# MARSTON SICCA PARISH COUNCIL

***Serving the communities of Long Marston, Meon Vale & Shackleton***

Clerk@marstonsicca-pc.gov.uk

Mobile 07768 684673

## NOTICE OF ORDINARY PARISH COUNCIL MEETING

Members of Marston Sicca Parish Council are hereby summoned to attend a meeting in Meon Vale Village Hall on **October 20th 2025 at 7.30pm** for the purpose of transacting the following business.

The meeting is open to members of the public who are welcome to address the council during the public open session. Questions or comments should be relevant to the points on the agenda, or to put comments forward for future consideration. Please be aware that, although members of the public can raise any question, the council will only be able to respond to issues relating to the business to be transacted at the meeting. A question that does not relate to items on the agenda shall not require a response at the meeting nor start a debate on the question. The Open Session will be limited to 15 minutes, with 3 minutes allocated per person. If more than one member of the public wishes to speak on the same topic, they should nominate one person to speak on their behalf. This will avoid duplication and make the best use of the public participation period.

### Meeting Agenda

**1.To receive any apologies for absence.**

**2.Declarations of Interest:**

*2.1 Councillors are reminded to declare any Disclosable Pecuniary and non- Pecuniary interests in agenda items and the nature of those interests. In keeping with the council's Code of Conduct, members must leave the meeting during the discussion relating to the item in which the interest has been declared unless a dispensation has been requested and granted members must leave the meeting during the discussion relating to the item in which the interest has been declared unless a dispensation has been requested and granted.*

2.2 *To consider any request from a councillor for a dispensation to be allowed to stay in the meeting after declaring an interest. Such request, in writing, must be given to the Clerk at least 24 hours before the meeting.*

*2.3 Members are reminded to keep their Register of Interests up to date.*

**3. Public Open Session (maximum 15 minutes)**

*Public session questions from members of the public, this provides an opportunity for questions to be put to the Council. Once the public open session has closed and the meeting has started, discussions will be between the Council and Officers. It would be at the discretion of the Chair to allow members of the public to comment once the open session has closed.*

**4. Minutes of the previous meetings**

*To receive and approve the following Minutes:*

*4.1 Extraordinary meeting held 15th September 2025*

**5. <u>District & County Councillor Reports</u>**
*5.1 To receive information relevant to the parish or further items of interest*

**6. <u>Chairmans Comments</u>**
*To receive any information from the Chair.*

**7. <u>Clerks Verbal Report on going matters.</u>**
*7.1. to consider and resolve on brief business plan for Porterbrook*
*7.2 to receive information on chasers sent to SDC regarding footpath SD40*
*7.3 to receive confirmation lease for the Pavilion is ready for Charity perusal*
*7.3 to receive confirmation of work date for the posting of historic pictures to the Greenway notice platform.*
*7.4 to receive and resolve on storage to the playing fields on Meon Vale (sporting activities).*
*7.5 to consider and resolve on request for Archery Club's request to use MV playing field, and whether councillor(s) would like to visit the Stratford site for discussion*

**<u>8. Finance</u>**
*8.1 to receive bank reconciliation and bank statement and to review items of payment requiring approval (attached)*
*8.2 to receive and review budget YTD*

**<u>9 Meon Vale Village Hall / Asset Management</u>**
*9.1 to receive results of AMC meeting held 7th October.*
*9.2 to receive information on resolution regarding funding application for feasibility study pertaining to Meon Vale Woodlands and Wetlands.*
*9.3 to consider and resolve on storage (sporting activities) on Meon Vale playing field.*

**<u>10. Planning Matters</u>**
*No new planning matters on the agenda. Cllr. Tempest has, however, provided a general report for councillor's perusal.*

**<u>11. Anti-Social Behaviour</u>**
*11.1 Members to consider and resolve on the PC publishing a public awareness notice (members received in advance of meeting) that identifies what to do should residents fall victim or witness ASB*
*11.2 to receive information on ASB matters discussed with the local police and the discussions had at the Residents Assoc. meeting.*

**<u>12. Road Safety Forum</u>**
*12.1 to receive results of forum held on Saturday October 11th 2025*
*12.2 to consider and resolve on giving old speed guns to the police.*

**<u>13. Website Logo</u>**
*13. to consider and resolve on Cllr. Jackson to create a logo for the parish council website.*

**<u>14. Councillor Reports</u>**
*To receive councillor reports on matters relating to parish council business.*

**<u>15. Correspondence</u>**
*To receive any communications relevant to parish council business.*

**16. Meeting Dates & Times**
*To consider venue for next meeting.*

Debbie Woodliffe,
Parish Clerk RFO 14th October 2025

Council Members: Ian Johnsey (Chairman), Noel Davis (Vice Chair), Bill Tempest, Steve Barker, Colin Parrott, Cliff Brown, Thomas Jackson

**MARSTON SICCA PARISH COUNCIL**
**BANK RECONCILIATION** **20/10/2025**

| HSBC | | |
|---|---|---|
| **Balance** | **01/04/2025** | **68,644.14** |
| Receipts | | 57,468.44 |
| Payments | | (56,222.29) |
| **Balance** | **20/10/2025** | **69,890.29** |
| | | |
| **Savings Account N/wide** | **20/10/2025** | **39,315.84** |
| **Deposit Account HSBC** | **20/10/2025** | **28,081.79** |
| **Current Account HSBC** | **20/10/2025** | **2,492.66** |
| **Total Bank Balance** | **20/10/2025** | **69,890.29** |

| **Less unpresented cheques** | |
|---|---|
| **Balance** | **69,890.29** |

| **Reserves** | **2025-26** |
|---|---|
| Defibrillator | 500.00 |
| Public Footpaths/Road and Village Maintenance | 300.00 |
| Community Events | 353.14 |
| Flood Team | 200.00 |
| Neighbourhood Plan Grant Funds | 105.55 |
| Climate Change | 762.85 |
| Long Marston Action Group/Legal Expenses | 500.00 |
| Contingency/Legal Fees | 150.00 |
| Community Funds/Projects (Long Marston Volunteer Grp | 850.00 |
| VAT Contingency | 1,000.00 |
| Open space | 1,500.00 |
| S106 Money (Bloor, Lagan, Cameron) | 8,178.91 |
| Community Building | 22,000.00 |
| Play Area Maintenance | 122.78 |
| **Total** | **36,523.23** |

| **Available cash** | **33,367.06** |
|---|---|

*Note: 01/04/2025 Reserves Adjusted

## PC PAYMENTS MADE/APPROVED

| Date | Payee | Cheque No. | £ | Details |
|---|---|---|---|---|
| 03/10/2025 | HMRC | BP | 145.40 | Tax and NI |
| 03/10/2025 | DPI | BP | 182.28 | Banner - Road Safety Forum |
| 03/10/2025 | Tesco Stores | DC | 13.50 | Stationery |
| 10/10/2025 | BT Group | BP | 49.00 | Broadband - MV Village Hall |
| 10/10/2025 | LM Village Hall | BP | 2,000.00 | Grant - VH Roof Repair |
| 10/10/2025 | Crown Gas & Power | BP | 686.48 | Gas Supply - MV Village Hall |
| 10/10/2025 | DPI Signs | BP | 793.20 | Platform Notice - Greenway |
| 13/10/2025 | Waitrose | DC | 51.95 | Refreshments - R/Safety Forum |
| | | | 3,921.81 | |

## PC ONLINE PAYMENTS FOR APPROVAL 20/10/2025

| Date | Payee | Cheque No. | £ | Details |
|---|---|---|---|---|
| 15/10/2025 | HP Instant Ink | DC | 28.99 | Printer Ink |
| 20/10/2025 | HSBC | CHG | 2.00 | Bank Charges |
| 20/10/2025 | Uberdoodledesign | BP | 460.00 | Website/Newsletter |
| 20/10/2025 | Uberdoodledesign | BP | 163.38 | Domains & Web Hosting Renewals |
| 20/10/2025 | F A Perry | BP | 217.50 | Cleaning Services - MV VH |
| 20/10/2025 | Npower Commercial | BP | 336.63 | Street Lighting |
| 20/10/2025 | Stratford DC | BP | 960.00 | Installation of Street Bins - M/Vale |
| 20/10/2025 | Stratford DC | BP | 414.17 | Street Bin Emptying - Meon Vale |
| 20/20/2025 | Crown Gas & Power | BP | 49.57 | Gas Supply - MV VH |
| 20/10/2025 | Steve Barker | BP | 403.99 | Hartwell Supplies - M/Meadow |
| 20/10/2025 | Steve Barker | BP | 40.50 | Traffic Management Meeting |
| 20/10/2025 | Ian Lohnsey & Co | BP | 871.30 | Ground Maintenance |
| 30/10/2025 | Parish Clerk | BP | ****** | PAYE |
| 30/10/2025 | Christine Johnson | BP | ****** | PAYE |
| 05/11/2025 | HMRC | BP | 145.40 | Tax & NI |
| | | | 4,093.43 | |

## COMMUNITY CENTRE PAYMENTS MADE/APPROVED

| Date | Payee | Cheque No. | £ | Details |
|---|---|---|---|---|
| | | | 0.00 | |

## COMMUNITY CENTRE PAYMENTS FOR APPROVAL 20/10/2025

| Date | Payee | Cheque No. | £ | Details |
|---|---|---|---|---|
| 24/10/2025 | BT Group | DD | 49.00 | Broadband - Pavilion |
| | | | 49.00 | |

**MARSTON SICCA PARISH COUNCIL**
**SUMMARY OF INCOME AND EXPENDITURE YEAR ENDED 31 MARCH 2026**

**As at** **20/10/2025**

**Income**

| Details | Actual 20/10/2025 £ | Forecast Remaining £ | Forecast 31/03/2026 £ | Budget Plan 31/03/2026 £ | Variance To Plan £ |
|---|---|---|---|---|---|
| VAT | 0.00 | | 0.00 | 12,167.51 | (12,167.51) |
| Precept | 48,000.00 | | 48,000.00 | 48,000.00 | 0.00 |
| Newsletter | 37.50 | | 37.50 | 300.00 | (262.50) |
| SDC - Ground Maint. Refund | 0.00 | | 0.00 | 1,000.00 | (1,000.00) |
| Bank Interest | 1,023.88 | | 1,023.88 | 2,500.00 | (1,476.12) |
| Meon Vale Allotments | 0.00 | | 0.00 | 300.00 | (300.00) |
| Meon Vale Hall Hire | 7,907.06 | | 7,907.06 | 16,000.00 | (8,092.94) |
| Pavilion Refund | 0.00 | | 0.00 | 0.00 | 0.00 |
| Donations | 500.00 | | 500.00 | 0.00 | 500.00 |
| | 57,468.44 | 0.00 | 57,468.44 | 80,267.51 | (22,799.07) |
| **Net income** | 4,138.19 | 0.00 | 4,138.19 | 5,767.51 | 51,700.93 |

**Expenditure**

| Details | Actual 20/10/2025 £ | Forecast Remaining £ | Forecast 31/03/2026 £ | Budget Plan 31/03/2026 £ | Variance To Plan £ |
|---|---|---|---|---|---|
| VAT | 3,768.22 | | 3,768.22 | 3,000.00 | (768.22) |
| HSBC Bank Charges | 40.00 | | 40.00 | 200.00 | 160.00 |
| Newsletter | 1,675.00 | | 1,675.00 | 3,000.00 | 1,325.00 |
| Hall Hire LM | 102.00 | | 102.00 | 300.00 | 198.00 |
| Electricity | 733.80 | | 733.80 | 1,500.00 | 766.20 |
| Ground Maintenance | 4,883.61 | | 4,883.61 | 20,000.00 | 15,116.39 |
| Employment Costs | 6,842.90 | | 6,842.90 | 13,900.00 | 7,057.10 |
| Clerk's Expenses | 266.05 | | 266.05 | 350.00 | 83.95 |
| Subscriptions | 292.49 | | 292.49 | 700.00 | 407.51 |
| Web Site/Tech Suppt | 667.50 | | 667.50 | 1,350.00 | 682.50 |
| Audit | 446.25 | | 446.25 | 600.00 | 153.75 |
| Insurance | 4,909.99 | | 4,909.99 | 2,000.00 | (2,909.99) |
| Light Maintenance | 0.00 | | 0.00 | 150.00 | 150.00 |
| Village Planters | 0.00 | | 0.00 | 550.00 | 550.00 |
| Training | 0.00 | | 0.00 | 400.00 | 400.00 |
| Grants | 10,900.00 | | 10,900.00 | 8,000.00 | (2,900.00) |
| Litter Bins | 285.00 | | 285.00 | 350.00 | 65.00 |
| Chairmans Allowance | 0.00 | | 0.00 | 800.00 | 800.00 |
| Meon Vale VH inc.Preim | 4,125.02 | | 4,125.02 | 17,000.00 | 12,874.98 |
| Meon Vale Allotments | 0.00 | | 0.00 | 100.00 | 100.00 |
| Data Protection | 0.00 | | 0.00 | 50.00 | 50.00 |
| Council Elections | 0.00 | | 0.00 | 200.00 | 200.00 |
| Fixed Assets | 11,569.96 | | 11,569.96 | 0.00 | (11,569.96) |
| Community Centre | 1,822.46 | | 1,822.46 | 0.00 | (1,822.46) |
| | 53,330.25 | 0.00 | 53,330.25 | 74,500.00 | 21,169.75 |

**Reserves/CIL Funds**

| | |
|---|---|
| Play Area Main. | 808.03 |
| Climate Change | 737.15 |
| Contingency/Legal Costs | 850.00 |
| Community Events | 496.86 |
| **Total:** | **2,892.04** |
| **Total Expenditure** | **56,222.29** |

**Check** 0.00