

**Minutes of the ORDINARY MEETING OF IBSTONE PARISH COUNCIL**  
**held Tuesday 12<sup>th</sup> September 2023 in the Breakfast Room at The Chilterns Fox, Ibstone**

**Present:**

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

Lorna Coldwell, Clerk  
Mr James Cripps, The Chiltern Society

0 members of the public present

**101. Apologies:**

Buckinghamshire Councillors Dominic Barnes and Mark Turner.

**102. Declaration of interests:**

Cllrs S and H Hammond declared an interest in planning application [23/06965/FUL – Woodlands Cottage Ibstone Road Ibstone](#) as immediate neighbours.

**103. Confirm previous minutes:**

The minutes of the Annual Parish, Annual Parish Council and ordinary meetings of 30<sup>th</sup> May 2023 were confirmed as a true record and signed by the Chair.

**104. Buckinghamshire Councillors:**

Nothing to report.

**105. Update from the Volunteer Planning Officer at the Chiltern Society**

Mr Cripps gave a brief on how he may be of help in planning matters and applications. The Councillors thanked him for attending, and told him they would be in touch when needed.

**106. Update on actions:**

- a) It was noted that the play area had been checked and strimmed recently by Cllr S Hammond.
- b) It was noted that the AED has been checked.
- c) HMRC monthly requirements fulfilled.
- d) BC news emails distributed.
- e) Chairman: Nothing to report.

**107. Meetings/training attended:**

16/06/23 – BMKALC Local Government Award Scheme briefing (Clerk)  
28/06/23 – Buckinghamshire Council Parish Liaison Meeting (Clerk)  
20/07/23 – SLCC Clerks Forum (Clerk)  
24/07/23 – Buckinghamshire Council Clerks Forum (Clerk)

Any and all slides have been forwarded to Councillors.

**108. WW I memorial:**

Vice-Chair reported that the plan is to place another stone at the base of the memorial, and attach the plaque to it. The PC may need to consider a thinner plaque, depending on how it looks. Vice-Chair will contact the resident who is assisting to organise installation.

**109. Planning:**

- a) Buckinghamshire Council decisions: Noted  
[23/05639/FUL – Land Adjacent Litmore Shaw Annexe Grays Lane Ibstone](#) – Installation of hardstanding (reclaimed cobbles) to provide safe access to underground store – **Application Permitted**

[23/06504/CLP – Flint House Ibstone Road Ibstone](#) – Certificate of lawfulness for proposed construction of single storey detached garden room for use as gym/home office/WC – **Grant Certificate - Proposed Development** (PC not consulted)

[23/06579/FUL – Flint House Ibstone Road Ibstone](#) – Householder application for proposed tennis court – **Application Permitted**

[23/06411/FUL – Cholsey Grange Ibstone Road Ibstone](#) – Householder application for erection of part brick part glass domestic greenhouse – **Application Permitted**

b) Appeals to the Secretary of State: Noted, none at this time

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

[23/06965/FUL – Woodlands Cottage Ibstone Road Ibstone](#) – Householder application for proposed single storey front porch extension – **no objection**

#### 110. To review the Parish Council Risk Assessment

Cllrs reviewed the document with one amendment made, to change the risk of Covid-19 from “high” to “low”.

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

Clerk has approached Buckinghamshire Council for an update on the evaluation of “wild animal” signs but has had no response. The South West Chilterns Community Board Manager has advised that a new Highways guidance booklet will be published imminently, which will hopefully have the answers.

The pedestrian sign by the telephone box has finally been replaced.

#### 112. Financial matters:

a) Check and approve bank reconciliation

##### Bank Balance as of 06/09/23:

<b>Total:</b>	<b>14588.92</b>
Current account	9517.41
Interest May – Aug	10.41
Savings account	5071.51
Less unrepresented cheque 618	(20.00)
Earmarked for road sign	200.00
<b>Unreserved funds as of 06/09/23</b>	<b>14368.92</b>

b) Clerk’s working time:

Contracted hours per week=5.5 hrs (month 23.8)

Jan – end Aug 2023 – total contracted hours 192h, worked 194h 25m: Noted

c) Approve clerk salary for Sep/Oct 2023 @ £315.55 per month by S/O: Approved

d) Approve the payments as listed below: Approved

To Whom	Description	£
Mrs L Coldwell	Clerk expenses Jun/Jul/Aug	30.49
<b>Total value</b>		<b>30.49</b>

e) Review accounts year to date against budget: Noted

Summary of accounts to date: 06/09/23

#### Accounts

Expenditure	Year to date spend £	Budget 2023/2024 £	Income £	Year to date £
Clerk salary	1577.75	4050.00	Precept	4900.00
Admin expenses	6.00	400	Bank Interest	16.49
Working from home allowance	500.00	500.00		
Web site/email	141.12	150.00		
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		
Common/Pond maintenance		500.00		
Highway "Warning Animal" post		700.00		
VAT Spent	274.50	0		
<b>Total EXP.</b>	<b>5084.64</b>		<b>Total INC</b>	<b>4916.49</b>

**113. Members questions:**

- a) Chair raised the issues of flooding, and street sweeping. Clerk has asked Buckinghamshire Highways for a road sweep, as lots of the gullies are filled with silt. Clerk has also asked for an update regarding the drain outside Crown Cottage that regularly floods. The drains being so full of silt and debris is concerning for flooding before the winter arrives; Clerk will contact Buckinghamshire Highways to ask when the next gulley clearing is due in the village.
- b) Chair walked past the ponds on the Common recently, and following the hot weather they are very overgrown. He has contacted Wormsley Estate, who have said they will discuss with the land management team.
- c) There is no update with regarding making the MVAS safe from recurrent battery theft from SWARCO.

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

The date was confirmed as Monday 20<sup>th</sup> November, 7.30pm to be held at The Chilterns Fox in the Breakfast Room.

The meeting was closed at 20.22.

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