

# MARSTON SICCA PARISH COUNCIL

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

Tel: 07768 684673

## **NOTICE OF ANNUAL PARISH COUNCIL MEETING**

Members of Marston Sicca Parish Council are hereby summoned to attend a meeting in Long Marston Village Hall on **Monday 20th May 2024, at 7.30pm** for the purpose of transacting the following business. The meeting is open to members of the public who may take part during the fifteen minutes public open session (individual comments should be kept to 3 minutes).

### **Agenda**

#### **1. To elect the Chairman.**

*The Chairman will sign their Declaration of Acceptance of the Office of Chair*

#### **2. To elect the Vice Chairman**

#### **3. To record absences and receive any apologies for absence.**

#### **4. Declarations of Interest:**

*Councillors are reminded to declare any Disclosable Pecuniary and non- Pecuniary interests in agenda items and the nature of those interests.*

#### **5. Public Open Session (maximum 15 minutes)**

*To receive any matters of interest or questions relating to items on the agenda or for future meetings. Members of the public are limited to 3 minutes each.*

#### **4. Minutes of the previous meetings**

*To approve the minutes of the Ordinary meeting of the Parish Council held 15<sup>th</sup> April 2024*

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

*County Councillor – Daren Pemberton*

*District Councillor – Stuart Keighley*

#### **6. Governance, to complete annual business in keeping with the council's Standing Orders**

6.1 Review Standing Orders and Financial Regulations.

6.2 Review of the council's and/or staff subscriptions and other bodies.

6.3 Confirmation of the arrangements for insurance cover

6.4 Review of inventory and other assets

6.5 Review of the council's key policies

6.6 To confirm the council continues to meet the conditions to qualify and use the General Power of Competence.

-2-/May 2024

### **7. Civility and Respect Pledge.**

*Members to consider any training necessary to facilitate signing up to the Civility and Respect Pledge.*

*The National Association of Local Councils (NALC), the Society of Local Council Clerks (SLCC), and One Voice Wales (OVW), believe now is the time to put civility and respect at the top of the agenda and start a culture change for the local council sector.*

*By the Council signing up to the civility and respect pledge we are demonstrating that our council is committed to treating councillors, clerks, employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.*

### **8. Staffing Committee**

*Members to consider appointing a staffing committee comprising three members to review all staffing matters and to determine frequency of meetings.*

### **9. Clerks Report on any outstanding matters and correspondence received**

*9.1 Clerk to update members on actions taken since the last ordinary meeting including status with Meon Asset Transfer*

*9.2 Update on site visit regarding bus stop in Meon Vale*

*9.3 Newsletter*

### **10. Marston Meadow**

*Update from working group on all matters relating to the field to the rear of Perry Orchard*

### **11. Finance**

*11.1 To consider and authorise payments in accordance with finance schedule.*

*11.2 To receive bank reconciliation and receive EOY 2023/24 accounts.*

*11.3 To note the Annual Internal Audit Report*

*11.4 To agree responses to the Annual Governance Statement*

*11.5 To agree the Annual Accounting Statements for 2023/24*

*11.6 To notify exercise of public rights.*

### **12. Climate Change & Biodiversity**

*Members to receive an update on next Green Day event and any further considerations.*

### **14. Three-Year Strategic Plan**

*Members to consider the merits of preparing a strategic plan for the coming three years. The plan would provide insight into the aspirations and needs of the parish and ensure the parish council sets and manages its priorities within an agreed budget achieving value for money.*

### **15. Planning Matters**

*To consider any planning matters relevant to Marston Sicca Parish including:*

*15.1 All Things Wild (any further development to the application)*

-3-/May 2024

**16. Correspondence**

*Member to receive any communication relevant to the parish council.*

**17. Meeting Dates**

*Members to confirm dates to end of 2024 for ease of reference for residents.*

Debbie Woodliffe  
Parish Clerk /RFO

13th May 2024