

MARSH GIBBON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 8 NOVEMBER 2016

PRESENT: Cllrs I Metherell (Chairman), G Barker (GB), P Evershed (PE), D Leonard (DL), and E Taylor (ET)
In attendance: C Jackman (Clerk) and 1 member of the public.

The meeting commenced at 8.02pm.

1. **APOLOGIES:** Cllrs R Cross (RC) and J Smith (JS)

2. **DECLARATIONS OF INTEREST:** None.

3. **MINUTES OF MEETING HELD 11 OCTOBER 2016:**

Following three amendments the minutes of the Parish Council Meeting held on 11 October 2016 were agreed by those present and signed by the Chairman.

4. **MATTERS ARISING:**

a) **White Gates:** Clerk had received an email from the Local Area Technician (LAT), Transport for Bucks (TfB), confirming that there is an order in the system for painting the gates. It also stated that *"If the gates break or get damaged then I will replace when necessary at no cost to the Parish"*.

Action: Clerk to write to LAT suggesting that the Parish Council gets the repairs completed and sends the bill to TfB, copying CC Angela Macpherson

b) **Rights of Way**

MG/I/6/3: Chair has spoken to Mr Phipps and has arranged to meet him to discuss what gates should be installed.

MG/I/11/1: The fencing along this Right of Way has still not been repaired.

MG/I/3/2: Rights of Way Officer has informed Clerk that the land owner has put up a replacement temporary gate that is functioning ok for public use. Bucks County Council (BCC) will attend to the bridge, and remove or replace it as necessary.

5. **PUBLIC PARTICIPATION:**

Chair welcomed the member of the public who was invited to speak.

a) **Telephone Kiosk:** It was noted that a notice had been posted in the kiosk giving 42 days notice that the kiosk would be removed.

b) **Walk Leaders:** It was noted that 7 of the 9 volunteers had taken part in the 'Walk Leaders' training. First Aid training had also been offered. Chair asked to be kept informed.

Action: Chair to add details of the Walks to his monthly bulletin

6. **GENERAL CORRESPONDENCE:** Items had been circulated via email. The following had been received and were covered where indicated.

	AVDC	From	Subject	Action
i.	27 Oct	Senior Community Spaces Officer, Community Spaces Team	16/03379/AOP - Site A Land South Of Little Marsh Road And East Of Swan Lane Marsh Gibbon	Agenda item 7
ii.	26 Oct	Senior Community Spaces Officer Community Spaces Team	16/03380/AOP - SITE C Land South Of Castle Street And West Of Leopold Farm Castle Street Marsh Gibbon	Agenda item 7
iii.	21 Oct	Community Development	Music in Quiet Places 2017	To Rev Hiscock
iv.	19 Oct	Councillor Carole Paternoster & Councillor Neil Blake	Parish Forum Invitation - 14th November 2016 - 6PM	Chair & Cllr PE to attend

v.	13 Oct	Finance Manager	2017/18 Parish Tax Base Information	To Councillors
vi.	12 Oct	Democratic Services Officer	News for the Parishes	To Councillors
Bucks County Council				
		From	Subject	Action
i.	8 Sept	Committee Assistant, HQ Strategy & Policy, G51 Member Services	Telephone scam	To Councillors
ii.	28 Oct	CC Angela Macpherson	Councillor surgery	To Councillors and website
iii.	28 Oct	Project Support Officer Business Strategy & Commercial Development, Transport, Economy & Environment	Devolution Update	To Councillors
iv.	28 Oct	Lead Project Officer HS2 Regeneration and Infrastructure Transport, Economy, Environment	HS2 E update	To Councillors
v.	26 Oct	Business Support Officer Public Health, Communities, Health & Adult Social Care	Active Bucks	To Councillors
vii.	25 Oct	Rights of Way Officer	Marsh Gibbon Parish Council - Rights of Way	Agenda item 4
viii.	24 Oct	Cabinet Member for Planning & Environment BCC	Information on changes to Bucks County Council's household waste permits	To Councillors
ix.	20 Oct	Lead Project Officer HS2 Regeneration and Infrastructure Transport, Economy, Environment	HS2 House of Lords Visit	To Councillors
x.	12 Oct	Finance Dept	Remittance – Devolved Services Payment	Noted
xi.	31 Oct		MyBucks - November 2016	To Councillors
xii.	31 Oct	Warren Whyte, Cabinet Member for Planning & Environment	Waddesdon Local Area Forum - update on Greatmoor energy from waste plant	To Councillors
xiii.	Oct	Children's Social Care & Learning	Reception Admission in Sept 2017	Notices Boards
Association of Local Councils				
		From	Subject	Action
i.	17 Oct	BALC	BCC News: Council leader to challenge 'insultingly low' HS2 offer	To Councillors
ii.	14 Oct	BALC	Local Government Financial Settlement 2017-18	Chair responded
iii.	13 Oct	BALC	Buckinghamshire District Councils - Modernising Local Government Report	To Councillors
iv.	31	BALC	Winter Driving workshops	To Councillors
Others				
		From	Subject	Action
i.	20 Oct	Roy van de Poll	Great Horwood Parish Council resolution	To Councillors
ii.	17 Nov	CLlr GB	Resignation	Agenda item 9
iii.	16 Oct	Graham Hodges	Quote for cemetery hedge cutting	Agenda item 13
iv.	14 Oct	E.on	Whales Lane street light repair quote	Agenda item 11
v.	12 Oct	Hastoe Housing	Hedge at Piece Close, Marsh Gibbon	Agenda item 12
vi.	Oct	Thames Water	Change of business account	Noted
vii.	Oct	Valuation Agency	Change of business rates	Noted

	Sent	To	Subject	Action
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:

Applications for review:

16/03778/COUAF - Barnwell Farm, Station Road, Marsh Gibbon, Buckinghamshire OX27 0HN

Notification of the change of use of agricultural building to B8 storage use under Class R (R3 (1) (a) building under 150sqm commencing on the 1st November 2016.

Applicant: Andrew and Clare Barsby

Deadline for comment: 22 November 2016

Decision: No objection

AVDC

Chair reported that he and Cllr PE will be attending a meeting at AVDC on Monday 14th November for Parishes and Town Councils to hear an update on VALP and the options for modernising local government. It was noted that the number of houses that AVDC will need to provide for has reduced but this will not probably affect Marsh Gibbon.

Action: Chair to report back following meeting

8. BCC Devolution of Services

- a) Urban grass cutting: Nothing to report.
- b) Hedging: It was noted that the hedge at the top of Clements Lane is growing over the footpath.
Action: Clerk to write to the land owner to request that the hedge be cut back
- 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.

9. CLERK'S REPORT AND ADMINISTRATION MATTERS

- a) **Financial Report:** Clerk presented the Financial Report for October 2016. Payments totalling £680.95 were approved as detailed on page 1723. The bank statements for October 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) **Approve Recommendations of Finance Committee Meeting on 25th October:** Council approved the recommendations made at the Finance Committee Meeting.
- c) **2017-18 Budget:** It was noted that funding from central government will gradually reduce, impacting on what is likely to be available to Parish Councils. Devolved Services was also an unknown quantity. It was agreed to build up a surplus by increasing the precept year on year by approximately 2%-2.5% to help cushion the impact of central government funding ending.
The budget will be finalised at the Finance meeting on 6 December for approval at the PC meeting on 13 December.
- d) **Communication:**
Website: Clerk has this in hand.
- e) **Christmas Tree:** Cllr PE reported that:
 - the delivery date will now be 25 November
 - volunteers were in place to help erect the tree
 - an electrician had checked lights and sockets
It was agreed that the lights should be switched on once the tree has been erected.
Action: Clerk to prepare Risk Assessment
- f) **Grass cutting:** Clerk had received two tenders and was awaiting a third.
- g) **Councillor Resignation:** Chair reluctantly accepted the resignation of Cllr Gerrard Barker with effect from November 31st. Chair hoped that Cllr GB would return to the Council sometime in the future as it needs people with his character, personality and skills.
Actions: Clerk to put notice re vacancy on notice board on 1 December
Chair to put note in his monthly bulletin informing parishioners of a vacancy
- h) **S106:** It was noted that S106 funding from the development of Swan Field and Leopold Farm would be in the order of £100,000. The following suggestions were put forward:
 - Scout Group - skate board ramp
 - Sports & Social Club – new covers and roller for the cricket pitch
 - Village Hall – repair to flat roof, new storage, car park improvement
 - MGPC - Repair \ refurbish swings
 - MGPC - Birds nest tree as originally intended at the AWP**Action: Councillors to prepare ‘wish list’ for decision at next meeting**

10. ROADS AND PATHWAYS (INCLUDING POTHOLES)

- a) **Potholes:** None reported.

11. STREET LIGHTING

- a) Council accepted the quote from E.on. However Clerk had asked what the cost of a LED would be but had not received a response.
Action: Clerk to liaise with E.on and to go ahead with the LED light if it is the same price as the standard lamp

12. ENVIRONMENTAL MATTERS

- a) **Notice Board: Millfield Avenue:** Cllr GB is progressing and hopes to have the final details to be able to place an order.
Action: Cllr GB to send details to Clerk to place the order
- b) **Village name plates:** Clerk had placed the order with AVDC to get the name plates painted.
- c) **Piece Close Hedge:** Hastoe Housing had appointed a new contractor and had confirmed that they will lower the hedge and maintain it. It was hoped that once the hedge has been cut back, the ‘grass dumping’ will stop.
- e) **Whales Lane Hedge:** Cllr DL reported that the hedge had been cut back.

13. CEMETERY MATTERS

a) **Burials:** There had been no burials in the month.

b) **Pre-Purchase:** Clerk confirmed that she had received payment for the pre-purchase of grave spaces in Section C, Row 3, Plot 6, Section C, Row 6, Plot 6 and Section C, Row 6, Plot 7.

c) **Cemetery Hedge:** Council agreed to accept the quote from Graham Hodges (GH) for siding the back hedge.

Action: Clerk to inform GH

d) It was noted that the hedge between the cemetery and the village hall should be cut as per the quote from RTM.

Action: Clerk to inform RTM

14. PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND

a) **Playground inspection**

It was noted that these should be carried out on a monthly basis.

15. ANY OTHER BUSINESS

Parishioner present reported that the Post Office in Twyford was not operating. Investigations are taking place to try to keep it open.

17. DATE AND VENUE OF NEXT MEETING

The next Parish Council Meeting will be held at 8pm on Tuesday 13th December 2016 in the committee room of the Village Hall.

Chair closed the meeting at 10.15pm

SIGNED:

DATE:

**Clerk's Financial Report
07-Nov-16**

COMMUNITY ACCOUNT		Notes
3- Sept (Sheet 403)	£425.56	
Unpresented cheques and cheques approved at meeting on 11 Oct	-£2,852.47	
Unpresented cheques at 31 Oct	£247.20	
Income:		
Transfer from Business Premium Account	£2,800.00	
Income	£2,110.92	
Balance of Community Account at 31 October 2016 (sheet 405)	£2,731.21	

Payments to be approved at meeting 8 November 2016			
Cheque No	Payee	Amount	Authority
102611	Grass cutting: Inv 651	252.00	Highways Act 1980 s. 96
102612	Hall charges for September: Inv 1608/10	13.44	LGA 1972 s133
102613	Clerk salary: Oct 2016	375.11	LGA 1972 s. 112(2)
102614	Clerk Oct PAYE	40.40	LGA 1972 s. 112(2)

Totals yet to be deducted from balance of Community Account	
Cheques for approval at meeting on the 8 November 2016	£680.95
Unpresented cheques (see reconciliation)	£247.20

Receipts yet to be credited to the Community Account	
A. Wilkins: Pre-purchase Cremation Plots C3-6-6 and C-6-6	£600.00
Susan Hodges: Pre-purchase Cremation Plot C6-7	£300.00
Anticipated balance	£2,703.06

BUSINESS PREMIUM ACCOUNT	
Balance at 30 Aug (Sheet 336)	£13,189.89
Transfer to Community Account	-£2,800.00

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

EARMARKED RESERVE ACCOUNT		Notes
Balance at 29 June 2016 (sheet 142)	£32,494.96	There were no movements on this account during October

Balance of Earmarked Reserve A/C per Statement 29 September 2016 (Sheet 144) £32,494.96

Clerk reported reconciliations had been carried out on all 3 bank accounts up to 31 October 2016

**Marsh Gibbon Parish Council
Bank Reconciliation - 31 October 2016**

COMMUNITY ACCOUNT		Notes
Balance of Community A/C as at 1 April 2016 (sheet 397)	£1,638.48	
Less Total Payments to 31 October 2016	-£19,383.19	
Less uncashed cheques at 31 October		
Chq No: 102606: MGVH	-67.20	
102610: Julian Price	-180.00	
Add Total Receipts to 31 October 2016	£20,475.92	
Net Balance at 31 October 2016	£2,484.01	
Cashbook balance at 31 October 2016	£2,484.01	

BUSINESS PREMIUM ACCOUNT	
Balance of Business Premium A/C as at 1 April 2016 (sheet 325)	£3,977.82
Less Total Payments to 31 October 2016	-£16,975.00
Add Total Receipts to 31 October 2016	£23,387.07
Balance at 31 October (sheet 338)	£10,389.89

EARMARKED RESERVE ACCOUNT		Notes
Balance of Earmarked Reserve A/C as at 1 April 2016 (Sheet 136)	£31,619.94	There were no movements on this account during October
Less total payments to 29 September 2016	-£3.94	
Add Total Receipts to 29 September 2016	£883.01	
Balance at 29 September 2016 (sheet 144)	£32,499.01	

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
TOTAL	£32,499.01