

## MARSH GIBBON PARISH COUNCIL

### MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 12 MAY 2026 AT 8PM IN MARSH GIBBON VILLAGE HALL

**PRESENT:** Cllrs A Lambourne (Chair), J Smith (JS), N Lyon (NL), T Reveler (TR), R Daniell (RD), L Cross (LC) and P Needham (PN)  
Carole Jackman (Clerk)

Meeting commenced at 8.05pm.

**1 Election of Chairman**

Clerk took the chair and asked for nominations for Chairman for the coming year. Cllr NL nominated Cllr Lambourne which was seconded by Cllr PN. Cllr Lambourne was unanimously elected.

**2 Declaration of Acceptance of office**

Cllr Lambourne signed the Chair's Declaration of Acceptance of office and took the Chair for the rest of the meeting.

**3 Apologies for absence**

None

**4 Election of Vice-Chairman**

Chair nominated Cllr Lyon which was seconded by Cllr RD. Cllr Lyon was unanimously elected. Cllr Lyon signed the Vice-Chair Declaration of Acceptation of Office of office.

**5 Declaration of interest**

Chair declared an interest in minute 7.2.

**6 Public Participation**

None.

**7 Minutes of Meeting held on 14 April 2026 and matters arising**

**7.1 Minutes of previous meeting**

The minutes of the meeting held on 14 April 2026 were agreed by those present and signed by the Chairman.

**7.2 Matters Arising**

**Ewelme**

Chair and Cllr NL had met with a representative from Ewelme and noted that:

- 2 new Trustees had been appointed.
- The Trustees want to get back to the Ewelme core values and meet more regularly with the Parish Council.
- Ewelme will be holding a Strategy Day (date to be announced).
- Ewelme would like to build an orchard as they have done in the village of Ewelme.
- A new warden will share his / her time between Marsh Gibbon and Ewelme.
- A new Chaplain will spend one week in Marsh Gibbon and one week in Ewelme.
- On completion of the survey, conducted by Cllr PN, it will be presented to the Parish Council before sharing with Ewelme, hopefully before the Strategy Day. Cllr PN reported how she had been conducting the survey.
- Ewelme properties are available for rent but have not been advertised.
- Ewelme asked the PC if they would support a change of use at the Greyhound property to residential, the PC stated that they would not and that the property must be used as a public house, restaurant or café.

**8 To review and adopt Standing Orders and Financial Regulations**

The Standing Orders and Finance Regulations had been circulated and were agreed.

**9 To review and adopt all other council policies, procedures and practices**

Council policies had been circulated and were agreed along with procedures and practices in place.

**10 To review the arrangements for insurance cover in respect of all insurable risks**

To continue the insurance cover with Zurich Municipal was confirmed.

**11 To review and confirm committee membership**

It was agreed that all councillors would be available for all committees when available.

**12 To confirm Banking and signatories**

Chair, and Cllrs JS and PN were confirmed as the signatories of the Barclays Bank Account. Electronic banking has been set up.

**13 Confirmation of Clerk as Responsible Financial Officer**

It was unanimously agreed that Clerk should continue to be the Responsible Financial Officer.

**14 Planning**

**All applications can be seen on the Buckinghamshire Planning Portal:**

<https://publicaccess.aylesburyvaledc.gov.uk/online-applications>

14.1 **25/01565/AOP** | Outline planning permission with all matters reserved for the development of up to 15 dwellings, open space, sustainable drainage and associated works | Land South Of Castle Street, Marsh Gibbon Bucks. A decision is awaited from Buckinghamshire Council. No updates were available.

**25/01567/AOP** | Outline planning permission with all matters reserved for the development of up to 24 dwellings, open space, sustainable drainage and associated works. | Land To The South Of Little Marsh Road And West Of Main Street Marsh Gibbon.

A decision is awaited from Buckinghamshire Council. No updates were available.

**PL/25/2877/FA** | Erection of 21 dwellings, access arrangements and car parking, landscaping and other associated works at Land east of Clements Lane, Marsh Gibbon. | Land Off Clements Lane Marsh Gibbon Buckinghamshire OX27 OHG. A decision is awaited from Buckinghamshire Council.

14.2 **Appeal**

**Site Address:** Land North of Little Marsh Road Marsh Gibbon Buckinghamshire

**Proposal:** Outline planning application (with all matters reserved except for means of access from Station Road and Little Marsh Road) for residential development of up to 90 dwellings, new community orchard and/or allotments, public open space, sustainable drainage system and associated infrastructure

**Appeal by:** Catesby Strategic Land Ltd

**Application Ref:** 25/00671/AOP **Appeal Ref:** 26/00008/REF **Planning Inspectorate Ref:** 6007190

No updates were available.

**14.2.1 S106**

Following a request from Buckinghamshire Council for information on how S106 funding will be allocated should the above applications be successful; it was agreed to be as 'general' as possible and submit the following:

- Recreation Ground, pavilion and associated sports fields, Spiers Lane
- Village Hall, equipped play, sports facilities and adjoining fields, Clements Lane
- Village Pond and surrounding land, Church Street
- Forest School public open space at corner of Little Marsh Road and Main Street'

**Action:** Cllr NL to inform Buckinghamshire Council.

**15 Finance Report**

15.1 Clerk presented the Financial Report for May 2026. Payments totalling £2,698.38 were approved, as detailed in appendix 1.

15.2 **Annual Governance and Accountability Return (AGAR) 2025-26**

The AGAR had been approved by the internal auditor .

15.2.1 **Annual Governance Statement**

The Annual Governance Statement was approved by Councillors and signed by Chair and Clerk.

15.2.2 **Annual Accounting Statement**

The Annual Accounting Statement was approved by Councillors and signed by Chair and Clerk.

15.2.3 **Electors Rights**

Councillors approved the dates for the period during which electors and interested persons may exercise rights relating to the annual accounts.

**16 Village Hall**

The AGM scheduled for 28 May had been cancelled. The next meeting will be held on 10 June.

It was noted that the Farmers Market is going ahead.

**17 Children's play areas and recreation ground**

17.1 **Maintenance**

There were no issues to report in the play area and it was noted that the recreation ground is looking good.

**18 Roads and Pathways**

18.1 The roads in the village continue to be a concern. Potholes are regularly reported to Buckinghamshire Council on FixMyStreet.

It was noted that a road closure notice had been issued for Townsend. It was thought that it might be for work to repair the sewage leak.

18.2 **Overhanging Hedge**

It was noted that the overhanging hedge in West Edge was a hazard.

**Action: Clerk to write to the owner to ask for it to be cut back as it is a safety issue.**

**19 Street Lighting**

**19.1 Maintenance**

There were no new maintenance issues to report.

**19.2 Lighting upgrade**

It was agreed to upgrade the lighting to LED.

**Actions: Clerk to continuing to liaise with Cllr NL to arrange for the upgrade and Public Works Loan.**

**20 Cemetery Matters**

**20.1 General Maintenance**

There was no maintenance issues reported.

**20.2 Burials, Interments, Advance booking requests and Memorial applications**

**20.2.1 Burials**

No burials had taken place.

**20.2.2 Advance reservations**

A request for a reservation had been received from a resident of Poundon. It was agreed that this could not be accepted.

**Action: Clerk to write to the applicant and update the Cemetery Regulations.**

**20.2.3 Memorial applications**

An additional inscription on grave B-6-9 had been approved.

**21 Community Board**

No updates were available.

**22 Jubilee Plantation**

No updates were available.

**23 Any Other Business**

Cllr PN noted that the Community Wild Life hub in the village was happy to help with the Bio Diversity Policy.

**Cllr LC's History Report** noted that in 1965 planning permission for Rectory Close was rejected but approved later on appeal.

**24 Date of Next Meeting**

The next meeting will be held at 8pm on Tuesday 9 June 2026 in the committee room of Marsh Gibbon Village Hall.

Meeting closed at 9.10pm.

## MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report  
12-May-26

## COMMUNITY ACCOUNT

31-Mar-26	£14,583.40
- Total Out during April	-£4,069.81
- Total In during April:	
Bucks Council: 1st precept payment	£15,361.00

**Balance of Community Account at 29 April 2026** **£25,874.59**

Cheque No	Payee	Amount	OUT
<b>Payments for approval at meeting on 12 May 2026</b>			
103636	Bucks Council	Inv 2209042438: Cemetery waste including Duty of Care payment	105.90 Litter Act 1983 ss 5
103637	Clerk	Defib Order 000027349: Adult defib pad	£82.80 Public Health Act 1936, s.234
103638	Marsh Gibbon Village Hall	Inv 212129: VH hire 14 Apr 2026	£19.50 LGA 1972 s133
103639	RTM Landscapes Ltd	Inv 0731: Grass cutting	£1,380.36 Highways Act 1980 s. 96
103640	BMKALC	Inv 6899: BMKALC and NALC Membership Renewal 26-27	£196.80 LGA 1972 s.111(1)
103641	Graham Hodges	Inv 33: Grave digging 23 Feb 2026	£75.00 Local Authorities Cemeteries Ord
103642	C Jackman	Clerk Salary April 2026	£531.16 LGA 1972 s. 112(2)
103643	HMRC	Clerk PAYE April 2026	£168.23 LGA 1972 s. 112(2)
103644	Mrs M R Rose	Inv 005/26: Internal Audit (AGAR)	£85.00 Audit Commission Act 1998
DD	Everflow	Inv 5482283: Recreation Ground Water 7 July 26 to 8 May 26	£8.65 LGA(MP) 1976 s.19
DD	Hugo Fox	Inv 25482: Website 8 Apr to 4 May	£23.99 LGA 1972 s. 142
DD	Hugo Fox	Inv 25482: Email 9 Apr to 7 May	£20.99 LGA 1972 s. 142
			<u>£2,698.38</u>
<b>Outstanding cheques</b>			
	103626: Technical Surfaces	£450.00	
	103627: MG VH	19.50	
	103629: MG Sports & Social Club	£185.00	
	1036729: E.on	£319.20	
		<u>£973.70</u>	<b>£973.70</b>

**Notes: Outstanding income (not included in totals)**

DLHancock: interment D-2-10, 20 Jan

£0.00

**Anticipated balance** **£22,202.51**  
*£22,202.51*

<b>EARMARKED RESERVE ACCOUNT</b>	01-Apr-26	£32,749.27
	Total In	£0.00
	Total Out	£0.00

**Balance of Earmarked Reserve at 14 April 2026** **£32,749.27**

Bank Reconciliation 12 May 2026  
COMMUNITY ACCOUNT

CASH BOOK	Notes
<b>Balance at 1 April 2026</b>	<b>£14,583.40</b>
Total payments to 12 May 2026	-£7,741.89
Add total receipts to 12 May 2026	£15,361.00
less outstanding cheques	
<b>Cash book balance at 14 Apr 2026</b>	<b>£22,202.51</b> <i>£22,202.51</i>

## EARMARKED RESERVE ACCOUNT

<b>Balance of Earmarked Reserve A/C as at 1 April 2026</b>	<b>£32,749.27</b>
Less total payments to 12 May 2026	£0.00
Add Total Receipts to 12 May 2026	£0.00
<b>Balance at 12 May 2026</b>	<b>£32,749.27</b>

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

Replacement / Refurbishment of the synthetic carpet at the 5-a-side	£41,874.00
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	£1,063.27
Transfer to CA to cover playground equipment (reimbursed by S106 paid into current account)	-£20,000.00
	<u>£32,749.27</u>

<b>TOTALS at 12 May 2026</b>	Community Account	£22,202.51
	Earmarked Reserve Account	£32,749.27
		<b>£54,951.78</b>