

Minutes of the ORDINARY MEETING OF IBSTONE PARISH COUNCIL
held Monday 23rd May 2022
At The Breakfast Room, The Chilterns Fox, Ibstone following the
Annual Parish and Annual Parish Council meetings

Present:

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

Lorna Coldwell, Clerk

0 members of the public present

1. Apologies
None received.
2. Declaration of interests
None declared.
3. Confirm the minutes of the Ordinary meeting of 21st March 2022
The minutes of the Ordinary meeting held 21st March 2022 were confirmed as a true record and signed by the Chair.
4. Buckinghamshire Councillors
No updates given.
5. Update on actions:
 - a) It was noted that the play area had been checked. Cllr S Hammond will attend to trim before the Jubilee celebrations, and also around the base of benches, noticeboard and phone box. He will assess the “car park gap” on the Common and do if necessary.
 - b) It was noted that the loan defibrillator has been returned; new pads and a new battery have been installed in the PC machine.
 - c) HMRC monthly requirements fulfilled.
 - d) BC news emails distributed.
 - e) Jubilee tree – the plaque is in place. Chairman or Vice-Chair will ask a nearby resident to water it. All agree it looks smart.
 - f) 2022 Jubilee village street party: Vice-Chair updated that there have been 120 adult confirmations and 15/16 children. She has organised tables, chairs, crockery and table cloths. Any volunteers for Sunday morning are welcome, [please contact Cllr Grimsdale](#).
 - g) Chairman: Nothing to add.
6. Meetings/training attended:
 - 29/03/22 – TfB Stakeholder Conference
 - 30/03/22 – BMKALC update meeting
 - 18/05/22 – WAALC meetingAny slides or following documentation has been forwarded to the Councillors.
7. WW I memorial:
Vice-Chair reported that she has drafted a letter to Creative Memorials if all are happy to send it, in which she proposes paying the full amount of money when they have attended to remove

the sign. Chairman confirmed to send the letter, all in agreement.

8. Planning:

a) BC decisions to note:

- [22/05152/FUL – Timbers – Ibstone Road Ibstone](#) – 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 – **Application Permitted**
- [21/08533/FUL – Great Wood Cottage Ibstone Common](#) Ibstone – Demolition of existing dwelling and erection of a new two storey 4 bed dwelling house – **Application Permitted**

b) Appeals to the Secretary of State:

- [21/00093/REF – Sunnings Lodge Ibstone Road Ibstone](#) – Demolition of existing dwelling and construction of 1 x 3-bed and 1 x 4-bed dwellinghouses with landscaping, access and associated works. Appeal has been validated against the BC refusal 21/05409/FUL, awaiting determination.
- [21/00049/REF – OS parcel 5122 Ibstone Road Ibstone](#) – Outline Planning application for erection of two detached dwellings and associated garaging with all matters other than access reserved. Appeal has been validated against the BC refusal 20/06891/OUT, awaiting determination.

c) New Applications to be commented on:

- [22/00002/REF – Land to Front of Merton Cottage Ibstone Road Ibstone](#) – Prior notification application (Part 16, Class A) for proposed 15.0m Phase 8 Monopole C/W wraparound Cabinet at base and associated ancillary works. Appeal has been validated against the BC refusal 21/08037/PNP16A, appeal in progress. **PC to submit comments to the Planning Inspectorate opposing the application.**

9. MVAS

- a) Update on current situation – MVASes are with Cllr S Hammond until new posts are installed. Clerk has passed over a further new battery to Cllr S Hammond.
- b) Consider which locations to erect the new hinged poles. Clerk advised that SWARCO are testing something to make the unit tamper-proof, Cllrs in agreement to wait no longer than 3 months to see if this works out and can be fitted on the units. Cllr S Hammond suggested starting the process for locations with TfB to make sure that permission will be given for the new locations. These locations must not be intrusive to residents. Cllr Grimsdale and Cllr S Hammond to look at locations.

10. Financial matters:

- a) The Parish Council certifies itself as exempt from limited assurance review, and signed the Certificate of Exemption AGAR 2021-22. 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) The internal auditor's report was noted.
- c) The asset register as at 31/03/22 was approved.
- d) The accounts for 2021-22 in the receipts and payments format were approved and adopted.
- e) The year end bank reconciliation was noted.
- f) Section 1 of the AGAR: Annual Governance Statement for 2021-22 was agreed and signed.
- g) Section 2 of the AGAR: Accounting Statements for 2021-22 was agreed and signed.
- h) The dates for the Notice of the Period for the Exercise of Public Rights were confirmed as 13/06/22 – 22/07/22.
- i) The bank reconciliation was checked and approved by Cllr Gittus.
- j) Receipts:
 - 5p bank interest in April

k) Bank balances: Noted

Balance as of 31/03/22:

Current account	£6997.20
Savings Account	£5045.46
Total:	£12042.66
Less April payments (current A/C)	£2212.58

Income:

BC – ½ year Precept (current A/C)	£5262.50
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Balance as of 30/04/22:

Current account	£10047.12
Savings account	£5045.51
Total:	£15092.63
Unpresented cheque 618	£20
Balance Carried Forward:	£15072.63

l) Clerk's working time:

Contracted hours per week=5.5 hrs (month 23.8)

Jan – Apr 2022 – total contracted hours 96h, worked 107h15m.

m) Approve clerk salary for May/June 2022 @ £315.55 per month by S/O: Approved.

n) Approve the payments as listed below: All approved.

To Whom	Description	£
Wel Medical (paid 11/05/22)	Battery and pads AED	309.42
Mrs L Coldwell	Clerk expenses Mar/Apr	22.12
BMKALC	Annual Subs	41.82
Guide Association of Bucks	Internal Audit Fee	50.00
Wiseserve	Domain renewal	33.60
Graphite Pixels	Website training	24.00
Total value		480.96

o) Review accounts year to date against budget: Reviewed and noted.

Summary of accounts to date: 17/05/22 (Not including May scheduled payments)

Accounts:

Expenditure	Year to date £	Budget £	Income £	Year to date £
Clerk salary	315.55	4050.00	Precept	5262.50
Admin expenses	0	500.00	VAT repayment	
Working from home all.	0	500.00	Bank interest	0.05
Donations	0	200.00		
Web site/email	0	1225.00		
Subscriptions	0	190		
Audit	0	75.00		
Insurance	0	520.00		
Playground inspection	0	70.00		
Training	0	200.00		
Maintenance	0	750.00		
Planning advice	0	500.00		
Sundry	0	170.00		
Election	0	0		
Jubilee Celebrations	0	2000.00 (inc. National Lottery grant)		

Hinged post for MVAS	0	1400.00		
Vat	0	0		
Total EXP.	315.55		Total INC	5262.55

11. Members questions:

- Cllr Gittus has been approached by a resident about installing extra play equipment and putting a soil heap under the slide to make it safer. The annual RoSPA inspection is due any time, and the PC will wait to see if this is raised in it. The PC have discussed previously the possibility of expanding the play area; if any specific proposals were brought to the PC then these would be considered.
- Cllr Scott raised a planning application which will soon be submitted to Buckinghamshire Council in Stokenchurch parish, for land off Mill Road and land north of Oxford Road, which are designated Allocations RUR8 and RUR9 in the adopted Wycombe District Local Plan as somewhere that development would be considered. The PC were made aware 2 days ago that a presentation by the developers was happening in Stokenchurch this evening but were obviously unable to attend. The PC will monitor the application when submitted and liaise with the village at an appropriate time.
- Cllr S Hammond mentioned the bank payments, as there has been trouble with him approving payments. Clerk to contact Lloyds again if necessary.
- Cllr S Hammond commented that Charlie has done a fantastic job with the pub sign at The Chilterns Fox, which is a real improvement and looks great. It is a real enhancement when entering the village.
- Thanks were given to the pub for use of the Breakfast Room for the PC meetings.

12. The date of next meeting:

Confirmed as Monday 25th July, The Chilterns Fox, Ibstone commencing 7.30pm.

The meeting was closed at 21.03.

The Chairman Date