

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 14th May 2023 8.00pm in the Village Hall

Present: Councillors Mordue (Chair), Boyt, Newman, Du-Plessis, Hall, Jan Roffe (Clerk) and Councillor Phil Gomm (Buckinghamshire Council) and 3 members of the public.

204/24 To elect the Chairman of the Parish Council

RESOLVED: 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.

205/24 To elect the Vice-Chairman of the Parish Council

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

206/24 It was confirmed that councillors had received a Register of Pecuniary Interests form to complete and return to the Clerk by the 11th June meeting, at the latest.

207/24 To receive apologies for absence: Apologies had been received from Councillor Hogbin-Mills

208/24 Members Interests: There were no declarations of interest.

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

The Chairman then took the opportunity to remind everyone that there is currently a vacancy to serve on the Parish Council and encouraged expressions of interest via the Clerk.

100 Club draw: 1st Prize, no 86, Sarah Howes; 2nd Prize, no. 24, Katherine Du-Plessis and 3rd Prize no. 98, Pauline and Bob Hardman.

209/24 Minutes:

(a) The minutes of the last meeting held on 9th April 2024 were approved and signed.

210/24 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) Health & Safety Policy.

RESOLVED: The above were all approved.

211/24 Working Groups:

RESOLVED: The following members of the Parish Council were appointed to serve on the under-mentioned working groups.

- Sportsfield Committee - Ian Mordue
- Playground – Brett Newman
- Planning – Andrew Boyt
- Any other groups councillors would like to suggest:
It was suggested that a person be appointed to oversee marketing and the promotion of the village.

RESOLVED: The Chairman to ask Martin Tanner if he would like to take on this role.

212/24 To appoint representatives on the under-mentioned bodies as required:

RESOLVED:

- a. Village Hall Trustees (must be Chairman) – Councillor Ian Mordue
- b. Village Hall Committee - Councillor Mordue and Jan Roffe (Clerk)
- c. Community Board – Jan Roffe, Clerk
- d. North Bucks Parishes Planning Consortium – Councillor Andrew Boyt
- e. Parish Liaison Meeting – Councillors to rotate
- f. Any other groups/meetings councillors would like to suggest:
It was suggested that a member of the Parish Council put themselves forward for the vacancy of trustee on the Poors Piece and Clockland Charity, but nothing was resolved.

213/24 Buckinghamshire Council

Councillor Gomm updated the meeting as follows:

1. Buckinghamshire Council's budget is again tight this year.
2. The reconstruction of Carter's Lane to the corner with Hogshaw Road is on the list of priorities this year.
3. The High Street will be resurfaced, hopefully in June.
4. It is hoped to get the resurfacing of the footpath along Portway on to the capital programme of works this year.
5. Buckinghamshire Council is currently developing a county-wide Local Cycling & Walking Infrastructure Plan (LCWIP), to improve and connect with the existing and identify a new network of cycling and walking routes between towns and villages and key destinations. This could include a footway/cycleway coming down from Oving to North Marston and beyond. Councillor Gomm also highlighted some of the issues particular to a cycleway/walkway coming down from Oving, including permissions from landowners, it crossing common land and the presence of a large badger set.

214/24 Planning Applications and Enforcement

The following applications were considered:

1. 24/01081/PAHAS - NORTH MARSTON Three Corners Piece Granborough Road North Marston Buckinghamshire, MK18 3PP
Prior approval application (Part 1, Class AA) for construction of additional storey to create first floor living accommodation; height of 6.45 metres (Extension granted to consultee deadline for NMPC to midnight on 14th May 2024)
RESOLVED: The Parish Council strongly objected to this application on the grounds of over development of the site, that it is not in keeping with the village area, nor the North Marston Neighbourhood Plan.
2. 24/01289/APP - NORTH MARSTON Stonehill Farm Quanton Road North Marston Buckinghamshire MK18 3JZ
Conversion of detached barn/stable for residential use (Consultee deadline 27th May 2024)
RESOLVED: The Parish Council had no objections to this application.

215/24 To discuss the applications received from local organisations 2024-25 for a Parish Council small grant and decide on the awards:

The council considered the seven applications for funding received. The round was heavily oversubscribed with requests for funding almost twice the £1k funding available.

RESOLVED:

1. **The History Club to receive £300.00 in total.** £150.00 in grant funding towards the public display to celebrate the centenary of the Memorial Hall with an exhibition of material charting the stages in the

creation and building of the Hall. An additional £150.00 towards new wreaths for the village Remembrance Service.

2. **The Nag-O-Wombles to receive £200.00** towards a lightweight trolley/cart for the collection of litter.
3. **North Marston School to receive £250.00** towards furniture and accessories for classroom reading areas to encourage children to read books.
4. **The Shop to receive £150.00** towards a chest freezer for the storage of additional stock.
5. **The 1st Granborough Scouts to receive £100.00** towards Scouting equipment.

The Parish Council agreed that in such an oversubscribed round, the Monday Club's request for funding for a mobile PA unit should be declined as their requirement would be met by the Parish Council's installation of a PA system and speakers in the hall. This will be available to all who use the hall, including the Monday Club, other local groups, private party hire and events.

The Parish Council also agreed that the Ecumenical Church Council's request for funding for a contribution towards the upwards of £14k costs to restore the Holden stained glass window, was too big and expensive a project for a small grant to make any impact. The bid was therefore unsuccessful in this oversubscribed round. Both the Monday Club and The ECC were encouraged to apply again in future for other projects.

216/24 Update on the dispute over the Land at Quainton Road

Following a submission by the Holton family, HM Land Registry had extended the period for the Parish Council to respond to the 20th May before the case is considered by the First Tier Tribunal. Due to the advice he was given, Councillor Gomm said that he would ask Buckinghamshire Council's legal team to take on any subsequent legal challenge and cover the costs.

RESOLVED: The Parish Council approved the response letter drafted by the Clerk and awaits the decision of the First Tier Tribunal before deciding its next steps.

217/24 Environment :

Highway: Updates were received on the following:

1. Church Street Kerbing: The Clerk had written to the Local Area Technician outlining the project and requesting that the preparation of a Project Initiation Document (PID) is actioned.
2. Parking bollards at Gibbings Close/Granborough Road junction: The Clerk had requested that this is also initiated, as above.
3. Church Street Road Sign: The Clerk had sent a reminder to the LAT to make sure that it is not overlooked during the current improvements that are being made to the Fix My Street software
4. 30mph road sign opposite Steven's Farm: Following several reminders to Highways, it has now been tied to a telegraph pole and it is assumed that this fix was carried out by Highways.
5. Streetlight at the bottom of School Hill: a faulty photocell has been replaced by Sparkx.
6. MVAS installation: The Clerk to check whether the sockets were installed on the 13th May, as scheduled.
7. Parking: To discuss at the next meeting.
8. Ditch in Quainton Road: Nick Sears and his team had done an excellent job clearing the ditch.

218/24 Parish Projects:

1. Parish Barn

A quotation from MW Building Contractors had been received for the replacement of the roof to the surveyor's specification for the sum of £5,970.00. The Parish Council decided that it would not proceed with any works until the History Club had reported back on the possibility of Heritage funding for the restoration of the barn and what this may include.

RESOLVED: Clerk to invite John Spargo to the June meeting to present an update on the possibility of Heritage funding. Also, at the next meeting, a councillor to take responsibility for

overseeing the project management (in consultation with John Spargo/the History Club, as appropriate) and decide on a project plan and timescales with regular reports back to full council. The Clerk to write to the present tenant to let him know that he will have to vacate the barn by this time next year.

3. Website: The new website is still under development. The designer, Martin Tanner, gave an informative update and demonstration at the Annual Village Meeting immediately prior to the Annual Meeting of the Parish Council.
4. Sportsfield: No further updates re the streetlight to illuminate the exit/entrance to the Sportsfield.

219/24 Ongoing actions/village maintenance

5. Playground

The annual report from ROSPA had been received with only minor maintenance tasks to be carried out. The Chairman advised that he had ordered new shackles and bushes for the swings. It was suggested that putting plastic sleeves on the chains to the swings would be a good idea to improve grip and help prevent corrosion. A ROSPA checklist of maintenance tasks to be carried out that are specifically relevant to the North Marston Play Area has been ordered.

6. Village Hall

The Shop will be using the back kitchenette area of the Schorne Room for additional food storage and also a chest freezer. A new door between the kitchenette and the Schorne Room will ensure that the Preschool are not disturbed. Installation to be arranged and paid for by The Shop.

Roy Randles quotation for the painting of the skirting boards in the hall and the replacement of the manhole cover in the hall car park was also discussed.

RESOLVED: To accept Roy Randles quotation for the repainting of the skirting board - £180.00, for materials and labour and the replacement of the manhole cover with a more robust 25-ton cover - £150.00 plus VAT. Also to remove the ivy growing over the back wall of the hall and oil tank storage area - £70.00 no VAT.

7. The Village Pond and Parsnip Ponds

Regular removal of blanket weed in the village pond continues by a group of volunteers, taking care of the newts and other wildlife when doing so. Parsnip Pond was cleared last year by volunteers and needs to be kept under control to prevent it becoming such a big undertaking in the future.

8. Defibrillators

The defibrillators continue to be status checked and serviced on a monthly basis by Christina Hutson, as is required by registration with The Circuit. Two sets of pads and one new battery were required last year. The Sports Field pads expire on the 30th June..

RESOLVED: The Clerk to purchase new pads for the Sports Field defibrillator.

9. Aylesbury Wild Vale: All the wildflower areas are growing well.

220/24 Sportsfield

1. Arrangements for the shortfall in the cost of the drainage work whilst the Sportsfield awaits receipt of grant funding from the Community Board.

RESOLVED: That the Parish Council agreed to pay £10,200 (£1,700 VAT) to Blades, upon the delivery of sand on Monday 20th May. The Parish Council to be reimbursed when the Sportsfield is in receipt of the grant funding.

2. **Parish Council donation to Sportsfield funds:**

RESOLVED: The Clerk to arrange payment of the annual £1k donation to the Sportsfield for 2024/25 and also £1k for 2023/24, which had been overlooked.

3. Please see 1. Above

221/24 Footpath from the bottom of Marston Hill to Oving

RESOLVED: Following Councillor Gomm's update and appreciating the problems regarding land ownership and Buckinghamshire Council's project to develop LCWIPs, it was decided that the Parish Council would not pursue this at the present time.

222/24 Discuss Street trading policy proposals and

223/24 To discuss CCTV at the village entrances and exits following recent thefts:

RESOLVED: Due to time constraints, it was agreed to discuss these items at the next meeting.

223/24 Finance:

RESOLUTION:

1. The Parish Council acknowledged receipt of £17,364, representing tranche one of two of the Parish Precept.
2. The Annual Governance and Accountability Return for 2023/24 had not been finalised for audit and will therefore be presented at the 11th June meeting for approval.
3. **RESOLVED:** The Parish Council approved Clear Councils insurance quotation for 2024/25 of £1,670.32, no VAT

Receipts and Payments of Accounts

Parish Council

Payments made on behalf of the Parish Council

Tesco Mobile Parish Phone Contract - £7.50 no VAT

HPI Instant Ink – printer ink contract - £8.49, £1.42 VAT

Ebay - £16.49, no VAT (Clerk's error, see below under Payments Received)

NBPPC annual subscription - £20.00, no VAT

SSE Energy - £18.80, £2.06 VAT,

Sparks Ltd – photocell repair bottom of School Hill - £275.40, £45.90 VAT

BMKALC Annual Subscription - £122.01, no VAT

Payments to be paid on behalf of the Parish Council

Clerks Salary - £***.**, no VAT

Clerk's expenses – office allowance £26.00 no VAT

Blades Turf Care - April grass cutting - £846.4, £141.07 VAT

BMKALC and NALC Annual Subscription - £118.60, no VAT

Clear Councils - PC Insurance 24/25 - £1,670.32, no VAT

More-Solutions – Domain renewal fee 2 years - £60.00, £10.00 VAT

Blades Turfcare – deposit for sand for SF drainage project - £10,200, £1,700 VAT

Payments received on behalf of the Parish Council

Buckinghamshire Council Parish Precept - Payment 1 of 2 - £17,364.50 (first instalment of £34,729)

Jan Roffe – Ebay last purchase on PC debit card for cleaning materials for VH and same card number used by mistake for a personal purchase - £16.49 reimbursement to PC.

Village Hall

Payments made on behalf of the Village Hall

Pride Works – Refund for VH Hire for solar panel presentation - £50.00, no VAT

Anneka Boyt – Refund for VH Hire for party - £50.00, no VAT

Katherine Wetherell – VH cleaning March - £150.00, no VAT

E-On Next – Electricity - £39.35, £1.87 VAT

Payments to be made on behalf of the Village Hall

Charlotte Farrar – Refund for hire of VH for party - £50.00, no VAT

Payments received on behalf of the Village Hall Buckinghamshire Council

Cost of hiring the SR for the Police Commissioner Election - £250.00 no VAT

Sports Field Payments made on behalf of the Sportsfield

Rebecca Parker – Marvellous Marigolds April cleaning - £73.80, No VAT

E-on Next – Electricity - £71.39, £3.40 VAT

Payments to be made on behalf of the Sportsfield

000812 100 Club 1st prize £30.00, no VAT

000813 100 Club 2nd prize £20.00, no VAT

000814 100 Club 3rd prize £10.00, no VAT

225/24 RESOLVED: That ordinary meetings of the Council will continue to be held on the second Tuesday of each month with a recess for the month of August 2024.

226/24 Date of the next meeting: The next meeting of the Parish Council will be held on Tuesday 11th June 2024 at 8pm in the Village Hall.

Jan Roffe

Clerk to North Marston Parish Council

22nd May 2024