

North Marston Parish Council

Clerk to the council: Ms Jan Roffe - Email: clerk@northmarston.org or telephone 07933 624147

Draft MINUTES OF THE ANNUAL MEETING Tuesday 9th May 2023 8.00pm in the Village Hall

Present: Councillors Mordue (Chair), Boyt, Newman, Hogbin-Mills, Du-Plessis, Jan Roffe (Clerk) and Councillor Phil Gomm (Buckinghamshire Council)

56/23 To elect the Chairman of the Parish Council

Ian Mordue was elected as Chairman, proposed by Councillor Andrew Boyt and seconded by Councillor Du-Plessis. The Chairman then received and read the Declaration of Acceptance and signed it.

57/23 To elect the Vice-Chairman of the Parish Council

Andrew Boyt was elected as Vice-Chairman, proposed by Councillor Hogbin-Mills and seconded by Councillor Du-Plessis. The Vice-Chairman then received and read the Declaration of Acceptance and signed it.

58/23 The resignations of Councillors Jon Martin and Rob Symonds had been received prior to the meeting. Both were not present at the meeting, but were thanked by the Chairman, on behalf of the Parish Council, for their many years of service to the council. It was agreed that their knowledge of the village would be very much missed, as would they be. Both vacancies have been advertised and expressions of interest in becoming a Parish Councillor were encouraged.

59/23 It was confirmed that councillors had received a Register of Pecuniary Interests form to complete and return to the Clerk by the 13th June meeting, at the latest.

60/23 To receive apologies for absence: There were no apologies for absence.

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

There were no declarations of interest in any matters pertaining to the agenda.

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

100 Club draw: 1st Prize, no 64, Christina Hutson; 2nd Prize, no. 92, Kevin Ludlow and 3rd Prize no. 98, Pauline and Bob Hardman.

Coronation Celebrations: On behalf of the Parish Council and the residents of the village, the Chairman extended his grateful thanks to Christina Hutson for doing such a marvellous job co-ordinating the Coronation Street Party. He also thanked all those who had helped make the day such a success by decorating the village, setting up and clearing away and presenting prizes. It had been a joyful celebratory occasion for the village in lovely sunshine.

The lack of provision for teenagers in the village was spoken about and will be discussed at the next meeting.

62/23 Minutes:

(a) The minutes of the last meeting held on 11th April 2023 were approved and signed.

(b) The minutes of the extraordinary meeting held on the 17th April 2023 were approved and signed.

63/23 The undermentioned Parish Council documents had been circulated and reviewed by the Parish Council

(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

RESOLUTION: That the above are all approved, but that an amendment be made to the Financial Regulations giving the Parish Clerk the ability to make emergency payments up to £300 without the need

for written authorisation by the Parish Council, to prevent, for example, anyone being out of pocket for expenses incurred in connection with Parish Council business or events, and that the wording be as follows:

Budgetary Control

3(d) The Clerk has authority to incur expenditure up to £300 without the need for written authorisation and £500 by at least the email agreement of two councillors. Such authority is to be evidenced by a minute and the relevant invoices.

64/23 Working Groups:

RESOLUTION: The following members of the Parish Council were appointed to serve on the under-mentioned working groups. It was agreed that when two new councillors are appointed, the arrangements could be reviewed, if necessary.

- Sportsfield Committee - Ian Mordue
- Poors Piece & Clocklands - Diana Hogbin-Mills
- Playground maintenance – Brett Newman
- Wildlife Group - Katherine Du-Plessis

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

RESOLUTION:

- a. Village Hall Trustees (must be Chairman) – Ian Mordue
- b. Village Hall Committee - Jan Roffe (Clerk) and Christina Hutson
- c. Community Board – Jan Roffe, Clerk
- d. North Bucks Parishes Planning Consortium – Andrew Boyt
- e. Parish Liaison Meeting – to be agreed at a later date
- f. New Youth Group – Diana Hogbin-Mills (Councillor Gomm offered to assist)

66/23 Buckinghamshire Council

Councillor Gomm took the opportunity to address all present to tell them about the various committees he sits on to represent the interests of the villages and their residents. He explained that three Buckinghamshire councillors had divided 16 parishes up between them and that he looks after six parishes. He sits on the Standards and General Purposes Committee, Health and Adult Social Care, North Bucks Planning Committee and the Winslow and Villages Community Board. He is a Bucks Carers Champion.

67/23 Planning Applications and Enforcement

The following application was discussed:

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 southeast gable chimney (deadline for comment 16th May 2023)

RESOLUTION: The Parish Council had no objections to this application.

2. The Parish Council acknowledged that it had received 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

Having heard the report presented by Neil Tuckett on behalf of the Trustees at the Annual Village Meeting, the Parish Council considered that questions raised by residents in the village would be addressed by the new grant making policy and the production of a leaflet to raise awareness of the charity, how it operates and how people in need may apply for help.

It was clarified that the Parish Council had not made any allegations against the trustees of the charity and that questions had been asked to Ian Mordue personally, who had then written to the trustees in an individual capacity. The issues raised had not been included on any Parish Council agenda, nor discussed by the Parish Council.

(ii) To verify Pete York as a trustee of the charity.

RESOLUTION: The Parish Council had no objections to Pete York becoming a trustee of the charity and was pleased to verify him.

69/23 Land at Quainton Road

The Chairman advised that this matter was not to be discussed at the meeting as Councillor Gomm made assurances that things were in hand and public discussion could hamper progress at this critical stage.

70/23 Environment :

There were no updates on the following:

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

(a) Kompan have agreed to replace and repair the climbing frame where a bolt has failed. This will be at no cost to the Parish Council as a gesture of goodwill.

(b) Clover is overtaking the grass in the play area and there are a lot of ants.

(c) Stickers for the under 5's play equipment have not been ordered.

RESOLUTION: Clerk to speak to Simon of Blades to ask for a quotation to spray the area again. Clerk to order stickers for the Under 5's play equipment.

2. Village Hall – no updates were received.

3. Village and Parsnip ponds

(a) The picnic bench at the village pond is rotten and dangerous.

RESOLUTION: Clerk to arrange for it to be removed as soon as possible and to order a new bench. Having circulated a couple of possibilities, with prices, the Clerk was authorised to spend up to £750.00 inc. VAT and delivery charge to purchase a new bench. It was agreed that a re-cycled composite bench would be the preferred choice, but this is to be finalised by the Parish Council via email.

4. Aylesbury Wild Vale Project – no updates were received.

5. Sportsfield - there were no updates other than those given in the earlier Annual Village Meeting report.

72/23 Finance:

RESOLUTION:

1(a) That the Statement of Accounts and the Annual Governance and Accountability Return 2022/23 be approved.

Both were then signed and dated by the Chairman and Parish Clerk.

2. The Parish Council gratefully acknowledged emails of thanks from the ECC, NM School and 1st Granborough Scouts for its grants donations.

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, £3.25 VAT (papers for internal auditor)

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, no VAT

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, no VAT

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

100 Club 1st prize £30.00, no VAT (to be paid by BACS by request)

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

Lynch Garden Services – SF Grass cut April - £300, no VAT

James Radcliffe – Ignition switch for mower - £45.60, £7.60 VAT

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

These would continue to be on the second Tuesday of the month at 8pm in the Village Hall.

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

Jan Roffe, Clerk to North Marston Parish Council

11th May 2023