

# Marton Parish Council Meeting

Chair: Cllr Faye Chambers

Minutes Taken by: Helen Keeves - Parish Clerk

**DRAFT Minutes of Marton Parish Council held on Tuesday 10 September 19.30pm, Marton War Memorial Hall, Church Street, Marton**

Meeting Commenced at 19.30 and concluded at 21.41.

<b>1. PUBLIC OPEN FORUM</b>	
1.1 Recent sale of land, Fields Farm Lane A member of the public asked whom had purchased the land and what was going to happen? Cllr Chambers commented the land was not connected to the Parish Council at all but the council would be informed in the usual way if planning permission is applied for.	
1.2 Horse Riders – It was reported that horse riders in the village are using mobile phones whilst riding – Parish Clerk to contact PCSO Banks for advice.	
<b>2. ATTENDANCE</b>	
Cllr Faye Chambers (Chair)	Helen Keeves – Marton Parish Clerk & Responsible Finance Officer
Cllr David Fry	Cllr Sarah Crawford
Cllr Mike Taylor	2 x members of the public
<b>3. APOLOGIES</b>	
Cllr Rob Lummis PCSO Banks Cllr Emma Crane (Rugby Borough Council – Leam Valley Ward) Apologies not received from Cllr Howard Roberts (Warwickshire County Council)	
<b>4. MINUTES OF PREVIOUS PARISH COUNCIL MEETINGS</b>	
The minutes of the previous meetings were agreed and signed as accurate.	<b>Completed Signed by Cllr Chambers</b>
4.1 Approve the minutes of the Parish Council Meeting held on Tuesday 9 July.	
4.1.1 Amendment of draft minute number 11.1.1 from Birdingbury Road resurfacing, amended to surface dressing. Cllr Taylor.	
4.2 Approve the minutes of the Extraordinary Parish Council Meeting held on Thursday 8 August.	<b>Completed Signed by Cllr Chambers</b>
<b>5. DECLARATION OF INTEREST</b>	
Cllr Mike Taylor declared in interest in planning application <b>R19/0914</b>	
<b>6. POLICE ISSUES</b>	
6.1 Increase in thefts throughout the summer, though Marton retains a low crime rate compared to other villages in Warwickshire.	<b>ACTION Parish Clerk to email village</b>
6.2 PCSO Banks' next drop-in session will be Monday 16 September 13:00-13:45 in Church Street. It was reported he had offered useful advice to some residents on security and CCTV.	
6.3 Increase in illegal motorbikes on the disused railway track. Cllr Taylor has struggled to get through with 101 calls to report it to the police. Martyn Brunt – Sustans representative - has asked Cllr Taylor to temporarily reduce the path entrances so motorbikes are unable to gain access.	
	<b>ACTION Cllr Taylor to follow-up</b>

Marton Parish Council

Signed .....

Date .....

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<b>7. COUNTY AND BOROUGH UPDATE</b>	
7.1 Footpath funding – no update	
7.2 Bus Stop Rubbish has been cleared	
<b>8. PLANNING MATTERS</b>	
<b>R19/0914 UNIT M OLD STATION YARD, OXFORD ROAD, RUGBY, CV23 9RU - Renovation and extension of the existing industrial Unit M – APPROVED</b>	
<b>9. VILLAGE ISSUES</b>	
9.1 Marton Emergency/Flood Plan – Cllr Fry	
9.1.1 Community Shed Grant application is being submitted for a community shed to house flood and emergency equipment near the pavilion. The funding decision will be made in January and if successful we will then consult regarding location.	<b>ACTION Cllr David Fry</b>
9.1.2 Future grant to support flood defence, research what residents have already purchased/what is required - no further update	
9.1.3 Village Emergency Plan development – no further update	
9.2 Traffic Issues – Cllr Taylor No new traffic issues currently.	
9.2.1 Community Speedwatch Programme Adam Hewitt, Cllr Lummis & Cllr Chambers met with the co-ordinator Adnan Ali from West Mercia Police and identified a location for the speedwatch programme to take place, waiting for confirmation this is safe. Funding is available for training and administration but not for the purchase of a speed gun. It was suggested Marton share with a neighbouring village such as Princethorpe who have their own equipment.	<b>ACTION Parish Clerk to contact Princethorpe PC</b>
9.2.2 Road Works & Traffic Lights – It was noted that traffic lights were not being removed in a timely fashion after road works had been complete. Keep an eye on future work and report back to WCC Highways	<b>ACTION Cllr Mike Taylor</b>
9.3 Neighbourhood Watch Miranda Aston continues to circulate information via email, including advice on recent increases in thefts: please be vigilant, secure your properties and vehicles and report any suspicious activity.	
9.4 Good Neighbour Scheme – Cllr Lummis Cllr Lummis met with Jennifer McCabe and her team on Thursday 15 August for discussion on the scheme. Cllr Lummis has asked for a contact from example projects in Northants for further information. The Parish Council was invited to a Good Neighbour Event on 01/10/19 but this has been postponed. Cllr Lummis will now adapt their 'village need' survey. It was suggested they survey should include Lairhillock Park.	<b>ACTION Cllr Rob Lummis</b>
9.5 County Councillor's Grant Fund – Cllr Chambers The fund is re-opening mid-September for projects which promote wellbeing and the environment. Cllr Chambers shared her five-point proposal: 1. Plant living willow sculptures at village entrances 2. Add a playground natural willow dome 3. Plant an edible garden with outdoor cooking facilities 4. Add pavilion rainwater harvesting 5. Add wildflowers for biodiversity.  Cllr Fry, Cllr Crawford and Cllr Taylor voted for Cllr Chambers to go ahead and submit the grant application and supported Cllr Chambers to attend an	<b>ACTION Cllr Faye Chambers</b>

advice session on Friday 13 September with Warwickshire County Council.	
<b>10. VILLAGE MAINTENANCE</b>	
<p>10.1 Roads &amp; Drains</p> <p>10.1.1 Sunken Drain – High Street Cllr Fry has received feedback from a member of public regarding a sunken drain on High Street.</p> <p>10.1.2 Repaired Drain - Birdingbury Road Roy Hitchman reported the drain on Birdingbury Road had been repaired.</p>	<b>ACTION Parish Clerk</b>
<p>10.2 Village Grass Cutting, hedges &amp; trees Cllr Chambers advised she has received some lovely feedback regarding how good the grass cutting was and how tidy the village is looking.</p> <p>10.2.1 Spinney Hedge – Playing Field It was agreed Roy Hitchman would contact Gordon Robson to trim the spinney hedge (cost last year was £30.00)</p> <p>10.2.2 Museum Bush Advised this requires a sympathetic trim.</p> <p>10.2.3 Grass cutting contracts – review these in January</p>	<b>ACTION Roy Hitchman</b>  <b>ACTION Cllr David Fry</b>  <b>ACTION ALL</b>
<p>10.3 Marton Playing Field Association The MPFA met on Wednesday 4<sup>th</sup> September</p> <p>10.3.1 Pavilion Repairs All repairs have been made and electrical certificates circulated to the Parish Council. Agreed a letter of thanks needs to go to Mainline Timber (Tim Keeves &amp; Edward Gascoigne) for generously supplying materials.</p> <p>10.3.2 Pavilion Renovation Plans Quotes have been received for a disabled toilet, decking and ramping. However, concerns were raised about not making best use of the space available so a meeting will be held to review all renovation plans. Cllr Fry has scheduled a meeting with CAVA to discuss funding options. It was noted that all contracts over £25K are required by the National Association of Local Councils to be placed on the contract finder website.</p> <p>10.3.3 H&amp;S Compliance Dinyar Baria (MPFA Chair) is completing a risk assessment of the pavilion and speaking to the Fire Service regarding Fire Safety. All electrical items have been PAT tested and a first aid box and accident book is in place. Playground inspections are up-to-date and the independent external playground inspection is scheduled for September.</p>	
<p>10.4 Street Lighting Roy Hitchman was thanked for providing a comprehensive map of Marton streetlights. It was identified the two streetlights in Louisa Ward Close are next on the list for replacement. The Parish Council authorised the replacement of one of the lamps before the end of the year.</p>	<b>ACTION Roy Hitchman</b>
<p>10.5 Footpaths Nothing to report currently.</p>	
<p>10.6 Noel Crane plaque and tree re-planting in the Churchyard The Crossroads charity has been in contact with the Parish Council to ask about a plaque which was placed in the church along with a tree which was planted. Cllr Chambers to pass details onto the church warden.</p>	<b>ACTION Cllr Faye Chambers</b>

<b>11. FINANCE</b>							
<p>11.1 As of Bank statement dated 15 August 2019</p> <table style="margin-left: 40px;"> <tr> <td>Current Account</td> <td style="text-align: right;">£8,721.02</td> </tr> <tr> <td>Deposit Account</td> <td style="text-align: right;">£0.00</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>£8,721.02</b></td> </tr> </table> <p><b><u>To ratify that the following bills were paid between meetings:</u></b></p> <p><i>CH 1323 Playing Field Grass Cutting June £292.80</i>  <i>CH 1324 WALC (Clerk Training – Understanding your PC) £15.00</i>  <i>CH 1325 Rugby BC (Uncontested Election) £153.33</i>  <i>CH 1326 WALC (Annual Membership) £163.00</i>  <i>CH 1327 Electric Sports Pavilion &amp; Museum Feb-May £58.22</i>  <i>CH 1328 CANCELLED</i>  <i>CH 1329 Annual Insurance – additional £50.00</i>  <i>CH 1330 HMRC June £30.62</i>  <i>CH 1331 Playing Field Grass Cutting May £292.80</i>  <i>CH 1332 WALC (Clerk Training – Understanding your PC 2) £15.00</i>  <i>CH 1333 Marton War Memorial Hall (May, June, July Meetings) £60.00</i>  <i>CH 1334 Water - Marton Museum Apr-Jul £72.78</i>  <i>CH 1335 Website Domain Name <a href="http://www.martonvillage.com">www.martonvillage.com</a> £29.88</i>  <i>CH 1336 Village Grass Cutting July £225.00</i>  <i>CH 1337 Water - Sports Pavilion Apr-Jul £28.72</i>  <i>CH 1338 Sports Pavilion consumer unit £162.00</i>  <i>CH 1339 Playing Field Grass Cutting July £292.80</i>  <i>CH1340 Electric Sports Pavilion &amp; Museum May-Aug £135.82</i>  <i>CH 1341 Accountant for 2018/2019 Audit Aug £50.00</i>  <i>CH 1342 Clerk Wages July £194.65</i>  <i>CH 1343 Clerk Expenses July £26.22</i>  <i>CH 1344 Electricity – Street Lighting Apr-Jun £457.16</i></p> <p><b><u>To pay</u></b>  Bills arriving between the published agenda and the meeting:  <i>CH 1345 Village Grass Cutting August £225.00</i>  <i>CH 1346 Playing Field Grass Cutting August £366.00</i>  <i>CH 1347 Clerk Wages – August £194.65</i></p>	Current Account	£8,721.02	Deposit Account	£0.00	<b>Total</b>	<b>£8,721.02</b>	<p><b>ACTION</b> <b>Parish Clerk</b></p>
Current Account	£8,721.02						
Deposit Account	£0.00						
<b>Total</b>	<b>£8,721.02</b>						
<p>11.2 Online Banking Application</p> <p>MPC currently banks with Yorkshire Bank, the online account from Yorkshire Bank does not currently offer two signatories. WALC use The Unity Trust Bank which does offers two signatories and has been specifically developed to work with the financial requirements of Parish Councils. The cost of the account is £6 per month. Councillors voted and agreed for an online account with The Unity Trust Bank to be set up ASAP.</p>							
<p>11.3 2018/2019 end of year accounts</p> <p>The accounts were signed off and submitted by the revised deadline of Monday 19 August. All documents are on <a href="http://www.martonvillage.com">www.martonvillage.com</a>. The Period of Public Rights is Tuesday 27 August – Monday 7 October for members of the public to inspect the accounts.</p>							
<p>11.4 VAT126 Claim</p> <p>The 2018/2019 VAT refund for £691.15 was submitted on 10 September.</p>	<p><b>ACTIONED</b> <b>Parish Clerk</b></p>						
<p>11.5 WaterPlus Account Reviewing</p> <p>Agreed to review the Museum and Sports Pavilion water accounts to</p>	<p><b>ACTION</b> <b>Parish Clerk</b></p>						

ensure we are getting the best value for money.	<i>Cllr David Fry</i>
<b>12. PARISH COUNCIL POLICIES &amp; PROCUDURES</b>	
12.1 Standing Orders – circulate for review	<b>ACTION</b> <i>Parish Clerk</i>
12.2 Financial Regulations – circulate for review	<b>ACTION</b> <i>Parish Clerk</i>
12.3 Meeting Dates for 2020 Initial dates being put forward for Parish Council meetings in 2020 To be reviewed and confirmed in the November meeting. Tuesday 14 January, Tuesday 10 March, Tuesday 12 May (APM & AGM), Tuesday 14 July, Tuesday 8 September, Tuesday 10 November	<b>ACTION ALL</b>
<b>13. ANY OTHER BUSINESS</b>	
None	
<b>14. DATE OF NEXT MEETING</b>	
Tuesday 12 November, 19.30 at Marton War Memorial Hall	