

Minutes of the ORDINARY MEETING OF IBSTONE PARISH COUNCIL

Tuesday 2nd July 2019 at Ibstone C of E School Hall commencing at 7.30pm

Present:

Cllr Richard Scott Chairman
Cllr Melanie Grimsdale
Cllr Simon Hammond
Cllr Michael Wright

And also present

Mrs. Deirdre Hansen Parish Clerk

1 Member of public present

The Chairman welcomed those present.

17. Apologies received and accepted from Cllr Jeremy Malkinson.

18. No declaration of interest in any agenda items was made.

19. The minutes of the Annual Parish Meeting of 20th May 2019 were confirmed as a true record and signed by the Chairman after the removal of 2 '1's' on p1 "County Organisation. The minutes of the Annual Parish Council Meeting and the Ordinary Meeting of 20th May 2019 were confirmed as a true record and signed by the Chairman

20. Update on actions:

- i. Play area checks noted
- ii. Defibrillator checks noted
- iii. HMRC requirements fulfilled, noted
- iv. Thames Water. Request made to BCC for PC information to be included in their data base. It is being considered.
- v. Pension Regulator: Automatic enrolment duties: re-declaration of compliance submitted, noted.
- vi. Cllr Wright has renewed the broken post by the play area.
- vii. Cllr Hammond will trim the vegetation around the play area.

21. Meetings/training attended:

- 04/06/19- BCC Unitary workshop-attended by clerk.
- 20/06/19- Rural Forum at Hampden Farm- attended by Cllr Wright.

22. Parking/speed stats/traffic issues.

- i. The speed data sharing agreement with Lightfoot Solutions Group Ltd has been signed by the Chairman and clerk.
- ii. Cllr Hammond informed the PC that the newly ordered MVAS has a shorter battery life than anticipated, 2-3 weeks. The PC is being compensated for that by an extended guarantee of 3 years instead of 2.

23. The annual playground inspection report was reviewed and the comments noted. The PC will continue to monitor the equipment and carry out inspections.

24. The maintenance of the footpath along Twigsidde will in future be dealt with by Twigsidde. The PC expressed its thanks to the Head of Ibstone C of E School for arranging this maintenance.

25. Thames Water new leak.

Cllr Grimsdale had dealt with Thames Water on this leak and the problem had promptly been resolved. It was noted that email trails exist of all the leaks reported in recent years. Cllrs were urged to keep them.

26. WW I memorial:

Cllrs Grimsdale and Malkinson will meet 07/07/19 and agree a way forward.

27. New playground equipment:

- a. Cllr Grimsdale reported that she had struggled to get information from suppliers, but had met with two playground equipment suppliers and is now waiting on quotes and further suggestions.
- b. It was agreed that appropriate and suitable equipment is the priority.
- c. The Chairman will inform Wormsley of the PC intentions.

Cllr Grimsdale was thanked for her hard work.

28. Cricket club sign.

- a. Cllr Hammond had spoken with the Cricket Club Chairman; the club would be happy to erect the sign and store it, estimated cost is £500. The Cricket Club was looking at an 80% contribution from the PC. This was discussed and considered too much.
- b. The PC would like to know the dimensions of the proposed sign and when the club wishes to erect it.
- c. The PC would also like to have a guarantee of the number of days the sign can be used for PC activities.
- d. Cllr Hammond will discuss with the CC Chairman

29. Web site:

- a. The Vice-Chairman had updated the website and the news letters are now up to date.
- b. The PC confirmed that other than legal requirements we should only keep 2 years' worth of information, newsletters etc on the website.
- c. The question was raised when the current contract is up for renewal.

30. Planning:

i. WDC decisions:

- 19/05796/VCDN Litmore Shaw. Variation of condition 02(drawings) of PP18/06722/FUL for formation of outdoor swimming pool to allow re-siting of. PC no objection, WDC permitted
- 19/05558/FUL Timbers. Householder application for part conversion of garage to create additional living accommodation, construction of single storey rear extension and first floor rear extension with terrace/balcony on first floor and associated external alterations. PC no objection. WDC permitted.

ii. Applications awaiting decision:

- 19/05120/FUL Litmore Shaw. Retention of an underground store, retaining wall and open fronted lean to store and installation of a ground source heat system (part retrospective). PC objections.

iii. Appeals to the Secretary of State:

- Appeal reference APP/K0425/W/18/3214436 Crown Cottage. Appeal made against WDC refusal for permission for the removal of detached garage and erection of 1x 2-bed dwelling
- Appeal reference APP/K0425/W/19/3222794 Bracken Cottage- appeal dismissed
- Appeal reference APP/K0425/D/19/3227709 (18/07657/FUL) Timbers. Householder application for part conversion of garage to create additional living accommodation,

construction of single storey rear extension and first floor rear extension with terrace/balcony on first floor and fenestration & door alterations. PC no objection. WDC refused. Appeal not yet decided.

iv. New applications: none.

31. Financial matters:

1. Receipts noted:

- 35p bank interest.

2. Bank balances 03/06/19 noted:

Current account	£ 7,933.41
Savings account	£ <u>4,042.51</u>
Total:	£11,975.92
Less July payments -	£ 633.14
Less July salary S/O	£ 313.41
Balance carried forward	£ 11,029.37

3. Clerk's working time noted:

Contracted hours per month 23.8

Holiday hours per month 2.1.

Hours worked 13/05/19-21/06/19- 23 ¼ hrs (6 weeks)

Hrs short 6 45 minutes, overtime carried forward from previous months- 8 hrs 36 minutes. Overtime now carried forward- 1hr 45 minutes.

4. DD subs 2019/20 Chilterns Society £30 noted

5. Clerk salary for June/July 2019 @ £313.41 per month by S/O approved

6. The cheques as listed below were approved for payment and signed:

To Whom	Description	£
D Hansen	Clerks exp. May/June 2019	48.77
Came and Company	PC annual insurance	437.17
Open Spaces Society	Subs 2019/20	45.00
Bucks Playing Fields Association	Subs 2019/20	20.00
Playsafety Limited	Annual playground inspection	82.20
Total value		633.14

7. Accounts year to date were reviewed:

Summary of accounts to date: 02/07/19

Accounts:

Expenditure	Year to date £	Budget 2019/20 £	Income £	Year to date £
<i>Clerks salary</i>	940.23	3738	<i>Precept</i>	3500.00
<i>Admin expenses</i>	100.85	525	<i>VAT repayment</i>	
<i>Working from home all.</i>	0	500	<i>Bank interest</i>	0.51
<i>Web site</i>	0	320		
<i>Insurance</i>	437.17	426		
<i>Subscriptions</i>	185.15	190		
<i>Donations</i>	0	150		
<i>Audit</i>	50.00	40		
<i>WW I memorial</i>	0	0		
<i>Playgrnd inspection</i>	68.50	70		
<i>Training</i>	0	250		

<i>Maintenance</i>	0	150		
<i>Sundry</i>	0	250		
<i>Road Safety</i>	0	1500		
<i>Vat</i>	26.06	0		
<i>Election</i> NOT NEEDED	0	900		
<i>Total EXP.</i>	1807.96	9009	<i>Total INC</i>	7000.51

32. Any urgent business.

- i. It had been reported to councillors that land erosion of the verges on Grays Lane has and is occurring probably due to numerous construction vehicles using this road. Residents were advised to contact Transport for Bucks (BCC) as they are responsible for highway matters.
- ii. Overgrown hedges were mentioned.

33. Date of next meeting was confirmed as Monday 16th September 2019 at 7.30pm
Future dates: Monday 11 November 2019.

The Chairman.....

Date.....