Marston Sicca Parish Council

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Draft Minutes of Ordinary Parish Council meeting held at Meon Vale Village Hall
20th October 2025, 7.30pm

Members Present: Cllr. Davis (Presiding Chair), Cllr. Steve Barker, Cllr. Cliff Brown, Cllr. Colin Parrott, Cllr. Tom Jackson
Clerk: Debbie Woodliffe
Also present: 2 members of the public, Police Officer J. Read, District Councillor Stuart Keighley

1.Apologies
1.1 Cllr. Johnsey gave his apologies for absence.

2. Declarations of Interest
None given

3 Public Open Session
3.1 A Meon Vale Residents Association member thanked the parish council for attending the RA annual meeting, and for addressing anti-social behaviour issues.
3.2 The parish council were notified that a local resident volunteer is organising new sporting activities in Meon Vale.
3.3 The Chair of the Pavilion Charity provided an update on activities within the Pavilion Community Centre:

3.3.1 It was confirmed the charity will now need to be VAT registered
3.3.2 To attract additional business, the pavilion will be open on selected evenings, noting the first quiz night was successful.
3.3.3 The topic of water usage was discussed, including how costs are calculated for both pavilion and allotment use. The Clerk stated that this matter is under review. Cllr. Barker also asked the Clerk to remind the allotment committee to use protective jackets on the taps to reduce the risk of pipes freezing.

Public open session closed.

4.To Approve the Minutes of the previous meetings
Resolved: the minutes of the meeting held on 15th September 2025 were accepted as an accurate record of the meeting and were signed by the Presiding Chairman.

5. Anti-Social Behaviour (Item 11 brought forward)
The Chair proposed advancing item 11 on the agenda to allow for the discussion of anti-social behaviour (ASB) in the presence of the attending police officer, with unanimous agreement from members.
5.1 Parish Council members reviewed a notice addressing ASB, which is intended to be displayed on the website, notice boards, and at Meon Vale Village Hall. The police officer confirmed that the

content was appropriate. The Chair recommended that contact information be prominently positioned at the top of the notice.
5.2 Police Officer reported that site visits had been conducted following recent ASB incidents to identify those involved.
5.3 Members considered preventative measures and potential strategies to address ASB, including an evaluation of the youth club's current structure. It was suggested that an informal drop-in format may better serve individuals seeking a space to converse, as opposed to engaging in organized activities.
Resolved: The official notice was approved for display, with a condensed version to be developed for younger audiences.

6. District & County Councillor Reports
6.1 District Councillor Keighley advised members of a complaint he had received regarding Anti-Social Behaviour on SD40, and considering the ASB within Meon, suggested the use of the newly appointed community builder who could provide valuable support to any ASB initiatives. Cllr. Keighley confirmed general information had been circulated in his normal report, but members and the clerk advised it had not been received. Clerk to investigate.
6.2 County Councillor Cliff Brown reported that the recent WCC meeting discussed various perspectives regarding Local Government reorganisation. It was confirmed that the existing six district councils will be replaced, with proposed options including a single authority for Warwickshire, a North and South Warwickshire authority, or authorities who would prefer to be independent such as Rugby.
Councillor Brown announced the appointment of a new Highways manager. The new manager is planning a comprehensive traffic study for the route through Long Marston and Welford on Avon as part of broader reviews.

7. Chairmans Comments
Postponed to the November meeting, where a budget preparation outline will be included.

8. Clerks Verbal Report on ongoing matters
8.1 Members were advised of a pending meeting with Porterbrook, but the date needed to be confirmed. In preparation of the meeting, a business plan was being drafted to include traffic calming measures, strategies for ASB, and community engagement projects for 2026.
Resolved: To confirm the meeting date with Porterbrook and attendees, to include Resident Association input within the business plan and funding schedule.
8.2 Work on SD40 and the definitive map is ongoing but could take years.
8.3 The Clerk reported that the Pavilion lease has been finalised. However, the asset map provided by the solicitors was inaccurate as it included the playing field. The solicitors have been notified of this issue and will make the necessary corrections.
8.4 Members were informed about the storage situation on Meon play field. Previously, there were two containers owned by the football teams, but one has been sold to another team. The remaining container was also sold due to a change in leadership within the Meon football team. The original placement of these containers was approved by St Modwen; however, as ownership of the site has now transferred to the Parish Council, new arrangements are required for container replacement. The Clerk will investigate suitable alternatives before the next meeting.

8.5 The Stratford archery club's request to establish a new club within Meon was discussed again. The club acknowledged the council's concerns regarding safety and proposed a visit to observe current practices at Stratford.
Resolved: A visit will be made to the Stratford archery club to review procedures implemented for the protection of club members and the public.

9. Finance

9.1 Members reviewed and approved the bank reconciliation, reserves list, and monthly payment schedule.
Resolved: Approval was given for the bank reconciliation and payment schedule, the Chair signed accordingly.
9.2 Members reviewed the budget as of 20th October:

9.2.1 £3k higher insurance costs stemmed from additional building cover after acquiring Meon Vale assets.

9.2.2 Grant funding increased by £3,900 due to roofing expenses at Meon Vale Village Hall.

9.2.3 Other variances were linked to asset transfer and the community centre.

9.2.4 Higher Village Hall hire, and event revenue supported the budget plan.

10. Meon Vale / Asset Management

10.1 Members received the minutes of the Asset Management Committee meeting held on 7th October 2025 this included agreement to secure an updated fire safety survey to Meon Vale Village Hall, and a review of finances for hall hire. The AMC after receiving clarification from PC insurers, resolved to purchase a key lock for the hall.
10.2 The AMC had also been discussing the Wetlands and Woodlands with the resident's association and the need to secure professional assessment of the area including required works and ongoing maintenance.
Resolved: Parish council to apply for funding to conduct feasibility survey.
10.3 On the topic of the wetlands and woodland area, the clerk reminded councillors of the ongoing problem of trying to secure communication from Miller Homes regarding outstanding works within Meon Vale including footpaths and a walkway around the wetlands. SDC enforcement have been notified.

11. Planning Matters

Cllr. Tempest had sent a report to full council in advance of the meeting giving details relating to 24/03283/FUL, Meon Vale Phase 4B & 4D for a combined total of 55 houses.

12. Road Safety Forum

12.1 Members reviewed the forum held on October 11th. Due to the volume of emails received by the PC on this issue, presenting all the data in a public forum was intended to demonstrate the council's attention to this topic. The number of attendees, however, was lower than anticipated. The forum nonetheless was beneficial as it identified all data relating to speed and volume of traffic produced from the VAS system.
12.2 After new speed guns were acquired for Long Marston village, Cllr. Barker informed members that the old gun could be utilised by the police and proposed donating it to them. The proposal was seconded by Cllr. Davis.
Resolved: to donate the old speed gun to the police.

13. Parish Council Logo
Cllr. Jackson presented logo options for the parish council website.
Resolved: approve and implement the selected logo.

14. Councillor Reports
Councillor Parrott informed members of the quantity of fruit trees planted at Marston Meadow, noting that there are gaps in the planting as a result of some trees having died.
Resolved: Investigate potential sources that supply free trees and provide an update at the next meeting.

15. Correspondence
15.1 The allotment committee notified the clerk regarding issues with the gate at the allotment site.
Resolved: Councillor Davis will supply lock fixtures to the pavilion trustee for resolution.
15.2 Councillor Barker asked about the costs for pipe and guttering at Marston Meadow. The £400 cap was confirmed.
Resolved: Councillor Barker is to obtain the materials within the capped amount.

16. Next meeting
Members discussed the ongoing use of Meon Vale Village Hall and Long Marston Village Hall to conduct parish council meetings. To avoid confusion, member debated whether this should be split equally or to determine the frequency of meetings within Meon Vale.
Resolved: to agree on venue split prior to next PC meeting and to post forward dates on the website.

Meeting closed 21.36

Debbie Woodliffe
Clerk/RFO