

**Notice of the ORDINARY MEETING OF IBSTONE PARISH COUNCIL
Monday 21st January 2019 at Ibstone C of E School Hall commencing at 7.30pm**

AGENDA

1. Receive and accept apologies for absence
2. Declaration of interest in any agenda items
3. To confirm the minutes of the Ordinary Meeting of 12th November 2018
4. Chairman
5. Update on actions:
 - a. Play area checked
 - b. Defibrillator checked.
 - c. HMRC requirements fulfilled.
 - d. Grass has been cut along footpath to school
 - e. Document retention: the PC adopted a policy in January 2018. NALC suggestions (emailed out). Legislation on retention is mainly based on Finance. Does the PC want to consider amendments to the retention policy?
6. Meetings/training attended:
7. Parking/speed stats/traffic issues.
8. WW I memorial
 - a. Update on plaque.
9. The creation of Conservation area(s) in Ibstone Parish.
 - a. Update
 - b. Action plan
10. Consider a request for a memorial bench on Ibstone Common.
11. Consider a request for more playground equipment adjacent to the cricket pitch.
12. Footpath I13:
 - a. It has been brought to the Chairman's attention that a serious incident with a dog and a car occurred where this footpath crosses Oxford Road on the border with Fingest I13. There are no stiles or sign posts here. The PC to consider stiles
 - b. The PC to consider requesting signage to be placed on road by BCC
13. Web site: update.
14. Planning:
 - a. The PC to adopt the Parish Council Planning Statement.
 - b. The PC has requested the WDC enforcement team to take action over unauthorised building works at Litmore Shaw, Grays Lane. A retrospective planning application is anticipated.
 - c. WDC decisions:
 - 18/07602/FUL Land north side of lane leading to Cholsey Grange. Erection of a terrace of two storey three-3-bed dwellings with one attached single garage and one two storey 3-bed detached dwelling with integral garage (4 in total), associated landscaping, bin stores, carparking and creation of new access. PC

objection, WDC refused.

d. New applications:

- 18/08049/FUL Twigsid. Erection of deer fencing, diversion of right of way and installation of electrically controlled gates.
- 18/08097/FUL & 18/08098/LBC Manor Farm. Householder application for construction of enclosed porch to entrance on west elevation.
- 18/08114/FUL & 18/08113/LBC Manor Farm. Listed building consent for insertion of 2 x windows into existing blind openings of main house
- 18/08184/VCDN Flint House. Variation of condition 2 (plan numbers) attached to PP 17/07264/FUL (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 reflect changes to design.
- 18/08155/FUL Abbattsfield. Demolition of existing dwelling and out buildings and erection of 5-bed detached dwelling with linked carport and shed housing bin, cycle & garden stores, associated car parking & landscaping (alternative scheme to PP/17/07326/FUL)
- 18/08370/FUL Land between Green Acres and Cherry Tree. Erection of 1x4 bed dwelling house (alternative scheme to PP 16/05961/FUL)

15. Financial matters:

a) Consider budget for 2019/20

b) Set precept for 2019/20

c) Receipts:

- Donations of £200 from IHS and a £250 from WD Cllr Chris Whitehead towards WWI memorial.
- 34p bank interest.

d) Bank balances 28/12/18:

Current account	£ 6,682.76
Savings account	£ <u>4,041.49</u>
Total:	£ 10,724.25
Add donations	£ 450.00
Less	
Jan salary S/O	£ 305.42
Jan cheques -	£ 804.41
Balance carried forward	£ 10,064.42

e) Clerk's working time:

Contracted hours per month 23.8 (5.5hrs /week)

Holiday hours per month 2 hours 34 minutes (30hrs 48 min p.a.)

Hours 5/11/18 to 13/01/19 (10 weeks= 55hrs, 49.1 incl holidays) = 49hrs 40 minutes worked. 30 minutes O/T

Overtime hours b fwd 8 hrs 30 minutes. To date carry forward O/T hours= 9

f) Approve salary for December & January 2019 @ £305.42 per month.

g) Approve the payments and sign cheques as listed below:

To Whom	Description	£
Creative memorials	WWI commemoration plaque incl Vat	466.80
S Pullen & D Allnut	Domain rental & email hosting incl vat	165.60
BACL	11 th edition CAB (1/2 cost)	55.00
D Hansen	Clerks exp. Dec-Jan 2019	117.01
Total value		804.41

- h) Review accounts year to date:
Summary of accounts to date: 21/01/19

Accounts:

Expenditure	Year to date 21/01/19 £	Est Full yr	Budget 2018/19 £	Income £	Year to date £ 21/01/19	Budget £ 2018/19
<i>Clerks salary</i>	2748.78	3665	3629	<i>Precept</i>	7000.00	7000
<i>Admin expenses</i>	419.18	525	525	<i>LCTS</i>	65.13	65
<i>Working from home all.</i>	0	500	500	<i>VAT repayment</i>	257.14	140
<i>GDPR</i>	0	0	600	<i>Grants IHS</i>	200	
<i>Web site</i>	296.50	159	320	<i>Grant Cllr Whitehead</i>	250	150
<i>Insurance</i>	375.89	376	400	<i>Bank interest</i>	1.53	2
<i>Subscriptions</i>	184.34	184	190			
<i>Donations</i>	0	150	150			
<i>Audit</i>	40.00	40	100			
<i>WW I memorial</i>	589.00	620	500			
<i>Playgrnd inspection</i>	66.50	67	75			
<i>Training</i>	28.95	100	100			
<i>Maintenance</i>	0	150	150			
<i>Sundry</i>	100.00	35	250			
<i>Road Safety</i>	0	0	1500			
<i>Footpath stile</i>	0	0	250			
<i>Vat</i>	194.37	100	0			
Total EXP.	5043.51	6671	9239	Total INC	7773.80	7357

16. Any urgent business

17. Date of next meeting to be confirmed as Monday 11th March 2019 at 7.30pm

Future dates: Monday 20 May incl annual parish and annual parish council meeting,
1 July, 16 September and 11 November 2019.

Once the meeting has been closed there will be an opportunity for the public to speak on parish matters.

D. Hansen Clerk to the Council,

Riva, Naphill Common, Naphill, Bucks. HP14 4SZ Tel: 01494-562256, clerk@ibstone.org

The meeting is open to the Public and the Press (Unless otherwise decided)