

NORTH MARSTON PARISH COUNCIL

Minutes of the Meeting of North Marston Parish Council held in the Methodist Church
on Tuesday 16th February 2010 at 8.00pm

Attendees: Cllr Parks (Chair), Cllr Finnemore, Cllr Gillett, Cllr Gomm, Cllr Martin, Cllr Williams, Cllr Symonds, County Cllr Glover, Sue Mordue (Clerk) and 2 members of the public attended.

18. **Receive Apologies:** District Cllr Polhill.
19. **Open Forum for Parishioners:** (under adjournment)
20. **Declaration of interest in items on the agenda:** Cllr Finnemore advised of her personal interest in item 29c as a member of the Schorne Well Restoration Committee.
21. **Formal announcements from the Chair:** Cllr Parks expressed the great sadness to hear of the passing away of Ewart Dancer. He was a true gentleman and gave so much to the community. He will be sadly missed and our thoughts are with the family.
22. **The Council resolved to confirm the minutes** of the last meeting held on Tuesday 19th January 2010.
23. **To update on matters arising** from the minutes of the last meetings: Letter had been written to Roy Randles accepting his quotation for the new bus shelter and requesting it be completed by the end of March 2010.
24. **To consider correspondence** and other communications received since last meeting:
 - a. Attendance at the BCC Local Area Forum Workshop: the Council resolved that North Marston Parish Council would be represented by Cllr Finnemore and Cllr Martin.
25. **Planning: To discuss planning applications and make recommendations:**
 - a. 10/00079/ATC – Village Hall – fell of No 1 Horse Chestnut – the Council resolved that it supported this application.
26. **Highways, Footpaths & Footways, Street Lighting:**
 - a. To report and update on issues and repairs:
 - i. Meeting had been held with BCC David Hedley and he had agreed that the pipe needed unblocking at St Johns Lane and the ditch would need digging out by the land owner as it was blocked. This should stop the water on the bend on Quanton Road.
 - ii. He had agreed that additional surfacing would be put down outside 3&5 Granborough Road to eradicate the puddle of water at this point.
 - iii. The pavement issues concerning 1 Portway and 57 Portway: It had been established that the Gates (residents of 1 Portway) are very willing to work with the PC and BCC to resolve this issue even if that meant taking some of the slope into their driveway. It was emphasised that the pavement is completely the responsibility of BCC although AVDC gave planning permission for the driveway. The PC appreciates the fact that the Gates want this matter made safe as well and they will be involved in discussion with BCC concerning options. The Clerk had put the issue formally in writing again to BCC advising of the dangers at these locations and pointing out that liability would be firmly with BCC in the even of an accident and asking for an urgent site meeting.
 - iv. Road sweeper requested for main road through and pot holes reported outside school and on High Street.
 - v. Salt bins had been installed at the bottom of Church Street and on the sharp bend on Quanton Road opposite St Johns Lane. Thanks were expressed to Cllr Glover who had donated from her Leaders Fund towards their purchase.
 - vi. Cllr Gillett advised of a puddle outside her property in Schorne Lane which should be reported to Highways.
 - vii. Pot holes were advised (again) especially outside the school and the kerbing at Elmers Meadow.
 - b. Update on street light in Shepperds Close: it is alleged that a Countrywide Oil delivery lorry had reversed into the street light outside 3 Shepperds Close and knocked it. It is still operational however needs to be put back upright. Clerk to write to Countrywide advising that this had occurred.
27. **North Marston and Granborough Community Sports field:**
 - a. To receive recommendations and reports: Additional membership had been recruited to the committee as this phase of the project moves forward and will need a management committee in the near future.

NORTH MARSTON PARISH COUNCIL

Neil Mobsby is representing the football club, Gordon Bowden the cricket club and one other will also join (to be confirmed) along with a representative from the school. Rotary Club has forwarded a cheque for £625 for the money collected with the Christmas Float. Cllr Glover advised she would be able to put in some additional funding in the new financial year. Aylesbury Vale North Sports Council - £950 has been awarded for the purchase of goal posts and flags.

- b. The Council resolved to accept the quotation for top dressing (soil and sand with over seed) to resolve the settlement of the surface above the new drainage in the football area. This would be put down by volunteers. The rest of the field would need to be done at a later date.
- c. To agree to the purchase of football equipment – the Council resolved to proceed with this using the £950 from AVNSC and fundraising money from the 3 Peaks.
- d. To agree to the purchase of a pedestrian gate – the Council resolved to proceed with a wooden pedestrian gate to be fitted by Jim Tattam.

28. Village Hall – the Council resolved to set up the Village Hall as a Sub Committee of the Parish Council and to bring back responsibility for the finance and minutes to the Parish Council. This would allow VAT to be reclaimed by the Parish Council and the accounts to be audited with the Parish Councils. A suggested Terms of Reference was circulated and Cllrs should review and this item would then be added to the March agenda to agree its adoption and also to agree 2 Parish Council representatives for the Committee. Accounts would need to be set up in the name of NMPC re Village Hall. Jane Dell had confirmed she would be happy to Chair the Sub committee with the existing members along with 2 representatives from the PC.

29. Finance:

- a. The Council resolved to agree the accounts for the year to date December 2009 as reviewed.
- b. The Council resolved to issue the following cheques:

Parish Council Accounts:

E J Tattam	881	£150.00
Linnell Bros	882	£179.41
Glasdon	883	£309.42
Clerks Pay & Expenses	884	£331.16
Aylesbury Vale North Sports Council	885	£12.00
J Heffer re Methodist Church rental 16/2	886	£20.00
Anglian Water	887	£24.93
PRA Randles	888	£20.00
AVDC Planning Dept	889	£167.50

Sports Field Accounts:

100 Club	100	£30.00
100 Club	101	£20.00
100 Club	102	£10.00

- c. Schorne Well Restoration Committee – the Council resolved that they agreed to the opening of bank accounts (in the PC's name re Schorne Well) to allow the transfer of the remaining monies from the working party back to the PC accounts. Current management team would remain in place. This would be formally accepted once the Schorne Well Restoration Committee had held a formal meeting to agree this.

30. Play Area:

- a. Confirmation of weekly inspection and agree work if required – no issues to report .
- b. Damaged Springer – update on replacement: quotations have been sought for a replacement and most companies advised that the whole springer would have to be replaced at an estimated cost of £600. However Fenland Leisure has advised that if we send photos of the base they may be able to just replace the base. Cllr Parks would provide the photos and if this cannot be done then we would claim from the Insurance company and there would then just be the excess to pay.
- c. Hedge 'gap' Quainton Road – the Council resolved to accept the quotation from Andrew North to plant quicks and erect a stock fence to reinstate this hedge line to keep the boundary secure for children. Cllr Finnemore pointed out and it was agreed that they should be transplanted quicks approx 2-3ft high even if there was an additional cost to this.

31. Community Led Plan: Bucks Community Action had provided funding of £500 for this project to cover mainly stationery and printing costs. It was agreed to hold the first event on Sunday 21st March at 2.30pm. All main community groups would be invited and posters would be put up around the village and flyers would be put through doors to try and get as many people as possible to the event. It would be a brainstorming session with main headings on flipcharts and post it notes for people to write down their ideas and add to the boards. Cllr Gomm agreed to provide the back boards to put information on for the event and Cllr Parks would put some ideas together. Cllrs should have a think as to what the heading should be for the day and input any ideas and suggestions.

NORTH MARSTON PARISH COUNCIL

32. **Walk Your Footpaths Initiative** – Cllr Williams had met with Rose Gibbard BCC Rights of Way and was provided with a map of the footpaths of North Marston. There are 21 footpaths which need walking and for people to comment on the problems on them. Cllr Williams will ask Alan Williams to put something on the website requesting volunteers to assist.
33. **Open Forum for Cllrs and Officers** (under adjournment).
34. **The date of the next meeting** was agreed as Tuesday 16th March 2010 in the Village Hall.

Closed Session

It was resolved to exclude the press and public from discussions regarding the following items owing to the confidential nature of the business:

35. To agree the Clerks Appraisal documentation and to review pay and job description:

The Clerk was asked to leave as the discussion was about her appraisal and pay review. Minute taken by Cllr Parks

A review and discussion took place about the previously circulated documentation namely:- Summary of Employment, new job description, NALC pay guidelines and the completed Appraisal Form. It was agreed that a pay review would not take place until 1st Nov 2010 (the anniversary of employment start). The Chairman pointed out that it was considered usual practice to increase a pay grade on the achievement of CiLCA so that would be reviewed as and when the Clerk achieved this qualification. The new job description was agreed. It was further agreed - through a vote - that the appraisal form content would remain as circulated save for the removal of the reference in the first section to the springer. The Chairman pointed out that the completed form was part of the employer (the PC) and the employee (the Clerk) relationship and as such the record of the appraisal will/must not be placed in the public domain i.e. it is for internal record only.

The meeting closed at 10.30pm

Signed Date