

# Marston Sicca Parish Council

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## **Draft Minutes of Ordinary Parish Council meeting held Long Marston Village Hall**

**April 15th, 2024, 7.30pm**

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

Clerk: Debbie Woodliffe

Also present: Three members of the public present

### **1. Apologies**

Apology received from District Councillor, Stuart Keighley

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

In terms of discussions relating to Marston Meadow, Cllrs Steve Barker and Colin Parrott declared a non-pecuniary interest

### **3. Public open Session**

3.1 a resident from Meon Vale and member of Meon Vale Residents Assoc. advised councillors of the intention to create a separate parish council for Meon Vale and referred to a communication received from SDC returning officer. Members acknowledged the information.

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

4.1 County Councillor Darren Pemberton not present and no report received.

4.2 District Councillor Stuart was unable to attend but did send a couple of points for council consideration – 1) There is more focus on civility and respect in public life with more councils signing up to the pledge and 2) some changes relating to the CIL process (clerk to investigate).

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

Members considered Minutes of the meeting held on March 18th, 2024 to be an accurate account. Minutes were subsequently approved and signed.

### **6. Co-option of Parish Councillor**

Members had discussed the PC vacancy and role with Cliff Brown, and subsequently voted to co-opt him onto the parish council. Declaration of Acceptance was signed.

### **7. Chairmans Comments**

7.1 Following the use of banners to advertise the Neighbourhood Plan, the Chair proposed the use of banners going forward to highlight events to the community. Members agreed this would be an effective method of promoting key activities in the Parish and resolved to procure banners when required. Clerk to cost and advise.

7.2 The Chair advised the new (slightly reduced) price for procuring a gate to be placed at the entrance of Marston Meadow.

7.3 The state of bins in LM village was discussed with specific reference to the dog bin in Wyre Lane. The bin has been over full and needs to be monitored.

7.4 Members were made aware of a large pot- hole in Station Road which is dangerous. Cars wishing to avoid the pothole are pushed onto oncoming traffic. Clerk to inform Highways.

7.5 A strategic three -year plan was considered to be a worthwhile action point but as there needs to be more investigation into objectives and format, the proposal was deferred.

## **8. Clerks Report on any actions taken since the last meeting, and any items outstanding**

8.1 Members were advised that a meeting had been arranged with Susie Jackson from Macemain & Amstad regarding the siting of a bus stop in Meon Vale. The meeting would be 10.30am, May 7<sup>th</sup> by the pavilion car park. Cllr Tempest and Cllr. Whittaker confirmed they would be present.

8.2 Hall Reynolds had confirmed they had officially taken the Parish Council file from Robert Lunn & Lowth regarding the Meon Vale asset transfer. The Clerk has sent various documents to help the solicitors respond to Loddors (acting for St Modwen).

8.3 Clerk confirmed a letter had been sent to Lagan Homes regarding reimbursement for the last solicitors bill on Marston Meadow. Lagan had responded to confirm they would pay 50%. Clerk to invoice Lagan Homes.

8.4 Highways had been contacted following the site visit to LM. Although the current time year prevents hedge cutting, the parish council felt the matter had to be pursued asap to retrieve areas of the public footpath.

## **9. Meon Vale Asset Management Committee**

Cllr. Barker informed fellow council members that various action points had been concluded:

(i) Bookings can now be taken for Community Centre/Village Hall events via online system Hallmaster

(ii) Still some operational elements of the system to be sorted but bookings are being made.

(iii) The terms of reference for the committee needs to be finalised, which will include more specific reference to activities and procedures. Clerk to action

(iv) With various items now being procured (in line with approved budget and agreed list), an inventory list specific to the community centre needs to be organised and maintained.

(v) Security and IIT requirements being reviewed by Cllr. Spooner from Quinton Parish Council.

(vi) A sub committee (administrative role) would be organised with two councillors from each parish council.

## **10. Annual Meeting of the Parish**

Meeting was confirmed to be May 3<sup>rd</sup> at 6pm in Long Marston Village Hall.

## **11. Correspondence**

11.1 Clerk advised members of the services of Gill Lungley (ex WALC and CiLCA/ Councillor trainer). Her services to support councils could prove useful going forward. Members agreed

11.2 Emails received from two residents of Meon Vale interested in securing an allotment plot. Clerk to meet with Allotment Committee Chairman to discuss the site.

## 12.. Finance

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

BANK REC DATA as at 31/03/2024

Total Bank Balance = £139,671.20

Total Reserves = £118,252.99

Council members approved the following:

Payments made.

Date	Payee	Cheque No	£	Details
03/04/2023	HMRC	BP	78.40	Tax PAYE
09/04/2024	Lodders	BP	45.00	Land Reg. Open Space
09/04/2024	Groundwork UK	BP	3225.00	NP Grant Refund

Online Payments for Approval:

Date	Payee	Cheque No	£	Details
15/04/2024	Npower	BP	450.46	Street Lighting
15/04/2024	WALC	BP	679.60	Subscription
15/04/2024	LM Village Hall	BP	5000.00	Grant. VH repairs
15/04/2024	HP Instant Ink	BO	23.00	Printer Ink
15/04/2024	Parish Clerk	BP	42.70	Stationery
30/04/2024	Parish Clerk	BP	****	PAYE

Community Centre Payments Made

Date	Payee	Cheque No	£	Details
02/04/2024	British Gas	DD	134.82	Gas Supply
03/04.2024	HMRC	BP	442.40	Tax and NI
03/04/2024	James Byrd	BP	303.88	Pav. Boiler Repair
09/04/2024	NEST	DD	184.17	Pension Payments
09/04/2024	Mrs H Leedham	BP	383.20	Pav. Stock
09/04/2024	Fatboys Tech. Services	BP	312.00	Pav. Dishwasher repair
09/04/2024	Billy's Coffee	BP	263.47	Pav. Stock

Community Centre Payments for Approval

Date	Payee	Cheque No	£	Details
14/04/2024	Philip Dennis Food	DD	1002.52	Pav. Stock
15/04/2024	Smarty	DD	12.00	Sim Card Pav. Internet
15/04/2024	Water Plus	BP	46.40	Water Supply
15/04/2024	James Byrd	BP	156.00	Heating system repair
28/04/2024	Biffa Waste Service	DD	246.43	Pav. Waste Collections
29/04/2024	Ms. Jodi Cotton	BP	****	PAYE
29/04/2024	Mrs S K Hillier	BP	****	PAYE

12.2 Clerk/RFO advised internal auditor has been appointed to ensure internal audit/governance review is undertaken in accordance with AGAR/ Financial Regulations

-4-/April 2024

### **13. Marston Meadow – recurring item on the agenda to update members on progress.**

13.1 With new gate now received and in store pending installation, Cllr. Parrott asked the concrete blocks protecting the entrance would be removed. Members confirmed the gate would be erected shortly and would arrange with local resident to then remove the blocks.

13.2 The Chair had contacted local resident/landowner who confirmed he would be willing to trench approx. 400 metres (1.5 metres wide) of the site to help start the creation of a footpath. Once actioned, type 1 stone/self-binding gravel will be laid.

13.3 The existing play/recreational equipment will be removed for health and safety reasons. Enforcement will be notified. Clerk to action.

### **14. Planning Matters**

14.1 24/00555/AMD, Meon Vale, Phase 4B -non-material amendment to planning permission 20/02569/REM to substitute plots 22&23 with a single dwelling. This is in response to recent sales data on the demand for specific types of market housing.

Decision: No Objection

14.2 24/00827/TEL28, Land Adjacent to Bailey Avenue, Meon Vale. Installation of 12m pole for mounting Long Range Wide Area Network (LoRaWAN) to connect smart water meters in existing domestic properties and transmit data which allows water companies to maintain sustainability and environmental commitments to save water (e.g., by reducing leakages).

### **15. Neighbourhood Plan**

Cllr. Davis confirmed a 32% turn out for the NP vote of which 91% voted Yes. Next step will see the NP go to cabinet meeting on April 22<sup>nd</sup> where it will be ratified.

### **16. Parish Councillor Reports**

16.1 Cllr. Whittaker advised members of Meon Vale RA Annual Meeting will be held on 23<sup>rd</sup> May. It would be good to have parish council representation at the meeting.

16.2 The second Green Day/Climate Change event is to be held in Meon Vale, September 2024. Further details will be provided asap.

16.3 Cllr. Parrott confirmed ongoing remedial work has been actioned in the Village Hall and there are plans to remove the gent's toilet (to leave a dual use WC in place), to create a storeroom

16.4 Members were advised bookings for the VH continues to grow with the recent q16.uiz night being a great success.

16.5 It was confirmed Cllr. Parrott will now be responsible for the Coopers Foundation.

16.6 The councillor report session closed with the decision to reappraise the path within Barley Fields play area. Clerk to contact Komplan.

### **17. Next meeting**

Annual Meeting of the Parish Council to be 20<sup>th</sup> May at 7.30pm, Long Marston Village Hall.

Meeting Closed 21.11

Debbie Woodliffe

Clerk/RFO Marston Sicca Parish Council

