

**Notice of the ORDINARY MEETING OF IBSTONE PARISH COUNCIL**  
**To be held Monday 24<sup>th</sup> May 2021**  
**At Ibstone C of E School Hall following the Annual Parish meeting**  
**commencing at 7.30pm**

**AGENDA**

1. Receive and accept apologies for absence
2. Declaration of interest in any agenda items
3. To confirm the minutes of the Ordinary Meeting of 8<sup>th</sup> March 2021 and the Annual Parish Council meeting and Extra Ordinary meeting of 18<sup>th</sup> May.
4. Items carried over from the Annual Parish Council meeting 18/05/21.
  - a. To agree that all planning applications will be commented on.
  - b. To agree the following direct debits and standing orders:
    - i. The annual subscription to the Chiltern Society (DD)
    - ii. The annual renewal of Data Protection Registration (DD)
    - iii. Payment of the clerk's salary monthly (SO)
5. Update on actions:
  - a. Play area checked
  - b. Defibrillator checked.
  - c. HMRC monthly requirements fulfilled.
  - d. Hearing loop- school has refunded £433.
  - e. Play area maintenance.
  - f. Patching footpath I22 between Loxwood Cottage and Gatehill Cottage.
  - g. Parish Council logo
  - h. Website, moved to QuickFix Ltd for now. Clerk is learning how to manage the website with the help of Rachel Bennett.
  - i. BC Parish Charter-no comment
6. Meetings/training attended-
  - 09/3/21- Transport for Bucks (TfB)
  - 18/03/21- Rural Forum
  - 18/03/21- WDALC
  - 23/03/21- SLCC
  - 13/04/21- BC Clerks Forum
7. Progress Maintenance/ Service requirements for MVAS's
8. Traffic issues.
9. WW I memorial- update
10. Agree the revised Planning Statement
11. Agree National Protocols-Operation London Bridge.
  - a. Agree protocols (as carried out for operation Forth Bridge)
  - b. Consider the purchase of a Union jack for the flagpole in the village, cost approx.

£12.50

12. Call for Evidence for remote meetings

The Government has asked for evidence for them to allow remote meetings to continue (will require primary legislation)

13. Nominations invited for a Buckinghamshire Parish Council member to the Chilterns Conservation Board.

14. Consider changing banks accounts to allow for online banking.

15. Consider the purchase of BALC publications

- The good councillor's guide to finance and transparency
- Being a good employer
- The good councillors' guide to neighbourhood planning
- The good councillor's guide to community business
- The good councillor's guide to transport planning

Each @ £4.99 plus postage.

16. Planning:

a. BC decisions:

- 20/07254/FUL. Stable building Ashfield Barn Dairy Unit. Conversion of existing stable building into 2x 1 bed and 1x 2 bed staff flats, erection of bin store and creation of 3x parking spaces. PC no objection. BC permitted
- 20/08456/FUL Ibstone Church of England Primary School. Removal of existing garden sheds and erection of two multipurpose timber garden buildings and alteration to existing bin store. PC no objection. BC permitted
- 21/005409/FUL Sunnings Lodge. Demolition of existing dwelling and construction of 1x3-bed and 1x 4-bed dwelling houses with landscaping, access and associated works. PC no objection in principle to development of the site, but would wish to see a more sympathetic proposal. BC refused.

b. Appeals to the Secretary of State:

- APP/K0425/C/19/3242223 appeal on 19/00086/ENFOT Litmore Shaw alleged engineering operations. PC comments submitted to the inspector, objections.
- APP/P0430/W/20/3256435 appeal lodged against WDC refusal for 19/07695/FUL Cholsey Grange. Erection of 4x3 bed 2 storey traditional dwellings comprising a terrace of 3 cottage style properties and a single detached dwelling with associated soft and hard landscaping. Appeal granted and costs awarded.

c. Applications awaiting decision:

- 20/07697/FUL & 20/07715/LBC Turville Manor. Householder application for construction of single storey link between main dwelling and ancillary accommodation with associated alterations including demolition and rebuilding of existing courtyard walled garden wall. PC no objection.
- 21/05275/FUL. Hell Corner Cottage. Householder application for construction of loft conversion in connection with 2x front dormers, first floor rear extension and creation of two open porches. PC objection

d. New Applications:

- 21/06208/FUL Faber House. Householder application for construction of front porch, first floor side extension and single storey extension.

e. Awaiting further developments:

- 20/06891/OUT OS parcel 5122. Outline Planning application for erection of two detached dwellings and associated garaging with all matters other than access reserved. PC strong objection. BC refused

17. Financial matters:

- a. The Parish Council to certify itself as exempt from limited assurance review. We do 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 (we publish our annual return on our web site.)
- b. To note the internal auditor's report.
- c. To approve the asset register as at 31/03/21
- d. To approve and adopt the accounts for 2020-21 in the receipts and payments format.
- e. To note the year end bank reconciliation.
- f. Agree and sign the Governance Statement for 2020-21
- g. Agree and sign the Statement of Accounts 2020-21
- h. Receipts:
  - 7p bank interest.
  - Vat repayment 20/21 £ 466.43
  - 1<sup>st</sup> half precept 21/22 £4,000.00
- i. Bank balances 31/03/21:
 

Current account	£ 5,246.78
Savings account (09/04/21)	£ <u>4,045.10</u>
Total:	£ 9,291.88
Less May payments	£ 227.68
Less May salary S/O	£ 321.99
Balance carried forward	<b>£ 8,742.21</b>
- j. Approve purchase of replacement defibrillator items £17.93 (incl in Clerk's exp)
- k. Insurance renewal due 06/07/21 not yet received
- l. Clerk's working time:
  - Contracted hours per month 23.8
  - Holiday hours per month 2.6. (net hrs 21.2)
  - Hours worked 01/03/21 to 14/05/21 (11 weeks= 60.5 hrs, net 53.7) 51.3 hrs, 2.4hrs short
- m. Approve clerk salary for April/May 2021 @ £321.99 per month by S/O
- n. Approve the payments and sign cheques as listed below:

To Whom	Description	£
BALC	Subscription 21/22	57.77
BALC	5 Good Councillor's Guides	25.00
Wiseserve	Domain renewal 1yr	33.60
Guide Association of Bucks ( Friends of Ellesborough)	2020/21 internal audit done by Mrs P Hall	50.00
D Hansen	Clerks exp. April/May	111.31
Total value		277.68

- o. Review accounts year to date:  
Summary of accounts to date: 24/05/21

**Accounts:**

<i>Expenditure</i>	Year to date	Budget 2021/22	<i>Income</i>	Year to date

	£	£	£	£
<i>Clerk salary</i>	321.99	3941	<i>Precept</i>	4,000.00
<i>Admin expenses</i>	83.97	475	<i>VAT repayment</i>	466.43
<i>Working from home all.</i>	0	500	<i>Bank interest</i>	0.07
<i>Donations</i>	0	200		
<i>Web site/email</i>	33.60	1000		
<i>Subscriptions</i>	57.77	190		
<i>Audit</i>	50.00	50		
<i>Insurance</i>	0	440		
<i>Playgrnd inspection</i>	0	70		
<i>Training</i>	0	200		
<i>Maintenance</i>	0	150		
<i>Sundry</i>	39.94	750		
<i>Election</i>	0	1000		
<i>VE day party</i>	0	500		
<i>Vat</i>	12.40	0		
<b><i>Total EXP.</i></b>	<b>599.67</b>	<b>9466</b>	<b><i>Total INC</i></b>	<b>4,466.50</b>

18. Any urgent business

Date of next meeting to be confirmed as **Monday 12<sup>th</sup> July 2021 @7.30pm Annual Parish Council meeting, Annual Parish Meeting and Ordinary meeting**

**Dates of future meetings:**  
**Monday 13<sup>th</sup> September 2021**  
**Monday 8<sup>th</sup> November 2021**

***Once the meeting has been closed there will be an opportunity for the public to speak on parish matters.***

*D Hansen*

*17/05/21*

*D. Hansen Clerk to the Council,*  
*Riva, Naphill Common, Naphill, Bucks. HP14 4SZ Tel: 01494-562254, [clerk@ibstone.org](mailto:clerk@ibstone.org)*  
***The meeting is open to the Public and the Press (Unless otherwise decided)***