

North Marston Parish Council
Minutes of the Parish Council meeting held in the Village Hall
Tuesday 11th October 2022

Note: The September meeting of the Parish Council was cancelled in keeping with the National Period of Mourning following the death of Her Majesty, Queen Elizabeth II.

Present: Cllr Mordue (Chair), Cllr Hogbin-Mills, Cllr Symonds, Cllr Newman, Cllr Martin, Cllr Boyt, Cllr Duplessis, Cllr Gomm (Buckinghamshire Council), Ms Jan Roffe (Clerk) and three members of the public.

81. Apologies for Absence: There were no apologies.

82. Members Declarations of Interest: There were no declarations of interest.

Open forum for Parishioners: (under adjournment) to include 100 Club draw

- (a) A resident reported that garden waste is being dumped on the footpath behind the houses in Elmers Meadow. Cllr Symonds and Martin agreed to investigate.
- (b) There was a short discussion about the state of the pathway in Quinton Road between Shepherds Close and Castle Meadow which has collapsed in places. This is mainly because cars park on the pavement. Those with push chairs or mobility vehicles are having to use the road and this is a safety hazard. Cllr Symonds agreed to report to Fix my Street.
- (c) Although not reported to the Parish Council, a resident advised that a child has hurt itself on a toddler swing. The Parish Council has already erected signage about its correct use and age range suitability. It has also been modified following a previous incident. It was agreed that no further action need be taken at this time.

100 Club Draw:

September Prize Draw : 1st Prize No.49, Pete Williams, 2nd Prize No.21, Jon and Angie Martin, 3rd Prize No. 85, Robert Kemp.

October Prize Draw: 1st Prize No.25, Karen Brooke, 2nd Prize No.3, Richard and Tam Butterworth, 3rd Prize No. 60, Pip Hitchen.

83. Minutes: The minutes of the meeting dated 12th July 2022 were approved and signed.

84. BUCKINGHAMSHIRE COUNCIL

Councillor Phil Gomm, Buckinghamshire Council Councillor, gave an update on the following:

- (a) The Highways Transport for Bucks contract with Ringway Jacobs ends in March. Balfour Beatty have been awarded the new contract. Any projects agreed/scheduled but not completed by the end of March will be delivered by Ringway Jacobs as soon as is logistically and practically possible.
- (b) A reminder that small grants of up to £1,000 and Project Grants of up to £15,000 are available through the Buckingham, Winslow and Villages Community Board. Applications are encouraged from Parish Councils, local charities and community groups. Clerk to publicise again.
- (c) Welcoming Spaces: Buckinghamshire Council is developing a network of welcoming spaces around the county to help people cope with the rising cost of living. These are safe inclusive spaces offering warmth to save money on heating bills and for free support, advice and free WiFi.
- (d) Car parking on the pavements/verges continues to be a problem in the village making pedestrian, pushchair and mobility vehicle access difficult and sometimes impossible. Councillor Gomm is liaising with Thames Valley Police to find ways to alleviate the problem.

- (e) Some Ward boundaries are in the process of being shifted by the Boundaries Commission as 148 Buckinghamshire councillors will reduce to 98 at the next local elections. North Marston, currently in Great Brickhill Ward, will come under Quainton Ward but the Ward is likely to be renamed.
- (f) On safety grounds there is a suggestion to extend the Portway pathway from the end house in Portway to Matthew's Way and also to clear trees on the RHS of Marston Hill to provide a footway up and down. Further discussion and planning needed.
- (g) Councillor Gomm and Councillor Symonds agreed to walk around the village to note the drains still in need of repair so that Councillor Gomm can chase up remedial action with Buckinghamshire Council.
- (h) An officer at Buckinghamshire Council has agreed to look at/advise on all land that constitutes Common Land in North Marston Village.

85. PLANNING APPLICATIONS

- (a) 22/02219/APP and 22/02220/ALB for a single storey extension at Hill Farm House – Listed Building
RESOLVED: There were no objections to a single storey extension or refurbishment of the Piggery.
- (b) 22/02602/APP for the extension of an agricultural building and a slurry lagoon at Manor Farm (Animal Antiks).
RESOLVED: The Parish Council objected to this application on the grounds of insufficient environmental information contained in the application.
- (c) The Parish Council acknowledged that application 22/02378/ALB for a five-bar gate between Nos. 2 and 4 High Street Loop Road has been withdrawn pending further investigation by Buckinghamshire Council Officers.

86. NEIGHBOURHOOD PLAN

An update was received from Michael Lane, Chair of the North Marston Neighbourhood Planning Steering Group, summarised here:

The independent examiner is close to producing his final report on the North Marston Neighbourhood Plan (NMNP). His response has been very positive. There are some modifications to be made but the draft report endorses NMNP's approach to new development in the parish, and supports other key elements, including the protection of the countryside and landscape, the significance of the parish's important heritage, and the support for community facilities.

After receiving the examiner's final report, BC will have a nominal 5 weeks to consider it and decide whether to accept the examiner's recommendation that the NMNP should proceed to a local referendum. During that period the Parish Council will be required to agree to the examiner's modifications, and the Steering Group will produce and publish an amended final version of the NMNP containing all the examiner's required changes. That will be the version which will be voted on in any referendum.

RESOLVED: The Clerk to write to Buckinghamshire Council to inform them that North Marston Parish Council agrees to the modifications suggested by the examiner.

87. ENVIRONMENT

Highways

- (a) C48400298: cracked inspection cover outside of the Old Police House.

This now sits with Gigaclear and has also been reported to Fix My Street.

- (b) 40180092 poor condition of footpath/pavement between 1-7 Church Street – reported as dangerous.

Councillor Gomm advised that the tarmac along Church Street all the way to the top and past the school would be part of next year's works by Balfour Beatty.

There were no updates on the following drain repairs:

- (c) 40180122: 57, Portway drain - reported as dangerous – no update
- (d) 040184085: Drain near kerb of 47, High Street – reported as dangerous

(e) 49 Portway: - drain marked up for further work.

(f) 220130863 Replacement bridge at Crandon Farm

It was suggested that a working party be formed to repair the bridge on the footpath at Crandon Farm, but this was not resolved.

(g) Gigaclear: replacement of access covers at side of the Wesley Centre (broken) and outside 49A Portway (trip hazard).

The Clerk has sent photos and a description of the work needed to Gigaclear for a second time.

(h) 22602552: Anglian Water – reported 4/10/22 subsidence at site of repair near 45 Portway. Recently reported and no update received.

Footpath Modification Order

RESOLVED: The Modification Order made of 21st September in respect of Footpath No. 18 (permanent diversion near Marstonfields Farmhouse) under the Highways Act 1980 Section 119 was acknowledged. Representations and objections to be sent to Buckinghamshire Council by 28th October 2022.

Street Lighting:

RESOLVED: That National Grid (was Western Power) to be called out to replace the GRP box and do the associated works and Sparkx be called out to replace the pole and bracket, change the lantern to an LED saving circa £300. It was suggested that a shield be installed on the lantern at the same time as there have been complaints about the brightness of the LED lights shining into bedrooms at night.

Hedge and grass cutting:

(a) Update received that the one-off hedge cutting at Village Hall and pond area has been completed by Blades.

(b) **RESOLVED:** To accept Blades quotation of £840, inc. £140 VAT for the hedge cutting contract.

This does not include costs for the cutting of the Village Hall and Pond hedges twice a year.

It was noted that the hedges should not be cut until February. (NOTE: Upon Blades' professional advice it was later agreed by email that the play area hedges could be cut in October. This is because the ground is likely to be too wet in February for an agricultural tractor with cleated tyres which could severely damage the ground).

(c) The quotation for weed spray of Portway pathway had not been received in time for the meeting.

Pond:

RESOLVED: To accept the Fresh Design & Print quotation of £150 exc. VAT for the pond information habitat board and Clerk to ask for a quotation from PRA Randles to install the lectern.

Village Green:

Update received that the missing wooden posts on the Village Green have been replaced by PRA Randles.

88. RESOLVED: No further incidents of dogs attacking passers-by at the Quainton Road/intersection with Hogshaw Road have been reported and no action will be taken by the Parish Council at this point in time.

89. PARISH ACTION PLAN & PROJECTS

Village Hall:

1. **RESOLVED:** To accept PRA Randles quotation of £150, no VAT, for the repair of the VH gates and £320, no VAT, for the painting/refurbishment of the wrought iron fence at the front of the Village Hall in principle. A further invoice is expected as it was found that the bottom of the fence is under the soil and it will have to be dug out in order to paint it. The work needs to be carried out whilst the Pre-School is in recess during half term. Clerk to advise the Parish Council when/if a further quotation is received.

2. The following updates were received:

(a) Air hand dryers were installed in all lavatories in the Village Hall in August by Ian Carnell Electrical.

(b) The Village Hall electricity meter has been changed to a smart meter by e-on and the Schorne Room meter will be changed shortly following a cancellation of the booking by e-on. Clerk to re-arrange.

(c) **RESOLVED:** That the Parish Council is under no obligation to provide a serviced sanitary bin for the amount of sanitary waste generated but a "Care Box" will be provided containing free sanitary items and disposal bags. Clerk to arrange and put a notice in the lavatories to this effect giving the location of the care box.

(e) Grateful thanks were given to Brett and Nadia Newman for their generous donations of matching white crockery and glasses for the Village Hall kitchen.

RESOLVED: Clerk to advise what else may be required to improve facilities in the kitchen and the associated costs.

Play Area

RESOLVED: Councillor Du-Plessis to ask Phil Wheatley to supply a quotation for filling in the cracks and re-seeding the play area.

RESOLVED: Councillor Du-Plessis advised that the final report is now due to FCC for the grant awarded for the new play area equipment and agreed to prepare and submit this.

UPDATE: The Clerk reported that she is having great difficulty in getting Buckinghamshire Council to empty the bin by the pergola and will follow up again.

Aylesbury Wild Vale Project

RESOLVED: Blades to be asked to weed kill spray and prepare the ground from the village gates to the tree coming into the village from the Granborough end. The specialist seed advisor to come out to advise on seeds and costs for the Parish Council to agree.

Sportsfield

There was a short discussion about the condition of the sports playing field which has become very cracked in the drought. Some fixtures have had to be played elsewhere and the younger teams have not been allowed to play at all on Health and Safety grounds. It is now in such a bad condition that it requires a professional contractor to come in to carry out remedial work. This work would be in the region of £10k.

RESOLVED: For the Clerk to pursue the possibility of a Community Board Project Grant of up to £15k for this work. If successful it is understood that the Community Board would require a contribution from the Sportsfield.

90. CLERK TRAINING: RESOLVED: Agreement for the Clerk take the new Financial Introduction to Local Council Administration (FILCA) online training course - £144 inc. VAT and that the 10 extra hours required may be claimed.

91. FINANCE

(a) It was acknowledged that during the three months since the last Parish Council meeting and the period of National Mourning for Her Late Majesty, that the Clerk has had to meet the Parish Council's continuing financial responsibilities. These include payments to utility companies and contractors and all to be verified by the appropriate invoices.

(b) It was acknowledged that the external review of the Annual Governance and Accountability Return has been completed for the year ending March 2022 without any issues. Grateful thanks to the previous Clerk, Rachel Callander, for preparing them.

(c) **RESOLVED:** To remain opted-in to the Small Authorities' Audit Appointments (SAAA) arrangements.

(d) **RESOLVED:** The receipt of £6,479.94 VAT Return from HMRC into the Parish Council account was acknowledged. The amounts due to the Sportsfield of £732.62 and £214.85 to the Village Hall have been transferred into the relevant accounts by the Clerk.

(d) **RESOLVED:** As it is now over half-way through the financial year and with rising costs, it was agreed to wait until the Parish Council sets the budget for the next financial year before agreeing the amount to transfer into the Business Instant Access (savings) account.

(e) **RESOLVED:** That the Chair, Councillor Mordue, telephone TSB Business Banking to arrange for a debit card in the name of the Parish Council. This will enable the Clerk to make payments where an invoice is not applicable. Clerk to supply Councillor Mordue with the TSB Business Banking telephone number.

(f) **RESOLVED:** Clerk to follow up on the new e-on electricity contracts for the Village Hall and Sportsfield once central government's financial energy costs support for businesses has been announced.

RECEIPTS AND PAYMENTS OF ACCOUNTS

Parish Council

Payments received on behalf of the Parish Council in August

HMRC (VAT Return) £6,479.94

Jon Martin – rental on barn for 2022/23- £200, no VAT

Kevin O'Donoghue – rental on allotment 2022/23 - £15.00

Payments made on behalf of the Parish Council in August

Clerk July salary £***.** , no VAT

Clerk's expenses July £57.75, no VAT

Blades Turf Care – weed spray play area paths - £66.00

Blades Turf Care – June grass cutting - £915.90 (invoice missed by Clerk in July)

Blades Turf Care – July grass cutting - £915.90

Mr Roy Randles (reinstatement of Village Green posts & clear bus shelters of vegetation) £110.00, no VAT

nPower – Street Lighting – July - £132.77, £6.32 VAT (overdue 27/7/22)

nPower – Street Lighting – August - £134.14, £6.39 VAT (due 24/8/22)

PKF Littlejohn LLP Chartered Accountants (Year End Accounts) £360, £60 VAT

Payments received on behalf of the Parish Council in September

Bucks County Council Parish Precept 2 of 2 instalments £15,750, no VAT

Payments made on behalf of the Parish Council in September

Clerk August salary £***.** no VAT included

Clerk's expenses for August £31.75, no VAT

Information Commissioner's Office - Data Protection Renewal fee - £35.00 by direct debit on 25/9/22

Blades Turf Care – August grass cutting and requested cut of VH and pond hedges - £1,317.90, £219.65 VAT

Aquam Water Services – standpipe hire charge and delivery - £52.08, £8.68 VAT

Payments made on behalf of the Parish Council in October

Rachel Callander expenses – Microsoft Software renewal - £59.99 (still in previous Clerk's name)

nPower - Street lighting (1st-31st August) £133.82, £6.37 VAT (due 3/10/22)

Payments to be made on behalf of the Parish Council in October

Clerk's Salary September - £***.** , no VAT

Clerk's expenses September - £50.64, no VAT

Blades Turf Care – September grass cutting £915.90, £152.65 VAT

Aquam Water Services – Standpipe hire, water usage and collection charge - £111.91, 18.65 VAT

nPower – Street Lighting – September - £139.25, £6.63 VAT

Village Hall

Payments received on behalf of the Village Hall in August

Ann Rowswell – VH hire and deposit for party 27th August - £169.00 no VAT

Amanda Burton – VH hire and deposit for party 13th August - £120.00 no VAT

Emma Ehren – VH hire for 6 Zumba classes starting in September - £72.00 no VAT

David Allen – Summer term VH hire for guitar lessons - £93.00 no VAT

Payments made on behalf of the Village Hall in August

Ian Carnell Electrical – installation of air hand dryers in VH lavatories - £690, no VAT

Emma Lynch – hall cleaning - £100, no VAT

Vicky Hyde - Village Hall deposit refund £50, no VAT

Wave Water – VH May-Aug - £102.18, no VAT (direct debit 23/8/22)

E-on Next – electricity Schorne Room - £20.03, 95p VAT (£19.29 taken as 94p in credit)

Payments received on behalf of the Village Hall in September

Martin Tanner hall hire and deposit £112, no VAT (accidental £20 deposit overcharge to be reimbursed when deposit refunded)

Payments made on behalf of the Village Hall in September

Amanda Burton – Village Hall deposit refund £50, no VAT

E-on Next (Electricity supply Schorne Room) Direct Debit £20.79, £0.99p VAT

Payments to be made on behalf of the Village Hall in October

JR Radwell's Plumbing and Heating – boiler service 4th October - £120, £24 VAT

Buckinghamshire Council – Village Hall deposit refund for Archeological Day £100 no VAT

Ann Rowswell - Village Hall deposit refund £50, no VAT

Emma Lynch – VH cleaning for 3/7to24/9/22 - £225, no VAT

Martin Tanner – Village Hall deposit refund £70 as overpaid by £20.

Sports Field

Payments received on behalf of the Sportsfield in August

Great Brickhill Cricket Club – cricket match and hire of pavilion - £220.00, no VAT

Payments made on behalf of the Sportsfield in August

JR Fencing and Landscaping – fencing repair - £680, no VAT

000744 100 Club First Prize August Draw - £30.00, no VAT

000745 100 Club Second Prize August Draw - £20.00, no VAT

000746 100 Club Third Prize August Draw - £10.00, no VAT

Wave Water – SF May-Aug - £14.47, no VAT (direct debit 23/8/22)

Payments made on behalf of the Sportsfield in September

Lynch Garden Services (grass cutting SF) £200, no VAT

E-on Next (Electricity supply) £43.40, £2.07 VAT (account in credit and payment not taken)

Payments to be made on behalf of the Sportsfield in October

000747 100 Club First Prize September Draw - £30.00, no VAT

000748 100 Club Second Prize September Draw - £20.00, no VAT

000749 100 Club Third Prize September Draw - £10.00, no VAT

000750 100 Club First Prize October Draw - £30.00, no VAT

000751 100 Club Second Prize October Draw - £20.00, no VAT

000752 100 Club Third Prize October Draw - £10.00, no VAT

Meeting Dates:

- The next meeting of the Parish Council will be held on **Tuesday 8th November 2022 at 8pm in the Village Hall.**
- The Winslow and Villages Community Board will hold its next meeting on **Wednesday 2nd November 2022 6pm-8pm at Winslow Bowls Club.** Councillor Symonds agreed to attend.

Jan Roffe
(Jan Roffe, Clerk to North Marston Parish Council)