

# Marton Parish Council Meeting

Chair: Cllr Faye Chambers

Minutes Taken by: Helen Keeves - Parish Clerk

**DRAFT Minutes of Marton Parish Council Meeting held on Tuesday 9 July 2019, 7.30pm at Marton War Memorial Hall**

**Meeting Commenced at 19.32pm and concluded at 21.20pm.**

<b>1. PUBLIC OPEN FORUM</b>											
1.1 Road Closures - Marton not informed of road closures, WCC Highways were contacted and advised road closures are applied for 8 weeks in advance. Cllr David Fry has emailed Cllr Howard Roberts with details.											
1.2 Clerk Update – Selina Turner stood down as Clerk after 14 years of service, new clerk appointed, following recruitment process and obtaining references, however clerk had committed fraud with a previous Town Council and has been convicted. After job re-advertisement, Helen Keeves appointed new clerk for Marton Parish Council on Tuesday 9 July and is working with WALC and the auditors to submit the end of year accounts.											
<b>2. ATTANDANCE</b>											
<table border="0"> <tr> <td>Cllr Faye Chambers (Chair)</td> <td>Cllr Emma Crane (Rugby Borough Council - Leam Valley Ward)</td> </tr> <tr> <td>Cllr Sarah Crawford</td> <td>3 x members of the public</td> </tr> <tr> <td>Cllr David Fry</td> <td>Helen Keeves – Marton Parish Clerk &amp; Responsible Finance Officer</td> </tr> <tr> <td>Cllr Mike Taylor</td> <td></td> </tr> <tr> <td>Cllr Rob Lummis (Vice Chair)</td> <td></td> </tr> </table> <p>joined the meeting 20.24pm</p>		Cllr Faye Chambers (Chair)	Cllr Emma Crane (Rugby Borough Council - Leam Valley Ward)	Cllr Sarah Crawford	3 x members of the public	Cllr David Fry	Helen Keeves – Marton Parish Clerk & Responsible Finance Officer	Cllr Mike Taylor		Cllr Rob Lummis (Vice Chair)	
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Cllr Mike Taylor											
Cllr Rob Lummis (Vice Chair)											
<b>3. APOLOGIES</b>											
Cllr Rob Lummis advised he would not be able to attend the meeting until 20.30 Apologies not received from Cllr Howard Roberts											
<b>4. MINUTES OF PREVIOUS PARISH COUNCIL MEETING</b>											
The minutes of the previous meeting held on Tuesday 14 May 2019, were agreed and signed as an accurate record.	<b>Completed Signed by Cllr Chambers</b>										
<b>5. PARISH COUNCIL ORGANISATION</b>											
5.1 All councillors signed an Acceptance of Office form – Completed, signed & passed to Parish Clerk	<b>ACTION Parish Clerk to file</b>										
5.2 All councillors signed a Registration of Interests form – Completed, signed & passed to Parish Clerk	<b>ACTION Parish Clerk to send to RBC Completed</b>										
5.3 Vote on co-opting councillor to unfilled seat – 3 councillors voted in favour of co-option; Cllr Lummis was not present to cast a vote.	<b>ACTION Parish Clerk to send to RBC</b>										
5.4 Appointed councillor - Cllr Sarah Crawford signed Acceptance of Office and Registration of Interests forms – Completed, signed & passed to Parish Clerk	<b>ACTION Parish Clerk to send to RBC</b>										
<b>6. DECLATATION OF INTEREST</b>											
6.1 Cllr Taylor advised he had applied for planning permission. Cllr Chambers advised the Parish Council were unable to comment until the planning permission had been officially registered by RBC.											

<b>7. POLICE ISSUES</b>	
7.1 Crime Report – Marton has recently been targeted with a series of vehicle break-ins/theft.	
7.2 Police drop in postponed, waiting for an alternative date to be proposed.	
<b>8. COUNTY AND BOROUGH COUNCILLOR ISSUES</b>	
8.1 Cllr Crane advised the Local Plan has been adopted, which sets the planning development for the next 20 years. Lodge Farm Plan was removed.	<p><b>Cllr Emma Crane to report back to WCC Highways</b></p> <p><b>ACTION MPC to report any incidents</b></p> <p><b>ACTION Cllr Emma Crane to follow-up</b></p> <p><b>ACTION Cllr Emma Crane to follow-up</b></p>
8.2 Footpaths repair for Birdingbury Road has been sent to Cllr Roberts for funding consideration.	
8.3 Non-communication of road closures – similar issues have been reported in various villages, appears to be a breakdown in communication.	
8.4 Cllr Crane advised there have been issues with fly tipping locally and it has been reported that contractors have been dumping signs and sandbags in various villages. Cllr Howard Roberts holds the portfolio for The Environment. Report fly tipping online.	
8.5 Cllr Fry advised there is amassed rubbish at the bus stop which was booked for collection, after numerous phone calls these are still waiting to be collected.	
8.6 Cllr Taylor discussed the costs of commercial recycling and advised compared to non-recycling waste this was very expensive.	
<b>9. PLANNING MATTERS</b>	
9.1 <b>R19/0768 and R19/0675</b> – Marton House Coventry Road – Extension and conversion to incorporate existing outbuildings into the dwelling – Revised planning permission received – no issues/comments	
9.2 Cllr Taylor advised he submitted a planning application on 5 June, this has been allocated a planning reference PP06694297, however planning has not been registered online or issued a planning officer. Cllr Crane commented the planning department at RBC had been very busy adopting the Local Plan, there has been some staffing issues with the loss of some senior staff members. There is a new Head of Planning: Stephanie Chettle-Gibrat.	
<b>10. VILLAGE ISSUES</b>	
10.1 Marton Emergency/Flood Plan – Cllr Fry Three councillors have undertaken Emergency Plan training.	<p><b>ACTION Cllr David Fry</b></p>
10.1.1 Community Shed potential funding – develop a list of equipment & where to locate?	
10.1.2 A possible future grant available to support flood defence, research what residents have already purchased/what is required.	
10.1.3 Village emergency plan – need to develop a process of what to do in the event of a flood & update the plan. Suggested creating a Marton Community WhatsApp Emergency Group	

<p>10.2 Traffic Issues</p> <p>10.2.1 Community Speed Watch Programme, risk assessment needs to be completed by police – being led by Adam Hewett, dates not established.</p> <p>10.2.2 VAS system installed &amp; updated – remove from agenda.</p>	<p><b>ACTION</b> Cllr Faye Chambers</p> <p><b>ACTION</b> <i>Remove from agenda</i></p>
<p>10.3 Dog Fouling Issues – No issues, remove from agenda.</p> <p>10.4 Neighbourhood Watch Miranda Aston continues to circulate information via email.</p> <p>10.5 Good Neighbour Scheme A vote was taken, and it was unanimous that Councillors would like to go ahead with this scheme, Cllr Lummis to report back to Good Neighbour Scheme: Marton Parish Council would like to be a pilot village and discuss next steps.</p>	<p><b>ACTION</b> Cllr Rob Lummis</p>
<p><b>11. VILLAGE MAINTENANCE</b></p>	
<p>11.1 Village roads and drains</p> <p>11.1.1 Birdingbury Road resurfacing, Cllr Taylor reported he had spoken to Richard Haycock at Highways and the road has been surveyed. The worst area requiring repair is not in Marton Parish. Re-surfacing from the A423 to Birdingbury is scheduled in 2020/2021 following pothole repairs.</p> <p>11.1.2 Drain maintenance, report that the drains throughout the village had been flushed over the past three weeks. A drain on the Birdingbury Road has been marked up for further work.</p> <p>11.1.3 High Street Drain – Paint had been poured down the drain and the drain cover is broken, this has been marked up for further work.</p> <p>11.2 Village grass cutting, hedges &amp; trees</p> <p>11.2.1 Two dead Rowan trees on The Orchard have been removed and stump grinding to complete.</p> <p>11.2.2 Horse Chestnut tree on The Orchard requires a survey.</p> <p>11.2.3 Two Ash trees on the railway line have been surveyed and identified as dangerous and have been marked for removal.</p> <p>11.2.4 Village Tree Survey requires investigation. Cllr Fry offered to lead.</p> <p>11.2.5 Hedges, no issues reported.</p> <p>11.3 Marton Playing Field Association Congratulations on a successful Sports Day on Saturday 3 July.</p> <p>11.3.1 Pavilion repairs The canopy requires attention and quotes have been received with follow-up meetings with contractors arranged for Monday 8 July to review the proposals. Marton Parish Council is happy to empower MPFA to choose the supplier who best fits the criteria, however, to carefully consider the costs. Also, one supplier discussed adding metal guttering to address the overall issue of drainage.</p> <p>11.3.2 Pavilion renovation plans – target 2020</p> <p>11.3.3 New committee members to review drawings and decide on a plan of action, will feedback to the Parish Council. The Parish Council is happy to support funding applications.</p> <p>11.3.4 H&amp;S Compliance MPFA in process of instilling regular Health &amp; Safety Checks. The Parish Council feels it is very exposed as regular building checks not in place. Keep communication open and report back to MPC on the following: Fire Safety – Alarms/Assembly Point/Evacuation Process</p>	<p><b>ACTION</b> Cllr David Fry</p> <p><b>ACTION</b> Cllr David Fry</p>

