

# Notice of the **ORDINARY MEETING OF IBSTONE PARISH COUNCIL**

To be held remotely Tuesday 15<sup>th</sup> September 2020 at

<https://us02web.zoom.us/j/81577451201>

**commencing at 8.30pm**

Held under 2020 Regulation no 392 which came into force 4<sup>th</sup> April 2020 allowing remote attendance and modification of meetings and public attendance.

## **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 3<sup>rd</sup> August 2020
4. Update on actions:
  - a. Play area checked
  - b. Defibrillator checked.
  - c. HMRC monthly requirements fulfilled.
  - d. School hearing loop update
  - e. The speed data requested was submitted by the clerk, the only further question was if the MVAS was sent back to Swarco for recalibration after use.
  - f. Thank you, letter, received from Simon Keable-Elliott
  - g. New website and WCAG 2.1 compliance.
  - h. Play area maintenance- quote for £645 to replace right-hand support leg and the bottom 2 treads and rub down and rust treat slide with non-led paint.
5. Meetings/training attended:
  - 19/08/20 BMKALC WCAG 2.1 training course
6. Discuss Maintenance/ Service requirements for
  - a. MVAS's
  - b. Defibrillator
7. Parking/speed stats/traffic issues.
8. WW I memorial- update
9. To have the Fox Court Hotel relisted as an Asset of Community Value. It had been listed in 2014.
10. Casual Vacancy notice and explanation.
11. Planning:
  - a. BC decisions:
    - 20/06617/FUL One Acre, Grays Lane. Householder application construction of first floor side and rear extension to existing double garage (alternative scheme to 19/05245/FUL). PC no objection. BC permitted.
  - b. Appeals to the Secretary of State:
    - APP/K0425/C/19/3242223 appeal on 19/00086/ENFOT Litmore Shaw alleged engineering operations.
  - c. Applications awaiting decision:

- 20/06168/FUL 6 Merton Cottages. Householder application for construction of two storey side/rear extension and single storey rear extension following demolition of existing rear single storey extension and front porch extension. PC no objection, but had made comments.
- d. New Applications:
  - 20/06891/OUT OS parcel 5122. Outline Planning application for erection of two detached dwellings and associated garaging with all matters other than access reserved.
- e. Consultation on Planning White Paper.

12. Financial matters:

a. Receipts:

- 31p bank interest.

b. Bank balances 28/07/20:

|                            |                   |
|----------------------------|-------------------|
| Current account            | £ 6,511.22        |
| Savings account (09/06/20) | <u>£ 4,044.85</u> |
| Total:                     | £10,556.07        |

|                         |                   |
|-------------------------|-------------------|
| Less September payments | £ 296.72          |
| Less August salary S/O  | £ 313.41          |
| Less outstanding cheque | £ 28.74           |
| Balance carried forward | <b>£ 9,917.20</b> |

c. Clerk's working time:

Contracted hours per month 23.8

Holiday hours per month 2.6. (net hrs 21.2)

Hours worked 28/07/20-6/09/20 (6 weeks=33hrs, net 29.4) -34.5 hrs

Overtime bfw 16.6 + 5.1 = 21.7 hrs cfw

d. Approve clerk salary for August 2020 @ £313.41 per month by S/O

e. Approve the payments and sign cheques as listed below:

| To Whom                                  | Description   | £      |
|--|---|--------|
| Wel Medical Limited                      | Electrode pads for defibrillator (delivered 09/10/2019) | 81.42  |
| S. Pullen and D. Allnutt (SKP Solutions) | Web hosting to 31/07/21                                 | 118.80 |
| D Hansen                                 | Clerks exp. August 2020                                 | 53.60  |
| D. Hansen                                | Clerk back pay April-August 2020                        | 42.90  |
| Total value                              |   | 296.72 |

f. Review accounts year to date:

Summary of accounts to date: 03/08/20

**Accounts:**

| <b>Expenditure</b>            | <b>Year to date<br/>£</b> | <b>Budget<br/>2020/21<br/>£</b> | <b>Income<br/>£</b>  | <b>Year to date<br/>£</b> |
|-------------------------------|---------------------------|---------------------------------|----------------------|---------------------------|
| <i>Clerks salary</i>          | 1609.95                   | 3836                            | <i>Precept</i>       | 4625.00                   |
| <i>Admin expenses</i>         | 133.38                    | 525                             | <i>VAT repayment</i> | 279.65                    |
| <i>Working from home all.</i> | 0                         | 500                             | <i>Bank interest</i> | 0.82                      |
| <i>Donations</i>              | 0                         | 250                             | <i>VE Day grant</i>  | 125.00                    |
| <i>Web site</i>               | 99.00                     | 500                             |                      |                           |
| <i>Subscriptions</i>          | 169.35                    | 190                             |                      |                           |

|                            |                |             |                  |                |
|----------------------------|----------------|-------------|------------------|----------------|
| <i>Audit</i>               | 50.00          | 50          |                  |                |
| <i>Insurance</i>           | 437.17         | 437         |                  |                |
| <i>Playgrnd inspection</i> | 68.50          | 70          |                  |                |
| <i>Training</i>            | 0              | 250         |                  |                |
| <i>Maintenance</i>         | 67.85          | 250         |                  |                |
| <i>Sundry</i>              | 25.00          | 250         |                  |                |
| <i>Election NOT NEEDED</i> | 0              | 1000        |                  |                |
| <i>VE day party</i>        | 0              | 500         |                  |                |
| <i>Vat</i>                 | 64.45          | 0           |                  |                |
| <b>Total EXP.</b>          | <b>2724.65</b> | <b>8608</b> | <b>Total INC</b> | <b>4905.47</b> |

13. Any urgent business

14. Date of next meeting to be confirmed as Monday 9 November 2020.

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

*In accordance with s1 (2) of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting during consideration of this item due to the confidential nature of this item.*

15. Clerk's pay increase.

- a. Approve the Local Government Services' pay Agreement 2020-21 for the clerk as circulated. A 2.74% increase, back dated to 01/04/20.
- b. Approve salary back pay to clerk from April-August 2020 5 months £42.90

*D Hansen*

08/09/20

D. Hansen Clerk to the Council,  
Riva, Naphill Common, Naphill, Bucks. HP14 4SZ Tel: 01494-562254, [clerk@ibstone.org](mailto:clerk@ibstone.org)

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