

# North Marston Parish Council

Clerk to the council: Ms Jan Roffe

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## PUBLIC NOTICE & MEETING AGENDA

**Tuesday 11<sup>th</sup> October 2022 at 8.00pm in the Village Hall**

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To: Councillors I Mordue (Chairman), R Symonds, D Hogbin-Mills, K Du-Plessis, J Martin, A Boyt, B Newman

You are hereby summoned to attend the above meeting of North Marston Parish Council for the purpose of transacting the following business.

Members of the Public/Press are welcome to attend

**81. APOLOGIES FOR ABSENCE** – To receive any apologies for absence

**82. DECLARATIONS OF INTEREST**

To declare any non-registered pecuniary or personal interests relating to the agenda.

**OPEN FORUM FOR PARISHIONERS to include the 100 Club draw for September and October:**  
(under adjournment)

**83. MINUTES OF THE PREVIOUS MEETING**

To approve the minutes of the Parish Council Meeting held on 12<sup>th</sup> July 2022, circulated

**84. BUCKINGHAMSHIRE COUNCIL**

To receive a report from Councillor Phil Gomm, Buckinghamshire Council Councillor

**85. PLANNING APPLICATIONS**

(a) To agree a Consultee response to application 22/02219/APP and 22/02220/ALB for a single storey extension at Hill Farm House – Listed Building (Extended time period for comment by PC granted by BC case officer ends 11<sup>th</sup> October).

(b) To agree a Consultee response to application 22/02602/APP for the extension of an agricultural building and a slurry lagoon at Manor Farm (Animal Antiks). (Extended time for consultee response in light of new location data to 27<sup>th</sup> October)

(c) To acknowledge application 22/02378/ALB for a five-bar gate between Nos. 2 and High Street Loop Road has been withdrawn pending further investigation by Buckinghamshire Council Officers.

**86. NEIGHBOURHOOD PLAN**

To receive an update report from Michael Lane, Chair of the North Marston Neighbourhood Planning Steering Group.

**87. ENVIRONMENT**

**Highways - To receive any updates on the following Highway items:**

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

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

(c) 40180122: 57, Portway drain - reported as dangerous

(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

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

(h) 22602552: Anglian Water – reported 4/10/22 subsidence at site of repair near 45 Portway.

**Footpath Modification Order:** - to acknowledge Modification Order made of 21<sup>st</sup> September in respect of Footpath No. 18 (permanent diversion near Marstonfields Farmhouse) under the Highways Act 1980 Section 119. Representations and objections to be sent to Buckinghamshire Council by 28<sup>th</sup> October 2022.

**Street Lighting:**

To discuss best and most cost-effective repair of the pole/bracket, box and light in Church Street  
Quotations circulated

**Hedge and grass cutting:**

- (a) To receive an update on one-off hedge cutting at Village Hall and pond area.
- (b) To discuss Blades quotation for village annual hedge cutting contract £840, inc. £140 VAT.
- (c) To consider Blades quotation for weed spray along Portway pathway.

**Pond:**

- (a) To discuss what to do in respect of a pond habitat information board. Quotations circulated

**Village Green:**

To receive an update on the replacement of wooden posts on the Village Green and Blades access.

- 88. To discuss a report of two dogs escaping in Quainton Road and attacking a passer-by.

**89. PARISH ACTION PLAN & PROJECTS**

**Village Hall:**

- 1. To consider Roy Randles quotation of £150 for the repair of the VH gates and £320 for the painting/refurbishment of the wrought iron fence at the front of the Village Hall.
- 2. To acknowledge/receive updates on the following:
  - (a) Installation of air hand dryers in the lavatories.
  - (b) Change of the VH and SR electricity meters to Smart meters.
  - (c) Provision of a sanitary bins/sanitary bags in the VH lavatories.
  - (e) Replacement and replenishment of items and equipment available to hirers in the Village Hall kitchen and to record thanks to Brett and Nadia Newman for their generous donations of crockery and glass.

**Play Area**

To receive any updates from Cllrs Newman and Boyt

**Aylesbury Wild Vale Project**

To discuss verge re-wilding next steps and to receive any relevant updates from Cllr Du Plessis and Cllr Hogbin-Mills

**Sportsfield**

To receive any relevant updates from Cllr Mordue

**90. CLERK TRAINING**

To consider/agree further Clerk training – new Financial Introduction to Local Council Administration (FILCA) online course - £144 inc. VAT. and that the 10 extra hours required may be claimed by the Clerk.

**91. FINANCE**

(a) To Minute that the Parish Council recessed in August and cancelled its September meeting in keeping with the National Period of Mourning for Her Late Majesty. The Clerk was therefore permitted to pay all financial invoices due during the three-month period since the last July meeting to be verified by the relevant invoices.

(b) To acknowledge and minute that the external review of the Annual Governance and Accountability Return has been completed for the year ending March 2022 without any issues. And to record thanks to the previous Clerk for preparing them.

- (c) To agree whether to stay with or opt out of the SAAA central external auditor appointment arrangements. Circulated
- (d) To acknowledge and minute the receipt of £6,479.94 VAT Return from HMRC and to confirm and minute the amounts of VAT to be transferred to the Village Hall and Sportsfield accounts from the Parish Council account.
- (d) To agree and minute amount of surplus to transfer to the Business Account from the Village Hall account.
- (e) To consider a Parish Council debit card for use by the Clerk.
- (f) To receive an update on E-ON electricity contracts (Clerk)

## **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

nPower - Street lighting (1<sup>st</sup>-31<sup>st</sup> 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 13<sup>th</sup> 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 - £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 4<sup>th</sup> 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

**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)

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

**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 8<sup>th</sup> November 2022 at 8pm in the Village Hall.**
- Notice that the Buckingham and Winslow Community Board will hold its next meeting on **Wednesday 2<sup>nd</sup> November 2022 6pm-8pm venue tbc.**

*Jan Roffe*

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