

North Marston Parish Council

Draft Minutes of the meeting of North Marston Parish Council Held in the Village Hall on Tuesday 9th November 2016 at 8pm

Attendees: Cllr Mordue (Chair), Cllr Symonds, Cllr Roffe, Cllr Hogbin-Mills, Cllr Ketteridge, District Cllr Kevin Hewson, Clerk Rachel Callander and 4 members of the public

100 Club for October and November : 1st: number 33, Rob Skinner; 2nd: number 17, Imogen Shotton; 3rd: number 27 Peter Docwre

Update from Kevin Hewson, District Councillor

Provided an update on AVDC. Communicated that AVDC are revising the housing numbers and the number required for Aylesbury Vale has dropped by 6,000 to below 27,000. Agreed Cllr Roffe and Cllr Hogbin-Mills will attend an open meeting on the 14th November with AVDC to represent North Marston and gain a better understanding of the Parishes position in the process.

102/16 Attendance and apologies; Council received apologies from Cllr Martin, Cllr Kinnaird.

103/16 Members Interests; Cllr Mordue declared that he had 2 invoices of outstanding costs for the Sportsfield and Village Hall to be paid.

104/16 Approval of Minutes; Minutes of meeting held on October 11th were approved

105/16 Planning;

- ◆ 16/01678/app Dancers - It was confirmed that a member of the Parish Council will attend the planning meeting on the 24th November where this application will be discussed.
- ◆ 16/02926/App10 Granborough Road - No Objections
- ◆ 16/03914/App 12 Granborough Road - Agreed NMPC will comment when the public notice is in place.

106/16 Outstanding issues with previous clerk

- ◆ The Parish Council confirmed that they have control of the domains and host the website.
- ◆ Agreed that the previous clerk should return the RTI as this is the property of NMPC
- ◆ Confirmed HMRC have been contacted to investigate unpaid tax discovered by the auditor.

107/16 On line banking

Agreed that online banking issues with TSB will be given one month to be resolved and thereafter an alternative bank will be sought.

108/16 Websites review and discuss plan moving forward.

- ◆ It was confirmed that the website is up and running but it was a copy of the old website. From the 9th November the new website will be visible. Confirmed that the website will be for the use of the whole village to communicate events/clubs/information. Agreed that the clerk will post all information to go on the website. Confirmed that NMPC are now the hosts and own the domain and a new email address belonging to the Parish Council will be available for all correspondence to the clerk.
- ◆ Cllr Hogbin-Mills updated the meeting with the Facebook page to use as an additional way to engage with parishioners. Action to have this available by 8th December.

109/16 Environment;

1. Highways, Footpaths & Footways and Street Lighting:

- i. **Highway:**
 - ◆ No resolution on the Granborough Road footpath outside Eland
 - ◆ No date has been confirmed for the village walks around with Transport for Bucks
- ii. **Footpaths:**
 - ◆ Confirmed the footpath 6 will be reinstated
 - ◆ Confirmed the footpath between Elmers Meadow and Gibbons Close has been rectified
- iii. **Hedges**
 - ◆ Confirmed the hedges on Elmers Meadow had been cut. The hedge on the right was not to specification due to a request from 'Cymbeline' Granborough Road. As this is Parish land residents of 'Cymbeline' will be asked to maintain the hedge or the council will cut it.
 - ◆ Confirmed that the Portway hedges have been cut back.
 - ◆ Agreed Cllr Symonds to request a written quote/specification to weedkill Portway path and village curbs.
- iv. **Graveyard maintenance**
 - ◆ Agreed that £300 would be donated to the Ecumenical Church Council towards the maintenance of the graveyard under LGA 1972 s137
- v. **School Hill road sign**
 - ◆ No update at present
- vi. **Street Lights**
 - ◆ New light in Portway - Cllr Mordue confirmed a decision could not be resolved with residents at present
 - ◆ No. 2 Shepherds Close - Clerk confirmed that Western Power would mend the fault but this is not listed as urgent
- vii. **Call Box**
 - ◆ Resolved: Committee voted that the call box can be removed on the 16th December 2016 as part of a rationalisation programme. The last call was 2010.

Parish Action Plan/Projects:

- i. Playground: No update on the Proposed plan as Cllr Kinnaird was absent from meeting
- ii. Pond: Agreed to have one pond. Clerk to obtain 2 quotes to a specification

Village Hall:

- i. Village Hall extension: Cllr Mordue confirmed the Wren application has been submitted and will reach a decision in January 2017
- ii. Village Hall refurbishment:
 - a. The meeting room has been decorated
 - b. Agreed there would be no further update to the meeting room until after the roof has been replaced
 - c. The floor quotes for the room were discussed and are on hold until after the roof has been replaced. Cllr Mordue and Clerk to look at a short term alternative.
 - d. Parish Council agreed that the ex-social club be renamed "The Schorne Room"
 - e. Agreed to ask Roy Randles to move the notice board to the carpark. Clerk to action.
- iii. Village Hall refurbishment: In relation to the NALC loan, the Parish Council passed a resolution and agreed the application for a PWLB loan of £30,000 over 15 years. The loan will be paid back from the income from Pre School and the After School Club.
- iv. Village Hall refurbishment: Cllr Mordue confirmed that the grant application for the new roof is ongoing
- v. Village Hall roof and electrics: Resolved - A certificate of safety has been awarded for the electrics for the Village Hall.
- vi. Change of licence update: Clerk confirmed this is ongoing
- vii. Schorne Pre-School
 - a. Confirmed the hire agreement is in progress
 - b. Agreed Pre School can use the hall 3 times a year free for parents evenings/meetings as part of the agreement
- viii. Agreed to obtain a new quote for the fence around the new oil tank from JM Fencing update. Cllr Symonds to action.
- ix. Oil tank Inspection: Agreed Cllr Symonds and Cllr Martin to check oil levels. It was noted the old oil tank has not been removed yet.

110/16 Winslow LAF and NBPPC: Agreed Cllr Symonds will attend LAF meeting on 6th December.

111/16 Review of VALP:

- i. NMPC will formulate a proposal for the housing plan for North Marston on the 15th November which will then be shared with the parishioners at an open day for more input and thoughts. The proposed date will be in February 2017. A parishioner shared that Quainton Road has had 62 houses built and it is a tractor road and therefore consideration should be taken to spreading the housing elsewhere.
- ii. Confirmed sewage capacity is in question with Anglian Water.

112/16 Queens Birthdays medals: Confirmed half of the medals have been distribution.

113/16 Finance;

- a. **Resolved:** VAT reclaim dispersement sign off
- b. **Resolved:** the transfer of £150 from VH to SF for the relocation of Guitar lessons
- c. **Resolved:** A laptop will be purchased for the use of NMPC, primarily for the Clerk to use for Parish Council business. Agreed a back up of data is needed.
- d. **Resolved:** Training courses for Clerk were signed off
- e. **Resolved:** The hire charge for 'Schorne Room' only will be half the price of the village hall. New prices will be communicated in due course.
- f. **Resolved:** Lynch invoices for grass cutting will be separate for Sportsfield and the PC
- g. **Resolved:** Full details of the dispersement of social club funds will be communicated by John Matthias (former chariman of the social club) in the Village Magazine. Primary Charities are Cancer Research, Great Ormond Street Hospital and Ronald McDonald Hospice
- h. Agreed that the approval 2017/18 forecast budgets will be priority in Decembers meeting

i. Receipts and Payments of Accounts

Ratified: The following cheques were raised for the Parish Council

001310	£**.** to clerk for salary (1 week Aug/Sept/Oct), no VAT included
001311	£**.** to clerk expenses for October, no VAT included
001312	£52.68 to Aylesbury Mains for lighting, £8.78 VAT included
001313	£275 to Lynch Garden Services, no VAT included
001314	£1080 to Lynch Garden Services for Elmers meadow/hedges, no VAT included
001315	£48.00 to SLCC for membership, no VAT included
001316	£270.00 to Mazars for external audit, £45.00 VAT included

Already ratified for October

001306	£47.64 to Aylesbury Mains for lighting, £7.94 VAT included
001307	£**.** to clerk expenses for September, no VAT included

Ratified: The following cheques are to be raised for the Village Hall

000469	£80 to Emma Lynch for cleaning, no VAT included
000470	£109.23 to E.on for electricity VH, 5.20 VAT included
000471	£78.68 to E.on for electricity (meeting room), £3.75 VAT included
000472	£100.00 Emma Lynch for cleaning, no VAT included
000473	£1080 to PRA Randles for decorating meeting room, no VAT included
000474	£39.99 to Ian Mordue for key safes, no VAT included

Ratified: The following cheques are to be raised for the Sportsfield

000481	£30 to Pete Howes for 100 club, no VAT included
000482	£20 to Pete Williams for 100 club, no VAT included
000483	£10 to Jayne Dancer for 100 club, no VAT included
000484	£105.86 to E.on for electricity VH, £5.04 VAT included
000485	£393.47 to Ian Mordue for sports field and pavilion parts, no VAT included
000486	£30 to Rob Skinner for 100 club, no VAT included
000487	£20 to Imogen Shotton for 100 club, no VAT included
000488	£10 to Peter Docwra for 100 club, no VAT included

114/16 Date and time and venue of the next meeting; The next Parish Meeting will be held at the Village Hall, North Marston on Tuesday 6th December 2016 at 8.00 pm TBC

115/16 Close session

Resolved: A letter of complaint received via the Monitoring Officer was discussed and a response will be made

Rachel Callander - Parish Council Clerk 9th November 2016

NOTE; Members of the public are welcome and entitled to attend Parish Council Meetings unless the Parish Council specially resolve to exclude them from any particular meeting or while particular matters are being discussed), but are not entitled to speak unless expressly invited to do so.