

Minutes of the ORDINARY MEETING OF IBSTONE PARISH COUNCIL

Monday 12th November 2018 at Ibstone C of E School Hall commencing at 7.30pm

Present:

Cllr. Richard Scott Chairman
Cllr. Jeremy Malkinson Vice-Chairman
Cllr. Melanie Grimsdale
Cllr. Simon Hammond

And also present

Mrs. Deirdre Hansen Parish Clerk

8 members of the public present.

52. Apologies were received and accepted from Cllr Michael Wright.

53. No declarations of personal interest were made.

54. The minutes of the Ordinary Meeting of 17th September 2018 were confirmed as a true record and signed by the Chairman.

55. Update on actions/items not on the agenda:

- a. BCC consultation on household recycling centres- PC responded that they wished all sites to be retained.
- b. Clerk has applied to BC Cllr Teesdale for a £200 grant from her community fund for the hearing loop in the school hall, this should enable the school to have the hearing loop installed.
- c. WDC's reply to the request for updating of maps accompanying planning applications was that "the legislation just requires a location plan of sufficient detail to identify the property". The maps supplied with plans are not supplied by WDC, but by the applicant. "My Wycombe" supplies the most up to date maps.
- d. Play area checked
- e. Defibrillator checked.
- f. Cllr Wright has reinstated the posts for the play area. He was thanked for carrying out the work.
- g. The clerk was notified that the pads for the defibrillator run out of shelf life Sept. 2019.

56. Meetings/training attended:

- 22/10/18- WDC clerk's meeting. The clerk gave a brief report. It was noted that WDC will no longer provide the LCTS grant from April 2019 (£65 this year)

57. Parking/Traffic/Speeding matters:

- a. There were no new problems regarding parking on the common.
- b. Cllr Hammond had distributed the speeding statistics. It was noted that the peak times for cars through the village was 9.00-10.00 and 12.00-13.00. In the last recorded month 10,400 exceeded the 30mp/h speed limit. This represented 43% of all movements.
- c. It was agreed that the proposed presentation of statistics would be placed on the noticeboard and the website. Cllr HAMMOND will include start and finish dates.
- d. Cllr Hammond will investigate MVAS models incorporating the latest technology and report back to the next meeting.

58. WW I memorial and commemorating the end of WW I

- a. Cllr Grimsdale was thanked for all her hard work in leading this project and bringing it to a very pleasing and satisfactory conclusion.

- b. The commemoration on Sunday 11th had been well attended and Bobby Howard-Jones's rendition of the Last Post and The Reveille had been very much appreciated by all those attending. Clerk to write and thank him.
 - c. The vicar was thanked for attending.
 - d. The Fox was thanked for their hospitality after the ceremony. Clerk to write and thank them.
 - e. The plaque is the only thing that is not as expected. It is too shiny and tick. Cllr Grimsdale will look into this.
 - f. The substantial contributions of Natural England (NE) and Mick York were acknowledged. NE had provided the stone and Mick York had moved it to the Common, both free of charge.
 - g. The meeting approved £60 expenditure for cakes and £32 for copies of orders of service.
59. The creation of Conservation area(s) in Ibstone Parish.
- a. Update:
The PC had taken informal advice from professional planners and looked at Historic England's notes on the topic. The Chairman summarised the highlights. It was noted that a suitable case for Ibstone would be difficult to put together. It is WDC who can establish a Conservation Area and prevention of development is not a criterion for conservation status.
 - b. Action plan:
A resident has offered to put forward a proposal for a case to apply for conservation status. It was agreed that the PC would investigate the concept and the Chairman would approach him and ask if he was still willing to do this free of charge.
60. M40 noise issues.
Not many complaints of noise had been received from villagers. The PC had put it that residents should raise the noise issues they may incur themselves. The M40CEG is still working on making the M40 as quiet as they can.
61. Web site: update.
- a. It is pretty much up to date.
 - b. The clerk has been sending out the link to new planning applications to all residents on the circulation list, which seems to be satisfactory.
62. Request for grass to be cut along footpath to school.
It was agreed that the clerk will ask Twigsidde if they will cut the grass.
Action clerk.
63. FOI request and actions to note.
- a. It was noted that the PC had received a FOI request from a member of the public. The nature of the request could cover the period going back to 1894. The clerk works 5.5 hrs per week for the parish council and as such the request was refused on the grounds of taking too much staff time. The parish council's records are kept at County Archives in Aylesbury.
 - b. Cllrs should aim to ensure they only use PC email addresses for PC business.
 - c. In view of this FOI request the clerk was asked to review legal obligations on retention of documents and provide clear guidance to the councillors.
64. Consider implications of the announcement for one Unitary Authority for Buckinghamshire.
It was noted that the Secretary of State has decided that Buckinghamshire should become a single unitary authority. The 1st implication for the parish council is that the 2019 elections will be postponed to 7th May 2020.

65. Planning:

a. WDC decisions:

- 18/06693/FUL Crown Cottage. Application for removal of detached garage and erection of 1x 2-bed dwelling. PC objected, WDC refused.
- 18/07041/HEDGE Cholsey Grange Farm. Removal of 35m hedge to provide a wider access to farm and provide an additional passing place. PC objected. WDC hedge retention notice issued.

b. New applications:

- 18/07657/FUL Timbers Householder application for part conversion of garage to create additional living accommodation, construction off single storey rear extension and first floor rear extension with terrace /balcony on first floor and fenestration & door alterations. PC no objection.
- 18/07602/FUL Land north side of lane leading to Cholsey Grange. Erection of a terrace of two storey three-3-bed dwellings with one attached single garage and one two storey 3-bed detached dwelling with integral garage (4 in total), associated landscaping, bin stores, carparking and creation of new access.

The meeting was closed to allow public comments.

Meeting re-opened.

Even though in design terms the buildings would not be unattractive, it was agreed that the PC would object in specific terms including conflict with WDC core planning policies, development on established open agricultural land, increased traffic dangers and sustainability. The chairman will draft and circulate a response for members to agree and clerk to submit.

c. Parish Council Planning Statement.

The Chairman had circulated the draft statement and there had been some feedback. In general, supportive. He will circulate the responses to the Cllrs and they will review them and bring the final statement to the next meeting for approval.

66. Financial matters:

a. The draft budget for 2019/20 was discussed. The clerk will provide more detail for decision at the next meeting.

b. Receipts noted:

- £3500 2nd half precept from WDC
- 34p bank interest.

c. Bank balances 28/09/18 noted:

Current account	£ 7,809.17
Savings account	£ <u>4,041.15</u>
Total:	£ 11,850.32
Less	
Oct salary S/O	£ 305.42
Nov cheques -	£ 210.15
Less Nov salary S/O	£ 305.42
Balance carried forward	£ 11,029.33

d. Clerk's working time noted:

Contracted hours per month 23.8 (5.5hrs /week)

Holiday hours per month 2.1.

Hours 10/09/18 to 04/11/18 (8 weeks= 44hrs, 40.1 incl holidays) = 49.2 hrs worked.
 Cumulatively 0.6 hrs short carry forward from 09/09/18 to date carry forward O/T hours= 8.5

- e. Staff costs for October & November 2018 @ £305.42 per month paid by S/O approved
- f. Payments approved and cheques as listed below signed:

To Whom	Description	£
The Fox Country Inn Ltd	Cakes for WWI commemoration	60.00
Mrs. D Hansen	Clerks exp. Oct-Nov 2018	96.15
R Scott	Photocopying	22.00
The Printshop	Copies of order of service for 11/11/18	32.00
Total value		210.15

- g. Accounts year to date review:

Summary of accounts to date: 12/11/18

Accounts:

Expenditure	Year to date 12/11/18 £	Est Full yr	Budget 2018/19 £	Income £	Year to date £ 12/11/18	Budget £ 2018/19
<i>Clerks salary</i>	2137.94	3665	3629	<i>Precept</i>	7000.00	7000
<i>Admin expenses</i>	305.17	525	525	<i>LCTS</i>	65.13	65
<i>Working from home all.</i>	0	500	500	<i>VAT repayment</i>	257.14	140
<i>GDPR</i>	0	0	600	<i>Grants</i>		150
<i>Web site</i>	158.50	159	320	<i>Bank interest</i>	1.19	2
<i>Insurance</i>	375.89	376	400			
<i>Subscriptions</i>	184.34	184	190			
<i>Donations</i>	0	150	150			
<i>Audit</i>	40.00	40	100			
<i>WW I memorial</i>	226.67	620	500			
<i>Playgrnd inspection</i>	66.50	67	75			
<i>Training</i>	28.95	100	100			
<i>Maintenance</i>	0	150	150			
<i>Sundry</i>	18.33	35	250			
<i>Road Safety</i>	0	0	1500			
<i>Footpath stile</i>	0	0	250			
<i>Vat</i>	85.97	100	0			
Total EXP.	3628.26	6671	9239	Total INC	7323.46	7357

67. Any urgent business.

a. Litmore Shaw:

- Major underground work is being undertaken for which there appears to be no planning permission. The heavy vehicles are seriously damaging the road. The Chairman has made contact with WDC and is awaiting a response. If the work undertaken does not have planning permission a request for an enforcement action can be made.
- Informal consultation of bridleway diversion. Clerk had just circulated correspondence. Cllrs to review and respond.

- b. The parish council has had notification of filming taking place on private land 15/11/18, with set up 10/11/18. This notification had been circulated to residents on the circulation list.

68. Date of next meeting confirmed as Monday 21 January 2019 at 7.30pm

Future dates: Monday 11 March, 20 May, 1 July, 16 September and 11 November 2019.

Once the meeting was closed there was opportunity for public speaking.

The Chairman.....

date.....