

# North Marston Parish Council

Clerk to the council: Mrs Jan Brandon - Email: [northmarston@gmail.com](mailto:northmarston@gmail.com). Telephone 07933 624147

## MINUTES

### Meeting of North Marston Parish Council

Tuesday 9<sup>th</sup> September 2025

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**114/25 Present and Apologies: Present:** Councillors Boyt (Acting Chair), Newman and Tanner

**Apologies were received from:** Councillors Mordue, Hogbin-Mills, Du-Plessis and Hill

**115/25 Members Interests:** There were no declarations of interest

**Open forum for Parishioners:** (under adjournment – 20 minutes. 3 minutes per person speaking) to include 100 Club Draw for **August and September 2025**.

#### **100 Club winners:**

**August:** 1<sup>st</sup> (£30) No 51 Andy Keegan, 2<sup>nd</sup> (£20) No 70 Cynthia Hall, 3<sup>rd</sup> (£10) No 57 Graham Jenner

**September:** 1<sup>st</sup> (£30) No 19 Jo Radcliffe, 2<sup>nd</sup> (£20) Sarah Howes 3<sup>rd</sup> (£10) Katherine Du-Plessis

**116/25 Buckinghamshire Council update:** Buckinghamshire Councillor Phil Gomm.

- (i) Cllr Gomm recognises the frustrations caused by Anglian Water's road closures, but these are usually for emergency repairs, which require minimal notice and the Council's ability to control these is limited.
- (ii) A new water main between North Marston and Granborough is finally in the pipeline after around 10 years of waiting. Further updates to be shared as they become available.
- (iii) Finances are tight and planning is hard until Buckinghamshire Council knows exactly what its future income will be under the new reforms. The reforms are intended to redistribute resources toward poorer areas with higher needs in the north of the country and away from traditionally wealthier areas.
- (iv) Buckinghamshire Council will close three adult day centres in High Wycombe, Burnham, and Buckingham. The Buckingham Day Centre will be repurposed as a facility for young adults with special educational needs and disabilities and four existing centres, including Aylesbury, will be retained and upgraded.
- (v) Buckinghamshire Council has begun a new 5-year plan which, under Government housing and planning directives, requires significantly more land to be allocated for industrial areas than previously assumed. The county is now required to deliver around 95,000 new homes over the next five years under new national targets, which will bring extensive development. This central Government requirement means Neighbourhood Plans may be deprioritised to meet the statutory housing numbers. The plan also includes provision for 600–650 traveller plots to meet assessed national and local needs.

**117/25 Minutes: RESOLVED:** The minutes of the meeting of the Parish Council held on Tuesday, 8<sup>th</sup> July 2025 were approved and signed.

#### **118/25 1.Approval and Adoption of updated policies:**

The Council considered the formal approval and adoption of various Parish Council policies. It was noted that the following policies had been reviewed by the Council and updated in line with current legislation:

a. NMPC Model Standing Orders, b. NMPC Financial Regulations, c. NMPC Complaints Procedure, d. LGA Revised Code of Conduct, e. Risk Register, f. FOI Requests, g. Charity Policy, h. Equality and Diversity Policy i. Data Retention Policy, j. Privacy Notice, k. Environmental Policy – *deferred for comment by Councillors Hogbin-Mills and Du-Plessis, the council's representatives for environmental and sustainability matters* l. Health and Safety Policy.

**RESOLVED:** That all policies listed above, except the Environmental Policy, be formally approved. The Environmental Policy will be considered following comments from the responsible councillors.

**2. The Council further considered the adoption of the following new policies:** a. Civility and Respect Policy, b. Communications and Email Policy, c. Vexatious Policy

**RESOLVED:** That the new policies listed above be formally adopted.

**119/25 The Council considered delegating authority to the Clerk, under the Council's Standing Orders, to submit the Parish Council's planning comments following email consultation with councillors in the following circumstances:**

- i. Where an extension requested to allow consideration at the next scheduled meeting has been refused.
- ii. Where there is insufficient time to convene an extraordinary meeting within the required notice period, including during periods of Council recess.

**RESOLVED:** That the Clerk be delegated authority to submit planning comments on behalf of the Council in the circumstances outlined above after email consultation with councillors.

#### **120/25. Compliance with Assertion 10**

After a brief discussion, Councillor Tanner agreed to fully cost and explore the options to present to the Parish Council for a decision at the November meeting. This will include identifying the necessary steps to take to be ready by the end of March 2026. It was also noted that the Parish Council may need to ring-fence £500–£600 annually to support compliance with the new Assertion 10 requirements. This funding is intended to cover costs associated with establishing dedicated council email addresses and may include expenses for a dedicated email provider and website hosting services.

**RESOLVED:** That Councillor Tanner investigate options and costs, reporting back to the Parish Council in November, and that the potential annual financial requirement be noted for future budgeting.

#### **121/25 To consider the following Planning applications as a consultee:**

**25/01865/APP – GRANBOROUGH** - Erection of a solar farm and creation of new vehicular access, new footpath, substation compound, customer substation, inverters, CCTV Tower, storage containers, perimeter fencing, car parking and associated ancillary development.

**RESOLVED:** It was noted that the Parish Council had previously asked the Clerk to submit additional objections regarding ancillary development at Wings Farm, Marston Road, Granborough, Buckinghamshire MK18 3JX and ratified the objections and additional comments submitted by the Clerk in relation to the ancillary works.

#### **25/02291/APP - Old College House 23 School Hill North Marston Buckinghamshire MK18**

**3PE.** Demolition of all buildings. Erection of one two-storey 3-bedroom house and garage (Paddock Barn) and one single storey 2-bedroom house. (deadline for consultee comment extended to 12<sup>th</sup> September 2025)

The applicant was present at the meeting to clarify the plans, as he was concerned that the previous wording in the application description was misleading.

**RESOLVED:** The Parish Council had no objections to this application.

#### **122/25 Update on the dispute over the land to the north of Quanton Road and**

The Council was reminded that the tribunal dates have been set for 14<sup>th</sup> and 15<sup>th</sup> October.

**Proposed Motion:** That at the end of the meeting, the Council moves into a closed session to consider confidential matters relating to the ongoing legal dispute over the land at Quanton Road, including any legal advice received, in accordance with the Council's Standing Orders and the need to maintain confidentiality on ongoing legal proceedings.

**RESOLVED:** The motion was proposed by Councillor Boyt and seconded by Councillor Newman.

**123/25 To discuss and resolve approval of the agreement between the Parish Council and a parishioner for the repairs to the Parish Barn.**

The Council considered the agreement between the Parish Council and a parishioner regarding repairs to the Parish Barn. After a short discussion, it was resolved that the Clerk would redraft the agreement to reflect the following terms:

- The parishioner will receive **£500** upon completion towards the cost of underpinning the Parish Barn, with the work to be completed within the first year of a five-year agreement
- A further **£500** will be paid upon completion of the remainder of the agreed work.
- The Parish Council's contributions will be released in two stages, upon completion of each stage of work, therefore the Parish Council's total contribution will be **£1,000**.
- The agreement must include a clear exit strategy.
- Whilst the work to repair and maintain the barn is in lieu of rent, the Parish Council wishes to offer these additional payments to support the cost of materials
- The Parish Council must receive a copy of the parishioner's **Public Liability Insurance** and retain a copy on its records.

**RESOLVED:** That the agreement be redrafted in line with the above terms for approval by the Parish Council.

**124/25 To receive relevant updates and agree any actions on the following:**

**1. Village Hall**

The Council discussed the broken panes in the Schorne Room, which need to be replaced on health and safety grounds as they are at risk of falling out.

**RESOLVED:**

- That the panes of glass in the Schorne Room window be repaired as soon as possible using Minster glass with leaded lights, at a cost of £623 including VAT, unless it proves more sensible to replace the entire unit as part of an overall replacement of all windows suffering from wood rot. In that case, the window in question will be temporarily boarded up.
- That PRA Randles remove ivy from the walls of the Village Hall at a cost of £50 and decorate the exterior of the Village Hall lobby and doors as per his quote of £440.

**2. The Shop**

**1. The Council discussed the rental agreement for the shop storage area.**

- Councillor Mordue had met with Peter Dowcra, Chairman of the Shop Committee and Ian Lenham, its Treasurer, and had agreed points for the Parish Council's consideration:

**RESOLVED:** The Clerk to issue an invoice of £54 to cover unpaid usage up to the end of June 2025, and a further invoice of £300 would be issued around November to cover one year's usage up to the end of June 2026. Additionally, once a contract for the Wi-Fi service is in place, an invoice of £180 will be issued, accompanied by supporting documentation to verify a £15 monthly charge. This monthly charge to be reviewed after a year and the use of the storage area to be reviewed as appropriate by the Parish Council.

**2. Banner Request:** The Council had been approached by the Chairman of the Shop Committee requesting permission to hang a directional and advertising banner from the Village Hall railings, alongside the existing Schorne Preschool banner. During its discussion, the Parish Council wished to emphasise how much it values the shop and is committed to supporting it in every way possible. However, the Council felt that adding another banner to the Village Hall railings would make the frontage appear overcrowded and somewhat out of keeping with the character of the building.

**RESOLVED:** That the Clerk reply to the Shop Committee explaining the Council's position and suggesting that it would be happy to explore alternative options, such as an A-frame sign.

**3. Play Area**

The Council discussed the replacement of a picnic bench and the goal area.

**RESOLVED:** To purchase an octagonal recycled plastic picnic table to replace the one removed on health and safety grounds at a cost of £695 exc. VAT and Councillor Newman to inspect the loose goal post and undertake any necessary remedial work.

#### **4. Village Pond and Parsnip Pond**

The Council discussed the installation of a water meter for the standpipe

**RESOLVED:**

- Councillor Mordue to follow up and arrange the purchase and installation of a water meter to fill the pond during periods of drought, at a cost of up to £1,500 exc. VAT and that chemicals be added to dechlorinate the water so that it is safer for pondlife.

#### **5. Defibrillators**

All defibrillators had been checked by Christina Hutson and no issues were reported.

**RESOLVED:**

- That the Clerk to arrange free defibrillator training at the Village Hall.
- That the Clerk to investigate the possibility of certified First Aid training for parishioners, including associated costs, with a view to the Parish Council subsidising such training.
- That the Clerk posts a notice on the Facebook Community page to gauge interest in the training.

#### **6. Bench in Memory of Jim Tattam**

The Council received an update regarding the bench on the lower Village Green.

**RESOLVED:**

- That the new oak bench be installed to replace the existing bench at the top of the lower Village Green.
- That the existing bench be relocated to the play area to replace a bench that was previously removed due to rot.

### **125/25 To receive any updates and agree any actions on the following:**

**Environment:**

**Highways**

(i) **New and Resolved Road Issues** – The Clerk was instructed to report the following to Anglian Water:

- The drain outside 8 Portway is blocked; it is the responsibility of Anglian Water to flush it through.
- There is a leak by the water hydrant outside the play area in Quanton Road.
- There is also a leak on the High Street, on the opposite side of the road at the top of the lower village green.

(ii) **Parking** – No issues reported.

(iii) **MVAS** – No updates.

(iv) **Streetlighting** – Discussion and decision on actions/approval of quotations for repairs following the Sparkx survey and councillors' inspections.

**RESOLVED:** Councillor Tanner to inspect the light reported out in Quanton Road; Councillor Newman to inspect the dim light in School Hill; and the Clerk to check the light reported out in Schorne Lane and report back to the Parish Council.

**Grass and Hedges** – Including discussion and decisions on wildflower verges and an update on impassable footpaths:

**Update:** Councillor Gomm advised that he and Councillor Hogbin-Mills had not yet completed a survey of village footpaths but would be walking round to assess their condition and determine any required actions as soon as a mutually convenient date can be arranged.

### **126/25 Projects: To receive updates, discuss and agree on any actions on the following:**

- (i) Update on the replacement of the posts around the village's upper and lower greens (Councillor Mordue).

- (ii) Website (Councillor Tanner)
- (iii) New streetlight opposite Sports field entrance (Councillors Mordue and Hill)
- (iv) Encouraging Wildlife/Aylesbury Vale Wild Project (Councillors Hogbin-Mills and Du-Plessis)

The Councillors responsible for these aspects of Parish Council responsibilities were absent, and therefore no updates were provided, except for Councillor Tanner. Updates regarding the website, including compliance with the new requirements under Assertion 10, had already been provided earlier in the meeting.

**127/25 Sportsfield relevant updates:** There were no updates in Councillor Mordue's absence, but there was a reminder that **GranMarstonbury** will take place at the Sportsfield on **Saturday 13 September**. The event will be family-friendly day featuring numerous stalls, a dog show, and a music festival running into the evening, with live performances by local bands.

## **128/25 Finance**

1. **RESOLVED:** The Council approved the adoption of the NALC nationally agreed pay point increase for 2025 **and** confirmed the Clerk's salary adjustment in accordance with the terms of the NALC model contract of employment (previously circulated).
2. **RESOLVED:** The Council approved the following receipts and payments of accounts, including a late invoice from Christina Hutson from the Parish Council account for barley straw extract for the village pond in the sum of £25.95 including VAT.

### **Receipts and Payments of Accounts**

#### **Payments received by the Parish Council since the last meeting in July**

Kevin O'Donoghue – Annual rental for allotment - £20.00 no VAT

From VH account reimbursement for electricity costs taken from PC account in error under the new contract (now hopefully rectified) - £93.71, no VAT

From SF account reimbursement for electricity costs taken from PC account in error under the new contract (now hopefully rectified) - £50.83, no VAT

#### **Payments made on behalf of the Parish Council**

VALDA Energy – VH electricity charges 21<sup>st</sup> June – 20<sup>th</sup> July - £100.57, £4.97 VAT (to be reimbursed to PC account from VH account)

Blades Turfcare – June grass cutting Inv 1867 - £882.40, £147.07 VAT

Blades Turfcare – July grass cutting Inv 1896 - £882.40, £147.07 VAT

SSE Energy streetlighting supply 1<sup>st</sup>-31<sup>st</sup> May - £67.32, £3.21 VAT

HP Instant ink – printer ink contract 18<sup>th</sup> June -17<sup>th</sup> July (DD) - £6.49, £1.08 VAT

HP Instant ink – printer ink contract 18<sup>th</sup> July -17<sup>th</sup> August (DD) - £6.66, £1.33 VAT

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

Local Election contribution to Buckinghamshire Council (mandatory) - £219.00, no VAT

Clerks Salary for July - £\*\*\*. \*\* no VAT

HMRC – Clerk's PAYE tax - £\*\*\*. \*\*

Employers N.I £\*\*. \*\*

Office Reimbursement for July £26.00, no VAT

Roger King – internal auditor's fee - £120.00, no VAT

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

NBPPC annual subscription charge - £20.00, no VAT

ECC – small grant award towards church sound system - £289.47, no VAT

#### **Payments to be made on behalf of the Parish Council**

Clerks Salary for August - £\*\*\*. \*\* no VAT

HMRC – Clerk's PAYE tax - £\*\*\*. \*\*

Employers N.I £\*\*. \*\*

Office Reimbursement for August £26.00, no VAT and £2.80 teaspoons for VH – Total £28.80

Tesco Mobile – parish phone contract July and August - £8.57, No VAT

Blades – August grass cutting Inv 1918 - £882.40, £147.07 VAT

Wellers LLP – August invoice for instruction Land at Quanton Road - £2,976.00, £496.00 VAT

### **Village Hall**

#### **Payments made on behalf of the Village Hall**

Katherine Wetherell – VH cleaning June - £187.50 no VAT

Katherine Wetherell – VH cleaning July - £112.50, no VAT

Katherine Wetherell – VH cleaning deep clean during August - £156.00, no VAT

PRA Randles – Repair to pointing at front of hall - £80.00, no VAT

B Lopez – repair to VH pane of glass - £65.00, no VAT

E-on Next – VH electricity remainder to pay after credits after end of contract - £9.07, 0.45p VAT

Emily Dean – VH deposit refund - £50.00, no VAT

C Eggleton – VH deposit refund - £50.00, no VAT

To PC account for electricity charges (see above) - £93.71, no VAT

VALDA Energy – Electricity July - £101.30, £10.95 VAT

Anglian Wave Water – water charges 9<sup>th</sup> May to 8<sup>th</sup> August - £174.10, no VAT

#### **Payments to be made on behalf of the Village Hall**

PRA Randles – removal of bench from play area on H&S grounds and removal of dead shrub - £70.00, no VAT

#### **Payments received on behalf of the Village Hall**

Emily Dean – VH hire and deposit - £194.00, no VAT

Alicia Peasley – VH hire balance - £45.00, no VAT

C Eggleton – VH hire deposit and balance - £95.00, no VAT

Zoe Cusack – VH hire for Yoga one session - £18.00, no VAT

### **Sportsfield**

#### **Payments Received on behalf of the Sportsfield**

Cros Kenn and CA SW – GranMarstonbury sponsorship - £100.00, no VAT

GP Renovate Builders – GranMarstonbury sponsorship - £200.00, no VAT

Master Muck – GranMarstonbury sponsorship - £1,000.00, no VAT

James Tattam Joinery – GranMarstonbury sponsorship - £100.00, no VAT

Vyaundier Ltd, The Pilgrim – GranMarstonbury sponsorship - £300.00, no VAT

Lane & Son Landscaping – GranMarstonbury sponsorship - £100.00, no VAT

North Marston Community Shop Association donation for nature trail board walk - £560.00, no VAT

A Thoday – GranMarstonbury - £25.00, no VAT

Alecsandresc – Granmarstonbury - £40.00, no VAT

Kiran Kadari – August hire - £40.00, no VAT

VALDA Energy Ltd – Electricity July - £117.66

#### **Payments made on behalf of the Sportsfield**

JNC Events Ltd – GranMarstonbury staging deposit - £789.60, no VAT

Sign Wizzard – GranMarstonbury signage - £433.55, £72.26 VAT

James Radcliffe – mower fuel - £62.47, £9.50 VAT

Rebecca Parker -Marvellous Marigolds August cleaning - £93.50, no VAT

Anglian Wave Water – 9<sup>th</sup> May to 8<sup>th</sup> August - £26.05, no VAT

#### **Payments to be made on behalf of the Sportsfield**

### **August 100 Club Prizes**

000860 100 Club 100 Club 1st prize £30.00, no VAT

000861 100 Club 100 Club 2nd prize £20.00, no VAT

000862 100 Club 100 Club 3rd prize £10.00, no VAT

### **September 100 Club Prizes**

000863 100 Club 100 Club 1st prize £30.00, no VAT

000864 100 Club 100 Club 2nd prize £20.00, no VAT

000865 100 Club 100 Club 3rd prize £10.00, no VAT

**129/25 Date of the next meeting:** The next meeting of the Parish Council will be held on Tuesday, 14<sup>th</sup> October 2025 at 8.00 pm in the Village Hall.

### **130/25 Closed Session Land Dispute:**

The Council moved into a closed session to discuss confidential matters relating to the ongoing legal dispute concerning land to the north of Quainton Road.

#### **RESOLVED:**

- That the Council consider and agree on the appropriate next steps in the matter.
- All discussions and any associated documentation are to remain confidential in accordance with the Council's Standing Orders and legal advice.

*Jan Brandon, Clerk to North Marston Parish Council, 14<sup>th</sup> September 2025*