

MARSTON SICCA PARISH COUNCIL

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NOTICE OF ORDINARY PARISH COUNCIL MEETING

Members of Marston Sicca Parish Council are hereby summoned to attend a meeting in Long Marston Village Hall on **Monday 17th February 2025 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 receive any apologies for absence.

2. Declarations of Interest:

2.1 Councillors are reminded to declare any Disclosable Pecuniary and non- Pecuniary interests in agenda items and the nature of those interests. In keeping with the council's Code of Conduct, members must leave the meeting during the discussion relating to the item in which the interest has been declared unless a dispensation has been requested and granted members must leave the meeting during the discussion relating to the item in which the interest has been declared unless a dispensation has been requested and granted.

2.2 To consider any request from a councillor for a dispensation to be allowed to stay in the meeting after declaring an interest. Such request, in writing, must be given to the Clerk before the meeting starts.

2.3 Members are reminded to keep their Register of Interests up to date.

3. 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. Any request for a longer period to discuss a specific point is at the discretion of the Chair.

4. Minutes of the previous meetings

To approve the minutes of the Ordinary Parish Council Meeting held 20th January 2025

5. District & County Councillor Reports

To receive any information pertinent to Parish Council business

6. Chairmans Comments

To receive any information from the Chair.

7. Clerks Report

To receive updates and resolve on any outstanding matters from the previous meeting including:

7.1 Imminent asset transfer from St Modwen to the parish council and communication from Preim

7.2 Notice platform to the greenway

-2-/ Agenda February 2025

- 7.3 to receive further developments regarding changes to the PC Website
- 7.4. communication with Highways regarding overgrown hedges.
- 7.5 update on suggested lease to the Charity for the pavilion.
- 7.6 to receive update asset register

8 Asset Management Committee

8.1 To receive information from committee members including:

- 8.2.1 To consider and resolve budget value to be delegated to the AMC (LGA 1972 s.101)
- 8.2.3 To consider announcing the use of Meon Vale VH meeting room as a parish council surgery, and the days/times this should be in operation.
- 8.2.4 To consider and resolve on repair solution with associated costs relating to Barley Fields play area.
- 8.2.5 To confirm meeting date with AMC and Village Hall Committee
- 8.2.6 To receive any development to the fitting out of Marston Meadow Pavilion
- 8.2.7 To receive cost indications for bin installation and waste collection from Meon Vale Village Hall.
- 8.2.8 Update on Hallmaster – booking status and financial transparency.

9 Strategic Planning

- 9.1. to consider Meon Vale Residents Assoc. comments relating to the Woodland
- 9.2 to consider identifying key projects for the parish and to organise a funding action plan.
- 9.3. to consider unitary council impact on parish councils and to organise a business plan

10. Finance

- 10.1 to receive bank reconciliation and bank statement and to review items of payment requiring approval (see attached Appendix which forms part of this agenda)
- 10.2 to consider revised insurance schedule with building insurance cover for pending assets.

11. Planning Matters & Local Plan

- 11.1 to consider any planning matters relevant to the parish council including:
- 11.2 24/03108/PIP, Kings Lodge, Long Marston. SDC decision
- 11.3. 22/01677/OUT, Land next to Shipston Road, to receive current status.
- 11.4 to receive information concerning the possible opening of the Stratford/Honeybourne rail line, an SDC commissioned report from Stantec.

12. Councillor Reports and updates on any outstanding matters

- 12.1. to receive information on climate change/biodiversity action plan

13. Correspondence

To receive any correspondence relevant to parish council business.

14. Meeting Dates & Times

To consider and resolve on next meeting date and venue.

Debbie Woodliffe
Parish Clerk /RFO

12th February 2025

**MARSTON SICCA PARISH COUNCIL
BANK RECONCILIATION**

17/02/2025

HSBC		
Balance	01/04/2024	139,671.20
Receipts		114,965.93
Payments		(160,673.17)
Balance	17/02/2025	93,963.96
Savings Account N/wide	17/02/2025	62,976.12
Deposit Account HSBC	17/02/2025	30,253.97
Current Account HSBC	17/02/2025	733.87
Total Bank Balance	17/02/2025	93,963.96

Less unrepresented cheques		
Balance		93,963.96

Reserves	
Defibrillator	1,801.11
Public Footpaths/Road and Village Maintenance	831.09
Community Events	1,500.00 **
Flood Team	500.00
Neighbourhood Plan Grant Funds	105.55
Transparency Code Compliance	500.00
Climate Change	2,800.00
Long Marston Action Group/Legal Expenses	747.43
Contingency/Legal Fees	1,500.00
Community Funds/Projects (Long Marston Volunteer Grp	1,807.08
VAT Contingency	2,500.00
Asset Management - Meon Vale	1,703.49 *
CIL Funds	11,852.21
Open space	21,361.11
S106 Money (Bloor, Lagan, Cameron)	8,178.91
Community Building	22,620.47
Play Area Maintenance	930.81
Total	81,239.26

Available cash	12,724.70
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*Note: 01/04/2024 Reserves

Asset Management MV increased to £15,000

**Note: 04/11/2024

Community Events Reduced to £1500

PC PAYMENTS MADE/APPROVED

Date	Payee	Cheque No.	£	Details
31/01/2025	Christine Johnson	BP	332.80	PAYE
31/01/2025	Maria Smith	BP	113.00	Blinds - Meon Vale VH
04/02/2025	Seated Furniture	DC	1976.43	Seating - Open Space
06/02/2025	HMRC	BP	79.20	Tax - PAYE
10/02/2025	BT Group	DD	45.54	Broadband - Meon Vale VH
12/02/2025	No Buts Bin Co	BP	678.00	Picnic Table - Open Space
			3,224.97	

PC ONLINE PAYMENTS FOR APPROVAL 17/02/2025

Date	Payee	Cheque No.	£	Details
15/02/2025	HP Instant Ink	DC	38.39	Printer Ink
19/02/2025	HSBC	CHG	8.00	Bank Charges
19/02/2025	Uberdoodleesign	BP	420.00	Website/Newsletter
19/02/2025	WCC County Fund	BP	137.04	Street Light Maintenance
19/02/2025	LM Village Hall	BP	85.00	Hall Hire
19/02/2025	Parish Clerk	BP	5.00	Stationery
28/02/2025	Parish Clerk	BP	317.19	PAYE
28/02/2025	Christine Johnson	BP	*****	PAYE
06/03/2025	HMRC	BP	79.20	Tax
			1,089.82	

COMMUNITY CENTRE PAYMENTS MADE/APPROVED

Date	Payee	Cheque No.	£	Details
			0.00	

COMMUNITY CENTRE PAYMENTS FOR APPROVAL 17/02/2025

Date	Payee	Cheque No.	£	Details
24/02/2025	BT Group	DD	45.54	Broadband - Pavilion
24/02/2025	Biffa Waste Services	DD	282.48	Waste Collections
			328.02	

MARSTON SICCA PARISH COUNCIL
SUMMARY OF INCOME AND EXPENDITURE YEAR ENDED 31 MARCH 2025

As at
Income 17/02/2025

	Actual 17/02/2025 £	Forecast Remaining £	Forecast 31/03/2025 £	Budget Plan 31/03/2025 £	Variance To Plan £
Details					
VAT	3,922.51		3,922.51	3,922.51	0.00
Precept	37,000.00		37,000.00	37,000.00	0.00
Newsletter	12.50		12.50	450.00	(437.50)
SDC - Ground Maint. Refund	0.00		0.00	1,000.00	(1,000.00)
Bank Interest	3,368.73		3,368.73	3,000.00	368.73
S106 Monies	0.00		0.00	0.00	0.00
N Plan Grant	(3,225.00)		(3,225.00)	0.00	(3,225.00)
Grants etc. - Various	4,565.00		4,565.00	0.00	4,565.00
Community Funds	0.00		0.00	0.00	0.00
Community Centre	63,550.24		63,550.24	0.00	63,550.24
CIL Funds	0.00		0.00	0.00	0.00
Meon Vale Allotments	300.00		300.00	450.00	(150.00)
Polling Station Hire	0.00		0.00	0.00	0.00
Community Events	0.00		0.00	0.00	0.00
Meon Vale Hall Hire	5,471.95		5,471.95	0.00	5,471.95
	114,965.93	0.00	114,965.93	45,822.51	69,143.42
Net income	4,444.64	0.00	4,444.64	8,807.51	106,158.42

Expenditure

	Actual 17/02/2025 £	Forecast Remaining £	Forecast 31/03/2025 £	Budget Plan 31/03/2025 £	Variance To Plan £
Details					
VAT	8,255.83		8,255.83	2,500.00	(5,755.83)
HSBC Bank Charges	249.38		249.38	250.00	0.62
Newsletter	2,719.50		2,719.50	3,000.00	280.50
Hall Hire	112.00		112.00	300.00	188.00
Electricity	1,516.33		1,516.33	1,200.00	(316.33)
Ground Maintenance	7,683.83		7,683.83	7,000.00	(683.83)
Clerk's Allowance	4,119.90		4,119.90	6,000.00	1,880.10
Clerk's Expenses	598.44		598.44	200.00	(398.44)
Subscriptions	924.66		924.66	580.00	(344.66)
Web Site/Tech Suppt	970.00		970.00	1,300.00	330.00
Audit	570.00		570.00	425.00	(145.00)
Insurance	987.13		987.13	1,300.00	312.87
Light Maintenance	0.00		0.00	150.00	150.00
Road/Village Maintenance	0.00		0.00	0.00	0.00
Village Planters	470.00		470.00	550.00	80.00
Flood Team	0.00		0.00	0.00	0.00
Fixed Assets	0.00		0.00	3,000.00	3,000.00
N/Plan	0.00		0.00	0.00	0.00
Training	0.00		0.00	500.00	500.00
Chairmans Fund	0.00		0.00	650.00	650.00
Community Worker	0.00		0.00	3,200.00	3,200.00
Data Protection	35.00		35.00	50.00	15.00
Grants	1,000.00		1,000.00	3,000.00	2,000.00
Community Funds	0.00		0.00	0.00	0.00
Community Centre	77,461.29		77,461.29	0.00	(77,461.29)
Meon Vale Allotments	0.00		0.00	500.00	500.00
Litter Bins/Collections	285.00		285.00	1,200.00	915.00
Entertainment	0.00		0.00	0.00	0.00
Land Acquisition	2,563.00		2,563.00	0.00	(2,563.00)
Council Elections	0.00		0.00	0.00	0.00
Play Equipment Admin.	0.00		0.00	160.00	160.00
Village Hall Survey	0.00		0.00	0.00	0.00
Community Events	0.00		0.00	0.00	0.00
	110,521.29	0.00	110,521.29	37,015.00	(73,506.29)

Reserves/CIL Funds

Defib. and Trauma Kits	0.00
Speed Calming & Safety	0.00
N/Plan Grant	0.00
Open Space	175.00
Barley Fields Play Area	250.00
CIL Funds	9,050.84
Asset Management	13,296.51
Community Building	27,379.53
Total:	50,151.88

Total Expenditure 160,673.17

Check 0.00

0.00