

## MARSH GIBBON PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 12 NOVEMBER 2024 AT 8PM IN MARSH GIBBON VILLAGE HALL

**PRESENT:** Cllrs A Lambourne (Chair), J Smith (JS), N Lyon (NL), Cllrs T Reveler (TR), and L Cross (LC)  
Carole Jackman (Clerk)  
Marsh Gibbon Sport & Social Club Chair  
3 representatives from Deanfield Homes

Meeting commenced at 8pm.

#### OPEN FORUM:

Chair welcomed the Marsh Gibbon Sport & Social Club Chair and representatives from Deanfield Homes.

#### 1 APOLOGIES

E Taylor (ET), R Daniell, and Unitary Cllr Angela Macpherson.

#### 2 DECLARATIONS OF INTERESTS

None.

#### 3 MINUTES OF MEETING HELD ON 8 OCTOBER 2024

The minutes of the Parish Council meeting held on 8 October 2024 were agreed by those present and signed by the Chairman.

#### 4 MATTERS ARISING

None.

#### 5 GENERAL CORRESPONDENCE

All correspondence had been circulated to councillors prior to the meeting.

#### 6 PLANNING

##### 6.1 Applications

**24/03151/APP** | Householder application for erection of two storey front/side extension and replacement of the existing front door (amendment to approval 24/00457/APP) | College Cottage The College Marsh Gibbon Buckinghamshire OX27 0HW

Decision: No objection

Action: Clerk to inform Bucks Council (AVDC Area).

##### 6.2 Bucks Council refused applications

**Appeal Decision Type:** Refusal of Planning

**Address:** Gubbins Hole Farm, Edgcott Road, Marsh Gibbon

**Proposal:** Determination as to whether prior approval is required in respect of transport & highway impact, noise, contamination risk, flooding and locational considerations for the conversion of an agricultural building into one dwellinghouse (Class Q(a)) and in relation to design and external appearance of the building (Class Q(b))

**Appeal Decision:** Allowed. **Costs Decision:** Refused. **Planning Reference:** 23/02990/COUAR. **Appeal Reference:** 24/00029/REF

##### 6.3 Late applications

None.

##### 6.4 Future Development

###### 6.4.1 Deanfield Homes

Chair welcomed representatives from Deanfield Homes, the builders of the Berry Close development, who were present to inform the Parish Council (PC) of their development plans for the land opposite the village hall, an area which they had submitted to Bucks Council (BC) for housing development during BC's "call for sites". They also were keen to get suggestions from the PC and village on the type of development the village would like and what they could include for the benefit of the residents. Deanfield will forward their plans to the PC when they have been updated to include some of the suggestions put forward by the PC:

- ensure mix of low density housing,
- include retirement bungalows,
- footpath to allotment.

The PC also emphasised their concerns regarding flooding and the need to ensure that any traffic calming is not modelled on that at Berry Close which is causing problems.

Deanfield's provisional time line is:

- End January 2025: Public consultation in the village hall
- April 2025: Surveys and conversations with BC planners
- June 2025: Submit plans to BC

#### 6.4.2 Catesby

No updates were available from Catesby. A survey suggested that most of the village was against the Catesby development proposal. The parish council's planning sub-committee had prepared templates for residents to use to submit objections to BC when Catesby do submit any plans.

#### 6.4.3 Land & Partners

No updates were available from Land & Partners. A survey suggested that the village was 60/40 against Land & Partners proposals.

## 7 EWELEME SITES

### 7.1 Swan Field

Clerk had written to W.E. Black and had received the following response:

- **Add another lifebelt/buoy to the pond:** *"...a single lifebelt meets the required standard"*.
- **Maintain the public footpath:** *"...A well-used footpath rarely needs cutting back. It will of course become grassed over in time, as is the case with all field paths, the purpose of the hard base is to give a firm base to walk on, not specially to leave exposed."*
- **Reinstate the hedge as per the planning condition:** *"Several of these matters have been complicated since the end of the nesting season effectively coincides with harvest, so it is difficult to engage contractors, and subsequently the harvest work is continually being delayed by this exceptionally wet weather. However, regarding the hedgerow, nothing has been lost. I have asked our Head of Operations to now get the hedge cut without delay. Once this is done, it will be much clearer where infill planting is required, and this can be carried out over the winter planting season."*

### 7.2 Meeting with Ewelme Trustees

Cllr NL had received confirmation from the Ewelme Trustees that a meeting could be arranged for January 2025.

### Agenda Item 10.3 Recreation Ground purchase of mower was taken at this point

Marsh Gibbon Sports & Social Club (MGS&SC) Chair attended the meeting to update the PC on the proposal to purchase a mower for the recreation ground. The MGS&SC had received two quotations for the purchase of a Compact Tractor, Mowing Deck and Quadraplay\* costing approximately £28,368 (+VAT). There would be an additional cost for the storage unit.

It was agreed that:

- The PC would purchase the mower contributing £10,000 from S106 funding and it would be added to the PC's Asset Register.
- The MGS&SC will make a grant to the PC for the difference from fund raising.
- The MGS&SC will insure, store and maintain the mower at no additional costs to the PC.

\*The Quadraplay £5,080 (+VAT) would be purchased at a later date when the MGS&SC had raised additional funding.

**Actions: Parish Council to:**

- **Submit S106 request to Bucks Council.**
- **Liaise with MGS&SC to arrange for the submission of the order to RTM Machinery.**

## 8 CLERK'S REPORT

### 8.1 Finance Report

Clerk presented the Financial Report for November 2024.

Payments totalling £24,700.99 as detailed in Appendix 1 were made.

### 8.2 NALC Recommended Salary Increase

Councillors agreed to the NALC recommended salary increase effective from 1 April 2024.

### 8.3 Finance Meeting

The draft minutes of the Finance Meeting held on 4 November 2024 are attached at Appendix 2 and all recommendations made were accepted.

## 9 VILLAGE HALL

### 9.1 Report

It was noted that the next meeting is on 20 Nov. No further updates were available.

## 10 PLAY EQUIPMENT, TEENAGE RECREATION AREA AND RECREATION GROUND

### 10.1 Maintenance

10.1.1 There were no new maintenance issues to report.

- 10.1.2 R Shepherd, Handyman, had submitted a quotation for repairs to the gates and fencing in the play area. Councillors accepted his £600 quote to:
- supply and fit new post and hang gate
  - supply and fit 2 new posts and new gate.
- Action: Clerk to confirm acceptance of quote and Cllr LC to liaise with R Shepherd to carry out the work.**
- 10.2 **Playground upgrade (for older children)**
- 10.2.1 The pump track has been installed and passed the post installation inspection.
- 10.2.2 The basketball/table tennis equipment is being installed.
- Action: Cllr NL and Clerk to liaise re the S106 application and adding to the Asset Register and Insurance.**
- 10.2.3 Cllr NL reported that he had been looking into the cost of resurfacing the All Weather Pitch and had received a quote of £75K.
- 10.3 **Recreation Ground: Purchase of Mower**
- See above.
- 11 DEVOLVED SERVICES**
- 11.1 **Hedge Cutting**
- The hedge cutting had taken place. Clerk reported that she had queried the invoice and received a small reduction.
- 12 ROADS AND PATHWAYS**
- 12.1 No updates were available.
- 13 STREET LIGHTING**
- 13.1 **Maintenance**
- 13.1.1 No new maintenance issues were reported. However, it was noted that the street light at the junction of Swan Lane and Castle street had not been repaired yet.
- 13.1.2 It was noted that the Parish Council is waiting for the report from E.on for its inspection of the lights. [Note from E.on: *“The clean and change is carried out periodically, where we do a visual check of the equipment and clean the lantern & bowl (cover), replace non-LED lanterns lamps (bulb) and do a visual check & clean any LED lanterns that you have, this is included in the maintenance charge.”*]
- 13.2 **Street Lighting electricity supply**
- It was agreed to accept the 12 month street lighting supply quotation from Cardinal Energy with the supply coming from Tomato Energy.
- 14 CEMETERY MATTERS**
- 14.1 **General Maintenance**
- There were no new issues to report.
- 14.2 **Burials, Interments, Advance booking requests and Memorial applications**
- 14.2.1 **Burials**
- It was noted that a burial is due to take place on 21 November.
- 14.2.2 **Advance reservations**
- There were no advance reservations.
- 14.2.3 **Memorial applications**
- An application for a new memorial had been refused as it did not meet the requirements of the cemetery regulations.
- 14.3 **Cemetery Road**
- Cllr LC had:
- followed up the repair of the cemetery road with R Shepherd, who was unable to carry out the work.
  - Contacted a specialist who had supplied a quotation for bitumen over-banding work at a cost of £550+VAT which councillors agreed to accept. The funding would come from Earmarked Reserves.
- Action: Cllr LC to liaise with the contractor.**
- 14.4 **Cemetery Trees**
- Chair agreed to meet a representative from Nicholsons on Thursday 21<sup>st</sup> November at 10am to discuss the felling of the two remaining poplar trees.
- 15 ENVIRONMENTAL MATTERS**
- There were no environmental matters to report.
- 16 STREET FURNITURE**
- Nothing to report.
- 17 COMMUNITY BOARD**
- No updates were available. It was agreed to remove this item from the agenda.

**18 JUBILEE PLANTATION**

No updates.

**19 CHRISTMAS TREE**

Chair reported that:

- The light electrical check had been carried out
- Helpers had been arranged and will meet at 9.30 on 30 November to erect the tree.

It was noted that Carols Around the Tree had been arranged for 5.30pm on 20<sup>th</sup> December.

**20 SPEEDWATCH**

Cllr TR reported that two volunteers who had carried out the training have now dropped out and he is chasing others to complete the training.

**21 ANY OTHER BUSINESS**

21.1 It was noted that Cllr NL will get a sign for the Pump Track.

21.2 Cllr LC's History Report included 1962 details of a Nurse Keeler.

**22 DATE OF NEXT MEETING**

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

Meeting closed at 9.55pm.

## MARSH GIBBON PARISH COUNCIL

Clerk's Financial Report  
12-Nov-24

## COMMUNITY ACCOUNT

27-Sep-24		£23,900.06
Outstanding Cheques and cheques approved on 8 October 2024		-£2,117.38
<b>Income:</b>		
Bucks Council S106		£33,919.40
<b>Balance of Community Account at 29 Nov 2024</b>		<b>£55,702.08</b>

Cheque No	Payee	Amount
<b>Cheques to approve on 12 November 2024</b>		
103486	Dirt Factory	Inv 252: 50% remaining speedring modular pump track
		£20,351.64
103487	Technical Surfaces	Inv 89635: MatchFix Service - Sand Filled Pitch 23 Oct 2024
		£450.00
DD15	Hugo Fox	Inv 9734: Monthly website fee
		£23.99
103488	JP Agri Services	Inv 0048: Recreation Ground hedge cutting
		£420.00
103489	Bucks Council	Inv 209019948: October
		£18.95
103490	RTM	Inv 4986: Grass / hedge cutting
		£3,341.85
103491	Marsh Gibbon Village Hall	Inv 211753: vh hire 8 October
		£18.00
DD16	Everflow	Inv 3746923: Recreation Ground water 8 Dec 24 to 7 Jan 25
		£26.56
103492	Royal British Legion	Poppy Appeal 2024
		£50.00
		<b>£24,700.99</b>
<b>Totals yet to be deducted from balance of Community Account</b>		
	Chq. No. 103481: K Pullen	£100.00
	Chq. No. 103481: E.on	£322.80
		<u>£422.80</u>
		<b>£422.80</b>
<b>Total</b>		<b>£25,123.79</b>
<b>Total to be added to the Community Account</b>		
		0.00
		<b>0.00</b>
<b>Anticipated balance</b>		<b>£30,578.29</b>
		£30,578.29

<b>EARMARKED RESERVE ACCOUNT</b>	01-Apr-24	£32,153.68
	Total In	£227.38
	Total Out	-£10,000.00
<b>Balance of Earmarked Reserve at 27Sept 2024</b>		<b>£22,381.06</b>

Bank Reconciliation 9 November 2024  
COMMUNITY ACCOUNT

CASH BOOK	Notes
<b>Balance at 1 April 2024</b>	<b>£21,981.67</b>
Total payments to 9 November 2024	-£76,019.59
Add total receipts to 9 November 2024	£84,616.21
<b>Cash book balance at 9 November 2024</b>	<b>£30,578.29</b>
	£30,578.29

EARMARKED RESERVE ACCOUNT	
<b>Balance of Earmarked Reserve A/C as at 1 April 2024</b>	£32,153.68
Less total payments to 9 November 2024	-£10,000.00
Add Total Receipts to 9 November 2024	£227.38
<b>Balance at 9 November 2024</b>	<b>£22,381.06</b>
<b>NB: the balance in the Earmarked Reserve Account is made up of:</b>	
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	£695.06
Transfer to CA to cover 1st installment of playground equipment (to be reimbursed by S106)	-£10,000.00
	£22,381.06

<b>TOTALS at 9 November 2024</b>	Community Account	£30,578.29
	Earmarked Reserve Account	£22,381.06
		<b>£52,959.35</b>

**MARSH GIBBON PARISH COUNCIL**  
**MINUTES OF THE FINANCE COMMITTEE MEETING**  
**HELD ON WEDNESDAY 10 JANUARY 2024 AT 7.30PM**

**Present:** Cllr A Lambourne (Chair), Cllr J Smith (JS), Cllr N Lyon (NL), Cllr T Reveler (TR) and Cllr R Daniell (from 7.45)

**In attendance:** C Jackman (Clerk)

1. **Apologies:** Cllr E Taylor
2. **Declarations of interests:** None.
3. **Minutes of the meeting held on Tuesday 16 May 2023:** The minutes of the meeting held on Tuesday 16 May 2023 were approved by those present and signed by the Chairman.
4. **Matters arising from these minutes:**  
There were no matters arising.
5. **Projections to financial year end: 31 March 2024**  
The projections to financial year ending 31 March 2024 were reviewed and the following noted:
  - Recreation ground water rates need checking. **Action: Clerk to contact Everflow**
  - Quotations for the repair of Mud Pond railings are still to be confirmed. **Action: Cllr RD to follow up**
  - A request for support from the Bowls Club for an outdoor 'Short Mat' surface were noted but it was unlikely that the Parish Council would be able to give any financial support. **Action: Cllr NL to write to the Bowls Club explaining the Parish Council's position. [Clerk's Note; See full PC minutes for more information]**
  - Defibrillator battery and pads need checking to ensure they are still in date. **Action: Cllr JS to contact 'Defibrillator Monitor'.**
6. **Recommend 2024-25 Precept**  
Following the projection review and the draft budget, Councillors agreed to recommend a precept of £28,000 which would be a 1.81% increase in the Band D Tax base. **Action: Cllrs to recommend precept at forthcoming Parish Council meeting.**
7. **Any other business – at the discretion of the Chairman**  
**No other business.**
8. **Date and Venue of Next Meeting**  
To be confirmed.  
Meeting closed at 8.05pm.