**Minutes of the North Marston Parish Council Meeting held virtually**

**on ‘Zoom’ Tuesday 12th May 2020 at 8.00pm**

**Due to the coronavirus meetings cannot be held in a public place Nalc briefing dated 3rd April 2020**

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**Attendees:** Cllr Mordue, Cllr Boyt, Cllr Hogbin-Mills, Cllr Du Plessis, Cllr Martin, Cllr Raven, Clerk Rachel Callander

**100 Club Draw**: 1st prize 76 Pete Butler, 2nd prize 9 Jayne Dancer, 3rd prize 53 Richard Devas

**040/20** Ian Mordue was elected Chairman and will sign the Declaration of Acceptance of Office

**041/20** Rob Symonds was elected Vice Chairman and will sign the Declaration of Acceptance of Office

**042/20** All councillors will receive their Register of Interests by email for updates and signature.

**043/20 Attendance and apologies;** Cllr Symonds

**044/20 Members Interests:** Clly Boyt 049/20: 20/1231/APP: 10 Portway

**045/20 Minutes:** Approved minutes of the meeting dated 14th April 2020.

**046/20 Working Parties;** The following councillors were appointed:

* Neighbourhood Plan – Cllr Du Plessis
* Sportsfield Committee – Cllr Mordue & Cllr Martin
* North Marston Community Speed Watch – Cllr Martin
* Poors Piece & Clocklands – Cllr Martin & Cllr Symonds
* Playground Project proposed – Cllr Boyt & Cllr Hogbin-Mills to help Cllr Du Plessis
* Wildlife Group – Cllr Hogbin-Mills (Due to the valuable role the wildlife group has in the village Cllr Hogbin-Mills will be the main point of contact for Trevor Jenkins who heads up this group)

**Outside Bodies;** The following representatives were elected:

* Village Hall Trustees (must be Chairman) - Cllr Mordue
* Winslow Local Area Forum - Cllr Boyt
* North Bucks Parishes Planning Consortium - tbc
* Parish Liaison Meeting - tbc
* Expressway Group/HS2 – Cllr Boyt

**047/20 The under-mentioned council documents for 2020/2021** have not changed. They will be uploaded onto the website including the emergency plan

Standing Orders, Financial Regulations, Complaints Procedure, Code of Conduct, Assets Register and Risk Register, Councils Procedure for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998, Charity Policy, Equality Policy, Data Protection Policy, Data Retention Policy, Privacy Notice – councillors & public

**048/20 Buckinghamshire Council –** Cllr Raven

* Garden waste collection started 18th May 2020
* Covid testing centre in Buckingham for essential workers. ID required.
* Play areas to remain closed

**049/20 Planning Applications**

* No Objections: 20/01231/APP: 10 Portway
* No Objections: 20/01413/AOP: Land adjacent to 6 Marston Fields

**049/20 Neighbourhood Plan:**

* Neighbourhood Plan Groundwork Grant Application: £2668.26 of the initial 2019/20 grant of £6,540 was paid back. A new grant application for 2020/21 of £5,128 to reach entitlement of £9,000

**050/20 Environment :**

 i. **Highway:**

* **Ongoing: 40128797 2 blocked drains left side below** St John’s Manor
* **Ongoing: 40131558 White lines at Junction of Schorne Lane & Church Street**
* **Ongoing: 40130975 Outside 7 High Street**
* **Ongoing: 0130662 Blocked drain High Street**
* **Ongoing: 40131396 Outside 2c Granborough Road**
* **Ongoing: 40132835 Kerb opposite 71 Quainton Road**

ii. **Hedges/Village Upkeep**

* The ‘Reconnecting North Marston with Nature’ document will be updated with a map classifying the hedges in the village following a discussion between Cllr Hogbin Mills, Cllr Symonds and Trevor Jenkins. Cllr Boyt will create the final map for publication.

**051/20 Parish Action Plan/Projects:**

* **Playground –** Kompan have been awarded the contract. Parish Council waiting for the grant approval from FCC Communities Foundation before ordering the equipment which will be installed July/August 2020. Groundwork will commence October 2020. £57,489.32 excl VAT funding will be paid directly to Kompan for the equipment with theremaining £2,510.68 excl VAT paid to NMPC. Agreed that a 15”x13” luxury wooden garden gazebo with timber roof to seat 19 people (Buy Sheds Direct) would be a great asset to the area. Cost £5,157.49 excl VAT. The funds to come from the remaining FCC funds of £2,510.68/ contingency money/fundraising tbc. The VAT on the 60K project will be paid out of PC 2020/21 and claimed back in 2021/22. A communication plan will be given to the houses neighbouring the play area to inform them of the project. A note will also be put on the notice board/magazine and website.
* **Gigaclear** - Cllr Mordue has repeatedly asked Gigaclear over the last year to provide Wifi to the village hall as per the agreement passed on from AVB that allowed Gigaclear to lay cables across Parish Land in return for the Wifi. Gigaclear have decided not to accept the agreement and therefore will need to remove their cables from the Parish Land in preparation for the play area ground works in October. Parishioners on the boundary of the play area, who will be affected, will be asked to contact Gigaclear to support the PC. Cllr Mordue to action.
* **Pond –** Agreed that Trevor Jenkins who has maintained the pond over the last year will be asked to put forward a plan to review all aspects of the pond, discussing modifications and improvements. 3 options for filling the pond are being looked at; well water, Aquam and Anglian Water. The latter 2 will be discussed with Trevor Jenkins.
* **Village Hall –** Discussed and Cllr Mordue suggested that no action is needed at the current time.
* **Village Street Lighting –** Discussed SSE vs E.on 3 year contract quotes. A 3 year fixed year contract will be signed with E.on at an annual cost of £1,903
* **Quainton Road path from Shepperds Close to St. Johns Lane –** acknowledged the PID feasibility study with a cost of £6,899.98 + VAT for stage 1 and decided to not proceed at this time.
* **Website:** Acknowledged that the website@northmarston.org is no longer needed and cancelled.
* **New Councillor –** The vacant position has been advertised with a close date of the 26th May.
* **Online Banking** – Agreed to contact Unity, TSB, HSBC and Lloyds to proceed with one option in the June meeting.

**052/20 Finance:**

* Insurance – Acknowledged the long term undertaking with Norris & Fisher Insurance Brokers until 31/5/22. The insurance for 2020/21 is £1,327.01 incl £37.05 for the new play equipment. (1,214.45 2019/20)
* Playground – Agreed the VAT for the playground project will be paid from the 2020/21 budgets and claimed in 2021/22

**Receipts and Payments of Accounts**

The following cheques have been raised for the Parish Council

001586 Lynch Garden Services £1,065, no VAT included

001587 Groundworks Uk (Neighbourhood Plan) £2,668.26 returned, no VAT included

001588 Clerk May salary £\*\*.\*\*, (incl 8 hours April magazine) no VAT included

001589 Clerk April expenses £31.39, no VAT included

001590 Chapman Planning £570.00, no VAT included

001591 New Era Printing April magazine £334.00, no VAT included

001592 Playsafety Limited £94.50, £15.80 VAT included

001593 Glasdon UK Ltd £1,713.56, £285.59 VAT included

001594 Lynch Garden services £660.00, no VAT included

**The following cheques have been raised for the Village Hall**

000676 Lynch Garden Services £40.00, no VAT included

000677 Ian Mordue Expenses (VH door lock) £141.60, £23.60 VAT included

DD E.0n Schorne Room (18.03.2020-19.04.2020) £18.95, £0.90 VAT included

DD E.on VH (18.03.2020-19.04.2020) £45.74, £2.18 VAT included

000678 Emma Lynch £40, no VAT included

**The following cheques have been raised for the Sportsfield**

000660 100 Club 1st Prize £30.00, no VAT included

000661 100 Club 1st Prize £20.00, no VAT included

000662 100 Club 1st Prize £10.00, no VAT included

DD E.on SF (17.03.2020-17.04.2020) £44.40, £2.11 VAT included

**053/20 Next Parish Council meeting:**

* Annual Village meetings scheduled for May 19th 2020 is cancelled due to Covid. The annual reports will be put on the website
* June 9th 2020 Meeting place tbc

 ***Rachel Callander - Parish Council Clerk***