MARSTON SICCA PARISH COUNCIL

Serving the communities of Long Marston, Meon Vale & Shackleton

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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 **July 21st 2025 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).

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. 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. Once 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 2nd May 2025

4.2 Annual Meeting of the Parish (Parish Assembly) held 2nd May 2025

4.3 Annual Meeting of the Parish Council held 19th May 2025

5. District, County Councillor

5.1 To receive information relevant to the parish or further items of interest

5.2 To consider the request to have regular police report placed on the agenda

6. Chairmans Comments

To receive any information from the Chair.

8. Clerks Verbal Report on going matters.

8.1. to receive information on Preim Management Contract for Meon Vale Assets

8.2 to receive update on lease agreement for the Pavilion charity.
8.3 to receive details of Biffa agreement for MV Village Hall
8.4 to consider formerly changing ordinary parish council meeting times to 7pm.

9. Finance

9.1 to receive bank reconciliation and bank statement and to review items of payment requiring approval (attached)
9.2 to review budget vs. actual and anticipated costs including impact on concession for rates.
9.3 to consider changing the grant application process for funding requests exceeding £1500
9.4 to review further internal controls adopted by the council

10. Meon Vale Village Hall / Asset Management Committee

10.1 In preparation of next AMC meeting, to receive information regarding the village hall committee:
a) members
b) terms of reference
c) managing the operational procedures of the village hall
10.2 To consider the wider role of the village hall committee and whether this should be a trust to facilitate concessions in running costs.

11. Planning Matters

11.1 25/01143/FUL, 3 College Close, Long Marston – Proposed first floor extension
11.2 14/03579/OUT, 20/00606/REM, 23/01223/VARY, Community Employment Hub Shackleton
11.3 24/03282/FUL, land parcels 4B and 4D for 55 dwellings Meon Vale
11.4 23/01794/OUT, 1B for 376 dwellings and 23/01794/OUT, 1A for 124 dwellings at Shackleton

12. Speeding

To receive any further updates or information pertaining to speed mitigation through LM Village.

13. Councillor Reports and updates on any outstanding matters

To receive latest information on Marston Meadow and Barley Fields Play area

14. Grants

To receive and consider any grant application including:
14.1 Long Marston Village Hall – application for £10k+ towards remedial work in lieu of added information
14.2 request for funds to help Quinton and Meon Vale Cricket club

15. Correspondence

To receive any correspondence relevant to parish council business including
15.1 Letter from Lodders regarding Land Registry to Marston Meadow
15.2 Communications and teams meeting with SDC regarding appointed Community Builder.

16. Meeting Dates & Times

To consider next meetings in LM and Meon Vale

Debbie Woodliffe,
Parish Clerk RFO 15th July 2025

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

MARSTON SICCA PARISH COUNCIL
BANK RECONCILIATION **21/07/2025**

HSBC		
Balance	**01/04/2025**	**68,644.14**
Receipts		27,974.41
Payments		(26,734.72)
Balance	**21/07/2025**	**69,883.83**
Savings Account N/wide	**21/07/2025**	**63,962.49**
Deposit Account HSBC	**21/07/2025**	**5,025.86**
Current Account HSBC	**21/07/2025**	**895.48**
Total Bank Balance	**21/07/2025**	**69,883.83**

Less unpresented cheques	
Balance	**69,883.83**

Reserves	**2025-26**
Defibrillator	500.00
Public Footpaths/Road and Village Maintenance	300.00
Community Events	850.00
Flood Team	200.00
Neighbourhood Plan Grant Funds	105.55
Climate Change	1,500.00
Long Marston Action Group/Legal Expenses	500.00
Contingency/Legal Fees	1,000.00
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	930.81
Total	**39,415.27**

Available cash	**30,468.56**

*Note: 01/04/2025 Reserves Adjusted

PC PAYMENTS MADE/APPROVED

Date	Payee	Cheque No.	£	Details
04/07/2025	HMRC	BP	104.60	Tax and NI
04/07/2025	Gallagher	BP	3,755.27	MV Building Insurance
10/07/2025	BT Group	BP	49.00	Broadband - MV Village Hall
			3,908.87	

PC ONLINE PAYMENTS FOR APPROVAL **21/07/2025**

Date	Payee	Cheque No.	£	Details
15/07/2025	HP Instant Ink	DC	28.99	Printer Ink
20/07/2025	HSBC	CHG	8.00	Bank Charges
22/07/2025	Uberdoodledesign	BP	420.00	Website/Newsletter
22/07/2025	Thomas Fox	BP	498.34	Ground Maintenance
22/07/2025	F A Perry	BP	225.00	Cleaning Services - MV VH
22/07/2025	Lodders	BP	1,020.00	Land Acquisition
22/07/2025	Ian Johnsey & Co	BP	1,280.78	Ground Maintenance
22/07/2025	Stephen Barker	BP	371.83	Barley Field Playground Repair
22/07/2025	Parish Clerk	BP	22.87	Stationery
29/07/2025	Parish Clerk	BP	567.34	PAYE
29/07/2025	Christine Johnson	BP	448.31	PAYE
06/08/2025	HMRC	BP	145.40	Tax & NI
			5,036.86	

COMMUNITY CENTRE PAYMENTS MADE/APPROVED

Date	Payee	Cheque No.	£	Details
			0.00	

COMMUNITY CENTRE PAYMENTS FOR APPROVAL **21/07/2025**

Date	Payee	Cheque No.	£	Details
24/07/2025	BT Group	DD	49.00	Broadband - Pavilion
27/07/2025	Biffa Waste Services	DD	282.48	Waste Collections (Note: Switching to MV Hall)
			331.48	

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

As at **21/07/2025**

Income

Details	Actual 21/07/2025 £	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	24,000.00		24,000.00	48,000.00	(24,000.00)
Newsletter	0.00		0.00	300.00	(300.00)
SDC - Ground Maint. Refund	0.00		0.00	1,000.00	(1,000.00)
Bank Interest	614.60		614.60	2,500.00	(1,885.40)
Meon Vale Allotments	0.00		0.00	300.00	(300.00)
Meon Vale Hall Hire	3,359.81		3,359.81	16,000.00	(12,640.19)
Pavilion Refund	0.00		0.00	0.00	0.00
	27,974.41	0.00	27,974.41	80,267.51	(52,293.10)
Net income	2,431.01	0.00	2,431.01	5,767.51	22,206.90

Expenditure

Details	Actual 21/07/2025 £	Forecast Remaining £	Forecast 31/03/2026 £	Budget Plan 31/03/2026 £	Variance To Plan £
VAT	2,805.81		2,805.81	3,000.00	194.19
HSBC Bank Charges	24.00		24.00	200.00	176.00
Newsletter	1,005.00		1,005.00	3,000.00	1,995.00
Hall Hire LM	102.00		102.00	300.00	198.00
Electricity	0.00		0.00	1,500.00	1,500.00
Ground Maintenance	1,159.28		1,159.28	20,000.00	18,840.72
Employment Costs	3,285.35		3,285.35	13,900.00	10,614.65
Clerk's Expenses	151.90		151.90	350.00	198.10
Subscriptions	0.00		0.00	700.00	700.00
Web Site/Tech Suppt	292.50		292.50	1,350.00	1,057.50
Audit	0.00		0.00	600.00	600.00
Insurance	1,154.72		1,154.72	2,000.00	845.28
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	900.00		900.00	8,000.00	7,100.00
Litter Bins	285.00		285.00	350.00	65.00
Chairmans Allowance	0.00		0.00	800.00	800.00
Meon Vale VH	2,083.34		2,083.34	5,000.00	2,916.66
Preim	0.00		0.00	12,000.00	12,000.00
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	11,184.00		11,184.00	0.00	(11,184.00)
Community Centre	1,110.50		1,110.50	0.00	(1,110.50)
	25,543.40	0.00	25,543.40	74,500.00	48,956.60

Reserves/CIL Funds

Play Area Main.	454.17
Climate Change	737.15
Total:	**1,191.32**
Total Expenditure	**26,734.72**

Check 0.00

MARSTON SICCA PARISH COUNCIL

MEON VALE ASSETS **As at** **21/07/2025**

INCOME **2025-2026**

Date	Details	Total £	PayPal £	HSBC £	Misc. £
30/04/2025	Hall Hire	**371.00**		371.00	
31/05/2025	Hall Hire	**2,351.31**	1,160.00	1,191.31	
30/06/2025	Hall Hire	**637.50**		637.50	
Total:		3,359.81	1,160.00	2,199.81	£0.00

EXPENDITURE

Date	Payee	Payment Type	Total £	Broad Band £	Hall Master £	Preim £	Paypal £	Cleaning £	Website IT Support £	Utility Costs £	Misc £	Employ. Costs £	Details
09/04/2025	BT Group	DD	**37.95**	37.95									Meon Vale Hall
20/04/2025	Craig Stevens	BP	**35.00**					35.00					Window Cleaning
20/04/2025	F A Perry	BP	**257.50**					257.50					Hall Cleaning
28/04/2025	Christine Johnsor	BP	**0.00**									448.51	PAYE
12/05/2025	BT Group	DD	**40.83**	40.83									Meon Vale Hall
20/05/2025	Hallmaster	BP	**244.84**		244.84								Hall Hire System
20/05/2025	F A Perry	BP	**217.50**					217.50					Hall Cleaning
27/05/2025	PayPal Fee	N/A	**37.26**				37.26						PayPal Fee
23/05/2025	Christine Johnsor	BP	**0.00**									448.31	PAYE
09/06/2025	BT Group	DD	**40.83**	40.83									Meon Vale Hall
16/06/2025	Water Plus	BP	**361.26**							361.26			Water Supply
24/06/2025	F A Perry	BP	**225.00**					225.00					Hall Cleaning
26/06/2025	Craig Stevens	BP	**35.00**					35.00					Window Cleaning
30/06/2025	Gear4Music	DC	**550.37**								550.37		PA System
26/06/2025	Christine Johnsor	BP	**0.00**									448.31	PAYE
Total:			2,083.34	119.61	244.84	0.00	37.26	770.00	0.00	361.26	550.37	1,345.13	

Note: Employment costs not included in Meon Vale Total Expenditure as separate PAYE.
All staffing costs sit within the full budget. Noted here to give accurate costs for MV Hall.

Trading Analysis

Income		Expenditure	
April Income	£371.00	April Expenditure	£330.45
May Income	£2,351.31	May Expenditure	£540.43
June Income	£637.50	June Expenditure	£1,212.46
July Income		July Expenditure	
August Income		August Expenditure	
September Income		September Expenditure	
October Income		October Expenditure	
November Income		November Expenditure	
December Income		December Expenditure	
January Income		January Expenditure	
February Income		February Expenditure	
March Income		March Expenditure	
Total to date:	£3,359.81	Total to date:	£2,083.34
	Note:	For reference - Employment costs to date:	£1,345.13
		Total Cost to date:	£3,428.47