

Marston St Lawrence
Minutes of the Parish Council meeting
Held on Tuesday 10th March 2015 in the Village Hall at 8.30pm

Present: Cllrs Michael Scott (Chair), Daniella Carletti, Richard Gale, Chris Skermer, Matthew Timms and Christine Coles (Parish Clerk)

1. Apologies

Cllr Stephen Goodwin

2. Declarations of Interest

There were no interests to declare.

3. Minutes of both meetings held on 9th December 2014 and 26th February 2015

The minutes of both meetings were agreed and signed, proposed by Richard Gale and seconded by Chris Skermer.

4. Matters arising from previous minutes

a) Bus Shelter – To monitor its condition and spring clean (standing agenda item) – The shelter is due for treatment soon. Thanks was given to Chris Skermer for clearing out the shelter.

b) Playground Money. Ongoing.

c) Welcome Leaflet – The information has been sent to Richard Gale. Ongoing.

5. Open Forum

There were no members of the public present.

6. Council Matters

a) *Forthcoming Elections.* Elections will be taking place on Thursday 7th May. An official election notice will go up on the notice-board on 30th March and nomination papers have to be completed and returned to SNC by Thursday 9th April. The Clerk has produced a briefing note which was circulated.

7. To discuss the new 'Transparency Code' and what this means for the Parish Council.

The Department for Communities and Local Government has just published its 'Transparency Code' for smaller authorities. The code requires the publication of certain information in order to give electors the tools and information they need to hold local public bodies to account. The Code applies to all Parish Councils with an annual turnover of less than £25K. Turnover is defined as the higher of a council's gross receipts for the year and its gross payments for the year. The Code is designed to replace the external audit. It is published now as "recommended practise" but will be made mandatory from April 2015. Under the Code Councils are required to publish information no later than 1st July 2015. This cannot be ignored as failure to comply could expose the council to the risk and cost of external financial investigation.

In the longer term this means the information will have to be put on a village website. Richard Gale has looked at some sites. Rough costs are £500.00 to set a site up and £300.00 for the maintenance. This would be compliant with all regulations. To be discussed in more detail at the next meeting.

Action: Richard Gale to send the relevant link to councillors to view the website detail.

8. Payments

The following payments were approved under statutory powers:

a)	E-On electricity	£113.05
b)	HSD Ltd (purchase of baby changing unit)	£140.93
c)	E.On maintenance	£49.14
d)	Marston St Lawrence Village Hall	£60.00

e)	MSL Cricket Club	£12.50
f)	Mr M Scott (wreath for poppy svc)	£17.00
g)	Public Works Loan payment	£226.94
h)	Clerk's remuneration (12 hours x £10.00 = £96.00 to Parish Clerk and £24.00 to HMRC)	£96.00
i)	Clerk's RTI payment	£24.00
j)	Clerks mileage to 3 meetings	£12.00

Proposed by Daniella Carletti and seconded by Richard Gale.

To discuss and resolve the issues arising from the previous audit:

- a) The council have not carried out a risk assessment as part of its review of the effectiveness of internal control. A risk assessment document was circulated, agreed and accepted by the Council.
- b) Grant Monies included in box 2, rather than box 3. The Parish Clerk to check and amend for the next audit.
- c) The Internal Auditor appointed by the Council was not approved by the Council. A letter of appointment will be sent. Terms of Reference were agreed and accepted by the Council for a three year period and will be reviewed again in March 2018.
Action: Richard Gale to ask Judith Johnson if she will be the internal auditor this year.
- d) The council produced minutes which were not initialled by the person signing the minutes. The Chair is now signing each page of the agreed minutes.

9. Planning

No applications had been received since the last meeting.

Spring Farm Ridge Windfarm - The Secretary of State had dismissed the appeal but since then, Broadview, the developer has lodged a High Court Challenge. A decision will be made in July.

10. Parish Matters

- a) The Glimpse Newsletter (standing agenda item). The Parish Council continue to support this and Richard Gale was thanked. The Glimpse is being taken over and there will be a hand over period.
- b) Highways. Councillors briefly discussed the incorrect road signing at Halse recently.
- c) High Speed Rail Link. There is no further news.
- d) Marston Inn. A letter was sent to Hook Norton Brewery in early January but no acknowledgement or reply has been received. It was agreed a letter should be sent to the agent with photos. Cllr Rosie Herring has agreed to lend her support.
Action: The Parish Clerk to write to the agent selling the pub.

11. Correspondence

From

Department for Communities and Local Government, Appeal by Broadview Energy Ltd, Spring Farm Ridge, Land to the north of Welsh Lane between Greatworth and Helmdon
Mr Sherborne-Hoare, Marston St Lawrence Childrens Play Area
SNC, Marston St Lawrence Conservation Area Appraisal and Management Plan
Northants ACRE, Best Village Competition
Northants CALC, No "Capping" for Town & Parish Councils
NCC, Draft Information and Advice Strategy

To

Marston Inn

One item of correspondence was highlighted:

Mr Sherborne-Hoare is the Consulting Agent to the Estate and has asked if there is a written agreement to use the childrens play area. The history of the area is that a verbal agreement is in place for the children to play in front of the cottages and the Parish Council pay a peppercorn rent.

Action: Richard Gale agreed to try and find out if there is a written agreement.

12. Councillors Reports

Mrs Skermer reported the bungalow next to hers which is up for sale with Chancellors and the property description states 'has potential development subject to planning approval'. Planning approval has been refused in the past.

The pathway next to the church was raised at the February meeting. The Parish Clerk to report to Highways and Mr Scott to speak to the Estate.

13. Date, time and place of next meetings

Tuesday 19th May 2015, 7.30pm in the village hall and 29th September 2015, 7.30pm in the Cricket Club

Meeting finished at 9.30 pm