

# Minutes of the ORDINARY MEETING OF IBSTONE PARISH COUNCIL

## Monday 9<sup>th</sup> March 2020 at Ibstone C of E School Hall commencing at 7.30pm

### Present:

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

And also present

Mrs. Deirdre Hansen           Parish Clerk

2 members of the public were present.

78. Apologies received and accepted from Cllr Michael Wright

79. Declaration of interest in any agenda item: None

80. The minutes of the Ordinary Meeting of 6<sup>th</sup> January 2020 were confirmed as a true record and signed by the Chairman

81. Update on actions:

- a. Play area checks noted, it had been brought to the council's attention that blue paint is coming off the slide. This will be rectified.
- b. Defibrillator checks noted.
- c. HMRC requirements fulfilled noted
- d. Flooding- in hand with BCC (TfB).
- e. Sink hole opposite Crown Cottage- this has now been repaired.
- f. State of footpath alongside Twigsides- BCC has looked at this, weather conditions need to improve before action can be taken. Items d, e & f have been given due attention by TfB thanks to BC Cllr Teesdale's influence. She was thanked for her assistance.
- g. Election 7 May noted
- h. School hearing loop.
  - It was noted that the school did not have enough funds to meet the recent higher quote for the work.
  - Cllr Simon Hammond to enquire if the basis of the 3<sup>rd</sup> party donation for the hearing loop to the school was intended to supplement the PC's donations. The matter to be brought to the next meeting
  - Enquiries to be made if technology has now been superseded since the original donation to the school was made.
  - The donations the PC has made of £200 in 2017 and £233 in 2019 are specifically for a hearing loop and if the work has not taken place within 5 years the monies have to be returned to WDC and BCC.
- i. School travel plan. The clerk had asked for a report on the school travel plan, but the PC wishes to see the travel plan. Clerk to ask for a copy of it.
- j. White lining request. This is on this year's BCC maintenance schedule.

82. Meetings/training attended:

- 14/02/20- BALC clerks training attended.

83. Parking/speed stats/traffic issues.

- a. Cllr Simon Hammond reported on the data amassed.
  - It had been agreed that David Anker would analyse the data.
  - The meeting agreed that the 2 MVAS's in the village definitely contribute to speed

reduction through the village. They are very effective devices and have been a valuable use of PC money.

- It was agreed to move the MVAS's down to the school end of the village at the next opportunity.

84. Appoint committee for Village litter pick 29<sup>th</sup> March 2020

It was agreed to appoint Mrs Irene Randall to chair and organise the village litter pick on Sunday March 29<sup>th</sup> 2020. Clerk to ask her if there are enough litter pick sticks.

Litter pick sticks have been lent to the Wormsley Estate and will also be lent to Bradenham Parish Council. Clerk to ensure that they are all returned.

85. VE day celebrations:

- a. The PC discussed the event, the suggestions, the quotes and costs that Cllr Grimsdale had investigated.
- b. Wormsley have agreed that the Common can be used for the event.
- c. It was agreed to hold the event on Friday 8<sup>th</sup> May.
- d. The clerk to enquire if event insurance would be available to the PC or another type of insurance to accommodate the event.
- e. Clerk to arrange an event notice with WDC @ a cost of £21.
- f. It was agreed people attending would bring their own food and drink.
- g. Cllr Melanie Grimsdale will enquire if a gazebo can be borrowed from Ben Randall.
- h. Cllr Melanie Grimsdale will make local enquiries about music.
- i. The Chairman and clerk will arrange a risk assessment.
- j. The Chairman will help Cllr Melanie Grimsdale with the organisation.
- k. Dressing up in 1940's themed dress would be optional.
- l. Notification of the date and the timings (lunchtime through the afternoon) to be notified to the village asap by Cllr Melanie Grimsdale.

***Post meeting note: this celebration has now been cancelled due to the Corona virus outbreak.***

86. WW I memorial:

The Chairman has spoken with the family who own the land with the appropriate stone. They are now in discussion and will come back to the PC.

The Chairman and Vice-Chairman will go and look at the stone to ensure it meets the requirements.

87. It was agreed to appoint Mrs P Hall as internal auditor

88. Web site and emails:

- a. Consider moving the website to Route22. It was agreed that the clerk would enquire from Route22 what the costs would be and bring a quote to the next meeting.
- b. As per 22/09/20 the PC's website has to be accessibility compliant. The WCAG 2.1 defines how to make Web content more accessible to people with disabilities. Clerk will attend a course and make enquiries. She is to report back to the next meeting.
- c. It had been brought to the attention of the PC that 2 of the email addresses on our website are not functioning. Clerk to contact Rachel Bennett to ensure the correct email addresses for councillors are displayed on the website.

89. Planning:

- i. Perceived inconsistencies of WDC planning decisions. The Chairman had investigated and suggested that there was insufficient evidence to raise a complaint to WDC. No further action.

- ii. WDC decisions:
  - 19/07847/FUL 1 Old Dairy Cottages. Householder application for single storey rear extension. PC no objection, WDC permitted
- iii. Appeals to the Secretary of State:
  - 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 permitted.
  - Clerk to investigate if an appeal for Litmore Shaw has been registered.
- iv. New applications:
  - 20/05038/FUL 8 Chiltern Cottages. Householder application for construction of single storey and first floor rear extensions. PC no objection.
  - 20/05207/FUL Cherry Tree Householder application for construction of two storey rear extension following alterations to existing conservatory. PC no objection.
- v. Outstanding planning applications:
  - 19/07694/FUL Sunnings Lodge. Demolition of existing bungalow and erection of two detached dwellings and alterations to vehicular access. Withdrawn
  - 19/07695/FUL Cholsey Grange. Erection of 4 x 3-bed, 2-storey traditional dwellings comprising of a terrace of 3 cottage style properties and a single detached dwelling, associated soft and hard landscaping. PC objection

90. Financial matters

- a. Receipts:
  - 34p bank interest and a £200 donation from Ibstone Horticultural society. Clerk has sent a note of thanks.
- b. Bank balances 03/02/20:
 

Current account	£ 5,696.23
Savings account	£ <u>4,043.87</u>
Total:	£ 9,740.10
Less Feb& March salary	£ 626.82
Less March payments -	£ 1502.06
Balance carried forward	<b>£ 7,611.22</b>
- c. The bank reconciliation was checked and signed.
- d. Clerk's working time noted:
  - Contracted hours per month 23.8
  - Holiday hours per month 2.1.
  - Hours worked (30/12/19-02/03/20) = 47 hrs), 3.6 hrs O/T bfw 16.5hrs.
- e. Clerk salary for Feb/March 2020 @ £313.41 per month by S/O approved
- f. DD for Information Commissioners Office for data protection registration fee £35 approved
- g. Payment to Highways Planning Ltd for transport report @ £840 incl Vat approved
- h. The payments as listed below were noted and approved and the cheques signed:

To Whom	Description	£
Highway Planning Ltd	Transport report	840.00
BALC	Web accessibility course 1/2	20.77
D Hansen	Clerk expenses	106.29
D Hansen	Working from home allowance 2019/20	500.00
Total value		1467.06

- i. Accounts year to date were reviewed:  
Summary of accounts to date: 09/03/20

**Accounts:**

<b>Expenditure</b>	<b>Year to date £</b>	<b>Budget 2019/20 £</b>	<b>Income £</b>	<b>Year to date £</b>
<i>Clerks salary</i>	3447.51	3738	<i>Precept</i>	7000.00
<i>Admin expenses</i>	488.05	525	<i>VAT repayment</i>	122.21
<i>Working from home all.</i>	500.00	500	<i>Bank interest</i>	1.87
<i>Web site</i>	530.73	320	<i>LAF grant</i>	1337.00
<i>Insurance</i>	437.17	426	<i>'HIS donation</i>	200.00
<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>	41.54	250		
<i>Maintenance</i>	0	150		
<i>Sundry</i>	735.00	250		
<i>Road Safety</i>	2727.54	1500		
<i>Vat</i>	832.08	0		
<i>Election NOT NEEDED</i>	0	900		
<b>Total EXP.</b>	<b>10043.27</b>	<b>9009</b>	<b>Total INC</b>	<b>8661.08</b>

91. Any urgent business.

- a. The Chairman has received emails concerning the decision not to progress the purchase and installation of additional playground equipment on the common.

The meeting discussed the matter and offered to meet informally with the correspondents to discuss their concerns.

During the meeting correspondence was received from a number of pupils of Ibstone School.

- b. It was noted that the Fox Country Hotel has submitted a variation on their premises licence. The PC had no objections or comment to make subject to Cllr Simon Hammond making some enquiries.

To note that the condition of installing a quieter car park surface had been part of the 09/01/2012 licence. In 2014 Parliament deregulated a large number of activities, therefore that condition is no longer legally enforceable.

*It was noted that no decisions can be made on items not on the agenda. The urgency of the above matters and this being the last meeting of the council required the action to be taken.*

92. Date of next ordinary meeting confirmed as **Monday 18th May 2020** at 7.30pm

**Due to the postponement of the local elections the Annual Parish Meeting will now be held Monday 18<sup>th</sup> May** preceding the annual parish council meetings and the ordinary meeting. at 7.30pm at Ibstone C of E School Hall.

Future meeting dates: Monday 29<sup>th</sup> June, 21<sup>st</sup> September and 9<sup>th</sup> November 2020.

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