

**Minutes of the ORDINARY MEETING OF IBSTONE PARISH COUNCIL**  
**Monday 14<sup>th</sup> March 2016 at Ibstone C of E School Hall commencing at 7.30pm**

Present:

Cllr. Richard Scott	Chairman
Cllr. Melanie Grimsdale	Councillor
Cllr. Simon Hammond	Councillor
Cllr. Michael Wright	Councillor

And also present

Mrs. Deirdre Hansen	Parish Clerk
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5 Members of the public were present.

15/16.101. No apologies for absence were received.

15/16.102. Declaration of pecuniary interest in agenda item 15/16.115 a. was made by Cllr Michael White in planning application 15/08474/FUL as the owner of the property concerned.

15/16.103. The minutes of the Ordinary Meeting of 18<sup>th</sup> January 2016 were confirmed as a true record and signed by the Chairman.

15/16.104. Matters arising not on the agenda.

- A thank you letter had been received from the Chilterns Conservation Board for the £100 donation.
- The Chairman had received phone call from the Turville Parish Council Chairman who brought the following to his attention:
  - i. Broadband and Turville's lack of connectivity and that Ibstone will have superfast broadband soon from the Turville exchange, but Turville will not. Our Chairman had put him in touch with Rob Halhead.
  - ii. The fencing on footpath 15, from the church towards Turville, behind Manor Farm. The fencing has been placed to keep deer out of a new boxwood plantation that is being created. The Chairman is not concerned. The estate will also put scalplings down on the footpath to improve safety.
  - iii. There is a planning application for a pool house for the Mill House in Turville, this location will be visible from Ibstone
- Peter Durrant will provide the Chairman with an estimate to paint the notice boards. The clerk has not been able to obtain quotes. Cllr Grimsdale was thanked for providing a number of contacts.
- The ponds are looking good, mallards and frogspawn have been seen.
- Cllr Grimsdale had had an email from Rob Halhead informing that superfast broadband should be ready 10-16 March.
- The link on the email to renew the bus passes does not work.

It was agreed to move agenda item 12 up the agenda.

15/16.105 Mobile Vehicle Activated Signs.

Cllr Grimsdale had provided the council with a detailed report on the available options that would meet the PC's requirements.

PC Lee Turnham was able to provide additional information and gave guidance on

new equipment due on the market soon. The PC was reminded that most of the available devices capture data which can be handed over to the police. He also highlighted a number additional issues that the PC would need to consider e.g. the positioning and size of the device.

It was decided to undertake more research before making a decision on the device to be purchased.

The police reported that two recent speed watch actions had had to be cancelled due to the weather conditions.

PC Claire Marchant and PC Lee Turnham were thanked for their attendance and left the meeting.

15/16.106 Update on actions.

- Overgrown verges and overhanging branches on Grays Lane: The Wormsley estate will look at this in March.
- Cllr Hammond had written to the residents in the houses opposite the logs along the common asking them to log any hazardous traffic incidents and report them to him. He had not had any replies yet.

15/16.107 Meetings attended:

- NAG 05/02/16. Attended by Cllr Grimsdale and clerk.
- LAF: the Chairman had attended the LAF meeting 23/02/16. The budget (£23k) allocation had been the main topic of discussion. Most of the money will be spent on a speed limit review outside Danesfield School. It was also noted that in future BCC will only be able to contribute up to 50% of any proposals brought to the LAF for consideration.

15/16.108 Residents and the cricket club had raised the problems of parking on the Common, in particular following the restrictions now in place after the logs have been placed to protect the verge.

Sarah Kate Edwards from the Wormsley Estate was present at the meeting.

The cricket club had expressed concerns about the erosion of the edge of the cricket pitch.

The matter was discussed extensively.

It was agreed that Wormsley would be asked to re-instate the logs to define and re-establish the informal parking bay opposite the cricket club. Action clerk.

The cricket club to be invited to the next PC meeting to hear their views on managing parking on the common.

It had been noted at an earlier meeting that the situation would be reviewed by Wormsley.

15/16.109 M40CEG update on noise mapping:

- a. The Chairman will attend the next meeting of the group 12/04/16 and report back to the council.
- b. The clerk had asked for a copy of the report issued to M40CEG and Stokenchurch PC, but so far no reply. Clerk to chase.
- c. Cllr Hammond had taken sound readings and had found that they are weather dependant and that the statistics become less reliable the further away from the motorway you are. He was thanked for his work.
- d. BC Cllr Teesdale reported that action will be taken in due course. She invited the Chairman to attend a meeting at WDC with Charles Meakings and the

M40CEG group. She also advised the Chairman to contact Charles Meakings to get more information on the issues.

15/16.110 Queen's 90<sup>th</sup> birthday celebrations:

a. 90<sup>th</sup> Birthday party celebrations:

The working party organising the event for 23/04/16 has been formed with two more members joining.

- i. A band @ £500 has been booked and a deposit of £120 has been paid.
- ii. It has been decided to offer a hog-roast with dessert and a drink to toast the Queen. The food, refreshments and table decorations will cost approx. £700.
- iii. The attendance is limited to approx. 100 persons with tickets priced at a maximum of £8 pp and a family ticket @ £20. The working party to confirm the prices.
- iv. The cost of the whole event will remain within the £1000 budget.
- v. Clerk to confirm numbers that the marquee can hold with the supplier.
- vi. Clerk to send Cllr Grimsdale a model risk assessment for use for the event.

15/16.111 Web site:

- a. All the agendas and minutes that Cllr Malkinson had uploaded have vanished. He is going to investigate what has happened. Clerk to send him the required information, so he can upload it again.
- b. It is the intention to appoint a village web master to upload village news items at a later date.
- c. The contact page does work; the Chairman had received an enquiry via the contact page.

15/16.112 Clean for the Queen

The Village litter pick took place 05/03/16. Irene Randall was thanked for organising the clean-up. Clerk to write to her. The High-viz vests had been purchased and paid for.

15/16.113 A protocol for dealing with the media

Cllrs agreed the following protocol for dealing with the media:  
All media enquiries are to be referred to the Chairman in the first instance. The Chairman will confer with councillors and clerk as appropriate. In the absence of the Chairman, the Vice-Chairman takes that role. The (draft) minutes are public documents which are accessible on the parish council web site and where appropriate, persons should be referred to those. In all instances the councillors will adhere to the Code of Conduct.

15/16.114. Waste collection by Serco had been badly carried out leaving waste littered around the village.

Complaints had been raised and WDC had responded stating that they would ask the team to come back and clear up the waste left behind and take more care when collecting waste in future.

BC Cllr and WD Cllr Jean Teesdale mentioned that she can be contacted if waste issues arise as that is her cabinet portfolio.

15/16.115. Planning:

a. WDC decisions noted:

- 15/08008/FUL 8 Chiltern Cottages, Ibstone Road. Householder application for construction of 1x rear dormer window and installation of a velux balcony window

in connection with loft conversion. PC no objection to initial application, no comment on the amendment

- 15/08474/FUL Loxwood Cottage, Grays Lane. Householder application for insertion of external flue pipe to side elevation. PC no objection. WDC permitted.
  - 15/07521/FUL the Fox Country Hotel. Erection of part single/part two storey side/rear extension with creation of basement to lower ground, 2-storey side extension to side, two storey extension to both front sides, erection of covered canopy area to front, erection of single storey detached cycle store, creation of additional 12 car parking spaces & alteration to existing access. PC objected. WDC permitted at WDC Planning Committee 20/01/16. The Chairman had spoken at this Committee confirming the PC's objections.
- b. New Applications:
- 15/08456/FUL Cobstone mill. Householder application for erection of part single/part two storey side/rear extension and basement area, single storey side extension and first floor side extension to existing dwelling. PC no objection, but asked for boundary screening to be retained if the application would be permitted.
  - 16/05223/TPO Abbatsfield. Crown lift T9 Ash to give clearance to power line and reduce over-extended scaffold branch by 1-1.5 meters; reduce over-extended lateral branch of T12 oak. PC no objection.
- c. Illegal dumping Commonhill Wood. The Chairman has been contacted about the recurrence of illegal waste dumping behind Mile End House. The resident had reported the matter to WDC, BCC and the Environment Agency, but no progress had been made. Clerk has also reported the matter to BCC and to our WD Cllr and BC Cllr as well as notifying Stokenchurch PC. BCC fly tipping officer has notified the Environment Agency and WDC. The dumping of waste requires a licence from EA and it is also a planning matter. BC Cllr Jean Teesdale had got involved. The clerk had received a reply from BCC 14/03/16, the breach of the enforcement notice issues in 2013 had been documented, a meeting had been held with WDC (planning and environmental health) and a prosecution has commenced. This is a very lengthy process. Clerk was asked to inform the occupants of Mile End House and Blue Hills.

#### 15/16.116 Financial matters:

- a) £178.17 received from HMRC repayment of 2014/15 Vat was noted
- b) Between meetings cheque 474 @ £120 to Acoustic Jass was signed, a deposit for the band for the Queen's birthday party April 23. Cheque 475 @ £90.83 to Mrs I Randall for the purchase of 20 printed high-viz vests for village use was also signed between meetings. Cllr Hammond will look after the high-viz vests.
- c) Bank balances 11/02/16:

Current account	£ 3,779.24
Savings account	£ <u>4,035.77</u>
Total:	£ 7,815.01
Add Feb income	£ <u>178.17</u>
Sub-total	£ 7,993.18
Less Feb/March payments -	£ <u>1,094.46</u>
Balance carried forward	£ <u>6,898.72</u>
- d) Interest received £0.33
- e) Clerk salary for Feb and March 2016 by S/O @ £240.18 per month was approved
- f) Payment of £35 to renew the data protection registration (a legal requirement) was approved and it was agreed to make this payment in future by direct debit.

g) Renewal of the Bucks playing fields association subscription 2015/16 @ £20 was approved. They invoiced the 2014/15 subscription late (June 2015), two subscriptions this year will be shown in the accounts.

h) The payments as listed below were approved and the cheques signed:

To Whom	Description	£
Buckinghamshire PFA	Subscription 2015/16	20.00
WDALC	Subscription 2015/16	10.00
Mrs. D Hansen	Clerks exp. Feb/March 2016	59.10
Mrs D Hansen	Clerk's working from home allowance 2015/16	500.00
<b>Total value</b>		<b>589.10</b>

i) The accounts year to date were reviewed:  
Summary of accounts to date: 14/03/16

**Accounts:**

<b>Expenditure</b>	<b>Year to date £</b>	<b>Est Full Yr £</b>	<b>Budget £ 2015/16</b>	<b>Budget 2016/17 £</b>	<b>Income £</b>	<b>Year to date £</b>	<b>Est full Yr £</b>	<b>Budget £ 2015/16</b>
<i>Clerks salary</i>	2641.98	2882.16	2885	3100	<i>Precept</i>	6250	6250	6250.00
<i>Admin expenses</i>	500.62	510.00	510.00	510	<i>LCTS</i>	107.31	107.31	107.31
<i>Working from home all.</i>	500.00	500.00	500.00	500	<i>VAT repayment</i>	178.17	178.17	
<i>Web site</i>	523.00	523.00	600.00	0	<i>Donation</i>	1200.00	1200.00	
<i>Insurance</i>	331.80	331.80	355.00	332	<i>Bank interest</i>	1.72	1.88	
<i>Subscriptions</i>	206.60	200.00	200.00	200	<i>WDC/CW grant</i>			
<i>Donations</i>	250.00	250.00	300.00	100	<i>BCC bridleway</i>	250.00	250.00	
<i>Audit</i>	20.00	20.00	100.00	20				
<i>Playgrnd inspection</i>	65.00	65.00	90.00	68				
<i>Training</i>	25.00	25.00	100.00	50				
<i>Maintenance</i>	150.00	200.00	200.00	500				
<i>BCC bridleway paymnt</i>	250.00	0						
<i>Sundry</i>	41.00	150.00	250.00	150				
<i>Pond work</i>	0	0	100.00	100				
<i>Election</i>	52.87	200.00	200.00	0				
<i>Road Safety</i>	479.20	480.00	1000.00	1000				
<i>other</i>	195.69	0.	0	0				
<i>Vat</i>	229.51	300.00	0	0				
<b>Total EXP.</b>	<b>6452.27</b>	<b>6636.96</b>	<b>7390.00</b>	<b>6630</b>	<b>Total INC</b>	<b>7630.90</b>	<b>7631.06</b>	<b>6357.31</b>

15/16.117. There was no urgent business

15/16.118 Date of next meeting to be confirmed as Monday 16 May 2016 at 7.30pm.

The ordinary meeting will be preceded by the Annual Parish meeting and the Annual Parish

council meeting.

Date of future meetings: **Note date of the June meeting Monday 27 June**, 12 September and 14 November 2016

Public questions:

- a. New fencing and a pile of aggregate has appeared in the field opposite Ibstone House. What is happening there? Clerk to enquire from Wormsley.
- b. It was noted that the School is looking at upgrading to a junior school. Cllr Grimsdale to send the Chairman the email(s) about this.

The Chairman.....

Date.....