

North Marston Parish Council

Clerk to the council: Mrs Jan Brandon - Email: northmarston@gmail.com. Telephone 07933 624147

MINUTES

Meeting of North Marston Parish Council

Tuesday 11th November 2025

148/25 Present and Apologies

Present: Cllrs K. Du-Plessis, B. Newman, S. Hill and M. Tanner.

Apologies: Cllr I. Mordue, Cllr Hogbin-Mills, and Buckinghamshire Councillor Phil Gomm (apologies were later received from Cllr Andrew Boyt).

149/25 Members' Interests

There were no declarations of interest from Members.

Open Forum for Parishioners

(Under adjournment – 20 minutes total, 3 minutes per speaker)

To include the 100 Club Draw for November 2025.

No matters were brought to the Parish Council's attention by members of the public.

100 Club Draw Results:

- 1st Prize £30.00 – No. 99, Gill Warner
- 2nd Prize £20.00 – No. 87, David Higgs
- 3rd Prize £10.00 – No. 85, Robert Kemp

150/25 Buckinghamshire Council Update

There were no updates on Buckinghamshire Council matters in Cllr Gomm's absence.

151/25 Minutes

The minutes of the meeting held on Tuesday, 14th October 2025 were approved and signed.

152/25 Planning

No planning applications had been received at the time the agenda was issued.

153/25 Land to the North of Quainton Road

To consider any relevant updates following the Parish Council's statement at the last meeting.

RESOLVED: The Parish Council agreed to appoint a costs lawyer to review the solicitor's Points of Dispute and to assess the Respondent's claimed costs to ensure they are legitimate and properly recoverable. The solicitor has advised that the rate for the costs lawyer will be capped at £740.00 (£900 inc. VAT).

154/25 Compliance with Assertion 10 – Cllr Tanner

Thanks were expressed to Cllr Tanner for preparing and presenting his proposals on the adoption of a gov.uk domain and mandatory secure email systems by March 2026, in line with national Assertion 10 requirements.

RESOLVED: To implement the new measures as soon as practically possible. The Parish Council agreed to adopt Cloud Next on their lowest-cost package of £99.99 per annum, but free for the first year (with the understanding that an upgrade can be applied immediately if the 2GB limit is reached). A £12.99 annual fee for domain renewal was also agreed and the following:

The approved domain extension - northmarstonparishcouncil.gov.uk.

The Clerk's new email address will be clerk@northmarstonparishcouncil.gov.uk.

Cllr Tanner will confirm upgrade options and advise the Clerk of the payment arrangements required to implement the changes.

155/25 Defibrillator and First Aid Training

The first defibrillator training session was reported to have been extremely valuable and well received. A second session will take place on Tuesday 18th November at 7.30pm in the Village Hall. The session is free to attend, and participants will receive priority booking for an accredited First Aid course to be held early next year, which will be subsidised by 50% by the Parish Council.

Cllr Du-Plessis asked that the details of the First Aid training provider be shared with North Marston C of E School, as they have experienced difficulty securing suitable training for the children.

RESOLVED: The Clerk will pass the contact details to the school.

It was also agreed that the Parish Council will consider contributing to subsidised First Aid training for school children, as it is an extra-curricular activity, at a future meeting when the costs are known. As children from Granborough also attend the school, it was suggested that Granborough Parish Council could be approached regarding a matched contribution.

156/25 Property and Community Facilities

To receive relevant updates and agree any actions relating to:

1(a). Village Hall

It has been confirmed that planning permission, and input from Conservation and Heritage, will be required if the Village Hall windows are to be replaced. This is due to the Hall's location within the conservation area and its designation as a Heritage Asset. It was acknowledged that securing approval for such work is likely to be a lengthy process. In the meantime, the damaged window in the Schorne Room has been boarded up on health and safety grounds and requires repair.

RESOLVED: The Clerk will obtain a quotation from RCF Windows who are specialists (formerly Aylesbury Glass) for repairing the Schorne Room window, retaining the existing frames for now using Minster glass with faux leaded lights. The Clerk will also contact Cllr Gomm for guidance on the requirement for wooden, single-glazed windows and to explore whether he can assist in discussing with Planning the potential acceptability of wood-effect double-glazed UPVC alternatives, using Minster glass and faux leaded lights, to reduce costs and improve maintenance and energy efficiency while remaining in keeping with the Village Hall's character.

(b) Village Hall Cleaner – Request for Hourly Rate Increase

The Village Hall cleaner requested an increase in her hourly rate from £15.00 to £18.00, noting that she has been working at the current rate for two years.

RESOLVED: The Parish Council approved the increase to £18.00 per hour, effective from **1 November 2025**.

2. Shop Storage Area

No updates.

3. Play Area

RESOLVED: The rubber matting beneath the basket swing hammock will be replaced in the spring. Councillor Hill will be able to advise on this at the appropriate time.

4. Village Pond and Parsnip Pond: No updates received.

5. Defibrillators: All units are serviced and confirmed as emergency-ready by Christina Hutson.

157/25 Environment and Highways

To receive updates and agree any actions on the following:

1. Highways

a. Road Issues

Residents have raised concerns about significant subsidence in Quainton Road, opposite Shepherds Close. The collapse appears to be occurring on either side of an underground pipe. Although the road is scheduled for resurfacing, a temporary repair is requested to prevent vehicles swerving into pedestrians, particularly in icy conditions. Parents of school children walking to and from school have expressed concern to councillors as cars continuously speed along Quainton Road.

RESOLVED: The Clerk will ask Councillor Gomm and the Local Area Technician whether a temporary repair could be made prior to resurfacing and whether any safety measures can be incorporated during the resurfacing works, as vehicles frequently travel at speeds of up to 50mph along this stretch. The Clerk will also contact Stewkley Parish Council to identify the child-safety figures they use to remind motorists of schoolchildren walking to and from school and to slow down.

b. Parking: No updates.

c. MVAS: No updates.

d. Street Lighting: The Clerk reported that SSE has not billed the Parish Council since May 2025. SSE advised that a bill stop currently applies while they validate consumption data following a recent regulatory change.

RESOLVED: The Clerk will follow up on the new contract if no further information is received from SSE.

d. Bus Shelters: Ivy and vegetation have been removed from the bus shelters by Roy Randles.

2. Grass and Hedges

The Clerk has reported the overgrown hedge and the uncut triangle of grass behind the bus shelter on the east side of Portway via Fix My Street. Fairhive Housing Trust has confirmed that the area is not their responsibility, and the Highways map shows it belongs to Buckinghamshire Council.

156/25 Projects

To receive updates, discuss, and agree any actions on the following:

1. Replacement Windows for the Village Hall

See item 156/25 above.

2. Replacement of Posts Around the Upper and Lower Greens

A councillor noted that the July minutes recorded that this project would be completed by October, but the work remains outstanding.

RESOLVED: The Clerk to ask Councillor Mordue to order the required posts so installation can proceed.

3. Website: Councillor Tanner had advised about the work to ensure compliance with Assertion 10 as referenced in item 154/25 above.

4. New Streetlight Opposite the Sports Field Entrance

Councillors noted that the streetlight installation had been minuted as being completed before the onset of darker evenings, but it remains unfinished.

RESOLVED: The Clerk will ask Councillor Mordue to purchase the required light(s) and arrange installation as soon as possible/is practicable.

5. Encouraging Wildlife / Aylesbury Vale Wild Project

The grass at the Sports Field end of Granborough Road has been cut by councillors; however, the cuttings need to be removed to prevent mulching, which would smother new seedlings. The Clerk has purchased 3kg of seed.

RESOLVED: The Parish Council agreed that the ground is now too cold for sowing, the seeds should therefore be held until early spring. Seeds should be stored securely in a location safe from mice.

6. Replacement windows for the Village Hall: Please see item 156/25 above.

157/25 Sports Field

The Clerk reported that the total proceeds from the Granmarstonbury event amounted to £7,763.15.

RESOLVED: As the event was jointly organised and delivered, the proceeds are to be divided equally between the Sports Field and the School PTA.

158/25 Recruitment of Parish Clerk

The Clerk advised that preliminary interviews via Teams will take place on Friday 14 November, with face-to-face interviews to follow after the application closing date of 21 November.

159/25 Finance

1. Budget Meeting

RESOLVED: The Clerk and Councillor Mordue will collaborate on preparing the draft budget and circulate it to the Parish Council before the December meeting for consideration and agreement at that meeting. The Clerk to then submit the Precept request to Buckinghamshire Council by the deadline.

2. The following Receipts and Payments were approved:

Receipts and Payments of Accounts

Payments made on behalf of the Parish Council

Tesco Mobile – parish phone contract - £8.57, no VAT

Blades – October grass cutting - £882.40, £147.07 VAT

PRA Randles – removal of ivy and cleaning of bus shelters - £60.00, no VAT

The Grass People – Wild flower mix for verges - £261.00, £43.50 VAT

HP Instant ink – printer ink contract (DD) - £18.49, £3.08 VAT

McAfee auto renewal fire wall - £49.99

Amazon – cleaning products for VH - £22.18, £3.69 VAT

Payments to be made on behalf of the Parish Council

Clerks Salary for October - £***. ** no VAT

HMRC – Clerk's PAYE tax - £***. **

Employers N.I £**. **

Office Reimbursement for October £26.00, no VAT

Katherine Wetherall – VH cleaning October - £112.50, no VAT (Please note that this was a late submission but agreed by councillors at the meeting to be included in this month's payments).

Village Hall

Payments made on behalf of the Village Hall

PRA Randles – porch redecoration and two extra external doors - £490.00, no VAT

PRA Randles – removal of ivy from around oil tank - £50.00, no VAT

VALDA Energy – Electricity VH & SR Oct - £122.26, £5.82 VAT

Katherine Wetherall – VH cleaning September - £112.50, no VAT

Payments received on behalf of the Village Hall

Ellie McSweeney – Village Hall Hire for fundraising event - £72.00, no VAT

Sportsfield

Payments Received on behalf of the Sportsfield

AEDDA's Farm Distillery Ltd – stall holders fee GM - £40.00, no VAT

Saskia Welman – Excess food purchase - £13.60, no VAT

Pete Butler – Excess food purchase GM - £10.00, no VAT

Liz Hale – Excess food purchase GM - £36.60, no VAT

Ciro Sasso – Jay's Ices - donation GM, £75.00, no VAT

Payments made on behalf of the Sportsfield

VALDA Energy Ltd – Electricity Oct - £72.68, £3.46 VAT

Rebecca Parker -Marvellous Marigolds October cleaning - £76.50, no VAT

Ian Mordue – GM food purchases for event - £1,393.31, £238.39 VAT

Payments to be made on behalf of the Sportsfield

Lanes' Landscaping – posts for the sportsfield fencing - £300.00, £60.00 VAT

Colin Beckett – fencing work at sportsfield - £370.00, no VAT

000869 100 Club 1st prize £30.00, no VAT

000871 100 Club 2nd prize £20.00, no VAT

000872 100 Club 3rd prize £10.00, no VAT

Note: Cheque number **000870** was omitted in error and has now been **voided**.

160/25 Date of the next meeting: The next meeting of the Parish Council will be held on Tuesday, 9th December 2025 at 8.00 pm in the Village Hall.

Jan Brandon, Clerk to North Marston Parish Council, 17th November 2025