**Minutes of the North Marston Parish Council Annual Meeting held at the**

**Village Hall on Tuesday 12th June 2018 at 8.00 pm**

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**Attendees:**, Cllr Mordue, Cllr Symonds, Cllr Boyt, Cllr Martin, Cllr Du Plessis, Clerk Rachel Callander & 4 Parishioners

**100 Club Draw**: 1st prize 58 Helen Minnitt, 2nd prize 37 Rob Symonds, 3rd prize 2 Lee Langston

**56/18 Apologies:** Cllr Hogbin-Mills, Cllr Garey, Cllr Blake

**57/18 Members Interests:** None

**58/18 Minutes:** Approved minutes of the Annual Village Meeting dated 15th May 2018

**59/18 AVDC/BCC:**

* No update report from BCC - Janet Blake
* No update report from AVDC - Scott Raven

**60/18 Neighbourhood Plan:**

* Cllr Du Plessis provided an update on the Neighbourhood Plan
  + The steering group attended the Church Fete, the aim being to start the community consultation
  + The first open event to the whole village is 7th July 10-12pm at the village hall. All parishioners are welcome.
  + The designated area for the Neighbourhood plan has been approved and signed off officially
  + A few members of the Steering group attended a Reading open day and heard good advice about how to take the NP forward.
* Resolved: Terms of reference approved with the inclusion of the re-election of the Chair and Vice Chair in April of each year.

**61/18 Environment :**

i. **Highway:** Confirmedthere has been no further progress on:

* 46010044 and 46031824 Blocked gulley and drains on NM hill
* 46033044 Pavement in Granborough Road
* Footpath outside 49A Portway (BT)
* 40072187 24 High Street
* 40072188 16 High Street
* Resolved: 40038437 Collapsed Granborough road by Sportsfield
* Resolved: 40059932 1 Schorne Lane
* Resolved: 46059668 outside 3 & 5 Granborough Road
* Traffic Calming in the village

Resolved: The Clerk will write to the NMCSW group and ask for a proposal of options with costs for traffic calming in the village to enable the PC to allocate possible funds. Ideas to range from ‘flower pots’, road bumps and speed devices (SID/MVAS/Sentinel). Grant opportunities to be investigated including the 2nd microgrant that can be applied for by September 2018. A report to be presented in the July meeting by NMCSW.

ii. **Hedges/Village Upkeep**

* Biodiversity - Agreed Cllr Du Plessis and Cllr Symonds will provide a map of the village with a recommendation on the biodiversity for the verges and grass areas. To also include an updated budget from Lynch Garden services for this plan.
* CCTV - Cllr Garey provided a detailed report on the possible use of CCTV in NM to prevent crime/act as a deterrent. Agreed for Cllr Garey to contact Hathersage in Derbyshire who have implemented effective CCTV. Agreed that the village should be consulted and that survey questions could be added to the NP Steering Groups survey. Cllr Garey to speak to NMCSW.
* Resolved: NM School have contacted Highways directly regarding placement of banners to advertise the school over the summer months

**Parish Action Plan/Projects:**

* Resolved:The following data protection documents have been signed off by the councillors and they can all be found on the website.
  1. Councillor Briefing
  2. Data Protection Policy
  3. Data Retention Policy
  4. Privacy Notice for Councillors
  5. Privacy Notice for the public
* Playground
  1. Confirmed Cllr Du Plessis is reviewing several options and grants with a proposal for the July meeting.
  2. Resolved: RoSPA play safety inspection report for the playground comprised of a few areas to be addressed. Cllr Martin reviewing this.
* Pond
  1. Confirmed that the pond area will be tidied up 16.07.2018
  2. Confirmed Cllr Mordue to look at a suitable pump to enable aeration
  3. Confirmed Cllr Du Plessis to provide a plant plan and costs for the July meeting.
  4. Confirmed the Clerk to purchase treatment for the pond up to £200
  5. Acknowledged that the pond will need to be inoculated using water from another pond.
  6. Agreed a safety ring should be purchased – Action: Clerk
* Village magazine
  1. Cllr Hogbin Mills was unable to attend the meeting. The PC discussed the first magazine should be August.
* Christmas Bazaar toys

Resolved: The money raised kindly by Sally Moore at the Church fete by the sale of toys bought by the Village Hall will be refunded back into the VH account. All remaining toys will be donated to the Pre School as these toys were originally meant for the children of the village. Thank you to all those that bought these toys each year and made the event so nice for the children.

**Village Hall:**

1. Resolved: The VH floor should be maintained each year. Laminated signs will be put on the walls in the VH to ensure tables/chairs are not dragged across the floor.
2. Agreed Bona wood cleaner products will be bought. Action - Clerk
3. Resolved: Cllr Mordue will purchase a CO2 fire extinguisher for the Schorne Room to be in line with the Fire Safety recommendations

**62/18 Finance:**

* Resolved: approved and signed the Annual Governance Statement
* Resolved: approved and signed the Accounting statements
* Resolved: The 2nd microgrant that can be applied for before September 2018 could be towards SID traffic calming.
* Resolved: Final VAT return
  + Sportsfield £3,723.72, Parish Council £443.84, Village Hall £12,518.69
  + Total £16,686.25
* Resolved: Norris and Fisher quote £1,321.75 was approved.

**Receipts and Payments of Accounts**

**The following cheques have been raised for the Parish Council**

001418 Robert Pope (Pond fill) £110.00, no VAT included

001419 Clerk Salary £\*\*.\*\*, no VAT included

001420 Clerk expenses £53.88, £4.12 VAT included

001421 Norris & Fisher Insurance Broker Ltd £1,321.75, no VAT included

001422 RoSPA Play Safety Inspection Report £92.40, £15.40 VAT included

001423 KJN Services Limited £306.15, £48.15 VAT included

001424 HMRC £94.07 (VAT reclaim excess), no VAT included

0, £1425 Denchworth Pond & Garden Services £3,807.89, £923.40 VAT included

001426 Aylesbury Mains £768.00, £128.00 VAT included

001427 Lynch Garden Services £775.00, No VAT included

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

000568 Splash Trades Ltd (blinds) £495.00, no VAT included

DD Wave (water charges) £85.99, no VAT included

000569 Fire Safety Services (UK) Ltd £75.36, £12.56 VAT included

000570 ACH Flooring Services Ltd £2,880, £480 VAT included

DD E-ON electricity VH £26.73, £1.34 VAT included

DD E-ON electricity Schorne Room £23.85, £1.14 VAT included

000571 Emma Lynch £100.00, no VAT included

00572 Lynch Garden Services £60.00, No VAT included

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

DD Wave (water charges) £23.87, no VAT included

DD E-ON electricity £35.92, £1.71 VAT included

000569 JM Fencing £180.00, No VAT included

000570 James Radcliffe (KPCM Display Ltd) £4.68, £0.78 VAT included

000571 James Radcliffe (Amazon Caledonia sign) £3.28, £0.55 VAT included

000572 100 club 1st prize £30.00, no Vat included

000573 100 club 2nd prize £20.00, no Vat included

000574 100 club 3rd prize £10.00, no Vat included

**63/18 Posts and Consultations**

* Email from Parish Support re: Unitary Presentations
* BCC Parish Liaison meeting 02/05/2018
* Latest Community News for the Vale 04/06/2018

**64/18 Next Parish Council meeting:**

* July 10th 2018 Parish Council meeting at the Village Hall at 8pm

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