

Marston St Lawrence Parish Council
Minutes of a remote Annual Parish Council Meeting
Held on Tuesday 19th May 2020 at 7.30pm

Councillors Present: Richard Gale (Chairman), Stephen Goodwin, Wayne Lindop, Mick Scott, Chris Skermer

Christine Coles (Parish Clerk) and two villagers

20/16. Elections

Election of Chairperson

Cllr Scott proposed that Cllr Gale be Chairman. This was seconded by Cllr Goodwin.

Signing of Declaration of Acceptance of form

The form was signed by Cllr Gale.

Election of Vice-Chairperson

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

20/17. Co-option of New Councillor

There are two vacancies and Lianne Piper-Elsey and Violet Moller have both expressed an interest. Only one person can be co-opted tonight and Lianne expressed an interest first. It was proposed by the Chair that Lianne be co-opted and Cllr Lindop seconded it. The second vacancy is from the resignation of Matthew Timms which occurred in November. The vacancy was never advertised as elections were due to be held in May. The vacancy notice is now on the board and Violet Moller can be co-opted at the August meeting.

20/18. To receive apologies for absence

None.

20/19. To receive Declarations of Interest under the Council's Code of Conduct relating to business on the agenda

There were no interests to declare.

20/20. To approve and sign the minutes of the Parish Council meeting held on 25th February and 25th March 2020

The minutes were both approved and signed as a true record of the meetings.

20/21. To note any Matters Arising from the minutes not included on this agenda for report only

Litter pick - This did not happen due to the Covid 19 pandemic.

The laptop was collected from SNC and is now with the Chairman. The laptop will be used to view online planning applications with the projector in the village hall.

Lime Trees/TPO – **The Chair** to chase a response from SNC.

Draft Footpath Strategy - This matter will now be closed as nobody from Greatworth Parish Council has attended a meeting and the request originated from them.

Annual Parish Meeting – This will be held later in the year when public gatherings are allowed.

20/22. Public participation session (Members of the public are invited to address the council. The session will last for a maximum of fifteen minutes with any individual contribution lasting a maximum of 3 minutes)

There were no matters to discuss.

20/23. To receive an update on the Marston Inn

The Chair gave the following update:

John Atkin has created a 20 page comprehensive business plan. It is based on creating a Community Benefit Society. There will be a long-term lease with Hook Norton Brewery for a peppercorn rent. A tenant would run the pub and pay a modest rent. Once reserves are accumulated, the rent could be used for the benefit of the community. The plan has been created by a Steering Group consisting of the Chair, Cllr Scott, Cllr Goodwin and John Atkin. The steering group should be a separate body and the Parish Council remain independent. The document has been sent to Hook Norton Brewery as a draft and can be put forward as a local document later on. An advert has been put in the newsletter for more steering group members. There has been no further progress from Hook Norton Brewery on the pub. The pub is registered with SNC as an ACV.

Mrs Moller asked if there was large support from the village for the pub? She was involved in setting up a community café in Westbury but they struggled to make it work financially. The Chair replied that the pub is wanted and people will use it. An open meeting held one year ago was well supported. It is missed as a meeting place and will be a great community space.

The previous planning application did include housing. SNC objected and it was lost at appeal due to the village not being sustainable.

20/24. To receive an update on street lighting and to note the extension of the Opus Contract until August

Opus Energy have extended the current contract and prices until August 2020.

Cllr Lindop has made some progress on the street lights and contacted a local supplier. The current bulb could be replaced with an 18V bulb. The cost is £340.00 per unit. The poles were replaced ten years ago and there are three Public Works Loan payments left.

Action: Cllr Lindop to ask what the savings will be if the bulbs are replaced.

20/25. To approve the following payments:

The following payments were approved under statutory powers:

- £94.50 to the Glimpse - 100616 (newsletter)
- £25.00 to MSL Cricket Club - 100617 (use of pavilion for meetings)
- £76.94 to Opus Energy - dd (electricity)
- £49.14 to EON - 100618 (electricity)
- £79.15 to Opus Energy - dd (electricity)
- £69.27 to Opus Energy - dd (electricity)
- £180.45 to Northants CALC - 100619 (membership)
- £36.00 to Parish Clerk – 100620 (CPRE membership)
- £18.00 to SLCC - 100621 (membership)
- £101.64 to Parish Clerk - 100622 (hours)
- £25.20 to HMRC - 100623
- £16.20 to Parish Clerk - 100624 (mileage)

AGAR 19/20 Part 2

To accept the recommendations of the Internal Auditor following the recent audit

The internal audit has been carried out. The recommendations are:

The minutes are to be clear about action, Items are not to drop off the agenda and all cheque stubs to be signed. It was agreed to accept these recommendations. The Chair reminded Councillors that they are all responsible for ensuring that the council's procedures are carried out correctly.

To approve and sign the Certificate of Exemption

This was approved and signed.

Action: The Parish Clerk to scan, forward to the External Auditor and put on the village website.

To approve and sign Section 1 - Annual Governance Statement 2019/20

This was approved and signed.

Action: The Parish Clerk to scan and put on the village website.

To approve and sign Section 2 – Accounting Statements 2019/20

This was approved and signed.

Action: The Parish Clerk to scan and put on the village website.

To authorise changes to the banking arrangements

The Parish Clerk is being added as an authorised user and then the Parish Council can apply for online banking.

To review the budget sheet

The budget sheet was reviewed.

To review the risk assessment

The risk assessment sheet was reviewed.

20/26. To receive an update on planning

One application had been received since the last meeting:

S/2020/0296/FUL, Variation of Condition 2 at Thorpe House, Banbury Road. Supported by PC.

20/27. Correspondence

The following correspondence had been received and circulated:

- Glimpse of Greatworth, Donation thank you letter.
- MH-P Internet (website provider) – Change of name to Parish Council website. Photos are required for the updated website. Action: **CLlr Lindop** to look at this.
- Brackley Community Hospital. Work has started again. Caryl Billingham will come to a future meeting.
- Marcus Young Landscapes, Dog waste and litter bin collections. The company are making early litter collections and have provided vehicle registration numbers.
- SNC, Parish Consultation Letters. SNC have advised they are not writing to neighbours about planning applications as there are limited staff working in the office. The parish council will make applications known by social media and the Glimpse where timing allows.

20/28. Councillors Reports

CLlr Scott has cleared overgrown foliage from the north and south end finger posts. CLlr Goodwin to pull the north end one more upright.

CLlr Skermer spoke about road repairs. Some have been done. A fly tipping incident was reported on Halse Road and cleared away quickly.

Councillors briefly discussed the wearing of masks and some people not able to buy them as they do not use the internet. It was agreed that details would be put in the Glimpse to help people know where to obtain them.

20/29. Date of next meeting

Tuesday August 18th 2020 at 7.30pm

Meeting finished at 8.35pm

DRAFT