

**Minutes of the ORDINARY MEETING OF IBSTONE PARISH COUNCIL  
held Tuesday 23<sup>rd</sup> January 2024 at Ibstone CE Primary School, Ibstone**

**Present:**

Cllr Richard Scott – Chairman  
Cllr Melanie Grimsdale – Vice-Chair  
Cllr Holly Hammond  
Cllr Kendra Gittus  
Cllr Simon Hammond  
  
Lorna Coldwell, Clerk  
Mark Turner, Buckinghamshire Councillor  
  
0 members of the public present

**130. Apologies:**

Buckinghamshire Councillors Dominic Barnes and Zahir Mohammed.

**131. Declaration of interests:**

None declared. Cllr Gittus commented that her property is on the agenda but is not being discussed.

**132. Confirm previous minutes:**

The minutes of the ordinary meeting of 20<sup>th</sup> November 2023 were confirmed as a true record and signed by the Chair.

**133. Buckinghamshire Councillors:**

Nothing to report. Cllr Turner said he has been in contact with residents about the recent road closure on Ibstone Road and liaised with the Clerk. The A4155 will be closed overnight for works at Medmenham – Clerk to email this to parishioners.

**Action:Clerk**

**134. Update on actions:**

- a) It was noted that the play area had been checked.
- b) It was noted that the AED has been checked.
- c) HMRC monthly requirements fulfilled.
- d) BC news emails distributed.
- e) Chairman: Road closure letter from December meeting – all in agreement for Clerk to send.

**Action:Clerk**

**135. Meetings/training attended:**

14/12/2023 – Chat GPT webinar training (Clerk)  
15/12/2023 – SLCC Branch Meeting (Clerk)  
22/01/2024 – Buckinghamshire Council Clerks Forum (Clerk) Clerk gave a verbal report.

All slides have been forwarded to Councillors.

**136. WW I memorial:**

Vice-Chair will get quotes for 3 options for a new sign on a stake in the ground and forward to all Cllrs for a decision.

**Action:Cllr Grimsdale**

**137. Ibstone Common**

- a) Parking erosion: Chair reported that he has met with the cricket club, who agreed with the suggestion to have logs pinned in the ground, as around down Grays Lane informal lay-by. This will be cheaper than a ditch and a bund, Chair will speak to Wormsley Estate.

**Action:Chair**

- b) Other matters: someone requested a memorial tree planted on the Common in remembrance of a friend. Wormsley Estate have obliged the request, the tree will be planted on the triangle of scrub by the cricket club.  
Wormsley Estate asked if the PC would have a problem with moving a sarcen stone to the

apex of the triangle to stop people driving over it, no objections.

**138. To consider the proposal from Buckinghamshire Council for proposed diversion of Public Bridleway No. 95 (part) Stokenchurch and Public Bridleway No. 16 Ibstone (Part)**

The Buckinghamshire Council has received an application to divert part of Public Bridleway No.95 Stokenchurch and Public Bridleway No.16 Ibstone. Cllrs resolved to object to the proposal, which does not benefit the general public.

**139. Planning:**

a. Buckinghamshire Council decisions:

[23/07695/MINAMD – Timbers Ibstone Road Ibstone](#) – Proposed non-material amendment to permission Householder application for construction of single storey rear extension, alterations to and enlargement of rear dormers, external material, fenestration and landscaping alteration including proposed pedestrian access and removal of adjoined outbuilding granted under planning ref: 22/05152/FUL – **Application Permitted** (PC not consulted)

b. Appeals to the Secretary of State:

None at this time.

c. New Applications in the parish to be commented on:

[23/08122/VCDN – Cholsey Grange Ibstone Road Ibstone](#) – Variation of condition 2 (plan numbers) attached to pp 19/07695/FUL (Erection 4 x 3-bed, 2-storey, traditional dwellings comprising a terrace of 3 cottage style properties and a single detached dwelling, associated soft and hard landscaping) allowed at appeal) in order to allow for changes to internal layouts – **no objection**

**140. To review the following policies implemented in 2018:**

- a) [Child Protection Policy](#) – minor amendments made
- b) [Community Engagement Policy](#) – minor amendments made
- c) [Complaints Procedure](#) – minor amendments made
- d) [Data Protection Policy](#) – to be redrafted to include GDPR.

Clerk to update website.

**Action:Clerk**

**141. Financial matters:**

- a) To set the budget for 2024/2025 – the budget was discussed, amendments made to the draft budget previously circulated, which was then set at £9265.
- b) To set the precept demand to Buckinghamshire Council for 2024/2025 – the precept was set at £9250, a 5.61% reduction from the previous year with an approximate Band D cost of £63.49.
- c) Check and approve bank reconciliation – Cllr Gittus approved and signed.

**Bank Balances as of 08/11/23:**

<b>Total Funds:</b>	<b>19016.74</b>
Current account	13955.82
Less unpresented cheque 618	(20.00)
Less November payments	(344.67)
Less December payments	(643.87)
Income – BMKALC refund	26.82
<b>Total as of 11/01/24</b>	<b>12974.10</b>
Savings account	5080.92
Interest Nov	5.61
Interest Dec	5.80
Interest Jan	5.26
Total as of 11/01/24	5097.59
<b>Combined Total as of 11/01/24</b>	<b>18071.69</b>

Earmarked for road sign	400.00
AED Reserve	175.00
<b>Unreserved funds as of 11/01/24</b>	<b>17496.69</b>

d) Clerk's working time: Noted.

Contracted hours per week = 5.5 hrs (month 23.8)

Jan – Dec 2023 – total contracted hours 288h, worked 287h30m

Jan 2024 – total contracted hours 23.8h, 12h worked up to 11/01/24

e) Approve clerk salary for Jan/Feb 2023 @ £315.55 per month by S/O: Approved

f) Approve the payments as listed below: Approved

To Whom	Description	£
Mrs L Coldwell	Clerk expenses Nov/Dec	3.00
Cllr M Grimsdale	Platinum jubilee expenses	1676.41
Cllr M Grimsdale	Kings Coronation expenses	451.21
<b>Total value</b>		<b>2130.62</b>

g) Review accounts year to date against budget: Noted

Summary of accounts to date: 11/01/24

#### Accounts:

Expenditure	Year to date spend £	Budget 2023/2024 £	Income £	Year to date £
Clerk salary	2839.95	4050.00	Precept	9800.00
Admin expenses	65.61	400	Bank Interest	42.57
Working from home allowance	500.00	500.00	Ibstone Horticultural Society donation	200.00
Web site/email	414.72	150.00	BMKALC Refund	26.82
Subscriptions	117.27	190.00		
Audit		75.00		
Insurance	495.00	520.00		
Playground inspection	75.00	70.00		
Training		100.00		
Maintenance		750.00		
Planning advice		500.00		
Sundry		200.00		
Defib replacement		175 (reserve)		
Kings Coronation celebrations	1898.00	1000.00		
Platinum Jubilee celebrations				
Common/Pond maintenance		500.00		
Highway "Warning Animal" post		700.00		
VAT Spent	329.22	0		
<b>Total EXP.</b>	<b>6734.77</b>	<b>9680.00</b>	<b>Total INC</b>	<b>10069.39</b>

#### 142. Members questions:

- Clerk asked if she should write to new owners of Flint House school to ask for a kissing gate to be installed to replace the current stile. All in agreement.

#### Action:Clerk

- **Vice-Chair** has noticed lots of rubbish in the woods, **Chair** will contact the residents who organise the litter pick.
- **Cllr Hammond** – there is a fallen footpath sign next to Glebe House, Chair also commented on one fallen on Grays Lane. Clerk will report via [Fix My Street](#) which is an online service available to all.
- There is a roundel on Grays Lane which is hidden by overgrown vegetation, he will speak with the cricket club about this.
- The damaged verge outside Ibstone CE Primary School – Clerk has been speaking with Buckinghamshire Council who are fining Thames Water until the damage is made good.

They do not know when this will be, Clerk has contacted them for an update, but no response has been received.

**143. The date of next meeting:**

The date was confirmed as Monday 25<sup>th</sup> March, commencing at 7.30pm to be held at The Chilterns Fox in the Breakfast Room (venue TBC).

The meeting was closed at 21.11.

The Chairman ..... Date .....