

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 Annual Parish Council Meeting held Long Marston Village Hall May 15th, 2023

Members Present: Cllr. Ian Johnsey (Chair), Cllr. Bill Tempest, , Cllr. Noel Davis, Cllr. Richard Whittaker, Cllr. Steve Barker, Cllr. Claire Craige, Cllr. Colin Parrott.

District Councillor Stuart Keighley

Also present: Four members of the public.

Meeting opened 7.30pm

1. Election of Chairman

Cllr. Ian Johnsey advised he would be willing to stand. Proposed by Cllr. Noel Davis and seconded by Cllr, Bill Tempest and unanimous show off hands. Motion Carried, Cllr. Johnsey as Chair

2.Apologies

None

3.Declaration of Interest

None declared.

4. Signing of declaration of acceptance of office in the presence of the clerk by members:

Chair, and council members signed declaration of office.

5. Election of Vice Chair

5.1 Cllr. Ian Johnsey proposed Cllr. Richard Whittaker and was seconded by Cllr. Bill Tempest. Motion carried, Cllr. Whittaker as Vice Chair.

5.2 The declaration of office for Vice Chairman was signed and witnessed by the proper officer.

6. Minutes of the previous meeting.

Members considered Minutes of meeting held on April 17th, 2023, to be an accurate account and were signed by the Chair.

7. General Power of Competence

Council members agreed and resolved that the Parish Council meets the criteria for eligibility to exercise the General Power of Competence as defined under s.1(1) of the Localism Act 2011, namely, that a) the Council has a CiLCA qualified Clerk and v) that the number of elected Councillors exceeds two thirds of the total number Councillors.

8. Public open Session

8.1 A member of the public noted speeding cars through the village and enquired about speed bumps. Council members advised these were no longer an option. Cllr Davis confirmed the VAS has revealed some interesting data with 70% of traffic within the speed limit.

8.2 Cllr Parrott noted the speeding issue within Meon Vale with the 20mph repeaters not deterring speeding traffic.

8.3. Residents also noting the poor condition of the stile to the corner of Marston Meadow and enquired about the lack of a footpath sign. Cllr. Johnsey confirmed the stile would be sorted once the final parcel of land had been transferred to the parish council. The footpath is a permissive footpath, the official footpath does have a sign.

8.4. The footpaths to the main village were raised as being continually narrowed by encroaching turf and hedges. The clerk confirmed neighbouring properties have been reminded to cut hedges back to correct boundary.

8.5 Resident asked if the parish council would provide a grant towards the costs for a plaque located in Barley Fields to commemorate the Coronation. Matter was deferred to next PC meeting.

9. Finance

9.1 Annual Governance and Accountability Return.

- (i) Council received and approved internal auditors report
- (ii) Council received and approved Annual Governance Statement
- (iii) Council received and approved the Accounting Statements.

9.2. Council received budget plan, CIL schedule, Grant Status and asset register.

9.3 Council approved the following items:

Payments made.

Date	Payee	Cheque No	£	Details
04/05/2023	J.Lewis	DC	45.00	Thank you, gift, to Manuela

Online payments for approval

Date	Payee	Cheque No	£	Details
15/05/2023	SDC	BP	319.20	Litter and dog bins
15/05/2023	Cllr. Davis	BP	121.03	Speed monitor equipment
15/05/2023	Uberdoodle	BP	346.42	Newsletter
15/05/2023	I Johnsey & Co	BP	420.00	Ground Maintenance
20/05/2023	HSBC	CHG	8.00	Bank Charges

Community Centre payments made.

Date	Payee	Cheque	£	Details
01/05/2023	Parish Clerk	BP	250.00	Pavilion Lighting
01/05/2023	MJ Reader	BP	380.00	Pavilion seating
02/05/2023	British Gas	DD	15.12	Gas Supply
02/05/2023	Biffa Waste	DD	120.86	Waste Bin Collections
04/05/2023	M&S	DC	7.40	Coffee/Tea Polling Station

-3-/May 2023

Community Centre payments for approval

Date	Payee	Cheque No	£	Details
15/05/2023	Water Plus	BP	42.19	Water Supply
15/05/2023	Mrs SK Hillier	BP	19.90	Key Cutting
28/05/2023	Biffa Waste	DD	120.86	Waste Collection
31/05/2023	Mrs SK Hillier	BP	*****	PAYE

10. Joint Agreement between Marston Sicca and Quinton Parish Councils.

The council reviewing the Joint Arrangement Deed for the management of the Meon Vale Assets. Members agreed the deed was suitable and would sign the document. Motion carried.

11. Election of Joint Committee members

Cllr. Colin Parrott, Cllr. Claire Craige and Cllr. Richard Whittaker proposed themselves to serve on the committee. Remain council members supported the proposals. Motion carried. The three members from Marston Sicca will work with three council members from Quinton Parish Council on the Joint committee. Clerk from Marston Sicca will attend meetings to prepare minutes. .

12. Joint Committee Terms of Reference

Council members approved the proposed terms of reference for the Joint Committee managing the Meon Vale Assets.

13. Joint Committee budget

In addition to any funds Marston Sicca may grant to the Meon Vale projects, council members approved a sum of £5k to be included in the 2023/24 budget towards annual maintenance. It was resolved to make the budgeted sum match Quinton Parish Council.

14. District/County Councillor Reports

14.1 New District Councillor for Long Marston Ward Stuart Keighley attending the meeting. Cllr. Keighley explained the new ward was because of boundary changes. There are now 41 district councillors with 25 being Liberal Democrats. The highest turn out for voting was Welford @ 49.3%.
14.2 Cllr. Keighley confirmed his commitment to the role and would be working actively to help support community.

15. Changes in email addresses/ portfolios.

Council members agreed on portfolios with relevant email addresses to be established. Clerk to organise with Cllr. Davis and Website administrator. Website to be updated asap and .gov email addresses activated.

16. Any matters from the Chairman

Chairman discussed the village maintenance, reaffirmed the remedial work to be done once Marston Meadow has been fully transferred, and agreed changes to the contract with Thos. Fox.

17. Clerk Report

17.1 Clerk confirmed another round of discussions had been had with Ladders and Shoosmiths regarding the hold up to the final land transfer. This tiresome fiasco has been ongoing with current

hold up relating to Severn Trent. A further teams meeting has been arranged by three solicitors (including Seven Trent), to get the new plan approved and ready for signing.

-4-/May 2023

17.2 Clerk confirmed a full review of the allotments had been concluded with notices being sent to all pitch holders regarding any changes, fee confirmation and to suggest a committee be formed.

17.2 Members were updated on the progress of remedial work to Meon Vale assets. Work should be completed within 4 weeks.

18. To receive any correspondence

18.1 Clerk had received fee details relating to full membership of SLCC (Society of Local Council Clerks) which, for a full membership is £148pa. Clerk requested permission to join. Council members unanimously agreed.

19.. Review of Financial Regulations and other Parish Council Policies.

19.1 Standing Orders remain relevant and in accordance with NALC model SO's. No amendment necessary.

19.2 Financial Regulations are in accordance with proposed regulations and are up to date. No amendment necessary

19.3. Remaining policies have been recent additions and required no amendments at this time. The Grant Policy however, needs updating. Clerk to review its content and send recommended changes to council members prior to next meeting.

20. Planning Matters

21.1 - 23/00107/FUL & 23/00108/LBC Kings Lodge, Long Marston. Erection of single flat roof infill extensions, a single storey link attached pitched roof swimming pool block. Decision: No representation but to add comments relating to the listing of the property, its historic interest and the necessary involvement of the conservation officer.

21.2 – 23/01099/VLBC & 23/03028/LBC has already been approved. Minor alterations to scheme 23/03028/LBC – Decision No objection

21.3 – 23/01095/LDP 2, Perry Orchard, Long Marston. Proposed loft conversion with front and rear velux windows. Decision: No objection.

21.4 Phase 4D. Cul-de-sac off Chestnut Avenue. Cllr. Craige and Cllr. Whittaker to look at potential street names and will revert to full council.

21. Councillor Reports

21.1 Cllr. Davis confirmed SDC now running Regulation 16 of the Neighbourhood Plan. They will contact people who had previously commented. The next stage will be independent approval and then the referendum. Details to be posted on the Parish Council website with deadline date for comments.

21.2 Cllr. Whittaker and Cllr. Craige confirmed the lead up to the June 10th Big Green Day was getting busy. The map of events is being published and will be advertising the event shortly. The budget to cover relevant costs had already been approved at full council and within reserves.

21.2 Cllr Whittaker confirmed the remedial work to the village hall was making good progress.

14. Date of next meetings:

14.1 meetings to be maintained on third Monday of the month with at least 3 per year being held in Meon Vale.

Meeting closed 9.16m
Debbie Woodliffe, Parish Clerk/RFO