

Marston Sicca Parish Council

www.marstonsicca-pc.gov.uk

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Reg. Office:

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

Draft Minutes of Ordinary Parish Council meeting held Long Marston Village Hall January 16th 2023

Members Present: Cllr. Ian Johnsey (Chair), Cllr. Bill Tempest, Cllr. Margaret Clarke, Cllr. Richard Whittaker.

Also present: Five members of the public

1. Apologies

1.1 Apologies received from Cllr. Perteghella, Cllr. Davis and Cllr. Hodges

2. Declaration of Interest

2.1 No Declarations

3. Public open Session

3.1 Member of the public requested the parish council acquire a first aid bleed kit to be housed at Meon Vale. Council agreed to the proposal but to first establish where the kit will be housed and assess procurement. Clerk to discuss with Meon Vale Residents Assoc and report back for next meeting.

3.2 Further member of the public noted an Emergency Box that had previously been stored in Long Marston Village Hall but is no-longer in situ. Clerk to investigate. Council members felt it may be worthwhile discussing and adopting an emergency plan.

3.3 A resident asked to have more visibility on footpaths in the parish. Clerk to review website.

4. County and District Councillor Reports

4.1 Parish Council noted the continued lack of presence from the County Councillor- no attendance or reports submitted.

4.2 Cllr. Perteghella was unable to attend the meeting but submitted a comprehensive report. Chair read the key points to council members.

5. Minutes of the previous meeting

Members considered Minutes of meeting held on December 19th 2022 to be an accurate account. Minutes were approved.

6. Clerks Report

6.1 Clerk updated council members on the transfer of area noted as community building to Marston Meadow. The latest delay was due to Severn Trent solicitors make slight modifications to the lease.

Council solicitors were reviewing the amendments and to prepare final transfer. Clerk to query the invoice submitted by Ladders.

6.2 Clerk confirmed the transfer of assets within Meon Vale was making progress. There are two solicitors working on two aspects of the transfer – the first is organising the transfer from St Modwen to the Parish Council and the second is organising joint agreement between Marston Sicca and Quinton Parish Councils. Members were also advised of pending modifications to both the Village Hall and Pavilion with St Modwen contractors undertaking the works. Both buildings are expected to be closed until April 20th.

6.3 The clerk identified the need to retain PAYE for Pavilion manager until end of financial year. This would provide easier transfer in new financial year and enable key actions to be taken including the set up of Insurance within the charity. It was resolved to continue to manage PAYE responsibilities until end of March 2023.

6.4 The Clerk had circulated information received from WCC regarding SD40. The matter is ongoing.

6.5 Owners of the property have been advised SD39 is inaccessible, and action needs to be taken. The owners confirmed they were aware of the issue and were preparing to remedy.

7. Correspondence

7.1 Clerk advised members of emails received from residents interested in applying to be in the parish council. As those expressing an interest exceed the seats available, and that this is an election year, it was resolved for the clerk to contact all and prepare to send nomination papers as soon as they are available. Clerk will provide details relating to the election prior to the next meeting.

7.2 Clerk advised members of the need to request electoral register as this is no-longer routinely provided. Clerk to action.

8. Cost of Living Crisis

8.1 Following recent seminars with WALC and SDC on this topic, councils were advised to include the item on the agenda. Marston Sicca already provide a range of community services via the Pavilion in Meon Vale but understood the need to understand any challenges faced by residents. It was resolved for the clerk to investigate what help is being made available and to post the information on the website, social media, and the notice board.

9. Speed Calming Measures

9.1. Cllr. Davis confirmed the VAS system has been purchased with plans now being organised to erect it. Details to be provided by next meeting.

10. Finance

10.1 Bank reconciliation was provided. Items for payment were approved.

10.2 Clerk to publish budget and precept.

10.3 Clerk confirmed investigation was in progress regarding borrowing to support funding for any community building and asset maintenance.

10.1 Payments Made

Date	Payee	Cheque No	£	Details
06/01/2023	ICO	DD	35.00	Data Protection
11/01/2023	HMRC	BP	226.20	Tax PAYE

-3-/January 2023

10.2 Online Payments for Approval

Date	Payee	Cheque No	£	Details
16/01/2023	HP Instant Ink	DC	22.49	Printer Ink
16/01/2023	Uberdoodle	BP	160.00	Website
16/01/2023	Uberdoodle	BP	346.42	Newsletter
16/01/2023	ElanCity	BP	2592.01	Speed sign and kit
16/01/2023	Npower Commercial	BP	184.62	Electricity
16/01/2023	Long Marston VH	BP	64.00	Hall Hire
16/01/2023	CPRE	BP	60.00	Annual Subscription
16/01/2023	HSBC	CHG	16.99	Bank charges

10.3 Community Centre Payments Made

Date	Payee	Cheque No	£	Details
01/01/2023	British Gas	DD	354.31	Gas supply
03/01/2023	SP Anderson Trade	DC	842.30	Floor Cleaner (CIL)
03/01/2023	Nisbets	DC	383.98	Food Display (CIL)
11/01/2023	HMRC	BP	126.38	Tax and NI

10.4 Community Centre Payments for Approval

Date	Payee	Cheque No	£	Details
16/01/2023	NEST	DD	42.09	Pension
16/01/2023	Mrs H Leedham	BP	325.10	Commodities
16/01/2023	Uberdoodle	BP	195.00	Pavilion Website
16/01/2023	Bentens	BP	180.00	Payroll Services
22/01/2023	Biffa Waste Services	BP	120.86	Pavilion Bins
31/01/2023	SK Hillier	BP	****	PAYE

11. Planning matters discussed:

11.1 22/03027/FUL The Grange. The application has been approved.

11.2 22/03427/FUL Hopkins, barn conversion. Parish Council submitted a No Objection but with conditions.

11.3 22/02914/FUL, Poplar Drive, Meon Vale. The application has been refused.

11.4 22/03623/AMD Pavilion Meon Vale material amendment to 12/02404/REM. Decision: Support.

12. Councillor Reports

12.1 Cllr. Davis confirmed the Neighbourhood Plan was progressing towards next stage of completing the Consultation document. Avon Planning have completed our Basic Conditions Statement. There is confidence in being able to submit the plan for Reg 16 (publicising by SDC) later in February.

12.2 Cllr. Clarke has continued to provide maintenance reports to the play area in Barley Fields and the working group to Marston Meadow are making progress in mapping out plans for the site. A more detailed public consultation would be organised in due course.

13. Date of next Ordinary Parish Council Meeting

20TH February 7.30pm, Meon Vale Pavilion

Debbie Woodliffe, Parish Clerk/RFO

