

MARSH GIBBON PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 10 JANUARY 2024 (Note: Date changed from 9 January 2024) IN MARSH GIBBON VILLAGE HALL

PRESENT: Cllrs A Lambourne (Chair), J Smith (JS), T Reveler (TR), N Lyon (NL) and R Daniell (RD)
Carole Jackman (Clerk)

1 member of the public.

Meeting commenced at 8.05pm.

OPEN FORUM: The member of the public was present to discuss the request from the Short Mat Bowls Club. See items 6.4 and 9.5 below.

1 APOLOGIES

Cllrs E Taylor (ET) and Bucks Unitary Councillor Angela Macpherson (UC AM)

2 DECLARATIONS OF INTEREST

None.

3 MINUTES OF MEETING HELD ON 12 DECEMBER 2023

The minutes of the meeting held on 12 December 2023 were agreed by those present and signed by the Chairman.

4 MATTERS ARISING

There were no matters arising.

5 COUNCILLOR RESIGNATION/VACANCY

Clerk had forwarded details to a resident who had shown some interest in being co-opted onto the Council.

6 GENERAL CORRESPONDENCE

All correspondence, circulars and consultations had been circulated to councillors by email.

6.1 Flooding

Clerk had acknowledged an email from a resident concerned about persistent sewage flooding his garden during heavy rain and the prospect of it getting worse once the new houses on the Swan Field Development were occupied.

It was noted that discussions and site meetings with Bucks Council and Thames Water had not resolved the issue and that UC AM had become involved in trying to get more done. Councillors also were concerned and offered to help in any way they could by attending site meetings etc. The resident, present, suggested that enquiries should be made to find out if there are any local Environment Action Groups who might be able to help.

Action: Clerk to email resident informing him of the Councillors offer of help.

6.2 Grazing Land

A request for information regarding possible sheep grazing land had been received.

Action: Clerk to respond informing her that councillors are unaware of any available land.

6.3 Pear Tree Farm

It was noted that the Enforcement Team at Bucks Council had inspected the site and closed the action.

6.4 Bowls Club Proposal

The Chair of the Short Mat Bowls Club had written to the Parish Council for support in building a Short Mat facility. See also para 9.5.

7 PLANNING

7.1 Applications

None.

7.2 Late notifications

24/00067/APP: 11 Clements Lane Marsh Gibbon Buckinghamshire OX27 0HG

Householder application for demolition of existing garage and erection of detached garage to side of dwelling

Decision: No Objection

Action: Clerk to inform Buckinghamshire Planning (AVDC Area)

24/00017/CPE: 2 West Edge Cottage West Edge Marsh Gibbon Buckinghamshire OX27 0HA

Certificate of Lawfulness for existing use of garage conversion to habitable space.

Signature:

2204

Decision: No Objection

Action: Clerk to inform Buckinghamshire Planning (AVDC Area)

23/03865/ALB: West Edge Cottage West Edge Marsh Gibbon Buckinghamshire OX27 0HA.
Listed building application for demolition of outhouse (retrospective).

Decision: No objection.

Action: Clerk to inform Buckinghamshire Council (AVDC)

7.3 **Approved Application**

None to note.

7.4 **Refused Application**

23/03241/PAPCR: Determination as to whether prior approval is required in respect of transport & highway impact, noise, contamination risk, flooding and locational considerations for the change of use of office to dwelling - C R J Anstey Oak Apple Farm Heet Road Marsh Gibbon Buckinghamshire OX27 0AL.

8 **EWELME SITE**

8.1 **Site A**

It was noted that some top soil had been spread onto the footpath which had made it difficult to walk on.

9 **CLERK'S REPORT**

9.1 **Finance Report**

Clerk presented the Financial Report for January 2024. Payments totalling £3439.22 were approved, as detailed in appendix 1 (Cheque No 103395 Invoice RAMP-2023-001 was approved in December but had to be reissued. Cheque number 103402 was a replacement.

9.2 **2024-25 Budget / Precept**

The budget was reviewed at the earlier Finance Meeting and a Precept of £28,000 was recommended. Councillors accepted the recommendation of the Finance Committee.

Action: Clerk to forward a precept request of £28,000 to Bucks Council.

9.3 **Barclays Bank**

It was noted that:

- Barclays Bank had made a payment of £150 as compensation for the unhelpful service the Parish Council had received.
- The covering letter detailing the payment had not been received.
- The resolution of issues with the bank had not been confirmed.

9.4 **Transfers**

It was agreed to review any necessary transfers between the Community Account and the Ear Marked Reserve Account after the first precept payment.

9.5 **Short Mat Bowls Club**

As a follow up to the letter he had written to the PC asking for support, The resident present, Chairman of the Short Mat Bowls Club, gave details of the club's proposals:

- Following consultation with present members the club would like to develop the capacity to play outside.
- Suggested a site adjacent to the tennis court and children's playground.
- Received a quote of ~£30,000.
- The club benefits all ages.
- Currently unable to play in the Vale League as the village hall is not available during the day.

The Parish Council was happy to support this proposal but would probably not be able to make a financial contribution.

Councillors pointed out that the land was owned by the Village Hall not the Parish Council.

Councillors were unable to advise on what planning approval might be needed.

Action: Cllr NL to write to the Short Mat Bowls Club outlining the support the Parish Council is able to offer and possible funding streams.

10 **VILLAGE HALL**

10.1 **Report**

The Village Hall minutes had been circulated. There were no further updates.

11 **PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND**

11.1 **Maintenance**

There were no new maintenance issues.

- 11.2 **Cableway**
Following intervention from UC AM, the S106 application for the cableway repairs had been approved and an order placed for the work to be completed.
- 11.3 **Playground upgrade (for older children)**
Cllr NL had spoken to Bucks Council regarding S106 funding for the new playground equipment and was now more hopeful of getting Bucks Council's support.
Action: Clerk and Cllr NL to look into putting the tender requests onto the Government's Contract Finder.
- 12 DEVOLVED SERVICES**
- 12.1 **Grass/Hedge cutting**
It was agreed to renew the grass cutting contract with RTM.
Action: Clerk to confirm with RTM.
- 12.2 **Devolved Services Agreement**
It was agreed to submit an Expression of Interest for the 2024 Devolved Services Agreement.
Action: Clerk to confirm with Bucks Council.
- 13 ROADS AND PATHWAYS**
- 13.1 **Parking in Castle Street**
No updates were available.
- 13.2 **Parking in Station Road**
"Parking control request Local support form" is being circulated and signatures obtained.
- 13.3 **Potholes**
Potholes had been reported in Heet Road.
It was noted that a cone had been removed from outside the school and placed in a pot hole on Charndon Road.
- 13.4 **Rectory Close Road Works**
It was noted that residents in Rectory Close were unhappy that they had not been informed of the recent road closure.
- 14 STREET LIGHTING**
- 14.1 **Maintenance**
There were no new faults reported.
- 15 CEMETERY MATTERS**
- 15.1 **General Maintenance**
There were no maintenance issues reported.
- 15.2 **Burial, Interments, Advance booking requests and Memorial applications**
- 15.2.1 **Burials**
No new burials had taken place.
- 15.2.2 **Advance reservation**
No new reservations had been received.
- 15.2.3 **Memorial applications**
Councillors approved a memorial request for grave C-6-3.
- 15.3 **Cemetery Road**
Cllr NL had purchased the signage and would place them in the cemetery.
Action: Cllr NL
- 16 ENVIRONMENTAL MATTERS**
- 16.1 **Ware Pond**
Quotations have been requested for the repair of the railings.
- 16.2 **Mud Pond traffic incident**
Quotations have been requested for the repair of the railings.
- 17 STREET FURNITURE**
- 17.1 **Memorial Seat / Memorial Soldier**
It was noted that the Parish Council notice board needs cleaning.
- 18 COMMUNITY BOARD**
No updates were available. It was agreed to remove this item from the agenda.
Action: Clerk to remove from the next agenda.
- 19 JUBILEE PLANTATION**
The school children are continuing to go to the Jubilee Plantation. Any work will be carried out in the Spring.

20 SPEEDWATCH

Cllr TR reported that he had sent reminders to the volunteers who had come forward to complete the on-line course. When the volunteers have completed the course, he will set up a speed watch session.

Action: Cllr TR to set up speed watch sessions when volunteers have completed the course.

21 CHRISTMAS TREE

The Christmas Tree has been taken down.

22 ANY OTHER BUSINESS

22.1 Marsh Gibbon Silver Band

The band is still looking for more players.

22 DATE OF NEXT MEETINGS

The next meeting will be held at 8pm on Tuesday 13 February 2024 in the committee room of Marsh Village Hall.

The meeting closed at 9.30pm.

MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report
10-Jan-24

COMMUNITY ACCOUNT

| | | |
|---|--|------------|
| 30-Nov-23 | | £30,411.00 |
| Outstanding Cheques and cheques approved on 12 Dec 2023 | | -£2,461.69 |
| Unpresented cheques at 30 Dec 2023 | | £0.00 |
| Income: | | |
| Grave Reservations: grave space D-3-4 and D-3-5 | | £560.00 |
| Barclays Bank: Compensation payment | | £150.00 |

Balance of Community Account at 29 December 2023 **£28,659.31**

| Cheque No | Payee | Amount | |
|--|---------------------------|--|----------------------------------|
| Cheques to approve on 10 January 2024 | | | |
| DD | Hugo Fox | Inv 3696: Monthly website fee | £23.99 LGA 1972 s. 142 |
| 103402 | D Rollins | Inv: RAMP-2023-001: skateboard ramp | £2,000.00 LGA 1972 s.145 |
| 103403 | C Jackman, Clerk | 1/3 contribution to SLCC Membership | £61.00 LGA 1972 s. 112(2) |
| 103404 | SSE | Inv IV00178451: street lighting elec 1 Nov to 30 Nov 2023 | £199.72 PCA 1957s.3:HA 1980s.301 |
| 103405 | Marsh Gibbon Village Hall | Inv 211527: vh hire 12 December 2023 | £19.00 LGA 1972 s133 |
| 103406 | Bucks Council | Inv 2205072078: Cemetery Waste December 2023 | £18.95 Litter Act 1983 ss 5 |
| 103407 | Charlie Cruise | Electricity for christmas tree lights | £15.96 LGA 1972 s.144 |
| 103408 | C Jackman | Salary Dec 2023 | £521.64 LGA 1972 s. 112(2) |
| 103409 | HMRC | Clerk PAYE Dec 2023 | £90.40 LGA 1972 s. 112(2) |
| 103410 | Eon | Inv 121630: Street light repair junction Rectory Cl/Station Rd | £28.16 PCA 1957s.3:HA 1980s.301 |
| 103410 | Eon | Inv 121654: Street light maintenance qtr ending Dec 23 | £335.40 PCA 1957s.3:HA 1980s.301 |
| 103411 | Swan Group Ministry | Donation to Life Together | £75.00 LGA 1972 s.111 |
| 103412 | Royal British Legion | Remembrance Day donation | £50.00 LGA 1972 s.111 |
| Totals yet to be deducted from balance of Community Account | | | £3,439.22 |
| | | | £0.00 |
| Total | | | £3,439.22 |

Total to be added to the Community Account

| | | | |
|------------|----------------|--------|---------------|
| Heritages | Burial D-3-3 | 520.00 | |
| DL Hancock | Memorial C-6-3 | 70.00 | |
| | | 590.00 | 590.00 |

Anticipated balance **£25,810.09**

£25,810.09

| | | |
|----------------------------------|-----------|------------|
| EARMARKED RESERVE ACCOUNT | 01-Apr-23 | £26,783.76 |
| | Total In | £5,250.12 |
| | Total Out | £0.00 |

Balance of Earmarked Reserve at 29 December 2023 **£32,033.88**

Bank Reconciliation 10 January 2024
COMMUNITY ACCOUNT

CASH BOOK

| | | | |
|---|--|-------------------|--------------|
| Balance at 1 April 2023 | | £20,423.84 | Notes |
| Total payments to 10 January 2024 | | -£41,260.69 | |
| Add total receipts to 10 January 2024 | | £47,765.86 | |
| Less outstanding cheques from 2023-23 FY | | -£1,118.92 | |
| Cash book balance at 10 January 2024 | | £25,810.09 | |
| | | £25,810.09 | |

EARMARKED RESERVE ACCOUNT

| | | |
|--|--|-------------------|
| Balance of Earmarked Reserve A/C as at 1 April 2023 | | £26,783.76 |
| Less total payments to 29 December 2023 | | £0.00 |
| Add Total Receipts to 29 December 2023 | | £5,250.12 |
| Balance at 12 December 2023 | | £32,033.88 |

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

| | |
|---|-------------------|
| Replacement / Refurbishment of the synthetic carpet at the 5-a-side | £21,874.00 |
| 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 | £347.88 |
| | £32,033.88 |

| | | |
|----------------------------------|---------------------------|-------------------|
| TOTALS at 10 January 2024 | Community Account | £25,810.09 |
| | Earmarked Reserve Account | £32,033.88 |
| | | £57,843.97 |

Signature: