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

**on ‘Zoom’ Tuesday 14th July 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 Symonds, Cllr Du Plessis, Cllr Boyt, Cllr Hogbin-Mills, Cllr Du Plessis, Clerk Rachel Callander & one Parishioner

**100 Club Draw**: 1st prize 92 Kevin Ludlow, 2nd prize 18 Gordon Bowden , 3rd prize 90 Robin Cartwright

**064/20 Attendance and apologies;** Cllr Raven & Cllr Martin

**065/20 Members Interests:** None

**066/20 Minutes:** Approved minutes of the meeting dated 6th June 2020.

**067/20 Buckinghamshire Council:** No report received from Cllr Raven

**068/20 Planning Applications**

* No objections: 20/01539/APP Little Marston Fields Road

**069/20 Neighbourhood Plan:**

* Reported that the settlement boundaries will be determined in the August meeting which will be presented to the PC in September. A new member of the team has joined the group.
* The overall plan has been delayed by 3 months due to Covid-19.

**070/20 Environment :**

 i. **Highway****:** No update on the following:

* **40128797 2 blocked drains left side below** St John’s Manor
* **40131558 White lines at Junction of Schorne Lane & Church Street**
* **40130975 Outside 7 High Street**
* **40130662 Blocked drain High Street**
* **40131396 Outside 2c Granborough Road**
* **40132835 Kerb opposite 71 Quainton**
* **40135275 7&7a Church Street**

**Action: Cllr Raven to pursue the reason why no updates are provided from the AVDC system.**

ii. **Hedges/Village Upkeep**

* Agreed village classification for hedge cutting to be presented in the September meeting – Cllr Hogbin-Mills. To classify the hedges in the village looking at PC/non PC hedges and those classified as garden hedges. All hedges should avoid being cut between February and September unless seen as a road safety issue. The PC will not authorise any tractor equipment between February – September and any tidying/trimming to be done by hand operated equipment.
* Agreed on 2 Wildflower verges – Cllr Hogbin-Mills, Trevor Jenkins and Marcus from BBOWT (uk (Berkshire, **Buckinghamshire** and Oxfordshire Wildlife Trust) identified 2 verges for wildflowers development. One on the right hand verge leaving the village towards Oving (BCC to be contacted to see if the left side can be considered) and the other on the right hand side before you leave NM towards Granborough. 3 contractors to be approached to clear the 2nd area - £1,000 allocated to the project. Saplings to be removed by Cllr Boyt in first location.
* Agreed the village hall hedge is dangerous for the Pre school children and Jim Tattam has been asked to cut it.
* Agreed there are a number of styles in the village, the one by 22 Quainton Road included, where the style width is reduced due to overgrown hedges. PC to ascertain who is legally responsible to maintain the style width entrances.
* Agreed 2 ‘No Horse’ signs to be purchased for the footpath between Portway and Schorne Lane
* Agreed to receive a quote on extending the stone kerbing on Church Road to meet the new kerbing going around to the school, to reduce the wearing away of the verge.

**071/20 Parish Action Plan/Projects:**

* **Playground –** The old playground equipment has been removed thanks to Cllr Boyt, Cllr Mordue and Cllr Martin. The new playground will be installed starting 23rd July with a completion inspection for phase 1 on 10th August. Phase 2 to commence 28th September after re-landscaping/leveling the main field are complete early September. Quotes for groundworks are still to be agreed.
* A quote for a new fence between the car park and the playground and a new gate on the Quainton Road side will be reviewed later in the summer to ensure full safety in the playground.
* **Village Hall** – Cllr Mordue to receive a quote for an outside tap
* **Pond** – Samples of well water, pond water and tap water were tested for nitrates and phosphates. The well water needs a nitrate test asap and a test kit will be purchased. Anglian water are not carrying out site visits due to covid and so this option is on hold currently. A decision needs to be taken as soon as the water is tested to prevent the pond drying out and damaging the liner.

A waste bin will be purchased for the pond area as well as a pond life information board.

* **Website –** Cllr Mordue to attend the NALC Website Accessibility Requirement online seminar 18th August to ascertain how the current website needs to be updated to conform to the new regulations by September 2020.
* **Magazine –** The magazine has gone from strength to strength but unfortunately due to Covid 10 advertisers have decided not to re advertise. There is a small net loss of £433 currently with 2 months left of the second year. This is a community magazine under the umbrella of the PC and it was discussed that with no volunteers coming forward to help, the future of the magazine was uncertain. A newsletter of just PC information was discussed.
* **Sportsfield –** A letter was approved which will be sent by the SF to parishioners who continue to flout the rules of the SF with regards to having dogs off the lead.
* **Complaint Handling –** agreed that 3 councillors have to agree on the action required to deal with a complaint, received by a parishioner, and one councillor will speak to those involved.
* **Winslow and Community Board Meeting –** Agreed Cllr Boyt will attend the online meeting on the 16th July
* **NPSG –** Reported that the new Neighbourhood Planning Grant - NPG-11480 for £6,128 has been awarded. This will total £10,000 received, the amount that can be awarded to a neighbourhood plan.

**072/20 Finance:**

1. Resolved: 2019/20 Annual Governance Statement was approved and signed
2. Resolved: 2019/20 Accounting Statements were approved and signed
3. Work in Progress: due to Covid the banking procedures from cheque to online have been delayed.
4. Resolved: The Internal Auditor, Peter Bowden, has retired and we would like to thank him for the years of work he has done for the PC. A thank you of £100 John Lewis vouchers will be presented to him .
5. Resolved: Following a meeting with the SF it was agreed that the SF will continue to be included in the external audit to benefit from being under the PC. The terms of reference between the PC and SF are to be reviewed.
6. Resolved: It was agreed that the charge for the use of the Schorne Room for the Pre School should remain at £6.21/hour

**Receipts and Payments of Accounts**

The following cheques have been raised for the Parish Council

001600 Groundwork UK £2668.26, no VAT included

001601 Clerk July salary £\*\*.\*\*, (incl 10 hours May magazine) no VAT included

001602 Clerk June expenses £80.16, £4.00 VAT included

001603 Consortium (NM school) £119.55, £19.92 VAT included

001604 Lynch Garden Services £615.00, no VAT included

001605 Bibby Financial Services £322.00, no VAT included

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

DD E.0n Schorne Room (17.05.2020-17.06.2020) £13.88, £0.66 VAT included

DD E.on VH (17.05.2020-17.06.2020) £38.00, £1.81 VAT included

000682 Department of Corporate Resources £70.00, no VAT included

000683 Emma Lynch £125 (12.06.20-12.07.20) no VAT included

000684 Lynch Garden Services £40.00, no VAT included

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

000671 100 Club 1st Prize £30.00, no VAT included

000672 100 Club 2nd Prize £20.00, no VAT included

000673 100 Club 3rd Prize £10.00, no VAT included

000674 James Radcliffe expenses £44.24, £5.80 VAT included

DD E.on SF (17.05.2020-17.06.2020) £33.06, £1.57 VAT included

DD Wave (16.03.20-08.05.20) £12.65, no VAT included

**063/20 Next Parish Council meeting:**

* September 8th 2020 Meeting place

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