

**Minutes of the ORDINARY MEETING OF IBSTONE PARISH COUNCIL
Monday 20th May 2019 at Ibstone C of E School Hall following the Annual Parish
meeting and the Annual Parish Council meeting commencing at 7.30pm**

Present:

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

And also present

Mrs. Deirdre Hansen Parish Clerk

4 members of public present

1. The Chairman welcomed those present.
2. Apologies received and accepted from Cllr Michael Wright.
3. Cllr Melanie Grimsdale made a declaration of interest in agenda item 13.iii. Appeal reference APP/K0425/W/19/3222794 Bracken Cottage as an immediate neighbour.
4. The minutes of the Ordinary Meeting of 12th March 2019 were confirmed as a true record and signed by the Chairman.
5. Update on actions:
 - a. Play area checked- it was noted that 1 post had rotted and Cllr Wright will replace this.
 - b. Defibrillator checked.
 - c. HMRC requirements fulfilled.
 - d. Village litter pick took place 24/03/19. Irene Randall was thanked for organising this successful event.
 - e. Memorial kissing gate. The Chairman had discussed this with the family and it was favourably viewed, but refused by the landowner. A memorial tree on the common is now being discussed with Wormsley Estate.
 - f. New footpath signage- in progress.
 - g. The PC has requested BCC to demand the reinstatement of the collapsed section of bridleway I16 adjacent to Litmore Shaw. This has now been reinstated.
 - h. Thames Water. Request made to BCC for PC information to be included in their data base. TfB/BCC are looking into the request. It was noted that more flooding had occurred in the village.
6. Meetings/training attended: none.
7. Parking/speed stats/traffic issues.
 - a. 2nd MVAS ordered @ £ £2,699.55 plus vat. The price was approved for payment, once delivered and invoiced.
 - b. MVAS data: The PC now has a lot of data from the MVAS. Lightfoot Solutions Group Ltd have offered to analyse this data FOC, which would enable the PC to plan future traffic management strategies. To share the data the PC agreed to enter into a data sharing agreement with Lightfoot Solutions Group Ltd. The Chairman and clerk to sign the agreement. David Anker (Lightfoot Solutions Ltd) was thanked for his time and taking on this project FOC.

8. WW I memorial
 - a. Update on plaque: Cllrs Melanie Grimsdale and Jeremy Malkinson will meet imminently and agreed the type of stone to be used. Cllr Jeremy Malkinson will liaise with the stone mason.
 - b. It was noted that the cheque for the payment of the stone (ch552,21/01/19) was cancelled at the internal audit.

9. Residents request for more playground equipment adjacent to the cricket pitch:
 - a. Following this request Cllr Melanie Grimsdale had investigated various options. The PC agreed in principle, subject to detailed discussion and the need to ensure any proposals were in keeping with the rustic, rural surroundings, to encourage this request.
 - b. Cllr Melanie Grimsdale was asked to proceed with her investigations and research. The school would be able to supply details of other suitable suppliers.

10. Web site:
 - a. It was noted that there are a number of issues with the website that need to be updated and reviewed. Notably the lack of more recent newsletters. It transpired that this problem was due to miscommunication. Cllr Jeremy Malkinson will send Rachel the missing newsletters and the clerk will in future send her copies for the website.
 - b. A Map for the Website: Cllr Simon Hammond had looked into this and there are several free maps available i.e. Google. The PC already owns a map which shows the parish boundaries, which had been provided to the PC by The Countryside Agency in 2004 it was produced under sections 4&5 of the Countryside and Rights of Way (CROW) Act 2000. The boundary has not changed. Cllr Jeremy Malkinson will look into placing this map on the website.

11. The parish council's risk assessment was reviewed and the updated version was approved.

12. Consider SSAFA 75th Anniversary VE Day 8-10th May 2020.

This will follow the PC elections on 07/05/20. It was agreed to look into a village street party nearer the time. The school offered the use of the playground for the party. The Head of the school was thanked for her offer.

13. Planning:
 - i. WDC decisions:
 - 18/08370/FUL Land between Green Acres and Cherry Tree. Erection of 1x4 bed dwelling house (alternative scheme to PP 16/05961/FUL). PC objection. WDC permitted
 - 19/05245/FUL. One Acre. Householder application for garage extension. PC no objection. WDC permitted
 - 19/05284/FUL Woodlands. Demolition of existing residential annex and adjacent garden store/games room and erection of detached 3-bed dwelling to side with associated car parking and alterations to existing access. PC objection. Application withdrawn
 - 19/05486/FUL Hartmer. Householder application for construction of single storey rear link extension. PC no objection. WDC permitted.
 - 19/05544/VCND Land between Crown Cottage and Flint House. Variation of condition 2 attached to PP 18/08184/VCDN (erection of 4 bed detached dwelling with detached double carport/garage, formation of new vehicular access and erection of detached double garage to serve existing dwelling) to allow design changes. PC no objection. WDC permitted.

- TPO 09/2019 2 Field Maple and 1 Oak on land adjacent to Rectory Cottage has been confirmed.
- 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. Non determination for the erection of 1x4 bed detached dwelling and garage. The PC had submitted objections.
- iv. New applications:
 - 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.

14. Financial matters:

1. 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 (annual return on our web site.)
2. The internal auditor's report was noted.
3. The asset register as at 31/03/19 was approved.
4. The accounts for 2018-19 in the receipts and payments format were approved and adopted.
5. The year-end bank reconciliation was noted.
6. The Governance Statement for 2018-19 was approved and signed by the Chairman and clerk.
7. The Statement of Accounts 2018-19 was approved and signed by the Chairman and RFO.
8. Receipts noted:
 - £3500 1st half 2019/20 precept from WDC
 - 33p bank interest.
9. Bank balances 29/04/19:

Current account	£ 8,451.41
Savings account	£ <u>4,042.33</u>
Total:	£12,493.74
Less May payments -	£ 204.59
Less May salary S/O	£ 313.41
Balance carried forward	£ 11,975.74
10. Clerk's working time:
 - Contracted hours per month 23.8
 - Holiday hours per month 2.1.
 - Hours worked 04/03/19-12/05/19- 52 hrs
 - Overtime for the 2 months- 8 hrs 36 minutes
11. Clerk salary for April/ May 2018 @ £313.41 per month by S/O approved.
12. The purchase of 2 replacement AED pads @ £30.95 plus Vat each was approved.
13. The payments as listed below were approved and the cheques signed:

To Whom	Description	£
D Hansen	Clerks exp. March-April 2019	64.44

BALC	Subscription 2019/20	54.15
Mrs S Henson	Internal audit fee	50.00
CPRE	Subs 2019/20	36.00
Total value		204.59

14. Accounts year to date reviewed:

Summary of accounts to date: 20/05/19

Accounts:

Expenditure	Year to date £	Budget 2019/20 £	Income £	Year to date £
<i>Clerks salary</i>	313.41	3738	<i>Precept</i>	7000.00
<i>Admin expenses</i>	57.02	525	<i>VAT repayment</i>	
<i>Working from home all.</i>	0	500	<i>Bank interest</i>	0.33
<i>Web site</i>	0	320		
<i>Insurance</i>	0	426		
<i>Subscriptions</i>	90.15	190		
<i>Donations</i>	0	150		
<i>Audit</i>	50.00	40		
<i>WW I memorial</i>	0	0		
<i>Playgrnd inspection</i>	0	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>	547.33	0		
<i>Election NOT NEEDED</i>	0	900		
Total EXP.	1057.91	9009	Total INC	7000.33

15. Any urgent business:

- a. The cricket club would like to place a temporary sign on the common advertising their home fixtures and any community events. They are seeking PC funding for this. The PC will need to know the price and then it will agree on a contribution that can be made. The cricket club would need to remove and store it. Cllr Simon Hammon will liaise with the Cricket Club and item to be on the next agenda.
- b. Travellers on the common.
The PC expresses its grateful thanks to the Wormsley Estate for the prompt removal of the travellers and the clear up, Anna Casey and Jane Dewey for their assistance in clearing the waste left on and around the common, the person(s) who disposed of the bags of waste and the Police for their supportive actions.
The clerk to send letters of thanks to all those mentioned.

16. Date of next meeting was confirmed as **Tuesday 2nd July** 2019 at 7.30pm

Future dates: Monday 16 September and 11 November 2019.

Public Q&A:

- It was asked if a sign for the cricket club in this modern age was really needed?
- It was commented that the speeding information was hard to find on the website.
- A request was made for a new location for the MVAS. All possible locations for an MVAS had been identified at the time and there is a minimum required for the size of the verge when placing a MVAS in a verge.

- It was remarked that the stile on footpath I3b, opposite the school is very dangerous. This stile is used every week by school children. The school was advised to write to the landowner.
- It was confirmed that the FB group is only for residents.

The Chairman.....

Date.....