

MARSTON SICCA PARISH COUNCIL

Serving the communities of Long Marston, Meon Vale & Shackleton

Clerk@marstonsicca-pc.gov.uk

Mobile 07768 684673

NOTICE OF ORDINARY PARISH COUNCIL MEETING

All members of the Marston Sicca Parish Council are summoned to attend an Ordinary Parish Council meeting at Meon Vale Village Hall on **December 15th 2025 at 7:30pm** to conduct the following business.

The meeting is open to members of the public who are welcome to address the council during the public open session. Questions or comments should be relevant to the points on the agenda, or to put comments forward for future consideration. Please be aware that, although members of the public can raise any question, the council will only be able to respond to issues relating to the business to be transacted at the meeting. A question that does not relate to items on the agenda shall not require a response at the meeting nor start a debate on the question. The Open Session will be limited to 15 minutes, with 3 minutes allocated per person. If more than one member of the public wishes to speak on the same topic, they should nominate one person to speak on their behalf. This will avoid duplication and make the best use of the public participation period.

Meeting 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 at least 24 hours before the meeting.

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

3. Public Open Session (maximum 15 minutes)

Public session questions from members of the public, this provides an opportunity for questions to be put to the Council. Once the public open session has closed and the meeting has started, discussions will be between the Council and Officers. It would be at the discretion of the Chair to allow members of the public to comment once the open session has closed.

4. Minutes of the previous meetings

To receive and approve the minutes of Ordinary Parish Council meeting held on 17th November 2025, and Extraordinary Parish Council meeting held on 5th December 2025.

-2-/December 2025

5. District & County Councillor Reports

5.1 To receive information relevant to the parish or additional items of interest

6. Chairmans Comments

To receive any information from the Chair.

7. Clerks Verbal Report on going matters.

7.1. to receive information received from Pavilion Trustees regarding the lease agreement.

7.2 to confirm response from SDC regarding funding request for feasibility study (Meon Vale Woodlands)

7.3 to provide members with an update on utilities relevant to owned assets.

7.4 to consider and resolve on proposed meeting dates with the MV Village Hall Committee.

8. Finance

8.1 to receive bank reconciliation and bank statement and to review items of payment requiring approval (attached appendix)

8.2 to consider and resolve on supporting information regarding 2026/27 budget and precept resolved at extraordinary meeting held on 5th December 2025

8.3 to receive updated financial review of Meon Vale Village Hall and status of queries

8.4 To review the SDC funding application for public services and asset costs (distributed before the meeting).

9 Meon Vale Village Hall / Asset Management

9.1 to review any ongoing matters or updated information relating to assets owned by the parish council including play area to Marston Meadow

10. Planning Matters

To consider and resolve on any planning matters relative to the parish including:

10.1 Tudor Grange and Miller Homes (neighbouring parish council has also been consulted).

10.2 25/02627/REM – response from case officer.

11. Councillor Reports

To receive councillor reports and resolve on matters relating to parish council business including:

12. Correspondence

12.1 To receive any communications relevant to parish council business

13. Meeting Dates & Times

To confirm venue for January PC meeting.

Debbie Woodliffe,
Parish Clerk RFO

9th December 2025

Council Members: Ian Johnsey (Chairman), Noel Davis (Vice Chair), Bill Tempest, Steve Barker, Colin Parrott, Thomas Jackson

**MARSTON SICCA PARISH COUNCIL
BANK RECONCILIATION**

15/12/2025

| HSBC | | |
|-------------------------------|-------------------|------------------|
| Balance | 01/04/2025 | 68,644.14 |
| Receipts | | 62,229.32 |
| Payments | | (71,538.21) |
| Balance | 15/12/2025 | 59,335.25 |
| Savings Account N/wide | 15/12/2025 | 39,536.27 |
| Deposit Account HSBC | 15/12/2025 | 17,525.00 |
| Current Account HSBC | 15/12/2025 | 2,273.98 |
| Total Bank Balance | 15/12/2025 | 59,335.25 |

| | |
|-----------------------------------|------------------|
| Less unrepresented cheques | |
| Balance | 59,335.25 |

| Reserves | 2025-26 |
|--|------------------|
| Defibrillator | 500.00 |
| Public Footpaths/Road and Village Maintenance | 107.60 |
| Community Events | 301.19 |
| Flood Team | 200.00 |
| Neighbourhood Plan Grant Funds | 105.55 |
| Climate Change | 762.85 |
| Long Marston Action Group/Legal Expenses | 500.00 |
| Contingency/Legal Fees | 150.00 |
| Community Funds/Projects (Long Marston Volunteer Grp | 850.00 |
| VAT Contingency | 1,000.00 |
| Open space | 1,163.34 |
| S106 Money (Bloor, Lagan, Cameron) | 8,178.91 |
| Community Building | 22,000.00 |
| Play Area Maintenance | 122.78 |
| Total | 35,942.22 |

| | |
|-----------------------|------------------|
| Available cash | 23,393.03 |
|-----------------------|------------------|

*Note: 01/04/2025 Reserves Adjusted

PC PAYMENTS MADE/APPROVED

| Date | Payee | Cheque No. | £ | Details |
|------------|----------------|------------|---------------|-----------------------------|
| 26/11/2025 | Oakland | DC | 320.78 | Heating System Repair |
| 04/12/2025 | HMRC | BP | 145.60 | Tax & NI |
| 05/12/2025 | Tesco | DC | 15.05 | Stationery |
| 08/12/2025 | Amazon | DC | 45.94 | Miscellaneous |
| 09/12/2025 | Stephen Barker | BP | 7.20 | Hardware - Marston Meadow |
| 10/12/2025 | BT Group | BP | 49.00 | Broadband - MV Village Hall |
| | | | 583.57 | |

PC ONLINE PAYMENTS FOR APPROVAL 15/12/2025

| Date | Payee | Cheque No. | £ | Details |
|------------|-------------------|------------|-----------------|---------------------------|
| 15/12/2025 | HP Instant Ink | DC | 28.99 | Printer Ink |
| 16/11/2025 | Uberdoodledesign | BP | 85.00 | Website |
| 16/11/2025 | F A Perry | BP | 232.50 | Cleaning Services - MV VH |
| 16/11/2025 | Crown Gas & Power | BP | 537.66 | Gas Supply - MV VH |
| 16/11/2025 | Hall Reynolds | BP | 848.80 | Commercial Lease |
| 16/11/2025 | Hall Reynolds | BP | 13.20 | Map - Lease Site |
| 16/11/2025 | LM Village Hall | BP | 68.00 | Hall Hire |
| 22/12/2025 | Parish Clerk | BP | ***** | PAYE |
| 22/12/2025 | Christine Johnson | BP | ***** | PAYE |
| 05/01/2026 | HMRC | BP | 145.40 | Tax & NI |
| 08/01/2026 | ICO | DD | 47.00 | Data Protection |
| | | | 2,006.55 | |

COMMUNITY CENTRE PAYMENTS MADE/APPROVED

| Date | Payee | Cheque No. | £ | Details |
|------|-------|------------|-------------|---------|
| | | | 0.00 | |

COMMUNITY CENTRE PAYMENTS FOR APPROVAL 15/12/2025

| Date | Payee | Cheque No. | £ | Details |
|------------|----------|------------|--------------|----------------------|
| 24/12/2025 | BT Group | DD | 49.00 | Broadband - Pavilion |
| | | | 49.00 | |

MARSTON SICCA PARISH COUNCIL
SUMMARY OF INCOME AND EXPENDITURE YEAR ENDED 31 MARCH 2026

As at 15/12/2025
Income

| | Actual 15/12/2025 £ | Forecast Remaining £ | Forecast 31/03/2026 £ | Budget Plan 31/03/2026 £ | Variance To Plan £ |
|----------------------------|---------------------------|----------------------------|-----------------------------|--------------------------------|--------------------------|
| Details | | | | | |
| VAT | 0.00 | | 0.00 | 12,167.51 | (12,167.51) |
| Precept | 48,000.00 | | 48,000.00 | 48,000.00 | 0.00 |
| Newsletter | 37.50 | | 37.50 | 300.00 | (262.50) |
| SDC - Ground Maint. Refund | 0.00 | | 0.00 | 1,000.00 | (1,000.00) |
| Bank Interest | 1,303.91 | | 1,303.91 | 2,500.00 | (1,196.09) |
| Meon Vale Allotments | 0.00 | | 0.00 | 300.00 | (300.00) |
| Meon Vale Hall Hire | 11,071.31 | | 11,071.31 | 16,000.00 | (4,928.69) |
| Pavilion Refund | 1,316.60 | | 1,316.60 | 0.00 | 1,316.60 |
| Donations | 500.00 | | 500.00 | 0.00 | 500.00 |
| | 62,229.32 | 0.00 | 62,229.32 | 80,267.51 | (18,038.19) |
| Net income | (5,835.84) | 0.00 | (5,835.84) | 5,767.51 | 56,461.81 |

Check 0.00

Expenditure

| | Actual 15/12/2025 £ | Forecast Remaining £ | Forecast 31/03/2026 £ | Budget Plan 31/03/2026 £ | Variance To Plan £ |
|------------------------|---------------------------|----------------------------|-----------------------------|--------------------------------|--------------------------|
| Details | | | | | |
| VAT | 5,053.87 | | 5,053.87 | 3,000.00 | (2,053.87) |
| HSBC Bank Charges | 42.00 | | 42.00 | 200.00 | 158.00 |
| Newsletter | 2,345.00 | | 2,345.00 | 3,000.00 | 655.00 |
| Hall Hire LM | 102.00 | | 102.00 | 300.00 | 198.00 |
| Electricity | 1,054.40 | | 1,054.40 | 1,500.00 | 445.60 |
| Ground Maintenance | 6,132.91 | | 6,132.91 | 20,000.00 | 13,867.09 |
| Employment Costs | 9,293.10 | | 9,293.10 | 13,900.00 | 4,606.90 |
| Clerk's Expenses | 314.37 | | 314.37 | 350.00 | 35.63 |
| Subscriptions | 292.49 | | 292.49 | 700.00 | 407.51 |
| Web Site/Tech Suppt | 1,037.50 | | 1,037.50 | 1,350.00 | 312.50 |
| Audit | 446.25 | | 446.25 | 600.00 | 153.75 |
| Insurance | 4,909.99 | | 4,909.99 | 2,000.00 | (2,909.99) |
| Light Maintenance | 0.00 | | 0.00 | 150.00 | 150.00 |
| Village Planters | 0.00 | | 0.00 | 550.00 | 550.00 |
| Training | 0.00 | | 0.00 | 400.00 | 400.00 |
| Grants | 13,087.73 | | 13,087.73 | 8,000.00 | (5,087.73) |
| Litter Bins | 1,430.14 | | 1,430.14 | 350.00 | (1,080.14) |
| Chairmans Allowance | 0.00 | | 0.00 | 800.00 | 800.00 |
| Meon Vale VH inc.Preim | 6,521.99 | | 6,521.99 | 17,000.00 | 10,478.01 |
| Meon Vale Allotments | 0.00 | | 0.00 | 100.00 | 100.00 |
| Data Protection | 0.00 | | 0.00 | 50.00 | 50.00 |
| Council Elections | 0.00 | | 0.00 | 200.00 | 200.00 |
| Fixed Assets | 12,230.96 | | 12,230.96 | 0.00 | (12,230.96) |
| Community Centre | 1,920.46 | | 1,920.46 | 0.00 | (1,920.46) |
| Land Acquisition | 1,850.00 | | 1,850.00 | 0.00 | (1,850.00) |
| | 68,065.16 | 0.00 | 68,065.16 | 74,500.00 | 6,434.84 |

Reserves/CIL Funds

| | |
|--------------------------|------------------|
| Play Area Main. | 808.03 |
| Climate Change | 737.15 |
| Contingency/Legal Costs | 850.00 |
| Community Events | 548.81 |
| Road/Village Maintenance | 192.40 |
| Open Space | 336.66 |
| Total: | 3,473.05 |
| Total Expenditure | 71,538.21 |