

Minutes of the ORDINARY MEETING OF IBSTONE PARISH COUNCIL

Held remotely Monday 8th June 2020 at

<https://us02web.zoom.us/j/87567349252?pwd=Y3k3azFqQ1BFLzJ0VUFSWWpJTEhrUT09>
commencing at 7.30pm

Present:

Cllr Melanie Grimsdale
Cllr Simon Hammond
Cllr Jeremy Malkinson Vice-Chairman
Cllr Richard Scott Chairman
Cllr Michael Wright

And also present

Mrs. Deirdre Hansen Parish Clerk
No public present

93. Covid 19 Statutory Instrument:

It was noted that 2020 Regulation no 392 came into force 4th April 2020 allowing remote attendance and modification of meetings and public attendance.

The Chairman recorded thanks to everyone who has volunteered and continues to volunteer during the pandemic. All those are doing an excellent job in the various roles from drivers, foodbank organisers to the WhatsApp group. The number of volunteers has exceeded demand.

94. No apologies were received.

95. No declaration of interest in any agenda items were made.

96. The minutes of the ordinary meeting of 9th march 2020 were confirmed as a true record.

97. Update on actions:

- a. It was recorded that the play area is checked weekly. The Rospa annual inspection has now been received (too late to be included in this agenda) and will be studied in detail. A number of points were noted, members to discuss later. It was agreed that any urgent work following an inspection and report from Cllr Wright can be carried out up to the value of £1000. Clerk to send report to Cllrs.
- b. Noted that regular defibrillator checks are carried out.
- c. Noted that HMRC year end and monthly requirements have been fulfilled.
- d. Noted that the Village litter pick has been cancelled due to Covid-19
- e. The school travel plan is on the school's website under "Travel Plan".
- f. Cllr Hammond will enquire if the basis of the 3rd party donation for the hearing loop in the school was intended to supplement the PC's donations.

98. Meetings/training attended:

- 12/03/19- WDC Rural Forum attended by clerk
- 20/05/19- BC Clerk's meeting attended by clerk

99. New playground equipment

After consultation with some of the requestors of additional playground equipment, the Chairman brought the matter back to the meeting following the January 2020 decision not to proceed with purchase of new equipment. One of the requests had been for some simple swings.

Research and enquiries indicated that double toddler/ young children's swings would range from £3,000-£4,000 inclusive of groundworks. The PC discussed the suggestion and the likely costs. On the basis of our year end bank balance of £7,611 the sum involved would represent at least 40%. Potential safety concerns were also raised and on balance it was decided not to proceed.

100. Parking/speed stats/traffic issues.

Cllr Hammond reported that the two MVA's have remained in place to see if a pattern can be established. It was noted that since the start of the pandemic with lockdown and working from home, vehicle movements have halved, although speed has not reduced. Cllr Hammond was thanked.

101. WW I memorial- update

The Chairman had found a sarsen stone in the village, the Vice-Chairman agreed that the colour was suitable for the WW I memorial. The Chairman will ask permission from Wormsley for the PC to take a slice of the stone. Once permission has been obtained Cllr Malkinson will arrange taking a slice of the stone and having it engraved.

102. PC Web site has to be made WCAG 2.1 compatible.

The clerk and Cllr Malkinson have made enquiries about having our website upgraded, but no replies received yet. Two quotes for a new website have been received, but the preferred option is to see if our current website can be upgraded. Cllr Malkinson to chase.

103. 75th Anniversary VE Day 8-10th May 2020 has been cancelled due to Covid-19

It was agreed to move the celebration to the 76th year, Saturday 8th May 2021.

Bobby Howard-Jones was thanked for his cornet playing on the Common on VE Day 2020. Clerk to send him a note of thanks.

It was agreed that the village residents email list could be used for non-commercial village activities.

104. Planning:

a. WDC/BC decisions:

- 20/05038/FUL 8 Chiltern Cottages. Householder application for construction of single storey and first floor rear extensions. PC no objection. WDC permitted
- 20/05207/FUL Cherry Tree. Householder application for construction of two storey rear extension following alterations to existing conservatory. PC no objection. WDC permitted
- 19/07695/FUL Cholsey Grange Erection of 4x3-bed, 2 storey, traditional dwellings comprising of a terrace of 3 cottage style properties and a single detached dwelling with associated soft and hard landscaping. PC objection. WDC refused.

b. Appeals to the Secretary of State: awaiting the appeal to be validated on 19/00086/ENFOT Litmore Shaw.

c. New applications: None

105. Financial matters:

- a. The Parish Council certified itself as exempt from limited assurance review, as a smaller authority where the higher of gross income or gross expenditure was £25,000 or less and that meet the qualifying criteria (the publishing our AGAR on our web site.)
- b. The internal auditor's report was noted and no comment had been made.
- c. The asset register as at 31/03/20 was approved and adopted.
- d. The accounts for 2019-20 in the receipts and payments format were approved and adopted
- e. The year-end bank reconciliation was approved and adopted.
- f. The Governance Statement for 2019-20 was agreed and will be signed

g. The Statement of Accounts 2019-20 was agreed and will be signed

h. The following receipts were noted:

- £ 125.00 from WDC grant for VE day celebrations
- £ 279.65 Vat 2019/20 repayment from HMRC
- £4,625.00 1st half 2020-21 precept from BC
- 35p bank interest.

i. Bank balances 01/05/20:

Current account	£ 8,283.59
Savings account	£ <u>4,044.38</u>
Total:	£12,327.97

Less June payments	£ 752.14
Less May, June salary S/O	£ 626.82
Balance carried forward	£ 10,949.01

j. Clerk's working time noted:

Contracted hours per month 23.8

Holiday hours per month 2.6. (net hrs 21.2)

Hours worked 03/03/20-29/05/20 (13 weeks=71.5hrs, net 63.7)- 74.6 hrs

Overtime 10.9 hrs

k. Clerk salary for April/ May/June 2020 @ £313.41 per month by S/O was approved

l. The payments as listed below were approved:

To Whom	Description	£
CPRE	Subscription 2020/21	36.00
BALC	Subscription 2020/21	58.35
R Scott	Covid-19 volunteer action leaflets	30.00
Came&Company	Annual insurance	437.17
Guide Association of Bucks(friends of Ellesborough)	Internal audit fee for Mrs P Hall	50.00
D Hansen	Clerks exp. March/April/May 2020	63.42
Playsafety Limited	Annual playground inspection	82.20
Open Spaces Society	Subscription 2020/21	45.00
Total value		752.14

m. Accounts year to date were reviewed:

Summary of accounts to date: 08/06/20

Accounts:

<i>Expenditure</i>	Year to date	Budget 2020/21	<i>Income</i>	Year to date
	£	£	£	£
<i>Clerks salary</i>	626.82	3836	<i>Precept</i>	4625.00
<i>Admin expenses</i>	55.59	525	<i>VAT repayment</i>	279.65
<i>Working from home all.</i>	0	500	<i>Bank interest</i>	0.35
<i>Donations</i>	0	250	<i>VE Day grant</i>	125.00
<i>Web site</i>	0	500		
<i>Subscriptions</i>	139.35	190		
<i>Audit</i>	50.00	50		
<i>Insurance</i>	437.17	437		
<i>Playgrnd inspection</i>	68.50	70		

<i>Training</i>	0	250		
<i>Maintenance</i>	0	250		
<i>Sundry</i>	25.00	250		
<i>Election</i> NOT NEEDED	0	1000		
<i>VE day party</i>	0	500		
<i>Vat</i>	26.53	0		
<i>Total EXP.</i>	1428.96	8608	<i>Total INC</i>	4905.00

107.Any urgent business:

The bin under bench on the common has been emptied and it was decided to keep it in place temporarily. However, the sign on the bench to be removed, but replaced again if necessary.

108.Date of next meeting to be confirmed.

It was agreed that the next meeting will be held Monday 3rd August @ 7.30pm.
Future dates: Monday 21 September and 9 November 2020.

The Chairman..... Date.....