MERRY CHRISTMAS TO ALL



MARSTON SICCA PARISH COUNCIL

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NOTICE OF ORDINARY PARISH COUNCIL MEETING

Members of Marston Sicca Parish Council are hereby summoned to attend a meeting in Long Marston Village Hall on **Monday 16TH December, 2024 at 7.30pm** for the purpose of transacting the following business. The meeting is open to members of the public who may take part during the fifteen minutes public open session (individual comments should be kept to 3 minutes).

Agenda

1.To receive any apologies for absence.

2.Declarations of Interest:
Councillors are reminded to declare any Disclosable Pecuniary and non- Pecuniary interests in agenda items and the nature of those interests.

3. Public Open Session (maximum 15 minutes)
To receive any matters of interest or questions relating to items on the agenda or for future meetings. Members of the public are limited to 3 minutes each.

4. Minutes of the previous meetings
To approve the minutes of the Annual Parish Council Meeting held 14th November 2024

5. District & County Councillor Reports

6. Chairmans Comments
To receive any information from the Chair including a review of the year.

7.Clerks Report

To receive any updates on ongoing business or outstanding matters from the previous meeting including:

7.1 Update Pavilion – waiting on the charity treasurer to transfer Zettle credits from PC to the charity, and Octopus Energy following recent erroneous bill from Scottish Power.
7.2 Transfer of assets – legal status (including legal obligation to pay 25% towards central amenities from Leisure Centre tenant/ planning ahead.
7.3 Allotments to Meon Vale, new committee.
7.4 Update on bus shelter – response from WCC and the manufacturer.
7.5 Payment to Marston Sicca from Quinton -settlement of costs accrued by both parish councils towards Meon Vale assets.
7.6 to consider newsletter communication including facebook/social media.

8. Street Naming

Members to consider street naming for phase 4C Meon Vale SN/2410/734.

9. Asset Management Committee

9.1 Members to consider and resolve on Terms of Reference for the AMC – see attached.
9.2 Members to consider and resolve on the assets to be within the remit of the AMC – ALL assets owned or managed by the Parish Council to include Barley Fields play area and Marston Meadow.

10. Marston Meadow

10.1 To consider results of recent questionnaire and to resolve on footpath and any items to be installed in the pavilion (to be incorporated in the 2025/26 budget plan).

11. Policies

11.1 To review Policies
11.2 To consider and resolve to adopt Investment Policy
11.3 To consider and resolve to adopt Staffing Committee Policy

12. Finance

12.1 to receive bank reconciliation and bank statement and to review items of payment requiring approval (see attached Appendix)
12.2 to receive budget plan – actual vs. budget and to consider second draft budget for 2025/26 and to consider any projects over 3- year period. To include:
- *12.2.1 Budget for Meon Vale Assets & anticipated income from MV Village Hall*
- *12.2.2 Budget for LM assets*
- *12.2.3 To consider and resolve on delegated powers to the AMC (LGA 1972 s.101)*

12.3 to review and resolve on delegated powers to the Clerk
12.4 to review assets.
12.5 to consider internal monetary controls.
12.6 to review reserves.

13. Planning Matters

To discuss any planning matters relevant to the parish council. Planning items to be circulated prior to the meeting. To include Vectos report:

The latest Vectos study for Long Marston Garden Village sets out an ambitious package of interconnecting placemaking and mobility components to foster a thriving community which is centred around accessibility, liveability, and minimising carbon emissions.

The Vision & Validate approach to transport planning challenges the traditional assumptions on travel by suggesting modern and convenient alternatives that encourage active travel and provide services which promote local living to mitigate the impact on local highways infrastructure as no funding is currently available for the SWRR. The SWRR route is still safe guarded by SDC although alternative routes are being investigated.

The Greenway currently provides a traffic free route to Stratford which could be used for walking/cycling (segregated). As part of the S106 agreement with Cala the route to Stratford is to be upgraded to a sealed all-weather surface. Phase two envisages low level lighting as being desirable. Also, it is stated that the Greenway is wide enough to support a Shuttle to Stratford which could by a guided bus or a tram. Other things being considered are E-bikes, E-scooters, and E-cargo bikes. They are also looking at improving public transport and the possibility of a rail link to Honeybourne. Many of the solutions put forward are currently in operation in other parts of the country and abroad.

More work is envisaged in the next phase of study.

14. Councillors Reports

Council members to provide full council with any update on specific tasks undertaken or ongoing matters.

15. Correspondence

To receive any correspondence relevant to parish council business.

16. Meeting Dates & Times

16.1 members to confirm dates and venue for meetings
16.2 to review meeting times & in accordance with Standing Orders to conduct meetings within 2 hours and to resolve to place any outstanding items on the next agenda.

Debbie Woodliffe
Parish Clerk /RFO 9th December 2024

MARSTON SICCA PARISH COUNCIL
BANK RECONCILIATION **16/12/2024**

HSBC		
Balance	**01/04/2024**	**139,671.20**
Receipts		107,872.16
Payments		(135,408.58)
Balance	**16/12/2024**	**112,134.78**
Savings Account N/wide	**16/12/2024**	**62,554.50**
Deposit Account HSBC	**16/12/2024**	**38,138.92**
Current Account HSBC	**16/12/2024**	**11,441.36**
Total Bank Balance	**16/12/2024**	**112,134.78**

Less unpresented cheques	
Balance	**112,134.78**

Reserves		
Defibrillator	1,801.11	
Public Footpaths/Road and Village Maintenance	831.09	
Community Events	1,500.00	**
Flood Team	500.00	
Neighbourhood Plan Grant Funds	105.55	
Transparency Code Compliance	500.00	
Climate Change	2,800.00	
Long Marston Action Group/Legal Expenses	747.43	
Contingency/Legal Fees	1,500.00	
Community Funds/Projects (Long Marston Volunteer Grp	1,807.08	
VAT Contingency	2,500.00	
Asset Management - Meon Vale	3,653.96	*
CIL Funds	11,852.21	
Open space	21,361.11	
S106 Money (Bloor, Lagan, Cameron)	8,178.91	
Community Building	22,620.47	
Play Area Maintenance	930.81	
Total	**83,189.73**	

Available cash	**28,945.05**

*Note: 01/04/2024 Reserves
Asset Management MV increased to £15,000

**Note: 04/11/2024
Community Events Reduced to £1500

PC PAYMENTS MADE

Date	Payee	Cheque No.	£	Details
05/12/2024	HMRC	BP	79.20	Tax - PAYE
			79.20	

PC ONLINE PAYMENTS FOR APPROVAL **16/12/2024**

Date	Payee	Cheque No.	£	Details
15/12/2024	H P Instant Ink	DC	38.49	Printer Ink
16/12/2024	Parish Clerk	BP	8.00	Stationery
16/12/2024	Uberdoodledesign	BP	85.00	Website
16/12/2024	Ian Johnsey & Co	BP	299.25	Ground Maint./Village Planters
23/12/2024	Parish Clerk	BP	317.19	PAYE
06/01/2025	HMRC	BP	79.40	Tax
08/01/2025	ICO	DD	35.00	Data Protection Annual Fee
			862.33	

COMMUNITY CENTRE PAYMENTS MADE

Date	Payee	Cheque No.	£	Details
30/11/2024	Zettle	N/A	111.13	Zettle Fee
02/12/2024	British Gas	DD	21.04	British Gas

COMMUNITY CENTRE PAYMENTS FOR APPROVAL **16/12/2024**

Date	Payee	Cheque No.	£	Details
15/12/2024	Smarty	DC	12.00	Sim - Internet Connection
22/12/2024	Biffa Waste Services	DD	308.04	Waste Collections
			320.04	