

## MARSH GIBBON PARISH COUNCIL

### MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 9 APRIL 2024 IN MARSH GIBBON VILLAGE HALL

**PRESENT:** Cllrs A Lambourne (Chair), J Smith (JS), E Taylor (ET), N Lyon (NL) and T Reveler (TR), L Cross (LC) and Carole Jackman (Clerk)  
3 Members of the public (including the Chair of Ambrosden Parish Council)

Meeting commenced at 8pm.

#### OPEN FORUM:

Chair welcomed the members of the public and the Chair of Ambrosden Parish Council.

One member of the public was present:

- To ask for the Parish Council's help in trying to stop vehicles parking on the footpath along Station Road.
- To help resolve flooding issues since the completion of the Swan Field development.
- Asked for an explanation of the Ewelme agenda item.

The resident was informed that the PC:

- Had been liaising with Bucks Council regarding the parking in Station Road but would contact the local PCSO to ask for help with pavement parking. Greg Smith, MP, had become involved but was unable to get any resolution.
- Is liaising with Bucks Council and Thames Water to try to resolve the flooding issues.
- The Ewelme agenda items referred to the three new developments: Berry Close, Leonard Meadow and Swan Field.

The Chair of Ambrosden Parish Council explained that she had been made aware of the development proposals for the area behind Millfield Avenue and following her experience with the recent developments in Ambrosden thought that she would offer her help to Marsh Gibbon in opposing the plans. See item 6.5 below.

#### 1 APOLOGIES

R Daniell (RD) and Bucks Unitary Councillor Angela Macpherson (UC AM).

#### 2 DECLARATIONS OF INTEREST

None.

#### 3 MINUTES OF MEETING HELD ON 12 MARCH 2024

The minutes of the meeting held on 12 March 2024 were agreed by those present and signed by the Chairman.

#### 4 MATTERS ARISING

##### 4.1 Enforcement: NC/23/00513/BOC – 1 Westbury Terrace

Following an approach from residents, the Parish Council had written to Bucks Council to request that the conditions in planning application 23/00583/APP are met. The response from Bucks Council was: "These assessments have been made in this case and it is not expedient to take action, although a breach of planning control has been identified."

**Action: Clerk to write to UC Angela Macpherson expressing the council's disappointment about Bucks Council's lack of enforcement to conditions in recent planning applications.**

#### 5 GENERAL CORRESPONDENCE

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

##### 5.1 An email from the local PCSO had been received offering help and local support.

**Action: Clerk to ask the PCSO for:**

- **Help with stopping vehicles parking on the footpath in Station Road.**
- **A report for the Annual Parish Meeting.**
- **A presence in the village during the school holidays to prevent anti-social behaviour.**

#### 6 PLANNING

##### 6.1 Applications

Development Proposed Location: Old Station Yard, Marsh Gibbon Road, Poundon: Proposed extension to the existing yard including change of use of land to the west of the existing yard and, altering the surface of the land into permeable.

**Decision:** As this application is not in the parish of Marsh Gibbon, councillors will not be responding.

Signature:

2217

- 6.2 **Approved applications**  
None.
- 6.3 **Late Applications**  
None.
- 6.5 **Future Development**  
The Chair of Ambrosden Parish Council offered help and advice with the planning process for the proposed development behind Millfield Avenue. She explained the issues that Ambrosden had gone through with three recent applications and emphasised that the most important issue was to make sure that as many people as possible submitted their objections. She also agreed to send a check list of what the Parish Council can and can't object to.  
Chair thanked Cllr NL and the resident for the leaflet that had been issued regarding the development.  
**Action: Clerk to write to Catesby, the potential developer, for a date when they will be holding an open meeting to present their proposals.**
- 7 EWELME SITE**
- 7.1 **Site A**  
It was noted that:
- W.E.Black had not responded to the request for an additional safety ring at the new pond.
  - The area around the pond had not been grassed but it was assumed that if W.E. Black did not grass the area then it would be the responsibility of the Management Committee to do so.
- 7.2 **Meeting with Ewelme Trustees**  
Chair reported that he is still trying to get a meeting with the Ewelme Trustees.
- 8 CLERK'S REPORT**
- 8.1 **Finance Report**  
Clerk presented the Financial Report for April 2024. Payments totalling £3,087.94 were approved, as detailed in appendix 1.
- 8.2 **Annual Governance and Accountability Return (AGAR) 2023-24**  
Clerk reported that she had in hand the completion of the AGAR and had arranged the internal audit for 16 May. The AGAR would then be approved at the June meeting for submission to the external auditor by the deadline of Monday 1 July.
- 8.3 **Insurance**  
It was agreed to accept the Zurich Insurance quote for a 3 year fixed rate policy at £2,212 per annum.  
**Action: Clerk to confirm the agreement with Zurich.**
- 8.3 **Defibrillator**  
Cllr JS reported that she had received details from a company who will maintain the defibrillator at a cost of £389 for two years and suggested that this should either be paid for by the Village Hall Committee or the cost shared with the Parish Council.  
**Action: Cllr JS to liaise with the maintenance company and the village hall committee. [Clerk' note: it is noted that the village hall committee will not be contributing towards the costs.]**
- 9 VILLAGE HALL**
- 9.1 **Report**  
There were no updates.
- 10 PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND**
- 10.1 **Maintenance**  
No new maintenance issues were reported but it was noted that councillors have in hand the emptying of the rubbish bin which is not emptied by Bucks Council.
- 10.2 **Cableway**  
Cllr LC had inspected the cableway post and explained how he intended to repair it which hopefully will meet the requirements of the RoSPA Inspection.
- 10.3 **Playground upgrade (for older children)**  
Cllr NL reported that he is in the process of uploading the details for the playground improvements onto the Government's Contractor Finder.
- 11 DEVOLVED SERVICES**
- 11.1 It was noted that the hedges around the village hall and cemetery had been cut back.
- 12 ROADS AND PATHWAYS**
- 12.1 **Parking in Castle Street**  
No updates were available.

- 12.2 **Parking in Station Road**  
No updates were available.
- 12.3 **Right of Way between Village Hall and Moat Lane**  
It was noted that the right of way between the Village Hall and Moat Lane had become very uneven.  
**Action: Clerk to write to the Ewelme Estate Manager to ask for the footpath to be repaired.**
- 12.4 **Pot Holes**  
Pot holes in Millfield Avenue, Station Road and West Edge were noted.  
**Action: Clerk to report on FixMyStreet.**
- 12.5 **Kerb Stones**  
It was noted that the kerb stones in Clements Lane and Swan Lane need resetting.  
**Action: Clerk to report on FixMyStreet.**
- 13 STREET LIGHTING**
- 13.1 **Maintenance**  
It was noted that a street light was not working in Millfield Avenue.  
**Action: Cllr ET to check which street light needs repairing and to report to Clerk.**
- 14 CEMETERY MATTERS**
- 14.1 **General Maintenance**  
There were no maintenance issues reported.
- 14.2 **Burials, Interments, Advance booking requests and Memorial applications**
- 14.2.1 **Burials**  
It was noted that two burials for non-residents had been refused.
- 14.2.2 **Advance reservations**  
There were no new reservation requests.
- 14.2.3 **Memorial applications**  
There were no new memorial applications.
- 14.3 **Cemetery Road**  
No updates were available.
- 15 ENVIRONMENTAL MATTERS**
- 15.1 **Ware Pond**  
It was noted that the work to repair the railings will start after the completion of the work at Mud Pond.
- 15.2 **Mud Pond traffic incident**  
It was noted that the work to repair the railings had started.
- 16 STREET FURNITURE**
- 16.1 **Notice Board**  
Cllr LC reported that he will replace the Perspex in the Parish Council notice board.
- 17 COMMUNITY BOARD**
- 17.1 Councillors will not be attending the Community Board meeting to be held in Haddenham on 16 May.  
**Action: Clerk to reply.**
- 18 JUBILEE PLANTATION**  
Any work will be carried out when the area is drier.
- 19 SPEEDWATCH**  
Cllr RT noted that one volunteer has now completed the on-line training and as soon as the second volunteer has completed it, he will organise some speed watch sessions.
- 20 REVIEW POLICIES**  
The policies had been reviewed. Following the directive from BMKALC, a Biodiversity Policy will be added.  
**Action: Clerk to draft new Biodiversity Policy using the template supplied by BMKALC.**
- 21 ANY OTHER BUSINESS**
- 21.1 **Defibrillator**  
Cllr NL agreed to put onto Facebook the availability of the defibrillator at the village hall.
- 21.2 **History**  
Cllr LC read an article from 1960, one item being the request for a bigger post box.
- 22 DATE OF NEXT MEETINGS**  
The next meetings will be held on Tuesday 14 May in the committee room of Marsh Gibbon Village Hall:
- 7.30pm: Annual Parish Meeting
  - 8pm Annual Meeting of the Parish Council
- The meeting closed at 9.55pm.

## Appendix 1

### MARSH GIBBON PARISH COUNCIL

#### Clerk's Financial Report 16-May-24

#### COMMUNITY ACCOUNT

29-Mar-24		£21,981.67
Outstanding Cheques and cheques approved on 9 April 2024		-£3,045.95
Unpresented cheques at May 2024		£18.95
<b>Income:</b>		
Bucks Council 1st Precept payment		£14,000.00

**Balance of Community Account at 29 April 2024** **£32,954.67**

Cheque No	Payee	Amount
<b>Cheques to approve on 15 May 2024</b>		
103438	Defib Store	Inv 35910: Defibrillator service, battery and new pads
		£648.00
103439	Zurich Municipal	Inv 532506934: Insurance renewal
		£2,212.00
DD	Hugo Fox	Inv 5205: Monthly website fee
		£23.99
103440	David Rollins	Inv RAMP-2024-001: Village skate park ramp project
		£4,500.00
103440	David Rollins	Inv SK8-2024-002: Skateboard sessions 25 Feb, 5 April, 11 May
		£187.33
103441	Marsh Gibbon Village Hall	Inv 211619: VH hire 9 April
		£15.50
103442	Bucks Council	Inv 2209012456: Duty of Care + April trade waste collections
		£103.95
103443	Cancelled	
103444	C Jackman	Clerk salary - April 2024
		£506.84
Faster Payment	HMRC	PAYE - April salary
		£105.20
103445	Technical Surfaces	Inv 86671: Sandfilled Pitch Repairs 14 May 2024
		£294.00
103445	Technical Surfaces	Inv 86652: Sand Filled Pitch Plus 14 May 2024
		£450.00
103446	RTM	Inv 4630: Grass cutting
		£1,271.70

**£10,318.51**

#### Totals yet to be deducted from balance of Community Account

103433	Bucks Council	Cemetery Waste	£18.95
			<u>£18.95</u>

**£18.95**

**Total**

**£10,337.46**

#### Total to be added to the Community Account

Bucks Council	Devolved Services Payment	2,161.06
		<u>2,161.06</u>

**2,161.06**

**Anticipated balance**

**£24,778.27**

*£24,778.27*

<b>EARMARKED RESERVE ACCOUNT</b>	01-Apr-24	£32,153.68
	Total In	£0.00
	Total Out	£0.00

**Balance of Earmarked Reserve at 16 May 2024** **£32,153.68**

#### Bank Reconciliation 16 May 2024 COMMUNITY ACCOUNT

CASH BOOK	Notes
<b>Balance at 1 April 2024</b>	<b>£21,981.67</b>
Total payments to 16 May 2024	-£13,364.46
Add total receipts to 16 May 2024	£16,161.06
	<b>£24,778.27</b>
<b>Cash book balance at 16 May 2024</b>	<i>£24,778.27</i>

#### EARMARKED RESERVE ACCOUNT

<b>Balance of Earmarked Reserve A/C as at 1 April 2024</b>	<b>£32,153.68</b>
Less total payments to 16 May 2024	£0.00
Add Total Receipts to 16 May 2024	£0.00
<b>Balance at 16 May 2024</b>	<b>£32,153.68</b>

#### 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	£467.68
	<b>£32,153.68</b>

<b>TOTALS at 16 May 2024</b>	Community Account	£24,778.27
	Earmarked Reserve Account	£32,153.68
		<b>£56,931.95</b>

Signature:

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