

# Marston Sicca Parish Council

[www.marstonsicca-pc.gov.uk](http://www.marstonsicca-pc.gov.uk)

Email: [clerk@marstonsicca-pc.gov.uk](mailto:clerk@marstonsicca-pc.gov.uk)

Reg. Office:

The Forge House, 6 School Street, Honeybourne, Evesham, WR11 7PJ

## **Minutes of Parish Council meeting held at Long Marston Village Hall, Monday October 18th 20<sup>th</sup> 2021 at 7.30pm**

**Members Present:** Cllr. Ian Johnsey (Chair), Cllr. Bill Tempest, Cllr. Noel Davis, Cllr. Mike Hillier, Cllr. Anthony Hodges, Cllr. Margaret Clarke, Cllr. Richard Whittaker

**In attendance:** County Councillor Daren Pemberton and 5 members of the public.

### **1. Apologies**

Apologies were received from District Cllr. Manuela Perteghella

### **2. Declaration of Interest**

Cllr. Hodges declared pecuniary interest in Long Marston Airfield.

Cllr. Johnsey declared non-pecuniary interest in Lagan Homes site.

### **3. Public Open Session**

3.1 Resident in Long Marston noted how increasing problem with cars parking on the pavement impedes on pedestrian's safe use of the pavements.

3.2 Resident enquired as to whether the Parish Council were actively reviewing the possibility to building a new village hall/community building. Councillors advised the matter was being considered including suitable location.

3.3. Resident mentioned the ongoing problem of speeding through Long Marston village. Councillor confirmed the matter was on the agenda and would be discussed in the current meeting.

3.4 Further resident suggested Parish Council meetings be posted on social forum. Council confirmed to have a prompt of meeting dates on social media but to also guide residents to the Parish Council website.

### **4. District / County Councillor Reports**

4.1 Dist. Cllr. Perteghella had presented a report to be noted in her absence. Cllr Johnsey read the main points including New Waste Collection Contract, Electoral Boundary Review and reference to WALC climate change conference in which Marston Sicca Parish Council are represented.

4.2 Cllr. Pemberton advised despite the well-publicised nationwide shortage of HGV drivers; the Council have in place a team to provide road gritting services in the winter months.

4.3 Cllr. Pemberton confirmed Covid numbers are rising again and noted the importance of being vaccinated (particularly pregnant women). Whilst local drop-in centres were mentioned where vaccines can be obtained, Cllr Hillier noted the closest centre available was Rugby. Matter to be investigated.

4.4. As a result of speeding being highlighted in the open session, Cllr. Pemberton made reference to the ubiquitous problem noting the difficulty and circumstance relating to implementing 20mph limits.

4.5. Cllr. Tempest mentioned traffic issues along with the B4632 and whether Cllr. Pemberton could provide details of committed developments along the B4632 corridor and any further information that would impact on the road. Cllr. Pemberton to revert, Clerk to chase.

## **5. Minutes of the previous meeting**

The Minutes of the meeting held on September 20<sup>th</sup> 2021 were agreed as an accurate record and were approved.

## **6. Clerks update on outstanding matters**

The clerk had previously circulated an email from the Parish Council solicitors (Lodders) with regards to the transfer of land to the rear of Perry Orchard. The communication had been received late same day of the meeting and was therefore read for council consideration. Lodders had proposed not to pursue a revised plan but instead to note points A and B where a right of access is granted between these two points. Further questions were noted for Parish Council consideration.

*It was resolved to clarify a few points and if satisfied would approve solicitors suggested proposal.*

## **7. Ground Maintenance**

The contractor appointed for ground maintenance in Long Marston was asked to meet at the Barley Fields site to review work the Parish Council felt was either being poorly executed or not actioned at all. A full check of the play area, surrounding grass area and hedges was conducted with Thomas Fox. Our complaint was acknowledged with Cllr. Johnsey confirming the work to remedy had started.

## **8. Finance**

8.1 Clerk/RFO produced Bank Reconciliation & income / expense summary to date including a separate financial report on the Pavilion with 3<sup>rd</sup> Qtr. breakdown.

8.2. The Council was reminded of PAYE staff relating to the Pavilion (community centre manager) and that as advised, the position was now a shared role. This would provide holiday and sickness cover to optimise efficient running of the community centre. The Council were also informed of our legal obligation to provide a Pension (NEST), but the employee can opt out after the first payment. The Clerk confirmed to facilitate this and Payroll, a fee of £200 will be charged for setting up the payroll and £90 per quarter for payroll (£115 if with a pension). Council unanimously agreed.

8.3. Clerk reminded the Parish Council of their previous approval for the Clerk to undertake CiLCA and was asked to authorise payment for this and related courses. Council unanimously agreed. It was resolved to further discuss training expenditure within the new budget.

-3-/Oct 2021

8.4. The following items due for payment were noted and approved.

Date	Payee	Cheque No	£	Details
18/10/2021	E. ON	101877	192.44	Electricity
18/10/2021	H Leedham	101878	297.50	C.Centre stock
18/10/2021	Thos. Fox	101879	686.10	Gnd. maintenance
18/10/2021	Warwick Print	101880	376.00	Newsletter
18/10/2021	Uberdoodle	101881	85	Website
18/10/2021	Mrs SK Hillier	101882	65.00	Editors, newsletter
18/10/2021	SDC	101883	2762.72	Grant repayment
18/10/2021	LM village hall	101884	39.00	Hall Hire
18/10/2021	PKF Littlejohn	101885	360.00	Audit
18/10/2021	Avon Planning S.	101886	630.00	Neighbourhood plan
18/10/2021	Bentens (2)	101887	417.00	Payroll
18/10/2021	Parish Clerk	101888	100.46	Microsoft/stationery
18/10/2021	WALC	101889	72.00	Training
18/10/2021	Mrs SK Hillier	101890	86.21	C.Centre stock
18/10/2021	Parish Clerk	101891	32.11	C.Centre Stock
18/10/2021	Parish Clerk	101892	904.48	PAYE
18/10/2021	Mrs SK Hillier	101893	£***	PAYE job share
18/10/2021	Mrs J Batchelor	101894	£***	PAYE job share
18/10/2021	Pips Brownies	101895	26.00	C.Centre Stock
24/10/2021	Biffa	101896	145.26	C.Centre waste

8.5 Payments Made

27/09/2021	Stock receipts	DC	156.55	Comm. Centre
29/09/2021	Zettle Fee	N/A	47.91	C.Cntre payment
04/10/2021	Mrs SK Hillier	101873	£***	Sept. PAYE
04/10/2021	H Leedham	101874	264.40	C.Centre stock
04/10/2021	Cake Vision	101875	130.00	C.Centre stock
09/10/2021	Co-Op	DC	11.90	C.Centre stock
11/10/2021	The Sign Shed	DC	20.25	Play sign
11/10/2021	Londis	DC	5.50	C. Centre stock
11/10/2021	B&Q	DC	48.97	C. Centre
11/10/2021	B&Q	DC	46.00	C. Centre
15/10/2021	HP Instant Ink	DC	26.29	Printer Ink Sept

8.6 The Clerk and Councillors began to debate the budget but felt more time was needed to assess it fully and to incorporate the pavilion community centre within the budget.

It was resolved to organise a working meeting to debate finances more fully with a view of finalising the budget at the next parish council meeting. Clerk to email suggested dates.

8.7 In order to expedite smooth running of the Pavilion alongside the advisory committee and until the new legal entity is concluded, it was resolved to delegate powers to the Clerk in terms of finance for the Pavilion with a maximum spend of £500. Clerk to also confirm VAT situation on Pavilion.

## **9. Meon Vale & Meon Vale Pavilion Community Centre**

9.1 Councillors agreed to continue with the Advisory Committee for the Pavilion but to organise the following:

\*To identify frequency of meetings in which finance would be discussed at each meeting and best practice to run the community centre and the community services provided.

\* To continue to maintain a separate financial record including all funding received

\*To prepare framework of policy to be related to the management of the pavilion including:

(i) Supplier policy – criteria for engaging food suppliers with terms and conditions

(ii) Risk management

(iii) Marketing and planning including processes for the coffee shop

9.2. The council were advised application for full charity status is in progress. Clerk to determine timeline for next meeting.

9.3 Clerk confirmed the licenses for the allotments would be ready for Thursday. Clerk to liaise with St Modwen re organise next steps.

## **10. Consultations.**

9.1 Councillors agreed to comment on the proposed South Warwickshire Council. It was resolved to comment in favour based on noted efficiencies and the ability to retain essential services. Clerk to action.

9.2 Cllr. Tempest advised the council of a recent traffic meeting hosted by Quinton Parish Council but incorporating Clifford Chambers PC and Marston Sicca. The objective of the discussion was to discuss traffic issues primarily relating to the B4652 and how this affects neighbouring parishes. The conclusion to the meeting was for each of the Parish Councils to have a representative join the traffic working group and to assess planning applications and road impact jointly. It was resolved to appoint Cllr. Tempest to represent Marston Sicca Parish Council. Cllr. Pemberton confirmed he would liaise with the working group directly on traffic matters.

## **11. Correspondence**

11.1 The Clerk provided councillors with the agreement received from SDC regarding CIL money for the Pavilion. It was resolved to sign the agreement on the basis it provided valuable financial assistance for the Pavilion and the community services operated there.

11.2 A letter had been received from Long Marston Village Hall requesting assistance to pay a non-domestic rates bill for the village hall (£81.02). The application was based on the Parish Council having paid this in previous years. The council resolved to agree to the request but to point out any future grant application had to be made on its own merit with indication of need.

## **12. Planning**

12.1 – 21/02382/TPO, Slinget, reduction of tree height and spread. *Approved*

12.2 – 21/02210/LDE, St Modwen, Tarmac area completed before 1<sup>st</sup> May 2021 which is within the 3-year approved permission start date given under 17/03795/REM for implementation of public house/restaurant proposal. *Lawful Development Certificate Existing Permitted*

21/02929/FUL, Marston House, installation of dropped kerb to left of the property. *Decision: No objection*

21/02218/LDP, Hopkins re-roof of property. *Decision: No Objection*

### **13. Councillors Reports**

13.1 Cllr. Whittaker give an update from Meon Vale residents association and confirmed he would be working on Environment/Climate change matters to report to full council. With more initiatives being adopted by Parish Councils to help combat climate change at a local level, it is important for Marston Sicca to incorporate this topic routinely in their discussions.

13.2 Cllr. Clarke confirmed signage to the Barley Fields Play Area was not in place and Kompan had been advised of defects to recently installed play equipment. Regular maintenance schedules are being conducted and remedial work to the perimeter fence had been actioned. Further work will be undertaken to resolve last remaining issues including the garden area.

13.3 Cllr. Davis advised on progress with the Neighbourhood Plan. The NP advisory committee had recently received results of the health check carried out by consultants Avon Planning resulting in more work to be completed. Some of the comments received contradicted points raised by SDC. The group are meeting again on the 21<sup>st</sup> to review the consultant's suggested amendments.

13.4. Cllr Hillier gave a review of speeding options based on action taken to date and what next steps are open to us pointing out lighting issues and costs. Cllr Pemberton suggested new lighting rules are soon being implemented which may affect the options currently being considered. It was resolved to wait until we understand fully what new lighting rules are going to be and to liaise with Cllr. Pemberton in this respect. Clerk to action.

13.5 Cllr Johnsey updated the council on progress with the placing of bollards to Wyre Lane. Work has stopped due to concrete being found where bollards were to be erected. Cllr. Hillier noted a meeting was taking place with Severn Trent at Wyre Lane and may find an alternative solution to the bollards. It was resolved to wait until the council learned more from the Severn Trent meeting before assessing what further action should be taken.

Meeting ended 22.05

Date of next meeting – November 15<sup>th</sup> 7.30pm at Long Marston Village Hall

DM Woodliffe  
Parish Clerk