGE EXPRESSWAY

No updates were available.

17 HS2

No updates were available.

18 EAST WEST RAIL

It was noted that the bridge on Station Road will be re-built.

Action: Cllr NL to enquire if it will be high enough for WH Hills lorries to get to his yard.

19 REPORT FROM VILLAGE HALL REPRESENTATIVE

Cllr JS reported that the village hall had a new emblem and that the committee was looking into utilising the car park for fund raising event. It was noted that the Beer Festival is unlikely to go ahead this year.

20 COVID-19

20.1 The COVID-19 committee had met on 11 January. It was noted that the Bicester Foodbank will be in the village but that any donations will be handed to Marsh Gibbon residents who are in need and the remainder going to the Bicester bank. As funding may be required for some of those in need, seeking sponsorship had been considered by the committee.

Council agreed to a S137 grant of £100.

Chair confirmed that a breakdown of how the £600 grant from the Community Grant had been spent is being prepared.

21 COMMUNITY BOARD

21.1 Main Board

Nothing to report.

21.2 Environment and Green Spaces sub-group

Cllr NL reported that the group is considering running a competition but had no further updates.

22 FACEBOOK

No updates were available.

23 ASSETS OF COMMUNITY VALUE

Cllr RC continues to update the information required.

24 POLICIES

Clerk reported that the council's policies needed to be reviewed.

Action: Clerk to circulate policies to councillors for review at the February meeting.

25 ANY OTHER BUSINESS

25.1 Dogs

Cllr JS reported that there was a problem with dog mess again.

Action: Clerk to look into getting more 'pick up your dog mess' signs

25.2 On-line banking

Clerk asked if the Council should look into on-line banking.

Action: Clerk to follow up

26 DATE OF NEXT MEETING

The next Parish Council meeting will be held via ZOOM at 8pm on Tuesday 9 February 2021.

The meeting closed at 9.51pm.

MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report
12-Jan-21

#

COMMUNITY ACCOUNT		Notes
30-Nov-20	£28,699.30	
Outstanding Cheques and cheques approved at meeting on 8 December 20	-£11,250.97	
Unpresented cheques at 30 Dec	£341.00	
Income:		
The Independent Funeral Company	640.00	
Balance of Community Account at 30 December 2020	£18,429.33	

Payments to be approved at meeting 12 January 2021

Cheque No	Payee	Amount	Authority
103061	RTM - Inv 2581: Grass cutting	532.80	PCA 1957s.3;HA 1980s.301
103062	E.om - Inv 102720: Street light maintenance quarter ending Dec 2020	250.12	PCA 1957s.3;HA 1980s.301
103062	E.on - Inv 102863: Street light maint - replacement photocell	28.16	PCA 1957s.3;HA 1980s.301
103063	SSE - Inv 11772331 0037: Street light elec 2 Dec - 4 Jan 21	241.46	PCA 1957s.3;HA 1980s.301
103063	SSE - inv 591772404 0037: Street light elec 2 Dec - 4 Jan 21	13.55	PCA 1957s.3;HA 1980s.301
103063	SSE - Inv 861786437 0026: Street light elec 2 Dec - 4 Jan 21	2.87	PCA 1957s.3;HA 1980s.301
103064	C Jackman - Clerk salary Dec 2020	461.40	LGA 1972 s. 112(2)
103065	HMRC - Clerk PAYE Dec 2020	46.00	LGA 1972 s. 112(2)
103066	C Jackman - Clerk: expenses - postage/zoom/SLCC (1/3 of total)	88.24	LGA 1972 s. 112(2)
103607	G Hodges: Invoice 52 December gravedigging	770.00	Local Authorities Cemeteries Order 1977
103060	C Cruise - Electricity for christmas tree lights	8.75	LGA 1972 S.144
DD	Everflow - Recreation ground water	14.27	LGA(MP) 1976 s.19

Totals yet to be deducted from balance of Community Account

Cheques for approval at meeting on the 12 January 2021	£2,457.62	
Outstanding cheques at 30 December 2020		
103052 Swan Group donation	£75.00	
103053 Royal British Legion Poppy Appeal	50.00	
103059 Country Equestrian Ltd	216.00	
	£341.00	£341.00
Totals yet to be credited		
Heritages: Burial D-1-11	£520.00	-£520.00
Total		£2,278.62

Anticipated balance

£16,150.71

£16,150.71

EARMARKED RESERVE ACCOUNT

29-Apr-20	£27,779.25	
Total In	£7,511.82	
Total Out	-£8,569.00	
Balance of Earmarked Reserve at 30 Dec 2020	£26,722.07	

Bank Reconciliation 12 January 2021

COMMUNITY ACCOUNT

CASH BOOK	Notes
Balance at 1 April 2020	£27,120.89
Less Total Payments to 12 January 2021	-£49,841.06
	-28.16 cancelled e.on cheque
Add total receipts to 12 January 2021	£39,669.04
Cash book balance at 12 January 2021	£16,920.71

EARMARKED RESERVE ACCOUNT

Balance of Earmarked Reserve A/C as at 1 April 2020	£27,779.25
Less total payments to 12 January 2021	-£8,569.00
Add Total Receipts to 12 January 2021	£7,511.82
Balance at 12 January 2021	£26,722.07

NB: the balance in the Earmarked Reserve Account is made up of:

Replacement / Refurbishment of the synthetic carpet at the 5-a-side	£16,874.00
Maintenance of play equipment	£0.00
Ware Pond cleaning	£2,080.00
Repairs and New Street Lamps	£1,696.00
Election Expenses	£775.00
Fencing Repairs at 5-a-side	£0.00
Defibrillator	£50.00
Cemetery road repairs	£5,211.00
Interest	£36.07
	£26,722.07

TOTALS at 12 January 2021

Community Account	£0.00
Earmarked Reserve Account	£26,722.07
	£26,722.07