

Minutes of the ORDINARY MEETING OF IBSTONE PARISH COUNCIL

Monday 16th September 2019 at Ibstone C of E School Hall commencing at 7.30pm

Present:

Cllr Richard Scott Chairman
Cllr Melanie Grimsdale
Cllr Simon Hammond
Cllr Jeremy Malkinson
Cllr Michael Wright

And also present

Mrs. Deirdre Hansen Parish Clerk

3 Members of the public present

The Chairman welcomed those present.

34. No apologies received.

35. Cllr Michael Wright made a personal declaration of interest in item 47. d. Planning Application 19/06958/FUL. Land adjacent to Cholsey Cottage. Application for engineering operation to create single-lane relief track for traffic along the existing track that leads to Cholsey Grange Farm to improve highway safety and associated ecological works

36. The minutes of the Ordinary Meeting of 2nd July 2019 were confirmed as a true record and signed by the Chairman

37. Update on actions:

- a. Play area checks noted
- b. Defibrillator checks noted.
- c. HMRC requirements fulfilled noted
- d. Thames Water. Request made to BCC for PC information to be included in their data base. It is being considered, but no progress
- e. In view of the need to update the financial regulations it was agreed that Cllr Jeremy Malkinson would stand down from the signing of cheques. He will check and verify the quarterly or bi-monthly bank reconciliation. Clerk to arrange his removal from the bank mandate. Clerk to bring updated financial regulations to the next meeting.
- f. WDC New Local Plan adopted noted.
- g. New pads for AED passed to Cllr Grimsdale, who will ensure they are the correct ones and she will replace them at the appropriate time.
- h. Notification from Democratic Services on Parish Councillor allowances to be considered by an Independent Remuneration Panel. At present the PC does not pay allowances to councillors. It was agreed that they would continue not to pay allowances to councillors.
- i. Vat 2018/19 reclaimed £122.21

38. Meetings/training attended:

- 18/07/19-WDC clerks meeting-clerk had attended. WDC CEO had left the council at the end of September. An acting head will be in place until 31/03/20. The unitary authority was discussed.
- 12/09/19-WDALC-AGM and ordinary meeting. Neither meeting had been quorate. A presentation had been given by Cllr Simon Breese, Bledlow cum Saunderton PC on their experience on putting together a Neighbourhood Plan.

39. Parking/speed stats/traffic issues.
2nd MVAS has been installed. No live data available yet, Cllr Hammond is working on it. He will also work on a strategy for the placing of both MVAS's in the village.
40. Emergency Planning.
No information has been provided yet by the BCC resilience team. Clerk to chase.
41. WW I memorial:
- Cllrs are still searching for an appropriate stone to engrave.
 - It was agreed that the "Silent Soldier" will be put on the Common by 01/11/19
 - Remembrance Day wreath laying. The PC was asked if had considered laying a wreath during the village traditional Remembrance Day service. The matter was considered and the clerk will write to ask the churchwardens if the church would like the PC to lay a wreath during this service
42. New playground equipment:
Cllr Melanie Grimsdale has done a lot of work on this, but is still waiting on some quotations. She will bring a report to the next meeting for the PC to make a decision.
43. Cricket club sign.
No further action required.
44. Web site:
- A village history tab has been opened on the website and photographs have been added.
 - SKP Solutions, who provide us with our website and email address, has notified the clerk that the service has reached its limitation and is being retired by the end of October 2019. We need to migrate to a new server and email system. The meeting discussed the issue and Cllr Jeremy Malkinson offered the assistance of Rachel Bennett to find a practical solution, clerk to send her the details.
45. Future meeting dates
All Cllrs to inform clerk of availability next year and she will then set the dates.
46. Consider plans for VE Day 75th anniversary celebration.
It was agreed in outline that a village party should be held on the Common (8-10 May 2020). Details to be arranged in the new year.
47. Planning:
- WDC decisions: none
 - Applications awaiting decision:
 - 19/05120/FUL Litmore Shaw. Retention of an underground store, retaining wall and open fronted lean to store and installation of a ground source heat system (part retrospective). PC objections.
 - Appeals to the Secretary of State:
 - Appeal reference APP/K0425/W/18/3214436 Crown Cottage. Appeal made against WDC refusal for permission for the removal of detached garage and erection of 1x 2-bed dwelling. PC objection. Appeal dismissed.
 - Appeal reference APP/K0425/D/19/3227709 (18/07657/FUL) Timbers. Householder application for part conversion of garage to create additional living accommodation, construction of single storey rear extension and first floor rear extension with terrace/balcony on first floor and fenestration & door alterations. PC no objection. WDC refused. Appeal not yet decided.
 - APP/K0425/W/19/3226658 Land north side of lane leading to Cholsey Grange,

Ibstone Road. Erection of terrace of two storey 3-bed dwellings with one attached single garage and one two storey 3-bed detached dwelling with intergyral garage (4 in total), associated landscaping, bin storage, car parking and creation of new access. WDC refused, PC objection. Appeal not yet decided.

d. New applications:

- 19/06958/FUL Land adjacent to Cholsey Cottage. Application for engineering operation to create single-lane relief track for traffic along the existing track that leads to Cholsey Grange Farm to improve highway safety and associated ecological works. PC to agree their comments in the usual way between meetings.

48. Financial matters:

a. Receipts:

- 33p bank interest.
- Vat repayment £122.21

b. Bank balances 29/07/19:

Current account	£ 6.663.45
Savings account	£ <u>4,042.84</u>
Total:	£10,706.29
Add Vat repayment	£ 122.21
	£10,8028.50
Less August salary	£ 313.41
Less Sept payments -	£ 3,548.31
Less Sept salary S/O	£ 313.41
Balance carried forward	£ 6,653.37

c. Clerk's working time:

Contracted hours per month 23.8

Holiday hours per month 2.1.

Hours worked 24/06/19-06/09/19 (11 weeks)-49 hours, 6 hours short, less 1.75 hrs O/T carried over= total hrs short 4.25 hrs.

d. Clerk salary for Aug/Sept 2019 @ £313.41 per month by S/O approved.

e. The payments as listed below were approved and the cheques signed:

To Whom	Description	£
Swarco Traffic ltd	MVAS with associate equipment	3239.46
S Pullen and D Allnut (SKP Solutions)	Domain renewal £43.20 Webhosting till 31/07/20 £118.80	162.00
Mr S Hammond	Padlock for MVAS	33.58
D Hansen	Clerk expenses	113.27
Total value		3548.31

f. Accounts year to date reviewed:

Summary of accounts to date: 16/09/19

Accounts:

<i>Expenditure</i>	Year to date £	Budget 2019/20 £	<i>Income</i> £	Year to date £
<i>Clerks salary</i>	1567.05	3738	<i>Precept</i>	3500.00
<i>Admin expenses</i>	189.46	525	<i>VAT repayment</i>	122.21
<i>Working from home all.</i>	0	500	<i>Bank interest</i>	0.84
<i>Web site</i>	135.00	320		

<i>Insurance</i>	437.17	426		
<i>Subscriptions</i>	185.15	190		
<i>Donations</i>	0	150		
<i>Audit</i>	50.00	40		
<i>WW I memorial</i>	0	0		
<i>Playgrnd inspection</i>	68.50	70		
<i>Training</i>	20.77	250		
<i>Maintenance</i>	0	150		
<i>Sundry</i>	69.10	250		
<i>Road Safety</i>	2727.54	1500		
<i>Vat</i>	604.83	0		
<i>Election</i> NOT NEEDED	0	900		
Total EXP.	6054.57	9009	Total INC	3623.05

49. Any urgent business:

- a. Firework evening 02/11/19. The PC appointed a firework committee to organise and run the village fireworks 02/11/19. The Chairman will be a member of this committee.
- b. The clerk complained about the lack of service from BCC.

Date of next meeting to be confirmed as MondayNovember 2019 at 7.30pm

The Chairman.....

Date.....