

Marston Sicca Parish Council

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Draft Minutes of Ordinary Parish Council meeting held at Meon Vale Village Hall

22nd April, 2026 7.30pm

Members Present: Cllr. Ian Johnsey (Chair), Cllr. Noel Davis (Vice Chair), Cllr. Bill Tempest, Cllr. Colin Parrott, Cllr. Tom Jackson

Clerk: Debbie Woodliffe

County Councillor: Cliff Brown

Also present: 11 members of the public

1. Apologies

Apologies received from Cllr. Steve Barker and District Councillor Stuart Keighley.

2. Co-Option of a member of the public

Members resolved to co-opt Mark Salter onto the Parish Council, and the Declaration of Acceptance of Office was signed. The clerk provided a copy of the Register of Interests noting this had to be completed and sent to SDC Returning Officer within 28 days of taking office.

3. Declarations of Interest

Cllr. Parrott declared a non-pecuniary interest in LM Village Hall and Marston Meadow

Prior to the Public Open Session, the Chair welcomed Carol Watts and her first parish council meeting as Clerk/administrative assistant.

4 Public Open Session

4.1 A member of the public who manages the Pavilion Community Café, thanked the Parish Council for their ongoing support and financial assistance.

4.2 A Meon Vale & Quinton Cricket Club representative informed the council about a funding gap and asked for a grant to procure a field cover. Council members were informed that Quinton PC indicated they may contribute if other funding sources are found -matching the Quinton grant. The Chair confirmed the matter was not on the agenda for consideration but suggested a formal grant application (available on the PC website) be submitted.

4.3 A member of the public requested that District and Councillor reports be placed on the PC website. Request was agreed.

4.4 The Councillor and the attending County Councillor were advised of concerns regarding signage in Long Marston Village and requested confirmation whether replacements would be provided. Councillor Brown stated he would conduct a walk-through of the village with a senior manager from Highways to review several outstanding issues, noting that new Highways contracts are scheduled to commence on May 1st.

4.5 The Meon Vale Residents Association will hold its AGM on 11 May, with a detailed discussion on the wetlands, a key concern for residents. The proposal to transfer site maintenance to the management company would raise annual service charges, causing worry. There is also uncertainty about current ownership of the wetlands.

4.6 Several Meon Vale residents expressed concerns regarding the presence of negative or published comments about anti-social behaviour in the area, as well as perceptions that crime-related incidents frequently occur. Councillor Brown contributed to the discussion by clarifying that crime statistics reportedly associated with Meon Vale were in fact based on Shipston and its surrounding areas. Councillors agreed the matter warranted closer scrutiny to consider an action plan.

4.7 A resident raised the appointment of a Community Builder stating this could be beneficial for the community. The matter was discussed later in the meeting.

5. To approve Minutes of the previous meeting

Resolved: the minutes of the meeting held on 16th March, were accepted as an accurate record of the meeting and were signed by the Chairman.

6. District & County Councillor Reports

6.1 County Councillor Cliff Brown gave a verbal report but will follow up with recap of main points:

(i) SWLP is entering a critical period, meetings of Joint Council and individual Councils – a meeting was held between SDC and Warwick CC on 21st April. Further meetings will be held in May with full council 8-11 June. The final plan will need to be submitted by end 2026.

(ii) New NPPF – new rules for housing developments have materialised for under 10 dwellings, and it is possible that no recall to planning committee will be allowed. Cllr. Tempest and Cllr. Davis queried this and the relevance of Neighbourhood Plans and LSV categories. The view was as the NP was recent, it should still provide some protection. Cllr. Brown did identify a potential large- scale development to the north of Mickleton. He also advised councillors of the situation regarding planning appeals and believed that options for appeals are unlikely to be used on small scale applications.

(iii) Cllr Brown reported concerns raised about ASB and exaggerated behaviour claims in the Meon community.

(iv) Cllr. Brown identified the value of acquiring support from the SDC appointed Community Builder. Members and the Clerk confirmed the issues relating to free use of the Pavilion meeting room but space could be provided at MV Village Hall. It was also suggested that the community builder, the PC and local organisations should collaborate and share ideas.

(v) The Chair read a question from Cllr Barker relating to traffic matters including outcome of a recent traffic survey. Cllr. Brown advised the survey report had not been recording but that a speed check will be conducted in two sessions (term time and school holiday break). He was unable to provide a date for the survey or the additional build out to Long Marston, but may have more information at the traffic meeting schedule for May 1st

6.2 District Councillor Stuart Keighley was unable to attend but did circulate a written report prior to the meeting which included the following points:

(i) The South Warwickshire Local Plan (SWLP) is approaching the regulation 19 phase where a publication draft of the proposals for the Examination in Public is made available for representations. The plan in its draft form is expected to be available in the public domain in the agenda papers for the SWLP Joint Committee on 14th May – the Committee is scheduled to meet on May 28th. A Council meeting will be held to vote on the Publication Draft a few days before the consultation period which starts on 11th June. The consultation period will last for six weeks.

(ii) Rail Live returns to Long Marston on 17th and 18th June. SDC Cabinet recently visited the Rail Innovation Centre to see the investment in the electrification of the test track and the underpass. A grand opening of the facility is planned for 4th June.

(iii) Local Enforcement Plan – District Councillors have been invited to an evening briefing on 23rd April, to consider the revisions to the LEP following the consultation exercise.

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(iv) Local Government Reorganisation – there is still expectation that a decision from Government (one or two Unitary Authorities for Warwickshire) will be made mid- Summer.

7. Chairmans Comments.

The Chairman's comments about traffic had already been raised with Cllr. Brown

8. Road Safety

The two guests scheduled to join the meeting for road safety discussion were unable to attend.

9. Clerks verbal report on outstanding matters.

9.1 Members were advised the lease for the Pavilion has been concluded and has been signed by both parties (PC and Trustees).

9.2 Bryt Energy are organising for an engineer to visit MV Village Hall to replace the faulty meter and to reassess the accrued estimated bills. Bryt also confirmed the cost for this will be for their account and not the parish council.

9.3 MV Village Hall Charity Status - The charity application has slowed due to a missing committee member. Later, a stumbling block involving the building's lease was identified. Members agreed to consider potentially using the Pavilion lease as a template.

Resolved: Matter to be reviewed to propose a solution by the next PC meeting.

9.4 An employment contract for the Clerk assistant has been finalised and signed.

9.5 Members debated the question of the newsletter, identifying the cost, and potential changes.

Resolved: to stop distributing the newsletter in its current form after May. A notice will be included in the May edition explaining that the process for producing the newsletter will change, and details about the new format will be announced as soon as possible.

9.6. Ground Maintenance - The Chair exited the meeting room during the ground maintenance debate due to a financial interest.

Members reviewed the quotes submitted and assessed previous quality of work.

Resolved: The ground maintenance contract will be awarded to I. Johnsey & Co because of their superior performance and cost benefits.

10. Finance

10.1 Council members received the bank reconciliation, budget review and itemised payments for approval in advance of the meeting. Itemised payments were also noted on the agenda.

Resolved: Payments were approved.

10.2 Members were informed that the annual insurance renewal premium is £4980, which remains within budget despite concerns about new costs related to parish council assets. The clerk confirmed with the insurer that this covers loss of income should the Village Hall temporarily close at any time.

Resolved: Approve renewal quotation.

10.3 Members received the budget plan and EOY financial position.

Resolved: The EOY financial position was approved and signed by the Chairman

10.4 The Internal Audit report was submitted and noted by council members

10.5 To approve Section 1 of the Annual Governance and Accountability Return, the Annual Governance Statement for financial year to 31/03/2026.

Resolved: Section 1 was approved and signed by the Chair having been signed by the Responsible Financial officer (RFO)

10.6 To approve Section 2 of the Annual Governance and Accountability Return, the Annual Accounting Statements for financial year to 31/03/2026.

Resolved: Section 2 was approved and signed by the Chair having been signed by the RFO.

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10.7 The RFO and council members discussed the variances that will be presented to the external auditor.

10.8 To review and approve the updated Asset Register.

Resolved: Asset Register was approved. The additional LR references for Meon Vale Village Hall and Pavilion will be included once they are received from Land Registry.

10.9 To review and approve Notice of Public Rights

Resolved: Approved, dates to be from 3rd June (announcement 2nd June) to 14th July.

11. Planning Matters

26/00624/LDP, 17 Hodges Grove, Shackleton.

Application for Certificate of Lawful Development for construction of a single-storey side extension to existing Property

Resolved: No Objection.

26/00448/PIP, Dairy Fields, Long Marston CV378RG

Application for a single dwelling in place of the remains of a single-storey building which was formerly used as an office. Because of the limited information on the proposed dwelling, we feel that we can neither support or object to this application.

Resolved: No Representation

26/00428/FUL, Sicca Lodge, Wyre Lane, Long Marston

Conversion of existing over-garage accommodation, ancillary to Sicca Lodge to form self-contained one-bedroom dwelling with associated parking, refuse collection and balcony.

Resolved: There was some confusion over this application as the annex with parking is already in place and is ancillary to the main house which is a listed building. As there was concerns over the underlying reasons for changing to a separate dwelling, it was resolved to query the case with SDC Clerk to action.

Barley Fields – noted on the agenda as Bloor Homes Phase 3. Reference to Barley Fields under planning items on the agenda not Bloor Home but instead, was based on an informal discussion with the land agent representing the landowner for the adjacent site. The land agent wanted to determine the thoughts of the PC and whether they would support a potential application for 9 dwellings. The Parish Council had already objected to the site being developed by Bloor Homes in the past and as the Neighbourhood Plan was only recently concluded (siting a preferred reserved site), members were not willing to consider this proposal.

Certain noted planning matters were speculative, no pre applications valid and therefore did not require discussion.

26/00623/VARY Meon Vale. Application for removal of Conditions 27 (offsite Highway works at the junction of Shipston Road with Clifford Lane) and 28 (offsite Highway works at the junction of Shipston Road with Trinity Way) of planning permission 14/01186/OUT, dated 02/04/2015.

Resolved: Objection. Full notes of Marston Sicca objection comments can be found on the SDC site Eplanning 26/00623/VARY. <https://apps.stratford.gov.uk/eplanningv2/AppDetail/Index/b8a294ab-8f0a-c32f-1ed2-08de8595eb8f>

12. Councillor Reports

12.1 Councillor Colin Parrott and Cllr. Davis gave an update on their joint meeting with the Stratford on Avon archery club. The club had asked the council to consider letting them use the Meon Vale playing field, the meeting was arranged to review the current safety measures at their existing location.

A follow up meeting at Meon Vale has been arranged for April 29th to walk the site and discuss safety measures. The site visit will likely determine the parish council's decision.

12.2 Cllr. Jackson confirmed the initial resident's association meeting held on 13th March was a success and that a follow up meeting has been scheduled for end April to appoint committee members. Cllr. Jackson thanked the Chair of Meon Vale RA for her assistance.

12.3 Cllr Jackson noted the play area to Shackleton was open, but some issues remain, it was suggested that C. Owen from Cala should visit and inspect the area.

12.4 Cllr Jackson and Cllr Tempest have been working on a report relating to the Task and Finish group and wish to include comments from Barley Fields RA and Perry Orchard regarding their respective management companies. Clerk to action.

13. Correspondence

13.1 Correspondence had been received regarding the SDC appointed community builder which was briefly raised by Cllr. Brown.

Resolved: Clerk to contact Emma Thrussell, community builder for SDC.

13.2 The Clerk had received a request to site a pop-up shop to the car park adjacent to the Pavilion.

Resolved: To secure more information including frequency and possible impact.

14. Next Meeting

Due to the normal 3rd Monday in the month being unworkable for May, the Clerk was asked to determine hall availability with a view of hosting the Annual Parish Council Meeting and the Annual Meeting of the Parish (Parish Assembly) on the same day. Clerk to advise asap.

Meeting closed 9.49

Debbie Woodliffe
Parish Clerk