

**Marston St Lawrence Parish Council**  
**Minutes of the Annual Parish Council Meeting**  
**Held on Tuesday 9th May 2017 in the Village Hall at 7.30pm**

**Councillors Present:** Richard Gale, Chris Skermer, Matthew Tims and Christine Coles (Parish Clerk)

**17/12. Elections**

Election of Chairperson

Cllr Skermer proposed that Cllr Gale be Chairman. This was seconded by Cllr Tims.

Signing of Declaration of Acceptance of Office form

Cllr Gale signed the form. The Parish Clerk to keep the signed form on file.

Election of Vice-Chairperson

The Chair proposed that Cllr Goodwin be Vice-Chairman. This was seconded by Cllr Skermer.

The Parish Clerk reminded Councillors present to check that their Register of Interests forms were up to date.

**17/13. Apologies**

Cllr's Carletti, Goodwin and Scott

**17/14. Declarations of Interest**

There were no interests to declare.

**17/15. To approve the minutes of the Parish Council meeting held on 21<sup>st</sup> February 2017 and Annual Parish Meeting held on 18<sup>th</sup> April 2017**

The minutes of 21<sup>st</sup> February 2017 were approved and signed as a true record of the meeting.

Two amendments were made to the minutes of the Annual Parish Meeting of 18<sup>th</sup> April 2017.

Page 7, Marston Billiards Club. Maurice Skermer added next to heading.

Page 7, Clay Pidgeon Shooting ('d' removed from pigeon)

The minutes were then approved and signed as a true record of the meeting.

**17/16. Matters arising from previous minutes (for information only)**

There were no matters to discuss.

**17/17. Open Forum**

There were no members of the public present.

**17/18. To discuss the idea of a defibrillator for the village**

The Marston Estate have a defibrillator which is ten years old and they have offered it to the village.

*Action: Cllr Scott to speak to the Marston Estate for more information.*

**17/19. To discuss signs for Squirridge Hill**

This matter was raised by a villager at the Annual Parish Meeting.

*Action: It was agreed the Parish Clerk should contact Helen Howard, Community Liaison Officer at NCC Highways about new signage and ask how to contact the companies who provide the Satellite Navigation Systems.*

**17/20. Planning**

Two new applications had been received since the last meeting:-

*S/2017/0888/FUL & S/2017/0889/LBC, Alteration to courtyard barns at Marston Hill Farm, Sulgrave Road. No objections.*

*S/2017/0781/TCA, Felling and removal of one willow tree at 1 Marston House Cottages, Thenford Road. For information only.*

An additional tree application was received after the agenda had been published.

*S/2017/1101/TCA, Fell and remove one Ash tree at Long Cottage. For information only.*

**17/21.**

### **Finance**

*The following payments were approved under statutory powers:-*

£444.00 to mh-p internet ltd (website)

£18.00 to mh-p internet ltd (website)

£49.14 to EON (electricity)

£34.00 to Northants CALC (Code of Conduct Training course for Clerk)

£32.00 to MSL Village Hall (hire of hall)

£25.00 to MSL Cricket Club (hire of club)

£226.94 PWL (street lights)

£468.68 to HMRC (to correct an error made by HMRC)

£193.27 to EON (electricity)

£170.00 to Parish Clerk (hours)

£12.00 to Parish Clerk (mileage)

£167.57 to Northants CALC (membership). There is a reduction this year of £29.44 due to a proposed new model for smaller parishes which was adopted at the Northants CALC AGM in October 2016.

*Annual Return 2016/17 for year ending 31st March 2017*

*To approve Section 1*

Note 1 - The Accounts have been prepared in accordance with the Accounts and Audit regulations.

Note 2 - Proper arrangements are in place to safeguard public money and resources. Each payment is supported by an invoice. There are three cheque signatories. There is no petty cash.

Note 3 - There are no matters of non-compliance. Actions have been carried out where there is a legal power.

Note 4 - Financial payments are approved at each meeting. There is an Open Forum at each meeting giving the opportunity for persons to ask questions.

Note 5 - There are few risks as each payment is supported by an invoice and all cheques are signed by two of three cheque signatories.

Note 6 - The accounts are reviewed at the end of the financial year by an internal auditor.

Note 7 - Matters raised by the external auditor the year before have been addressed.

Note 8 - Business of the Parish Council is discussed and minuted at each meeting.

It was agreed that Section 1 be approved and it was signed by the Chairman and Clerk.

*To approve Section 2*

It was agreed that Section 2 be approved and it was signed by the Chairman and Responsible Financial Officer.

*To discuss the idea of electronic banking*

This idea will be explored by the Chair as he is a cheque signatory. Electronic banking would involve two people, one setting the payment up and the other authorising it.

*Action: The Chair to phone the bank for further details.*

**17/22. To receive an update on The Marston Inn**

The Chair is to arrange a meeting date with Hook Norton Brewery. One suggestion for the new build is to build in line with Field View and the pub would face down the village. An access road would run behind the pub and the existing area in front of the pub would be left. There is some merit in exploring this option. One disadvantage would be the garden being less sheltered. There may be money available from HS2 funds.

**17/23. Correspondence**

**From**

HS2, Royal Assent

HS2, Community Fund

SNC, Annual Satisfaction Survey

NCC Highways, Definitive Map and Rights of Way Improvement Plan

EON, Increase in Deemed Contract Rates from 1<sup>st</sup> April 2017

Several items of correspondence were received:

*NCC Highways, Definitive Map and Rights of Way Improvement Plan* - There is a questionnaire to complete by 1st July 2017. The top and bottom 10% by usage are to be listed and why they are popular and not so popular. The Chair will put the details in the Glimpse and make the details available to the village in June.

*EON, Increase in Deemed Contract Rates from 1<sup>st</sup> April 2017.* The Parish Clerk had contacted EON about moving onto a fixed rate but the overall usage is too low.

**17/24. Councillors Reports**

White lining has been done in the village and potholes filled in. The Parish Clerk will chase NCC to ask when the Community Enhancement Gang are coming to the village.

There is £4080.00 available to spend from the New Homes Bonus Grant.

**17/25. Date, time and place of next meeting, Tuesday 22<sup>nd</sup> August 2017, 7.30pm in the Cricket Pavilion.**

Meeting finished at 8.20pm