

**Minutes of the ORDINARY MEETING OF IBSTONE PARISH COUNCIL
held Tuesday 30th May 2023 at The Chilterns Fox, Ibstone following the
Annual Parish and Annual Parish Council Meetings**

Present:

Cllr Richard Scott – Chairman
Cllr Melanie Grimsdale – Vice-Chair
Cllr Holly Hammond
Cllr Simon Hammond

Lorna Coldwell, Clerk

0 members of the public present

88. Apologies:

Cllr K Gittus

89. Declaration of interests:

None declared.

90. Confirm previous minutes:

The minutes of the Ordinary meeting held on 20th March 2023 were confirmed as a true record by the Councillors and signed by the Chair.

91. Buckinghamshire Councillors:

Nothing to report. A end of year report from Buckinghamshire Council has been circulated to the Councillors prior to the meeting.

92. Update on actions:

- a) It was noted that the play area had been checked. Cllr S Hammond will attend to trim around the slide.
- b) It was noted that the AED has been checked.
- c) HMRC monthly requirements fulfilled.
- d) BC news emails distributed.
- e) Kings Coronation debrief: Councillor Grimsdale said that The Kings Coronation Big Lunch had been a huge success and appreciated all the messages of thanks she had received. The Parish Council had wanted it to be a memorable community event and this was achieved. She wanted to give special thanks to David Barber, Mervyn Grimsdale, Norman Adlett, Steven Cooper and Roger Martin Fagg for all their extra effort in ensuring the day went so well. She further expressed her gratitude for all who donated desserts or lent gazebos and everyone who worked so hard on the day helping set up and take down. Thanks also to the Cricket Club, Wormsley Estate and the horticultural Society, without whose cooperation and generous spirit the event would not have been possible. Lastly, she wished to thank everyone who came and made it such a fun and friendly day. Vice-Chair is still totalling up the costs but thinks it will be circa £2.5k total spend.
- f) Chairman: Nothing to report.

93. Meetings/training attended:

22/04/23 – BC Planning Liaison meeting (Clerk)

16/05/23 – Canva training (Clerk)

Any and all slides have been forwarded to Councillors.

94. WW I memorial:

Vice-Chair reported that the plaque will be put on a stone at the bottom of the existing stone. It is weathering down well.

95. Planning:

- a) Buckinghamshire Council decisions: Noted

- b) Appeals to the Secretary of State: Noted, none at this time
- c) New Applications in the parish to be commented on: Noted, none at this time

96. To note and discuss the annual RoSPA inspection of the play area

The report from RoSPA was noted by all. Cllr S Hammond will look at the base of the slide when he attends to strim to see if any remedial action is needed.

97. Discuss a street sign on the highway to alert motorists of animals by the Common:

This is currently back sitting with Buckinghamshire Council, following the change from Transport for Bucks to Buckinghamshire Highways. Clerk has asked Buckinghamshire Highways if there is a price increase, and they have responded saying that they are evaluating “wild animal” signs across the county and will respond at a future date. Buckinghamshire Highways have not yet contacted Clerk, so no update at this time. Clerk to chase.

Cllr H Hammond has been approached by a resident about installing white gates at the entrance to the village. This is not a decision for the Parish Council and would need to be approved by Highways at Buckinghamshire Council.

98. Financial matters:

- a) The Parish Council certifies itself as exempt from limited assurance review, and signed the Certificate of Exemption AGAR 2022-23. 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 (the annual return is published on the web site)
- b) To note the internal auditor’s report: *Noted.*
- c) To approve the asset register as at 31/03/23: *Approved.*
- d) To approve and adopt the accounts for 2022-23 in the receipts and payments format: *Approved and adopted.*
- e) To note the year end bank reconciliation for 2022-2023: *Noted*
- f) Agree and sign Section 1 of the AGAR: Annual Governance Statement for 2022-23: *Agreed and signed.*
- g) Agree and sign Section 2 of the AGAR: Accounting Statements for 2022-23: *Agreed and signed.*
- h) To confirm the dates for the Notice of the Period for the Exercise of Public Rights – Clerk suggests 05/06/23 – 14/07/23: *Confirmed*
- i) Check and approve bank reconciliation: To be completed at the next meeting.

Bank Balance as of 01/03/23:

Total:	15492.30
Current account	10439.66
Savings account	5052.64
Less unpresented cheque 618	(20.00)
Less March Payments (current A/C)	(705.23)

Bank Balance as of 31/03/23:

14767.07	
Current account	9712.05
Savings account	5055.22
Less April payments	(345.55)
Income – ½ precept Bucks Council	4900.00
Interest April	3.20

Bank Balance as of 30/04/23

19324.72	
Current account	14266.50
Savings account	5058.22

- j) Clerk’s working time:
Contracted hours per week=5.5 hrs (month 23.8)
Jan – end Apr 2023 – total contracted hours 96h, worked 100h10m: *Noted.*

k) Approve clerk salary for May/June 2023 @ £315.55 per month by S/O: *Approved.*

l) Approve the payments as listed below: *Approved.*

To Whom	Description	£
Mrs L Coldwell	Clerk expenses Apr/May (includes annual WFH allowance)	506.00
RoSPA	Playground inspection	90.00
Total value		596.00

m) Review accounts year to date against budget: *Noted.*

Summary of accounts to date: 17/05/23

Accounts:

Expenditure	Year to date spend £	Budget 2023/2024 £	Income £	Year to date £
Clerk salary	631.10	4050.00	Precept	4900.00
Admin expenses		400	Bank Interest	6.08
Working from home allowance		500.00		
Web site/email	33.60	150.00		
Subscriptions	42.27	190.00		
Audit		75.00		
Insurance		520.00		
Playground inspection		70.00		
Training		100.00		
Maintenance		750.00		
Planning advice		500.00		
Sundry		200.00		
Defib replacement		175 (reserve)		
Kings Coronation celebrations	2157.50	1000.00		
Common/Pond maintenance		500.00		
Highway "Warning Animal" post		700.00		
VAT Spent		0		
Total EXP.	2864.47		Total INC	4906.08

99. Members questions:

- Chairman raised an issue that has been brought to him regarding cyclists on footpaths in the parish. All in agreement that signs will be ignored, are not very "rural" and inkeeping with the AONB. The matter was discussed but this is not a parish council responsibility and there is little that can be done to deter cyclists who ride irresponsibly. Clerk to write to local cycling clubs asking them to ask their members to ride responsibly due to the number of near misses with pedestrians, and to re-enforce the need to stick to bridleways.
- Buckinghamshire Council Town and Parish survey – Clerk will draft a response for approval to be submitted.

100. The date of next meeting:

The date was confirmed as Tuesday 12th September to be held in the Breakfast Room, The Chilterns Fox, Ibstone.

The meeting was closed at 20.42.

The Chairman Date