

***Priors Marston Parish Council Annual Meeting
Tuesday 9th May 2023 at 7.30pm
At The Priors Hall***

DRAFT MINUTES

Present: Cllr Laura Lucas, Cllr. Pete Dunkley, Cllr. John Franklin, Cllr Robyn May,
In Attendance: Emma Hooker (Clerk)

Meeting was opened at 7.30pm

1. Election of Chairperson

Cllr Robyn May proposed Cllr Laura Lucas to remain as Chair and this was seconded by Cllr John Franklin. Therefore Cllr Laura Lucas is duly elected as Chair of Priors Marston Parish Council for the forthcoming 12 months. Cllr Lucas signed the acceptance of office form.

2. Apologies

Cllr David Evans and District Cllr Nigel Rock

3. Declarations of Interest: None

4. Declarations of Office / Declarations of Interest forms

The same Parish Councilors were elected again for the forthcoming 4 years at the local elections on the 4th May (uncontested). Clerk asked them to all complete the declarations of office and declaration of Interest forms prior to the deadline on 4/6/23

5. Approval of the minutes of the last meeting held on 14th March

Minutes were approved by all present at the meeting as a true record and signed by the Chair.

Matters Arising

- Streetlight Survey emailed to the village ends on 31/5/2023 and the Clerk will report in full after this time.

6. Annual Chair's Report

Priors Marston Parish Council consists of the following councilors: - Laura Lucas (Chair), John Franklin, David Evans, Pete Dunkley and Robyn May. Emma Hooker is the Parish Clerk and Responsible Finance Officer.

In the last year the Parish Council has: -

Maintained and repaired the playground, including monthly safety checks and an annual independent ROSPA safety inspection. Repaired several areas of the flooring and climbing areas. New equipment purchased including climbing nets and rope swings

Reviewed and commented on 38 (39 last year) planning applications and attended a number of Stratford District Council (SDC) planning committee meetings. Applications comprised of:-

- * Tree works – 12 applications
- * New dwellings – 3 associated applications

- * Conversions of existing buildings to dwellings/Holiday lets - 8
- * Extensions – 3 applications
- * Others – 12 (Changes of use, listed building works etc.)
- Upheld the high standard of maintenance and cleanliness of the village
- Benches – all cleaned and stained replaced for new benches where needed
- Blue path – Weeding and cutting back
- Notice Board – maintained and kept up to date
- Updated and cleaned various village road signs.
- Damaged verges repaired by Highways and keep in continual contact with Highways on ways of improving verges and green areas within village
- Continue to update the website which is now fit for purpose and holds all legal documents, agendas and minutes to comply with the Transparency Code.
- Email distribution list as an effective communication tool
- Managed the asset register and Maintenance plan
- Maintained Village Defibrillator
- Community Meeting held who meet throughout the year to discuss Parish Plan actions and events
- Created a new Litter picking volunteer group and purchased equipment for this use. Two successful events ran this year
- Supported the Volunteer speed action group alongside the Police
- Gained funding for new road markings throughout village to assist with speed restrictions. New SLOW signs and re painting of established markings
- Helped organise and contributed towards Community events in the village such as the Jubilee and Coronation

In the coming 12 months we aim to: -

- With the election of a new Lib Dem majority at SDC, we will continue to lobby hard to represent the wishes of our parish in all planning matters. We will endeavour to ensure that pledges given during the election, regarding the intent to ensure local views and wishes on planning applications are given serious consideration, are honoured.
- Complete and action street light survey.
- Continue to monitor the safety of the play equipment, and start to plan for its eventual replacement.
- Review the condition of village footpaths and rights of way
- Monitor Speeding issues within the village working with the Police and Community Speed Watch when enough volunteers
- With other village organisations, ensure that the actions set out in the new Parish Plan are suitably actioned
- Work through the Action list for the Parish Council in the Parish Plan
- Ensure that the maintenance plan for all village assets is adhered to
- Continually update the village website and Facebook page
- Provide regular updates on the village notice board and in The Parish News as well as the email list

7. Standing Orders and Policies

The Parish Council has reviewed the

- standing orders
- Policies

- Code of conduct (LGA)
- Financial Regulations

All agreed they are fit for purpose

8. Finance to include End of Year Accounts 31st March 2023

The Clerk/Responsible Finance Officer presented the accounts for the Parish Council and are attached to the file set of minutes and forms part of them.

The Annual Governance Statement 2022/23 was approved

The Accounting Statement 2022/23 was approved

The AGAR forms will be forwarded to the Auditors to be audited before the 1st July deadline.

Receipts	2022	2023
Precept	<u>18560.00</u>	<u>18560.00</u>
Priors Hardwick Loan Contribution	£ 920.78	£ 920.78
Rent for The Pound	£ 250.00	£ 250.00
CIL money	£ 3,913.93	£ 4,876.15
Sundry Income *VAT	£ 814.44	£ 319.38
TOTAL RECEIPTS	£ 24,459.15	£ 24,926.31

Expenses	2022	2023
Street Lighting, including maintenance & electricity	£ 918.80	£ 2,362.24
Village Maintenance including Grass Cutting & Amenity Cleaning	£ 5,853.48	£ 10,525.54
PWLB (Village Hall Building Costs)	£ 3,752.20	£ 3,752.20
Staff Salaries Inc. NI, HMRC	£ 5,726.12	£ 6,307.85
Office Expenses, Website ,village hall, post office, Audit fees	£ 1,159.98	£ 2,266.98
Insurance	£ 857.66	£ 810.70
Playground		
Defibrillator		
Training	£ 48.00	£ 108.00
TOTAL EXPENSES	£ 18,316.24	£ 26,133.51

Surplus for year	6,142.91	1,207.20
	£	£
Closing Balance	22,063.96	20,856.76
	£	£
Less Allocated Reserves*	16,414.00	17,276.00
	£	£
Total Available Funds	5,650.00	3,580.76
*Allocated Reserves		
Playground	10,000	10,000
Streetlights - and village assets	2,500	2,500
CIL reserve	3,914	4,876
Total Allocated Reserves	16,414	17,376

Finance March and April 2022

Bank Balance as of 1 May 2023 £25,120.82

Receipts- £10,869.33

SDC Precept £9280.00

HMRC VAT refund £1589.33

DD = £37.20

1&1 Internet £37.20

Payments = £7300.47

Pete Brown Mowing x2 £400.00

Staff Salary x1 @509.20

WCC Street light Shuckburgh Rd £1490.47

Npower 1/1-31/3 £173.53

Post Office annual fee £100.00

Village Hall Hire £150.00

WALC subs £249.00

Ken Mingard Bus shelter repair £108.99

Dorothy Brown Coronation committee £250.00

Playscapes Design £3869.28

Bank Charges

HSBC £24.50 x 3 months

9. District Cllr Nigel Rock Report

District Council elections took place on 4th May with the results being declared on 5th May.

Our Ward is much enlarged with added parishes of Bishops Itchington, Farnborough, Avon Dassett, Shotteswell, Warmington & Areslcote. Ladbroke has been removed. This will be the largest ward in the District and will have two councillors. The results for this new ward were as follows:

Nigel Rock - Liberal Democrats - 998 Elected

Natalie Gist - Liberal Democrats - 955 Elected

Christopher Kettle - Local Conservatives - 855	
Keith Bushnell - Local Conservatives - 672	
Judith Leask - Labour - 200	
Seth Colton - Green - 188	
Matthew North - Green - 150	

This means your two new councillors are Natalie Gist and Nigel Rock
(The turnout was 38.44%)

In the March, before the election process was started, the Council was Conservative controlled with the balance being:

- Conservatives – 19 seats
- Liberal Democrats - 12 seats
- Independents - 4 seat
- Green - 1 seat

Following the election, the new balance is:

- Liberal Democrats - 25 seats
- Conservatives - 12 seats
- Independent - 1 seat
- Green - 3 seats

This means that Stratford District Council will now be Liberal Democrat controlled. Clearly this is change for our villages and for the District.

We aware that some residents were unable to vote because of ID problems and postal votes not arriving. While this was a small number, it is unsatisfactory. It was always going to be a challenge for the Council's election staff with boundary changes, and the new photo ID requirement. There will be an examination of what went right and what went wrong.

Full results can be found here:
<https://www.stratford.gov.uk/news/press.cfm/current/1/item/137970>

Natalie and I thank everyone for their support and will do our best to represent our communities.

Cllr Natalie Gist
Cllr Nigel Rock
nigel.rock@stratford-dc.gov.uk

10. Planning Matters

New and Pending Decisions

- 22/03132/FUL Land adjacent to Keys Lane Erection of single self-build and garage – PENDING
- 23/00874/FUL Front porch and single story extension- Moreton Cottage, Shuckburgh Rd - PENDING

Decisions

- 23/00263/COUQ Barn east of Byfield Rd – conversion of agricultural barn to one dwelling – Objection (28/02) REFUSED
- 22/02891/REM – Land in Ambercote- Reserved matters landscaping re 22/02120/VARY– No Objection (2/3) GRANTED

- 23/00443/TREE Castle Folly, Hellidon Road – Maples trees reduce by 1 meter – No Objection (9/3) GRANTED
- 23/00093/LBC – Cedars Farm, The Green – Install 7 solar panels to roof – No Objection (9/3) GRANTED
- 23/00444/TREE – Merryweather cottage, Hardwick Rd – Reduce ash tree No Objection (9/3) GRANTED
- 23/00285/FUL – The Coach House, Chestnut Farm – change of use from holiday let to one single dwelling (24/3) GRANTED
- 23/00674/TREE – Church Cottage School Lane – reduce apple tree crown 25% - No Obj 08/03 GRANTED
- 23/00491/FUL - Agricultural building, Welsh Road – Convert building to holiday let 09/03 GRANTED

The meeting concluded at 8.30pm

The next meeting of the Parish Council is as follows:

**Tuesday 11th July 2023
At The Priors Village Hall
7.30pm All Welcome**