

MARSH GIBBON PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING
HELD ON TUESDAY 9 SEPTEMBER 2025 AT 8PM
IN MARSH GIBBON VILLAGE HALL**

PRESENT: Cllrs A Lambourne (Chair), N Lyon (NL), T Reveler (TR), L Cross (LC) and P Needham (PN)
Carole Jackman (Clerk)

Meeting commenced at 8pm.

1 Apologies

Apologies were received from Cllrs J Smith (JS) and R Daniel (RD))

2 Declarations of Interest

None.

3 Minutes of Meeting held on 8 July 2025

The minutes of the meeting held on 8 July 2025 were agreed by those present and signed by the Chairman.

4 Matters Arising

There were no matters arising.

5 General Correspondence

All correspondence had been circulated to councillors.

6 Planning – to review applications, decisions and correspondence and give responses

6.1 Applications:

25/00671/AOP | 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 | Land North Of Little Marsh Road Marsh Gibbon.

Councillors understand that this planning application is waiting to go to the Buckinghamshire Council's Planning Committee.

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.

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.

25/02436/ALB - Proposed conversion of part detached garage to retain one car space and provide hobbies room. 5 Priory Farm Cottages, Townsend Marsh, Gibbon Buckinghamshire.

Decision: No objection.

Action: Clerk to inform Buckinghamshire Council.

25/01966/ALB - Proposed conversion of part detached garage to retain one car space and provide hobbies room. 5 Priory Farm Cottages, Townsend, Marsh Gibbon, Buckinghamshire OX27 0EY

Decision: No objection.

Action: Clerk to inform Buckinghamshire Council.

25/01954/APP | Deconstruction and re-building of a stone boundary wall which has partially collapsed. The Manor House/The Old White Hart, Station Road Marsh Gibbon, Buckinghamshire

Decision: No objection.

Action: Clerk to inform Buckinghamshire Council.

6.2 Refused applications

None to record.

6.3 Late Notifications:

None to record.

- 6.4 **Future Development**
Deanfield Homes have submitted their planning application to Buckinghamshire Council, but it has not yet appeared on the website. Deanfield are happy to come back to the village to make another presentation.
- 6.5 **Neighbourhood Plan**
The Parish Council have received the following advice from Buckinghamshire Council regarding its Neighbourhood Plan: *"There is no need to do anything if you are satisfied that the Neighbourhood Plan is still achieving its objectives and/or there are no changes you wish to make. In this case the current made neighbourhood plan will just continue to be part of the development plan and used in planning decisions for the neighbourhood area, until such a time that you decide to update it."*
- 7 **Finance Report**
Clerk presented the Financial Report for August and September 2025. Payments totalling £4,279.69 and £2,418.98 respectively were approved as detailed in appendix 1.
- 7.1 **Annual Governance and Accountability Return (AGAR) 2024/25**
It was noted that the AGAR has been approved by the external auditor.
- 7.2 **Clerk's Salary**
It was agreed to accept the NALC recommended pay increase of £245.95 per annum back dated to 1 April 2025.
- 8 **Village Hall**
It was noted that:
 - The 3 policies had not been approved.
 - The next meeting is on 3 December
 - The Festival had been successful. The date for the 2026 Festival is 22 August.
- 9 **Play Equipment**
- 9.1 **Maintenance**
- 9.1.1 **RoSPA Report**
The wood on the cableway, mentioned in the RoSPA report is being monitored. It also was noted that some surfacing may need repair.
Action: Cllrs to Monitor the cableway and collect any rubbish.
- 9.1.2 Cllr NL reported that a notice using at "own risk" had been erected at the Skate Ramp and that he had in hand to erect the same sign at the Pump Track.
- 10 **Devolved Services**
There were no issues to report.
- 11 **Roads and Pathways**
- 11.1 It was noted that:
 - West Edge was being resurfaced.
 - A large pot hole on the Launton Road needs repairing**Action: Clerk to report to Bucks Council FixMyStreet.**
- 11.2 **DMD Haulage**
Clerk reported that she had received a telephone call from DMD Haulage and had informed the caller that it was the responsibility of the Transport Commissioner, not the Parish Council, to approve any licence applications.
- 12 **Street Lighting**
- 12.1 **Maintenance**
There were no maintenance issues to report.
- 12.2 **Street lighting upgrade**
Following a query from a resident, Clerk had received the following information from the contractors supplying the quotations:

Contractor 1: *We would be able to install Holophane S-Line LED lanterns at 3000K, colour temperature. This warmer white light will provide a safer, more comfortable light for people while reducing the "blue" light content linked with sleep disruption and impacts on wildlife.
The lanterns are designed with modern optics that direct the light where it's needed, on roads and footpaths, which means less glare, less wasted light, and lower energy use. This makes them both environmentally friendly and cost-effective to run, helping the Parish reduce its carbon footprint.
We are aware of studies by the UK Centre for Ecology & Hydrology (UKCEH) and Butterfly Conservation, which show that very bright, cool-white LED lights can affect insects and wider ecosystems. By selecting a softer 3000K lantern, we are taking steps to limit these impacts, striking a balance between good lighting for residents and care for the local environment.*

Ecological surveys are only required where protected species or sensitive habitats might be directly affected. At present this isn't the case here, but we will continue to keep this under review in line with best practice.

The new LED lighting will provide brighter and safer streets for walking and driving, while also being more considerate of both people and nature.

Contractor 2: *Their lighting is "dark night compliant".*

Action: Clerk and Cllr NL to liaise to complete the form for the loan.

13 **Cemetery Matters**

13.1 **General Maintenance**

Concern was expressed at the cracks appearing again in the cemetery road, which was thought to be due to the recent extremely dry weather. Various options were discussed to resolve the issue, but it was agreed to monitor the cracks, to see if they improved during the recent wet weather. It also was agreed to review the reserves for the cemetery road maintenance.

Action: Cllrs to monitor the cracks. Clerk to add the finance of the cemetery road to the agenda for the next meeting.

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

13.2.1 **Burials**

A burial had taken place on 16 July 2025 in grave space Section A, Row 6, Plot Number 5.

13.2.2 **Advance reservations**

None.

13.2.3 **Memorials**

Permission had been granted for an additional inscription on the memorial at A-6-5.

14 **Environment Matters**

Nothing to report.

15 **Street Furniture**

The Memorial benches have been installed and the S106 contribution received.

16 **Jubilee Plantation**

It was agreed not to go ahead with the installation of any new fencing until it was known whether any development plans would have an impact on the plantation.

17 **Speed watch**

Speed watch sessions are now in hand.

18 **Any Other Business**

18.1 **Bucks & Milton Keynes Association of Local Councils (BMKALC)**

Cllr PN agreed to look into attending the BMKALC meetings.

18.2 **Calvert Area Local Management (CALM) meetings**

Cllr PN agreed to look into attending the CALM meetings.

18.3 **Flower Festival: 27th and 28th September 2025**

Cllr NL agreed to speak to Cllr JS regarding a display from the Parish Council.

18.4 **Fraud Prevention Talk**

It was noted that the Neighbourhood Police Team are looking to run a 'Fraud Prevention Talk' in our local villages but dates have not yet been issued. The village hall committee has agreed that the hall can be used free of charge if an event is held in Marsh Gibbon.

18.5 **Kissing Gate**

Cllr LC reported that he had repaired the upright on the kissing gate near the village hall.

18.6 **Cllr LC's History Report** included details of a Parish Council meeting in 1959 when new street lighting was turned down at a village meeting by 24 to 21 votes with some abstentions.

19 **Date of Next Meeting**

The next meeting will be held at 8pm on Tuesday 14 October 2025 in the committee room of Marsh Gibbon Village Hall.

Meeting closed at 9.25pm

MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report
August 2025

COMMUNITY ACCOUNT

Bank Statement Balance at 28 June 2025	£38,777.59
- Total Out during July	-£3,256.87
- Total In during July	£0.00

Balance of Community Account at 30 July 2025 **£35,520.72**

Cheque No	Payee	Amount	OUT
Payments approved during August			
103562	C Jackman	Clerk Salary July	£524.07 LGA 1972 s. 112(2)
103563	Swan Group	Donation to Life together	£75.00 LGA 1972 s.111
faster payment 5	HMRC	Clerk PAYE/NI July	£151.76 LGA 1972 s. 112(2)
103564	Graham Hodges	Inv 95: Grave digging 16 July (A-6-5)	£460.00 Local Authorities Cemeteries Ord
DD24	ICO	Data protection fee	£47.00 Data Protection Act 2018
103565	CANCELLED		
103566	David Rollins	Inv SK8-2025-003: Skateboarding 30 May and 6 July 2025	£250.00 LGA 1972 s.145
103567	RTM	Inv 0226: Grass cutting/hedgeside/land behind the Willows	£716.86 Highways Act 1980 s. 96
103568	PlaySafety	Inv 90545: Annual playground safety inspection	£240.00 LG (MP) A 1976 s 19
103569	Technical Surfaces	Inv 94550: Match Plus 8 July 2025	£450.00 LGA (Misc Prov) 1976, s.19
103570	Bucks Council	Inv 2205095124: 1.5.25 Election Recharges	£317.00 LGA 1972 ss 9(1)
103570	Bucks Council	Inv 2209031081: Cemetery waste	£19.90 Litter Act 1983 ss 5
103570	Bucks Council	Inv 2205094049: new dog and litter bins	£292.00 Litter Act 1983 ss 5
103571	R Shepherd	Inv 30 dated 30 March 2025 (rec 8 Aug) to concrete base for memorial bench	£350.00 LGA (Misc Prov) 1976, s.19
DD25	Hugo Fox	Inv 17085: website hosting	£23.99 LGA 1972 s. 142
DD26	Hugo Fox	Inv 16854: Domain emails	£20.99 LGA 1972 s. 142
DD27	Everflow	Inv 4576055: recreation ground water 8 Sept to 7 Oct 2025	£22.36 LGA(MP) 1976 s.19
DD28	Tomato Energy	Inv 11487788341: street lighting elec 1 Jul to 31 Jul 2025 MPAN 5713	£302.71 PCA 1957s.3/HA 1980s.301
DD29	Tomato Energy	Inv 11512306428: street lighting elec 1 Jul to 31 Jul 2025 MPAN 5704	£16.05 PCA 1957s.3/HA 1980s.301
			£4,279.69
Outstanding			
Cheques			
	103537	Technical Surfaces Ltd	450.00
	Faster payment	HMRC	£151.76
			£601.76
Outstanding income			
		Anticipated balance	£30,639.27
			£30,639.27
EARMARKED RESERVE ACCOUNT			
	01-Apr-25		£32,153.68
	Total In		£400.44
	Total Out		-£20,000.00
Balance of Earmarked Reserve at 8 July 2025			
			£12,554.12

Bank Reconciliation Aug 2025
COMMUNITY ACCOUNT

CASH BOOK	Notes
Balance at 1 April 2025	£38,059.57
Total payments to 31 August 2025	-£47,473.91
Add total receipts to 31 August 2025	£40,053.61
	£30,639.27
Cash book balance at 31 August 2025	£30,639.27

EARMARKED RESERVE ACCOUNT

Balance of Earmarked Reserve A/C as at 1 April 2025	£32,153.68
Less total payments to 31 July 2025	-£20,000.00
Add Total Receipts to 31 July 2025	£400.44
Balance at 8 August 2025	£12,554.12

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	£868.12
Transfer to CA to cover playground equipment (to be reimbursed by S106)	-£20,000.00
	£12,554.12

TOTALS at 31 August 2025	Community Account	£30,639.27
	Earmarked Reserve Account	£12,554.12
		£43,193.39

Signature:

MARSH GIBBON PARISH COUNCIL

**Clerk's Financial Report
9 September 2025**

COMMUNITY ACCOUNT

Bank Statement Balance at 31 July 2025	£35,520.72
- Total Out during August	-£4,029.68
- Total In during July	£0.00

Balance of Community Account at 29 August 2025	£31,491.04
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Cheque No	Payee	Amount	OUT
Payments for approval at meeting on 9 September 2025			
103572	Marsh Gibbon Village Hall	Inv 211934: vh hire 8 July	£18.00 LGA 1972 s133
103573	Nick Lyon	Philips Print: 8 x A3 colour posters (planning application 25/00671/AOP)	£8.00 LGA 1972 s. 112(2)
103573	Nick Lyon	Philips Print: 600 fliers (planning application 25/00671/AOP)	£108.00 LGA 1972 s. 112(2)
103574	Bucks Council	Inv 2209032303: Cemetery Waste	£22.35 Litter Act 1983 ss 5
103575	RTM	Inv 0292: Grass cutting	£1,311.60 Highways Act 1980 s. 96
103576	Ewelme Almshouse Charity	Email 20 Aug 25: Rent Increase (sports field near village hall)	£60.37 LGA 1972 s.133
103577	C Jackman	Clerk Expenses (Stationery/postage)	£169.85 LGA 1972 s. 112(2)
Faster Payment 6	HMRC	Clerk PAYE/NI August	£151.76 LGA 1972 s. 112(2)
103578	C Jackman	Clerk Salary August 2026	£524.07 LGA 1972 s. 112(2)
DD 30	Hugo Fox	Inv 17837: Domain 10 emails	£20.99 LGA 1972 s. 142
DD31	Hugo Fox	Inv 18086: Website silver subscription	£23.99 LGA 1972 s. 142
			<u>£2,418.98</u>
Outstanding Cheques			
	103537	Technical Surfaces Ltd	450.00
	103566	David Rollins	£250.00
	Faster payment 5	HMRC	£151.76
			<u>£851.76</u>
Outstanding income			
		DL Hancock: Burial and additional inscription A-6-5	£550.00
			<u>£550.00</u>
Anticipated balance			£28,770.30
			<u>£28,770.30</u>

EARMARKED RESERVE ACCOUNT	01-Apr-25	£32,153.68
	Total In	£400.44
	Total Out	-£20,000.00

Balance of Earmarked Reserve at 8 July 2025	£12,554.12
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**Bank Reconciliation 8 Sept 2025
COMMUNITY ACCOUNT**

CASH BOOK	£38,059.57	Notes
Balance at 1 April 2025		
Total payments to 8 Sept 2025	-£49,892.88	
Add total receipts to 8 Sept 2025	£40,603.61	
	£28,770.30	
Cash book balance at 8 Sept 2025	<u>£28,770.30</u>	

EARMARKED RESERVE ACCOUNT		
Balance of Earmarked Reserve A/C as at 1 April 2025	£32,153.68	
Less total payments to 8 Sept 2025	-£20,000.00	
Add Total Receipts to 8 Sept 2025	£400.44	
Balance at 8 Sept 2025	£12,554.12	

NB: the balance in the Earmarked Reserve Account is made up of:	
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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	£868.12
Transfer to CA to cover playground equipment (to be reimbursed by S106)	-£20,000.00
	<u>£12,554.12</u>

TOTALS at 8 Sept 2025	Community Account	£28,770.30
	Earmarked Reserve Account	£12,554.12
		£41,324.42

Signature: