MARSTON SICCA PARISH COUNCIL

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NOTICE OF ANNUAL PARISH COUNCIL MEETING

Members of Marston Sicca Parish Council are hereby summoned to attend the Annual Parish Council Meeting in Long Marston Village Hall on **Monday 19th May 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 elect the Chairman for the 2025/26 civil year.
The elected Chairman will sign their Declaration of Acceptance of the Office of Chair.

2. To elect the vice-Chair for the 2025/26 civic year

3.To record any absences and receive apologies for absence.

4.Declarations of Interest:
4.1 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.
4.2 *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.*

5. Public Open Session (maximum 15 minutes)
5.1 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.
5.2. District, County Councillor & Police are invited to present any update on their activities.

6. To complete annual business in keeping with the council's Standing Orders.

6.1 Confirmation of the accuracy of the minutes of the last ordinary meeting held 21st April 2025 and Extraordinary Meeting held 2nd May 2025
6.2 Confirmation of Insurance Cover (documents send prior to the meeting)
6.3 Review of council's and/or staff subscriptions including WALC
6.4 Review of council's complaints procedure
6.5 Review of Risk Management Schedule
6.6 Review of Standing Orders
6.7 Review of Financial regulations
6.8 Review of General Power of Competence
6.9 Confirm date and time of ordinary meetings of the Council up to and including the next annual meeting of the Council

6.10 To review terms of reference for committees
6.11 To agree appointment of any new committees including staffing.

7. Finance
Documents for points 7.1 to 7.5 are attached.
7.1 To consider and authorise payments
7.2 To note the latest bank reconciliation
7.3 To note the Annual Internal Audit Report
7.4 To agree responses to the Annual Governance Statement for 2024/25
7.5 To agree the Annual Accounting Statements for 2024/25
7.6 To notify exercise of public rights with regard to audit to start 03/06/2025 – 14/07/2025

8.Clerks Verbal Report
To receive a report on outstanding actions from previous meetings not covered elsewhere on the agenda.

9. Ground Maintenance Contracts
To receive and consider pricing of playing fields to Meon Vale and respond to both parties.

10. Meon Vale
10.1 To consider management costs received from Preim (details circulated to members)
10.2 To receive and updates or information relative to Meon Vale including agenda for next AMC meeting and Village Hall committee.

11. Planning Matters
To consider received planning applications including the following or to advise status on past applications
11.1 25/00856, Cat accommodation, building and Associated works, Porterbrook Mid Leasing Co.

12. Councillor Reports
To receive any updates from council members

13. Correspondence
To receive any correspondence relevant to parish council business including attempts to contact Miller Homes.

Debbie Woodliffe,
Parish Clerk RFO 12th May 2025

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