

NOTICE OF MEETING
North Marston Parish Council Annual Meeting
Tuesday 9th May 2023 at 8.00pm
(Immediately after the Annual Village Meeting)

Dear Councillors: You are summoned to attend the ANNUAL MEETING of NORTH MARSTON PARISH COUNCIL to be held at the Village Hall on Tuesday 9th May 2023 at 8pm (immediately after the Annual Village Meeting at 7.30pm).

Public and Press are invited to attend

AGENDA

56/23 To elect the Chairman of the Parish Council and to receive the Chairman's Declaration of Acceptance of Office and signature.

57/23 To elect the Vice-Chairman of the Parish Council and to receive the Vice Chairman's Declaration of Acceptance of Office and signature.

58/23 To acknowledge the resignation of Councillor Jon Martin.

59/23 All councillors will receive a Register of Pecuniary Interests to update and a Declaration of Acceptance from the Clerk to be completed by the June meeting.

60/23 Attendance and apologies: To receive and accept any apologies for absence.

61/23 Members Interests: To record declarations of interest from Members.

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

62/23 Minutes:

(a) To approve minutes of the meeting dated 11th April 2023

(b) To approve the minutes of the extraordinary meeting dated 17th April 2023

63/22 To verify the review of the under-mentioned Parish Council documents for 2023/24 Circulated

(a) Standing Orders **(b)** Financial Regulations **(c)** Complaints Procedure

(d) Code of conduct **(e)** Assets Register and Risk Register **(f)** Freedom of Information Requests

(g) Charity Policy **(h)** Equality Policy **(i)** Data Protection Policy **(j)** Data Retention Policy

(k) Privacy Notice – councillors and public

64/23 Working Groups: To appoint members to serve on the under-mentioned Working groups as required and to decide on any new parties:

- Sportsfield Committee
- Poors Piece & Clocklands
- Playground maintenance
- Wildlife Group

65/23 To appoint representatives on the under-mentioned bodies as required:

a. Village Hall Trustees (must be Chairman)

b. Village Hall Committee

c. Community Board

d. North Bucks Parishes Planning Consortium

e. Parish Liaison Meeting

f. Any other groups/meetings councillors would like to suggest

66/23 Buckinghamshire Council

- To receive a report from Councillor Phil Gomm

67/23 Planning Applications and Enforcement

To discuss the following:

1. 23/01210/ALB - 3 High Street North Marston Buckinghamshire MK18 3PD
Listed building application for removal of the existing green tin corrugated roof covering and re-thatch in long straw, including the removal of the south east gable chimney (deadline for comment 16th May 2023)
2. Official notification of formal enforcement action at Land at Hillview Paddocks, Carters Lane, North Marston. Breach of planning control: Without planning permission, the material change of use of a building to a single residential dwelling. (The notice can be viewed on Buckinghamshire Council's public access website under ref: 20/00094/CON3)

68/23 Poor Piece and Clocklands

- (i) To discuss questions from parishioners regarding the Poors Piece and Clocklands Charity and agree a response.
- (ii) To verify Pete York as a trustee of the charity.

69/23 Land at Quainton Road

To discuss correspondence received from a resident regarding this matter.

70/23 Environment :

Highway: To receive an update on the following:

- (i) School Hill Kerbing Project – kerbing stones used.
- (ii) 040184085: drain near kerb of 47, High Street – reported as dangerous
- (iii) 49 Portway: - drain marked up for further work.
- (iv) 40202701: Poor state of pavement between 27 & 37 Quainton Road
- (v) 40207528 Road subsidence on Portway near field gate (Marston Hill end of village)
- (vi) 40221096 Pothole in centre of road in Church Street
- (vii) 40222510 1 metre square pothole outside of No.4 Church Street
- (viii) 4391939 1-metre square and deep pothole in Marstonfields 100 yards after first cattle grid.

71/23 Parish Action Plan/Projects: To receive any relevant updates on the following:

1. Playground
2. Village Hall
3. Village and Parsnip ponds
4. Aylesbury Wild Vale Project
5. Sportsfield

72/23 Finance:

1. To approve the Statement of Accounts for 2022/23 (Circulated)
2. To approve the Annual Governance and Accountability Return 2022/23 (Circulated)
3. Record thanks to the Parish Council from recipients of the Parish Council's small grants/donations for 2023/24

Receipts and Payments of Accounts

Parish Council

Payments made on behalf of the Parish Council

Globe Packaging – 300 envelopes for Coronation seeds - £28.67, £4.78 VAT

Tesco Mobile Parish Phone Contract - £7.50 no VAT

Glasdon, Salt bin for VH/Shop car park - £261.92, £43.65 VAT

John Spargo, Printing of FB Waverer leaflets reimbursement - £98.66, no VAT

HPI Instant Ink – printer ink contract - £19.49

Glasdon UK Ltd - £261.92, £43.65 VAT

Payments to be paid on behalf of the Parish Council

Clerks Salary - £**.***, no VAT

Clerk's expenses - £41.71 no VAT (office and Coronation event sundries)

PRA Randles, Installation of habitat board at pond - £60.00 No VAT (invoice also includes another £20 for VH floor repair, below)

Blades Turf Care - April grass cutting - £915.90, £152.65 VAT

BMKALC and NALC Annual Subscription - £118.60

BHIB - PC Insurance 23/24 - £1397.87, £147.09 VAT, £25.00 admin fee

Tesco Mobile – Parish 'phone contract - £11.15, no VAT

Payments received on behalf of the Parish Council

Buckinghamshire Council Parish Precept - Payment 1 of 2 - £16,537.50 (first instalment of £33,075)

Village Hall

Payments made on behalf of the Village Hall

Lovell Fuels – delivery 17/4/23 - £341.25, £16.25 VAT

Churches Fire – Extinguisher service and certificate – £141.32, £23.55 VAT

Payments to be made on behalf of the Village Hall

PRA Randles – Glue loose floor blocks VH - £20.00, no VAT (on same invoice as habitat board, above)

Payments received on behalf of the Village Hall

David Allen - Hire of VH for guitar lessons - £161.67 no VAT

Schorne Pre-School, Spring term hire of VH - £2,268.96

Sports Field

Payments made on behalf of the Sportsfield

Homefix Building and Maintenance Ltd – Concrete ramp - £1,584.00, £264.00 VAT

Oakpark Alarms Security Services – Maintenance of intruder alarm system - £157.20, £26.20 VAT

Payments to be made on behalf of the Sportsfield

000775 100 Club 1st prize £30.00, no VAT

000776 100 Club 2nd prize £20.00, no VAT

000777 100 Club 3rd prize £10.00, no VAT

E-On Next – 1st March-31st March electricity DD - £130.05, £6.19 VAT

73/23 To confirm the dates and times of ordinary meetings of the Council for the ensuing year.

74/23 Date of the next meeting:

- The next meeting of the Parish Council will be held on Tuesday 13th June 2023 at 8pm in the Village Hall