

Minutes of the ORDINARY MEETING OF IBSTONE PARISH COUNCIL

Monday 27th June 2016 at Ibstone C of E School Hall commencing at 7.30pm

Present:

| | |
|------------------------|------------|
| Cllr Richard Scott | Chairman |
| Cllr Melanie Grimsdale | Councillor |
| Cllr Simon Hammond | Councillor |

And also present

| | |
|---------------------|--------------|
| Mrs. Deirdre Hansen | Parish Clerk |
|---------------------|--------------|

1 member of the public present

16/17.25 Apologies for absence were received and accepted from Jeremy Malkinson

16/17.26 No declaration of interest in any agenda items was made.

16/17.27 The minutes of the Annual Parish meeting, the Annual Parish Council meeting and the Ordinary Meeting of 16th May 2016 were confirmed as a true record and signed by the Chairman.

16/17.28 Matters arising not on the agenda.

- The clerk's hours were raised, due to the extra hours worked in 2015/16 and a perceived increase in work load. It was agreed that the clerk would document the hours worked more accurately and report to the council on a regular basis. It was appreciated that the work load is irregular, however it is the clerk's responsibility to report any changes to the council.
- It was agreed that the 22 hours overtime worked in 2015/16 would be paid to the clerk.

Cllr Grimsdale asked to be excused from the meeting early due to illness. As there were only 3 councillors present, following Cllr Grimsdale's departure the meeting would be inquorate. It was agreed to defer any non-urgent items to the next meeting.

16/17.29 Update on actions: *deferred*.

- a. Reply from the Open Spaces Society to the PC's questions on their "Find Our Way fund" as circulated. Any small donations gratefully received and we are asked to encourage parishioners to get involved with the BCC project.

16/17.30 Meetings attended: *deferred*

- NAG 20/05/16
- WDC clerk's meeting 16/06/16

16/17.31 Footpath towards school requires some maintenance.

The Chairman has asked Peter Durant to deal with this at the same cost as paid previously.

16/17.32 Ibstone C of E School expansion plans.

- It was noted that the PC had not been consulted as it is not an official consultee.
- Much of the village had assumed that the PC would comment on their behalf. The village had now been encouraged to make their own comments.
- The PC had commented on the plans following an informal meeting. The PC had notified the school that it disagreed with the proposal due to insufficient information having been provided, doubts that the school would be able to provide the range of

facilities that a primary school has to provide, concerns about the implementation and adherence of a suitable travel plan and the severe impact this would have on the safety of the village's roads and its residents.

16/17.33 M40CEG update- no update due to referendum "purdah"

16/17.34 Parking on the Common. – ongoing. At present no issues reported. PC to continue monitoring the situation.

16/17.35 Mobile Vehicle Activated Signs.

- a. It was agreed to ask TfB (BCC) for permission, at a cost of £350 plus vat, to place the MVAS on temporary basis at the following locations: - action clerk.
 - On the school sign junction Ashfield Barn Road and Ibstone Road
 - On the post outside Fairfields
 - On the school sign opposite Crown Cottage on the verge above the footpath
 - On the post outside Sonningfield.
 - On the post outside Mertonmead, opposite Barley House
 - On the post with the pedestrian sign by the phone box junction
 - On the post at the corner of the cricket pitch with Grays Lane, near the bus stop and the bin.
 - On the post with the 30mph sign on the boundary of Willow Cottage and Hartmer
 - On the post outside Aloha.
 - *Post meeting it was agreed to add the location opposite Cherry Trees to the list.*
- b. It was agreed that the sign should be moved by 2 people.

16/17.36 Planning:

- a. WDC decisions:
 - 16/16/05650/FUL Manor Farm, householder application for extension to existing guest range; erection of new family kitchen range along existing garden wall to connect main house with guest range and conversion of attic into bedroom with ensuite bathroom. PC no objection. WDC permitted.
 - 16/05961/FUL Abbatsfield, erection of 1x4-bed dwelling. PC objected, WDC refused.
- b. New Applications:
 - 16/06147/FUL OS parcel 3938 & land between Chiltern Dene & 8 Glebe Cottages. Proposed laying of a new access track and hard surface to an existing filed access with creation of a vehicle turning area, of new 1.25 boundary fence & erection of a new field gate. PC objection.
 - 16/06210/FUL Twigsid Farm. Construction of a conservation lake and emergency fire reservoir on semi-improved pasture. PC no objection.

16/17.37 The insurance cover for the year 2016/17 at a cost of £351.70 was agreed. The PC is in the second year of a 3-year contact.

16/17.38 The playground inspection report May 2016:

- The report was noted and
- the corrosion on the slide observed by the inspector would be dealt with.
- The Chairman will ask Peter Durant to investigate and undertake any necessary maintenance work.

16/17.39. Financial matters:

- a) Receipts: - noted

- 32p bank interest.
- b) Bank balances 31/05/16:

| | |
|-------------------------|-------------------|
| Current account | £ 5,561.05 |
| Savings account | £ <u>4,036.43</u> |
| Total: | £ 9,597.48 |
| Less June payments - | £ <u>990.40</u> |
| Balance carried forward | £ 8,607.08 |
- c) Clerk salary for June and July 2016 by S/O @ £240.18 per month was approved
- d) Approve DD for Chiltern Society subscription 2016/17 @ £30- *deferred*
- e) The payments as listed below were approved and the cheques signed.:

| To Whom | Description | £ |
|---------------------|---------------------------------------------------|--------|
| Came and company | Insurance renewal 2016/17 | 351.70 |
| CPRE | Subscription 2016/17 | 36.00 |
| Open Spaces Society | Subscription 2016/17 | 45.00 |
| Playsafe | Playground inspection 2016 | 79.80 |
| BCC | MVAS application £350 plus £70 Vat | 420.00 |
| Mrs D Hansen | Clerk back pay from 01/04/16 to 30/06/16 3x £2.40 | 7.20 |
| Mrs. D Hansen | Clerks exp. June/July 2016 | 50.70 |
| Total value | | 990.40 |

- f) Review Summary of accounts to date 27/06/16: - noted

Accounts:

| Expenditure | Year to date 27/06/16 £ | Budget 2016/17 £ | Income £ | Year to date £ 16/05/16 | Budget £ 2016/17 |
|-------------------------------|--------------------------------|-------------------------|------------------------------|--------------------------------|-------------------------|
| <i>Clerks salary</i> | 727.24 | 3100 | <i>Precept</i> | 3500.00 | 7000 |
| <i>Admin expenses</i> | 123.80 | 510 | <i>LCTS</i> | 91.28 | 95 |
| <i>Working from home all.</i> | | 500 | <i>VAT repayment</i> | 229.51 | 300 |
| <i>Office equipment</i> | | 400 | <i>Donation</i> | | |
| <i>Web site</i> | | 100 | <i>Bank interest</i> | 0.50 | |
| <i>Insurance</i> | 351.70 | 332 | <i>WDC/CW grant</i> | | |
| <i>Subscriptions</i> | 130.64 | 200 | <i>BCC bridleway</i> | | |
| <i>Queen's B'day party</i> | 891.92 | | <i>Receipts Queens B'day</i> | 616.00 | |
| <i>Donations</i> | | 300 | | | |
| <i>Audit</i> | 20.00 | 20 | | | |
| <i>Playgrnd inspection</i> | 66.50 | 68 | | | |
| <i>Training</i> | | 50 | | | |
| <i>Maintenance</i> | | 250 | | | |
| <i>Sundry</i> | | 150 | | | |
| <i>Road Safety</i> | 350.00 | 4000 | | | |
| <i>Vat</i> | 92.84 | 0 | | | |
| Total EXP. | 2785.14 | 9980 | Total INC | 4,437.29 | 7397 |

16/17.40 2016-18 National salary award for clerks: *Deferred*

- a. The PC is asked to approve the new pay scale for the clerk as agreed by the National Association of Local Councils to apply from 1st April 2016. The clerk is on pay scale

SCP 27 due to her length of service. The pay increase has been nationally agreed from £12.317 per hour to £12.440 per hour as circulated. The clerk is paid for 4.5 hours per week, 234 hours per annum with 5 weeks pro rata paid holidays. The salary is paid monthly by standing order.

- b. If a. approved; the PC is asked to approve back pay for the clerk from 1st April to 30th June 2016 3 months @ £2.40 per month.
- c. If a. approved: Update the standing order for the monthly salary payment from £240.18 to £242.58 per month.

16/17.41 Any urgent business: None

16/17.42 Date of next meeting to be confirmed as Monday 12 September 2016 at 7.30pm
Date of future meetings: 14 November 2016

The Chairman.....

Date.....