

**MARSH GIBBON PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING  
HELD ON TUESDAY 13 DECEMBER 2016**

**PRESENT:** Cllrs I Metherell (Chairman), R Cross (RC), P Evershed (PE), D Leonard (DL), and J Smith (JS)  
In attendance: C Jackman (Clerk) and 1 member of the public.

The meeting commenced at 8.04pm.

1. **APOLOGIES:** Cllr E Taylor (ET)
2. **DECLARATIONS OF INTEREST:** None.
3. **MINUTES OF MEETING HELD 8 NOVEMBER 2016:**  
Following three amendments the minutes of the Parish Council Meeting held on 8 November 2016 were agreed by those present and signed by the Chairman.
4. **MATTERS ARISING:**
  - a) **Twyford Post Office:** It was reported that efforts were still being made to keep open the Post Office in Twyford.
  - b) **Rubbish Bin outside the shop:** It was agreed that the rubbish bin should be fitted onto the bus stop as proposed by AVDC.  
**Action: Clerk to liaise with AVDC**
5. **PUBLIC PARTICIPATION:**  
Chair welcomed the member of the public.
6. **GENERAL CORRESPONDENCE:** Items had been circulated via email. The following had been received and were covered where indicated.

	AVDC	From	Subject	Action
i.	7 Dec	Community Safety Officer Community Fulfilment	Annual Consultation 2016	To Councillors
ii.	6 Dec	Democratic Services	AVDC Democratic & Electoral Services service reviews	Clerk to complete
iii.	6 Dec	David Broadley	HELAA schedule	To Chair
iv.	30 Nov	Sent on behalf of Councillor Neil Blake	Modernising Local Government Event - 8th December & 18th December – follow up meetings (8 <sup>th</sup> now cancelled)	Agenda Item 8
v.	16 Nov	Democratic Services Officer	VALP/Modernising Local Government Briefing to Parish and Town Councils 14.11.16	Chair & Cllr PE attended
vi.	11 Nov	Snr Communications & Marketing Officer	Aylesbury Vale District Council (AVDC) residents survey started today	To Councillors
vii.	9 Nov		Future of local government in Bucks - feedback form	Completed by Chair
viii.	8 Nov	Sent of behalf of Cllrs Carole Paternoster & Neil Blake	Vale Aylesbury Plan Update	To Councillors

	Bucks County Council	From	Subject	Action

i.	5 Dec	George Hartgroves, Strategy & Innovation Lead, Strategy & Innovation Team, Strategy and Policy – HQ	Winter Preparedness	Agenda item 9
ii.	29 Nov		Minutes for Waddesdon Local Area Forum, Wednesday 16th November 2016, 5.30 pm	To Chair
iii.	25 Nov		Mybucks	Noted
iv.	18 Nov	Lead Project Officer HS2 Regeneration and Infrastructure Transport, Economy, Environment	HS2 E update - 18 November 2016	To Councillors
v.	16 Nov	Dave Smith, LAT TFB	Traffic calming – Maintenance	Noted
vii.	15 Nov	CC Angela Macpherson	East West Rail Traffic	Agenda item 12
viii.	15 Nov	Simply Walk Officer, Transport ☑ Economy ☑ Environment	Simply Walk- Marsh Gibbon launch	To Chair
ix.	15 Nov	Neil Blake	Feedback on 14 Nov meeting	To Chair
x.	9 Dec		Budget consultation 2017/18	To Chair
xi.	8 Nov		Agenda for Waddesdon Local Area Forum, Wednesday 16th November 2016, 5.30 pm	Noted
xii.				
<b>Association of Local Councils</b>		<b>From</b>	<b>Subject</b>	<b>Action</b>
i.	2 Dec	NALC	Press Statement re Audit Appointments	To Concillors
ii.	21 Nov	BALC	Formal Consultation - Revised Highway Safety Inspection Policy	To Chair
<b>Others</b>		<b>From</b>	<b>Subject</b>	<b>Action</b>
i.	28 Nov	RTM	Updated insurance details	Noted
ii.	25 Nov	E.On	Confirmation of price for LED light	Noted
iii.	23 Nov	P Hodges	Councillor vacancy	Agenda item
iv.	23 Nov	Justine Pink	faulty street light and leaking drain in Whales Lane	Noted
v.	23 Nov	Ross Osborn	Volunteer co-ordinator for Restoring the Rights of Way	To Chair
vi.	22 Nov	James Gibbs	Castle Street hedge	Noted
vii.	14 Nov	Bob Evans, Charndon	EWR Site/Traffic	Agenda item
viii.	11 Nov	Jez Elkin	Greatmoor Tour Feedback	To Cllr PE, ET, JS
ix.	8 Nov	Garden Master	Grass cutting contract 2017	Agenda item 11
x.	2 Nov	RTM	Grass cutting contract 2017	Agenda item 11

	<b>Sent</b>	<b>To</b>	<b>Subject</b>	<b>Action</b>
i.	20 Oct	BCC - Senior Infrastructure Coordinator	CIL & S106 Workshop Material +Completed Local Priority Datasheet	Noted
ii.	12 Oct	Richard Howson	Christmas tree order	Noted
iii.	12 Oct	Robert Barnard	Request to carry out tree works at The Pound	Noted
iv.	17 Oct	AVDC Planning	16/03354/APP – MG Church of England School (PC comments)	Noted
v.	18 Oct	Mr & Mrs Dykman	Tree works at The Pound	Noted
vi.	12 Oct	Graham Hodges	Accept quote to remove spoil from cemetery	Noted
vii.	25 Oct	AVDC Planning	16/03380/AOP - SITE C Land South Of Castle Street And West Of Leopold Farm Castle Street Marsh Gibbon (PC comments)	Noted
viii.	25 Oct	AVDC Planning	16/03379/AOP Site A Land South of Little Marsh Road (PC comments)	Noted
ix.	28 Oct	AVDC	Street name plate painting order	Noted
x.	28 Oct	AVDC	Councillor Resignation	Noted

xi.	28 Oct	AVDC	16/03380/AOP - SITE C Land South Of Castle Street And West Of Leopold Farm Castle Street Marsh Gibbon (S106)	Noted
xii.	29 Oct	TfB	White Gates maintenance	Noted
xiii.	17 Oct	E.on	Whales Lane street light repair	Noted

## 7. PLANNING CORRESPONDENCE:

### Application withdrawn:

**16/03354/APP** Single storey extension to Marsh Gibbon Primary school to accommodate additional office, disabled w.c. and store (Amendment to planning application 14/01240/APP)

The following applications were dealt with at the Plans meeting on 6 December and were approved by full Council:

**16/03947/APP:** Cottage, West Edge

Proposed change of use of single dwelling with ancillary residential accommodation to 2 No. dwellings

Applicant: David Gibbons

Decision: No objection

**16/04070/ADJ**

Creation of three temporary and one permanent vehicular accesses associated with an underground 132kV line |

Access 10 And 11 Proposed Bicester Road Launton

Applicant: Southern Electric Power Distribution Plc

Decision: No objection

**16/04025/APP**

Creation of three temporary vehicular accesses to facilitate development of a new 18km 132kV line from Bicester to East Claydon. | Land Off Winslow Road Access 40,42,44 East Claydon Buckinghamshire

Applicant: Southern Electric Power Distribution Plc

Decision: No objection

**16/02837/ALB:** Fleur De Lys West Edge Marsh Gibbon Buckinghamshire OX27 0HA

Installation of replacement timber framed windows including retention of one side window.

Applicant: Mr Cross

Decision: No objection

Chair reported that a sub-committee should not be made up of ALL councillors.

**Action: Clerk to add to the agenda for review at the Annual Council Meeting**

## 8. BCC / AVDC Proposals for Modernising Local Government

Chair and Cllr PE had attended a meeting regarding 'Modernising Local Government' hosted by AVDC, who stated that they preferred the Vale of Aylesbury to become a unitary authority.

BCC had already put forward their case for a county-wide unitary.

## 9. BCC (Winter Preparedness questionnaire)

BCC had issued a questionnaire with the following alternatives:

1. Our Town/Parish has an emergency plan for flooding/heavy snowfall/ice
2. Our Town/Parish has no formal plan but does have an informal processes in place
3. Our Town/Parish would appreciate further information on risks for our area and/or emergency advice
4. Our Town/Parish would appreciate support in writing a plan

**Action: Clerk to respond 'Yes' to 2 and 3 and 'No' to 1 and 4**

## 10. BCC Devolution of Services

a) Urban grass cutting: Nothing to report.

b) Hedging: Clerk had written to the owner of the hedge Home Farm House who had agreed to get it cut back.

It was noted that work on the Ash Tree at the Pound may need planning permission.

**Action: Clerk to follow up with Robert Barnard**

- c) Siding out: nothing to report.
- d) Rights of Way (devolved services only listed here): Nothing to report.
- e) Weed killing: Nothing to report.
- f) Maintenance: nothing to report.
- g) Complaints: nothing to report.

## 11. CLERK'S REPORT AND ADMINISTRATION MATTERS

- a) **Financial Report:** Clerk presented the Financial Report for November 2016. Payments totalling £1480.42 were approved as detailed on page 1729. The bank statements for November month end were available for inspection and the Clerk reported that she had carried out the monthly bank reconciliation on all three bank accounts.
- b) **Review Recommendations of Finance Committee Meeting on 6<sup>th</sup> December:** Council approved the 2017-18 Budget recommendations made at the Finance Committee Meeting. It was further recommended, proposed by Cllr PE and seconded by Cllr RC that the grave digging (excluding ashes) charges should be increased by £40, from 1 January 2017, following the decision that the grave digger should take away all the spoil.
- c) **2017-18 Precept:** It was agreed that the Precept should be set at £22,400.  
**Action: Clerk to submit to AVDC**
- d) **Communication:**  
**Website:** Clerk had started to build the new website and noted that we may be able to retain the .gov.uk extension.
- e) **Christmas Tree:** Cllr PE informed Council that she wishes to retire from organizing the Christmas Tree. It was agreed that Council needed to get more volunteers and consider a risk assessment. It was noted that the volunteers this year were very good as always.  
**Action: Clerk to add to the January agenda**
- f) **Grass cutting:** Following a lengthy discussion and taking into account the quality of the grass cutting and compliments from parishioners regarding the grass cutting in the cemetery it was unanimously agreed to appoint R-T-M for 2017.
- g) **Councillor Resignation:** Clerk had received two expressions of interest to be co-opted to fill the vacancy. The closing date for a request to hold an election was 21 December.  
**Action: Clerk to add the co-option process to the January Agenda**
- h) **S106:** A 'wish list' had been prepared with submissions from village organisations.  
**Action: Clerk to send list to AVDC**

## 12. ROADS AND PATHWAYS (INCLUDING POTHOLES)

- a) **Village Walks:** The member of the public present reported that two walks had so far been held with 15 people on the first and 9 on the second. Five people have been trained to lead the walks.
- b) **Rights of Way:** A request from Ross Osborn, volunteer co-ordinator for the Restoring the Rights of Way project on behalf of Bucks County Council had been received asking for local volunteers to join a team to record paths in Marsh Gibbon.  
**Action: Chair to forward email to Brenda North**
- c) **Potholes:** Cllr JS reported that she had explained to a parishioner the process for getting potholes repaired
- d) **HGV's in Marsh Gibbon:** Nothing further to report.
- e) **East West Rail (EWR):** Concern was expressed at the prospect of traffic using Marsh Gibbon as a route to a proposed compound in Charndon for the EWR development. Following the display of Transport and Works Order Act (TWAO) notices, representations from Charndon had been made to Cllr Angela Macpherson who had been in touch with BCC. She has organised a meeting on Wednesday 14 December which will cover the following:
  - Precise location of compound
  - Access to compound

- Evaluation of alternative sites
- Planning requirements
- EIA and Traffic Impact Assessments
- Traffic movements, HGV and staff vehicle movements
- Project timing
- Proposed community engagement
- Use of site post-construction

She has also requested a meeting around HS2/EWR integration in our area which is scheduled for 13th January initially with officers from all organisations and local councillors.

### 13. STREET LIGHTING

- a) Clerk had requested E.On to replace the Whales Lane Street light with an LED as the cost was the same as that quoted for a PHOSCO light.
- b) The street light in Townsend was not working.

**Action: Clerk to inform E.On**

### 14. ENVIRONMENTAL MATTERS

- a) **Notice Board: Millfield Avenue:** A new notice board has been ordered.
- b) **Calvert Incinerator:** Nothing to report
- c) **Village name plates:** The order for the painting of the name plates had been placed.

**Action: Clerk to follow up**

### 15. CEMETERY MATTERS

- a) **Burials:** There had been no burials in the month.
- b) **Pre-Purchase:** There had been no pre-purchases in the month.
- c) **General Maintenance:** RTM will cut the conifer hedge later in the month.

### 16. PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND

- a) **Playground inspection:** Cllrs PE and ET had prepared a report following their inspection of the play equipment which will be discussed more fully at the next meeting.

**Action: Clerk to add to the agenda.**

### 17. ANY OTHER BUSINESS

**Broadband:** It was noted that the broadband would be installed into the Village Hall on 14 December

**White Van:** It was noted that a white van parked on Church Street was causing an obstruction.

**Action: Clerk to ask PCSO for advice on how to get this moved**

### 17. DATE AND VENUE OF NEXT MEETING

The next Parish Council Meeting will be held at 8pm on Tuesday 10 January 2017 in the committee room of the Village Hall.

Chair closed the meeting at 10.18pm

**SIGNED:**

**DATE:**

**Clerk's Financial Report  
13-Dec-16**

COMMUNITY ACCOUNT			Notes
<b>Balance of Community Account at 30 November 2016 (sheet 406)</b>		<b>£2,716.50</b>	
<b>Payments to be approved at meeting 13 December 2016</b>			
Cheque No	Payee	Amount	Authority
102615	RTM: Roadside hedge cutting, cemetery: Inv 687	134.40	Highways Act 1980 s. 96
102616	I Metherell: AVDC VALP meeting with Cllr Evershed: 30 miles @ 61ppm	18.30	LGA 1972 s. 112(2)
102617	MGVH: Hall charges for October: Inv 1610/11	42.60	LGA 1972 s133
102618	Thames Water: Water charges Recreation Ground 17 Aug-7 Nov: Inv 9 Nov 2016	35.84	LGA(MP) 1976 s.19
102619	Howson Fabrications Ltd: Fencing repairs: Inv 8387	372.00	LGA 1972 s. 222(8)
102620	C Jackman: Clerk salary: Nov 2016	375.11	LGA 1972 s. 112(2)
102621	HMRC: Clerk Nov PAYE	40.40	LGA 1972 s. 112(2)
102622	C Jackman: Stationery	30.97	LGA 1972 s. 112(2)
102623	R B Howson: Inv 0289, Christmas Tree	430.80	LGA 1972 S.144
<b>Totals yet to be deducted from balance of Community Account</b>			
	Cheques for approval at meeting on the 13 December 2016	<b>£1,480.42</b>	
	Unpresented cheques (see reconciliation)	£13.44	

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

**Anticipated balance      £1,222.64**

BUSINESS PREMIUM ACCOUNT			
Balance at 28 Oct (Sheet 338)		<b>£10,389.89</b>	There were no movements on this account during November
Transfer to Community Account			

**Balance of Business Premium A/C per Statement at 28 October 2016 (sheet 338)      £10,389.89**

EARMARKED RESERVE ACCOUNT			
Balance at 29 September 2016 (Sheet 144)		£32,499.01	There were no movements on this account during November

**Balance of Earmarked Reserve A/C per Statement 29 September 2016 (Sheet 144)      £32,499.01**

Clerk reported reconciliations had been carried out on all 3 bank accounts up to 30 November 2016

**Marsh Gibbon Parish Council  
Bank Reconciliation - 30 November 2016**

COMMUNITY ACCOUNT			Notes
<b>Balance of Community A/C as at 1 April 2016 (sheet 397)</b>		<b>£1,638.48</b>	
Less Total Payments to 30 November 2016		-£20,297.90	
Less uncashed cheques at 31 October			
Chq No: 102612: MGVH		-13.44	
Add Total Receipts to 30 November 2016		£21,375.92	
<b>Net Balance at 30 November 2016</b>		<b>£2,703.06</b>	
<b>Cashbook balance at 30 November 2016</b>		<b>£2,703.06</b>	
<b>BUSINESS PREMIUM ACCOUNT</b>			
<b>Balance of Business Premium A/C as at 1 April 2016 (sheet 325)</b>		<b>£3,977.82</b>	
Less Total Payments to 31 October 2016		-£16,975.00	
Add Total Receipts to 31 October 2016		£23,387.07	
<b>Balance at 31 October (sheet 338)</b>		<b>£10,389.89</b>	
<b>EARMARKED RESERVE ACCOUNT</b>			
<b>Balance of Earmarked Reserve A/C as at 1 April 2016 (Sheet 136)</b>		<b>£31,619.94</b>	There were no movements on this account during November
Less total payments to 29 September 2016		-£3.94	
Add Total Receipts to 29 September 2016		£883.01	
<b>Balance at 29 September 2016 (sheet 144)</b>		<b>£32,499.01</b>	

**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	£1,632.00
Maintenance of play equipment	£110.00
Ware Pond cleaning	£500.00
New Street Lamps	£5,110.00
Village Seats Refurbishment	£514.00
Jubilee Plantation	£290.00
Election Expenses	£775.00
Fencing Repairs at 5-a-side	£1,640.00
Interest	£8.01
<b>TOTAL</b>	<b>£32,499.01</b>