

Notice of the ORDINARY MEETING OF IBSTONE PARISH COUNCIL
Thursday 31st May 2018 at Ibstone C of E School Hall following the Annual Parish
meeting and the Annual Parish Council meeting 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 March 2018
4. Matters arising not on the agenda (for information only).
5. Update on actions
6. Meetings/training attended:
 - 14/03/18 GDPR course-Clerk
 - 15/03/18 Rural Forum -clerk
 - 19/03/18 HMRC- year end webinar-clerk
 - 20/03/18-SLCC meeting
 - 22/03/18-WDC clerk's meeting
 - 22/03/18- WDALC meeting
 - 20/04/18- NAG-clerk
 - 24/05/18-BALC planning training
7. Parking on the Common
8. Risk Review:
The PC to review the council's updated risk register.
9. WW I memorial and commemorating the end of WW I- update
10. Modernising Local Government- one or two Unitary Authorities.
11. Review annual playground inspection report.
12. Web site:
 - a. Complaint received from resident that information on the web site could not be found and navigating the website is difficult.
 - b. Web site addresses.
13. Silent Soldier:
Location to be agreed before order.
14. Planning:
 - a. WDC decisions
 - 18/05206/FUL. Twigside Farm. Householder application for replacement front porch, remodelling of bay windows to ground and first floor rear with re-surfacing. Remodelling of bay windows to ground floor with pitched roof over & re-surfacing, widening & re-surfacing of six existing dormer windows, replacement of external cornicing & parapets to building front and both sides. PC no objection. WDC permitted.
 - 18/05264/FUL Cholsey Grange. Change of use of site to D2 (assembly and leisure) use to allow creation of 1000 m² of hardstanding parking areas for

- horseboxes and 5x motorhomes. PC no objection. WDC permitted.
 - 17/07264/FUL Land between Crown Cottage and Flint House. 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. PC objected. WDC permitted.
 - 18/05558/FUL Ibstone C of E School. Erection of detached 'Early Years' building. PC objected on parking grounds. WDC permitted.
- b. New applications: none

15. Clerk's pay increase.

NALC has negotiated a pay agreement 2018-19 of 2% taking effect 01/04/18. This is a 2-year deal, but no information has been released yet on the 2nd year. The PC to approve.

16. Garsington dress rehearsal tickets.

Complaints have been noted that residents have not been able to obtain tickets, questions have been asked. Clerk has sought advice from the box office.

17. Financial matters:

- a) The Parish Council to certify itself as exempt from limited assurance review. We do this as a smaller authority where the higher of gross income or gross expenditure was £25,000 or less and that meet the qualifying criteria (we publish our annual return on our web site.)
- b) To note the internal auditor's report.
- c) To approve the asset register as at 31/03/18
- d) To approve and adopt the accounts for 2017-18 in the receipts and payments format.
- e) To note the year end bank reconciliation.
- f) Agree and sign the Governance Statement for 2017-18
- g) Agree and sign the Statement of Accounts 2017-18
- h) Receipts:
 - £3500 1st half 2018/19 precept from WDC
 - £65.13 Local Council Tax Support (LCTS) Grant from WDC
 - 34p bank interest.
- i) Bank balances 30/04/18:

Current account	£ 6,919.71
Savings account	£ <u>4,040.30</u>
Total:	£10,960.01
Less May payments -	£ 465.22
Less May salary S/O	£ 245.01
Balance carried forward	£ 10,249.78
- j) Clerk's working time:
 - Contracted hours per month 23.8
 - Holiday hours per month 2.1.
 - Hours worked 05/03/18-04/05/18-51.1 hrs
 - Overtime for the 2 months-7.7 hrs.
- k) Approve clerk salary for April&May 2018 @ £305.42 per month, £245.01 by S/O £60.41 per month by cheque.
- l) Request for donation from Open Spaces Society to help them realise their 50-year-old vision.
- m) Approve the payments and sign cheques as listed below:

To Whom	Description	£
A.S Long	Internal audit 2017/18	40.00

BALC	Subscription 2018/19	53.35
CPRE	Subscription 2018/19	36.00
Playsafety Limited	Annual playground inspection	79.80
Mrs. D Hansen	Clerks exp. April/May 2018	135.25
D Hansen	Short payment clerk salary April&May	120.82
Total value		465.22

n) Review accounts year to date:

Summary of accounts to date: 31/05/18

Accounts:

<i>Expenditure</i>	Year to date 31/05/18 £	Budget 2018/19 £	<i>Income</i> £	Year to date £ 31/05/18	Budget £ 2018/19
<i>Clerks salary</i>	610.84	3629	<i>Precept</i>	3500	7000
<i>Admin expenses</i>	101.96	525	<i>LCTS</i>	65.13	65
<i>Working from home all.</i>	0	500	<i>VAT repayment</i>		140
<i>GDPR</i>	0	600	<i>Grants</i>		150
<i>Web site</i>	0	320	<i>Bank interest</i>	0.34	2
<i>Insurance</i>	0	400			
<i>Subscriptions</i>	89.34	190			
<i>Donations</i>	0	150			
<i>Audit</i>	40.00	100			
<i>WW I memorial</i>	0	500			
<i>Playgrnd inspection</i>	66.50	75			
<i>Training</i>	28.95	100			
<i>Maintenance</i>	0	150			
<i>Sundry</i>	0	250			
<i>Road Safety</i>	0	1500			
<i>Footpath stile</i>	0	250			
<i>Vat</i>	17.62	0			
Total EXP.	955.21	9239	Total INC	3565.47	7357

18. Any urgent business

19. Date of next meeting to be confirmed as Monday 2 July 2018 at 7.30pm

20. Date of future meetings: 10 September and 12 November 2018

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)