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 20th January 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).

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 before the meeting starts*

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

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. Any request for a longer period to discuss a specific point is at the discretion of the Chair.

4. Minutes of the previous meetings

To approve the minutes of the Annual Parish Council Meeting held 16th December 2024

5. District & County Councillor Reports

To receive any information pertinent to Parish Council business

6. Chairmans Comments

To receive any information from the Chair including village maintenance and hedges.

7.Clerks Report

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

7.1 Update Pavilion – members to consider paying a charge from Scottish Power due to an error on the part of Octopus to switch the supply to them. Octopus have acknowledged the error and will reimburse.

7.2 To consider the transfer of Meon Vale Assets following received, updated documentation, and meeting with PC solicitor. To include any questions outstanding relating to the central amenities
7.3 To consider the Meon Vale bus shelter which is scheduled to be installed first week March.
7.4 To consider the PC Website – administration & lay out following discussions since the last PC meeting.
7.5 To review update on the disused notice platform on the Greenway
7.6 to consider newsletter content and method of marketing.

8 Asset Management Committee
8.1 Committee members to update full council on matters discussed at AMC meeting
8.2 To consider delegating powers to the committee including maintenance and budget.

9. Marston Meadow
9.1 To consider costs and resolve on stage one of Marton Meadow Action plan including footpath and time frame.

10. Barley Fields Play Area
10.1 To consider options to tackle the floor surface to the play area noting two differing cost estimates/options a) £7900 or b) £12700. Or, to consider another sustainable long- term solution.

11. Strategic Planning
11.1 To consider the benefits of using the MV Village Hall to be used as a Parish Council office to be manned one day each week.
11.2 To consider the preparation of the strategic plan for the parish, including possible review of the number of PC seats

12. Lease for the Pavilion
To consider the appointment of Hall Reynolds Solicitors or Lodders to prepare a lease for the Charity use of the Pavilion (5- or 6-year suggested period).

13. Finance
13.1 to receive bank reconciliation and bank statement and to review items of payment requiring approval (see attached Appendix)
13.2 to consider any tenders for maintenance contracts including the sports field to MV.
13.3 to consider insurance schedule with building insurance included for pending assets.

14. Planning Matters & Local Plan
14.1 To consider any planning matters relevant to the parish council.
14.2 Cllr. Tempest to provide brief update on devolution white paper and unitary government.

15. Correspondence

15.1To receive any correspondence relevant to parish council business.
15.2 To consider OPPC Budget Consultation and the relevant survey.

16. Meeting Dates & Times

To consider and resolve on next meeting date and venue.

Debbie Woodliffe
Parish Clerk /RFO 14th January 2025

MARSTON SICCA PARISH COUNCIL
BANK RECONCILIATION **20/01/2025**

HSBC		
Balance	**01/04/2024**	**139,671.20**
Receipts		113,085.15
Payments		(151,447.23)
Balance	**20/01/2025**	**101,309.12**
Savings Account N/wide	**20/01/2025**	**62,768.21**
Deposit Account HSBC	**20/01/2025**	**33,197.35**
Current Account HSBC	**20/01/2025**	**5,343.56**
Total Bank Balance	**20/01/2025**	**101,309.12**

Less unpresented cheques	
Balance	**101,309.12**

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	3,616.01	*
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	**83,151.78**	

Available cash	**18,157.34**

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

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

PC PAYMENTS MADE/APPROVED

Date	Payee	Cheque No.	£	Details
06/01/2025	HMRC	BP	79.40	Tax - PAYE
07/10/2025	BT Group	DD	45.54	Broadband - Meon Vale VH
08/01/2025	ICO	DD	35.00	Data Protection
09/01/2025	Christine Johnson	BP	364.00	Cleaning Meon Vale VH
09/01/2025	Christine Johnson	BP	47.77	Cleaning Supplies Meon Vale
09/01/2025	CPRE	BP	84.00	Annual Membership Fee
09/01/2025	Long Marston VH	BP	64.00	Hall Hire
			719.71	

PC ONLINE PAYMENTS FOR APPROVAL 20/01/2025

Date	Payee	Cheque No.	£	Details
15/01/2025	HP Instant Ink	DC	33.49	Printer Ink
18/01/2025	Npower Commercial	BP	441.66	Electricity - Street Lighting
19/01/2025	HSBC	CHG	8.00	Bank Charges
20/01/2025	Uberdoodledesign	BP	420.00	Website/Newsletter
30/01/2025	Parish Clerk	BP	317.19	PAYE
06/02/2025	HMRC	BP	79.20	Tax
			1,299.54	

COMMUNITY CENTRE PAYMENTS MADE/APPROVED

Date	Payee	Cheque No.	£	Details
27/12/2024	BT Group	DD	45.54	Broadband - Pavilion
27/12/2024	The Pavilion	BP	10,000.00	Adjustment - Charity Acc. Transfer
30/12/2024	The Pavilion	BP	4,629.31	Adjustment - Charity Acc. Transfer
31/12/2024	Zettle	N/A	64.14	Zettle Fee
			14,738.99	

COMMUNITY CENTRE PAYMENTS FOR APPROVAL 20/01/2025

Date	Payee	Cheque No.	£	Details
26/01/2025	Biffa Waste Services	DD	282.48	Waste Collections
27/01/2025	BT Group	DD	45.54	Broadband - Pavilion
			328.02	

MARSTON SICCA PARISH COUNCIL
SUMMARY OF INCOME AND EXPENDITURE YEAR ENDED 31 MARCH 2025

As at **20/01/2025**

Income

Details	Actual 20/01/2025 £	Forecast Remaining £	Forecast 31/03/2025 £	Budget Plan 31/03/2025 £	Variance To Plan £
VAT	3,922.51		3,922.51	3,922.51	0.00
Precept	37,000.00		37,000.00	37,000.00	0.00
Newsletter	12.50		12.50	450.00	(437.50)
SDC - Ground Maint. Refund	0.00		0.00	1,000.00	(1,000.00)
Bank Interest	3,104.20		3,104.20	3,000.00	104.20
S106 Monies	0.00		0.00	0.00	0.00
N Plan Grant	(3,225.00)		(3,225.00)	0.00	(3,225.00)
Grants etc. - Various	4,565.00		4,565.00	0.00	4,565.00
Community Funds	0.00		0.00	0.00	0.00
Community Centre	63,550.24		63,550.24	0.00	63,550.24
CIL Funds	0.00		0.00	0.00	0.00
Meon Vale Allotments	0.00		0.00	450.00	(450.00)
Polling Station Hire	0.00		0.00	0.00	0.00
Community Events	0.00		0.00	0.00	0.00
Meon Vale Hall Hire	4,155.70		4,155.70	0.00	4,155.70
	113,085.15	**0.00**	**113,085.15**	**45,822.51**	**67,262.64**
Net income	**9,877.28**	**0.00**	**9,877.28**	**8,807.51**	**104,277.64**

Expenditure

Details	Actual 20/01/2025 £	Forecast Remaining £	Forecast 31/03/2025 £	Budget Plan 31/03/2025 £	Variance To Plan £	
VAT	7,710.06		7,710.06	2,500.00	(5,210.06)	
HSBC Bank Charges	241.38		241.38	250.00	8.62	
Newsletter	2,384.50		2,384.50	3,000.00	615.50	
Hall Hire	48.00		48.00	300.00	252.00	
Electricity	1,095.70		1,095.70	1,200.00	104.30	
Ground Maintenance	7,683.83		7,683.83	7,000.00	(683.83)	
Clerk's Allowance	3,723.11		3,723.11	6,000.00	2,276.89	
Clerk's Expenses	569.70		569.70	200.00	(369.70)	
Subscriptions	840.66		840.66	580.00	(260.66)	
Web Site/Tech Suppt	885.00		885.00	1,300.00	415.00	
Audit	570.00		570.00	425.00	(145.00)	
Insurance	987.13		987.13	1,300.00	312.87	
Light Maintenance	0.00		0.00	150.00	150.00	
Road/Village Maintenanc	0.00		0.00	0.00	0.00	Res
Village Planters	470.00		470.00	550.00	80.00	
Flood Team	0.00		0.00	0.00	0.00	Res
Fixed Assets	0.00		0.00	3,000.00	3,000.00	
N/Plan	0.00		0.00	0.00	0.00	
Training	0.00		0.00	500.00	500.00	
Chairmans Fund	0.00		0.00	650.00	650.00	
Community Worker	0.00		0.00	3,200.00	3,200.00	
Data Protection	0.00		0.00	50.00	50.00	
Grants	1,000.00		1,000.00	3,000.00	2,000.00	
Community Funds	0.00		0.00	0.00	0.00	Res
Community Centre	74,713.80		74,713.80	0.00	(74,713.80)	
Meon Vale Allotments	0.00		0.00	500.00	500.00	
Litter Bins/Collections	285.00		285.00	1,200.00	915.00	
Entertainment	0.00		0.00	0.00	0.00	
Land Acquisition	0.00		0.00	0.00	0.00	
Council Elections	0.00		0.00	0.00	0.00	
Play Equipment Admin.	0.00		0.00	160.00	160.00	
Village Hall Survey	0.00		0.00	0.00	0.00	
Community Events	0.00		0.00	0.00	0.00	
	103,207.87	**0.00**	**103,207.87**	**37,015.00**	**(66,192.87)**	

Reserves/CIL Funds

Defib. and Trauma Kits	0.00
Speed Calming & Safety	0.00
N/Plan Grant	0.00
Open Space	175.00
Barley Fields Play Area	250.00
CIL Funds	9,050.84
Asset Management	11,383.99
Community Building	27,379.53
Total:	**48,239.36**
Total Expenditure	**151,447.23**

Check **0.00** **0.00**