

Marston Sicca Parish Council

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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 March 18th, 2024, 7.30pm

Members Present: Cllr. Ian Johnsey (Chair), Cllr. Bill Tempest, Cllr. Steve Barker, Cllr. Colin Parrott,
Clerk: Debbie Woodliffe
District Councillor. Stuart Keighley
Also present: six members of the public present

1. Apologies

Apologies received from absent councillors. No apology from Cllr. Pemberton

2. Declaration of Interest

None declared.

3. Public open Session

- 3.1 Member of the public found communicating through the Parish Council website to be problematic. Clerk to investigate.
- 3.2 Council members were asked if dates had been confirmed for the Severn Trent works to start in Long Marston Village. Members advised, the latest information received, suggested the earliest date would be April 2025
- 3.3. A resident from Shackleton Village advised the wait for a post box to the site continues, but Cllr Edmunds had been chasing to help speed up the process. Two possible site locations within Shackleton Village have been identified by Lancaster Way
- 3.4 A resident of Meon Vale asked the Parish Council what funds had been reserved for the Meon Vale Asset Management Committee. It was confirmed both Marston Sicca and Quinton have allocated £15k each for the AMC.
- 3.5 Residents from Long Marston village mentioned the amount of road works in the area and how roads were becoming increasingly gridlocked. Parish Council members agreed and supported the point raised by Cllr. Keighley, that better communication needs to be deployed by WCC who had closed Warwick Road without any consultation with Stratford District Council.

4. County & District Councillor Reports

- 4.1 County Councillor Darren Pemberton not present and no report received.
- 4.2 District Councillor Stuart Keighley advised members the district council approved budget, and the approved action plan for the council (Clerk to secure more information). District Councillor confirm that John Careford (SDC head of development), had suggested the WCC Jacobs report would be expected at the end of March. It was agreed with WCC that all three reports would be published together which is why the two Vectos reports have not been released.

-2-/March 2024

4.3 Cllr. Keighley updated the council on All Things Wild (22/00114/OUT), noting that the WCC objection (dated 5/4/23) stands as he is not yet aware that there has been a formal response from WCC Highways to the SDC Case Officer about the new traffic data. He had received an email from the Case Officer on 13th March stating that there had **not been a response from Highways** providing their formal position. The Case Officer has undertaken to contact the Applicant's Agent to request a detailed chronology of the discussions that have taken place with WCC Highways and a copy of all the documents which have not been shared with SDC. Cllr. Keighley spoke to the Case Officer a couple of weeks ago expressing his concerns about the claims from Delta Planning and the lack of supporting corroborating information from WCC Highways.

4.4 As reported previously, Cllr. Keighley has been discussing Rail Live with the event organisers to ensure traffic control is more efficiently managed.

5. Minutes of the previous meeting

Members considered Minutes of the meeting held on February 19th, 2024 to be an accurate account. Minutes were subsequently approved and signed.

6. Chairmans Comments

6.1 Cllr. Johnsey noted the immediate priorities for Marston Meadow, confirming a gate for the entrance will be procured. Clerk to get update quotation for the gate.

6.2 members were informed of the communications sent to Cllr. Daren Pemberton regarding the poor state of some roads and verges including those along Milcote Lane. No response received so far.

7. Clerks comments on outstanding matters

7.1 Members were given status of proposed bus shelter to Meon Vale. As recommended by WCC, discussions had taken place with shelter manufacturer Macemain & Amstad. Designs would be provided along with required works to enable a bus shelter to be erected without using the entire public footway. Members resolved to cap the expenditure for a bus shelter @ £10k but wanted to have further details by the next PC meeting.

7.2 Ground Maintenance costs from Thos. Fox were discussed for the new year and the scope of works to be undertaken. Clerk to get updated price for indicated work.

7.3 Clerk suggested a staffing committee should be organised. Matter was deferred to later meeting.

7.4 Clerk had chased to get streetlights fixed in the village.

8. Meon Vale Assets

8.1 Transfer was delayed due to portabrook sale which has now been concluded. Existing solicitors acting for the Parish Council are in the process of transferring the file to Hall Reynolds in Bidford. In the meantime, to ensure the community hall could be opened and the assets made available to members of the public, a 12-month license has been organised between St Modwen and both Marston Sicca and Quinton Parish Councils.

8.2 The Asset Management Committee was functioning but needed a rider to the original agreement specifying member numbers. The clerk had investigated options that would enable the running of the assets to continue should member numbers be insufficient. It was resolved to delegate powers to the Clerk with a caveat stating two councillors from the respective parish councils should be involved in the decisions made and these must be in accordance with the AMC working brief and agreed budgets.

9. Annual Meeting of the Parish.

Members discussed the option of having the Annual Meeting of the Parish (Parish Assembly) prior to the Annual Parish Council Meeting or to have it held separately. Clerk to contact village organisations and discuss may date options before next PC meeting.

10. Correspondence

10.1 members considered a grant request from the Masons Arms to help fund this year's village fete. It was resolved to grant £1000.

10.2 Quotation was received from WCC for carrying out streetlight maintenance. It was resolved to confirm the price but to request numbers to be placed on street- lights where they are missing.

10.3 Members had been discussing the parish council vacancy and an interested resident from Meon Vale. It was resolved to arrange a meeting to discuss the matter fully before organising Co-Opting.

10.4 Following communication received regarding environmental matters, it was resolved to organise litter picking day for April 6th.

11.. Finance

Clerk/RFO produced bank reconciliation and payments requiring approval. Summary as follows:

BANK REC DATA as at 18/03/2024

Total Bank Balance = £138,605.96

Total Reserves = £126,125.81

Council members approved the following:

Payments made.

Date	Payee	Cheque No	£	Details
03/03/2024	HMRC	BP	78.40	Tax PAYE

Online Payments for Approval:

Date	Payee	Cheque No	£	Details
18/03/2024	Gill Lungley	BP	160.00	PC support svcs.
18/03/2024	Water Plus	BP	162.10	MV Community Hall
29/02/2024	Parish Clerk	BP	313.33	Parish Clerk
21/03/2024	Uberdoodle	BP	437.50	Newsletter/IT

Community Centre Payments Made

Date	Payee	Cheque No	£	Details
03/03/2024	HMRC	BP	435.49	Tax and NI
08/03/2024	Nest	DD	184.17	Pension

Community Centre Payments for Approval

Date	Payee	Cheque No	£	Details
14/03/2024	Philip Dennis Food	DD	947.00	Feb Invoices/Pav.
15/03/2024	Smarty	DC	12.00	Sim Card Internet
15/03/2024	DPI Signs	DC	156.00	Banner Nhood Plan
18/03/2024	Bentens	BP	72.00	Pension
18/03/2024	Mrs H Leedham	BP	481.00	CC Stock
18/03/2024	Billys Coffee	BP	62.38	CC Stock
18/03/2024	Billy's Coffee	BP	75.90	CC Stock
18/03/2024	Water Plus	BP	41.68	Water Supply
18/03/2024	Scottish Power	BP	749.68	Electricity Supply
24/03/2024	Biffa Waste Services	DD	308.04	Bin collection
29/03/2024	J. Cotton	BP	***	PAYE
29/03/2024	S Hillier	BP	***	PAYE

12. Marston Meadow

Cllr. Barker gave an update on the working group and short-term priorities for full council review.

12.1 Main priority supported the comments made earlier by the Chair, to secure the entrance to the site. It had previously been resolved to purchase an entrance gate; members further agreed to secure a padlock.

12.2 Cllr. Barker proposed the creation of a pathway using a self-binding gravel. It was resolved to investigate options & costs further and to consider more fully at the next meeting.

12.3 Existing Play area, members agreed the play equipment was unfit for purpose (supported by the playground surveyor). It was resolved to check with SDC enforcement and planning conditions before removing the equipment. Clerk to action

12.4 Parish Council felt it would be prudent to consider community building options & related costs for the Marston Meadow site.

13. Three Year Strategic Plan

Members were receptive to creating a committee but wanted to first consider the main objectives before mapping out an action plan. Matter was deferred.

14. Planning Matters

All Things Wild, 22/00114/OUT, Campden Road, Willicote

Applicant has submitted two additional reports on the Shipston Road/Campden Lane roundabout and states 'following discussions between DTA and WCC Highways, WCC have accepted this report' Cllr. Tempest gave a detailed report for council consideration. Full details are on the planning portal. Decision: ALL previous submitted objections, of which there are many, still apply.

15. Crime Report

Clerk provided a brief crime report, but members felt the details should be more specific to the area and that a personal police presence at a PC meeting should happen at least quarterly.

16. Parish Councillor Reports

16.1 Cllr. Parrott said bookings for the village hall were going well with some dates fully booked.

16.2 Cllr Parrott discussed the need to highlight the village hall events in the newsletter to increase usage.

16.3 Cllr. Barker reaffirmed the intention of mapping an action plan for Marston Meadow with priority being to secure the entrance.

16.4 Neighbourhood Plan referendum will be 28th March 2024 and is well publicised.

17. Date of next meeting

18th March Long Marston Village

Meeting Closed 21.35

Clerk/RFO Marston Sicca Parish Council