

MARTIN AND MARTIN DALES PARISH COUNCIL

MINUTES OF THE MEETING OF MARTIN AND MARTIN DALES PARISH COUNCIL

Date and Time: Tuesday 8th November 2022 7.30pm

Location: Martin Village Hall

Present
David Busby (DB)
Clare Pearson (CP)
Will Jenkins (WJ) Chair
Zara Attwell (ZA)
Carl Ulliyatt (UA)
District Councillor Ogden
Clerk to the Council

Cllrs Not Present

Public in Attendance
Craig Garner - Smith (CGS) Parishioner
Kevin Garner - Smith (KGS) Parishioner
+ 7 more Parishioners

Minute Ref	Actions from This Meeting	Action By	Completed
1.2	Quotes to be obtained for goal post	Clerk WJ	
1.2	Previous correspondence on exercise equipment to be reviewed and shared with the full Council	Clerk ZA	
6.2	Thank-you card to be sent to the Pembertons for the use of Tractor	Clerk	
6.3	Confirm with the Agent to continue with the grant application and check out the guarantee on Carbon Credits.	WJ	
6.7	5 speed signs to be ordered	Clerk	
6.8	Council to be updated on progress for Village Sign	CP	
6.9	Parishioner and CU to lay wreaths for Remembrance Sunday	CU	
6.10	Collection/delivery of Christmas tree to be confirmed	DB/ZA	
6.11	Parish Council to contribute to the Newsletter	WJ	
7.1	Bank to be contacted to confirm new signatories and remove the only remaining signatory who has recently resigned	Clerk	

7.2	Payments agreed and to be paid as soon as possible	Clerk	
7.3.2	Contact Mary Kings School re: £100 donation for books	Clerk	
7.3.3	Clerk to prepare monitoring form for inspections of the Playpark and defib ZA to undertake monthly inspections	Clerk ZA	
7.3.5	Solicitors holding legal documents to be asked to return all documents. When received the documents will be scanned and stored	Clerk	
7.3.6	Finance to meet to review accounts and precept proposals for agreement in January 2023 and proposals for response to Village Hall application for support.	Clerk All	
7.8	Age limit to be checked to join the Council Email to be drafted and agreed to be sent to all Expressing interest in joining the Council	Clerk	

Minute Ref	Actions Not Closed from Last minutes	Action By	Completed
	Beacon Village Sign		
	Bank Signatories		
	Woodland		

Date and Time of Next Meeting: Tuesday 8th November 2022 7.30pm

Minute Ref	Minute Commentary	Action By
1.0	<u>Welcome and Apologies</u> Chair welcomed everyone to the meeting	
1.1	<u>Declaration of Interest</u> Councillor Busby is on the Drainage Board	
1.2	<u>Issues raised by Parishioners</u> Support for Woodlands with costs not being the only consideration Criticism of money being on speed cameras Request for a football goal post on the playpark field Exercise equipment in the Playpark Newsletter due date 10 th January 2023 Co-option Community Speedwatch	
2	<u>Previous Minutes and Matters Arising</u> All Correct Proposed: WJ Seconded: CP All Agreed	

Minute Ref	Minute Commentary	Action By
3	<p>County and District Councillors Remarks</p> <p>Cllr. Ogden informed the Council of the 'warm room' initiative. This is being considered by the Village Hall and Mates. Health and Well Being grants (NKDC) up to £5000 are available up to the beginning of December for health and well-being initiatives. A further grant will be available (details not yet known) from Rural England Prosperity Fund as NKDC had been given of over £700,000. There is an online survey for the Police and Crime Commissioner if anyone wants to comment.</p>	
4	<p>Planning</p> <p>The retrospective planning for the Beacon has been submitted.</p>	
5	<p>Highways</p> <p>Permission needed to fix the planned signs when the final details are available</p>	CP Clerk
6	<p>Parish Items</p>	
6.1 6.2	<p>Playpark The Viking swing has been removed. The ROSPA report to be revisited to ensure that any major concerns have been dealt with.</p> <p>Groundworks Work has been undertaken by D. Holvey Agreed: Thanks to be sent to the Pembertons for the loan of their tractor.</p>	Clerk
6.3 6.4	<p>Woodland Parish Meeting A show of hands at the public meeting in favour although a small percentage of the Parish attended. A general discussion took place with diverse views in regard to the final costings and potential future impact. The main concern was whether it could be guaranteed self-funded bearing in mind that income has been lost due to loss of two farming tenancies. Cllr. Busby was concerned that Carbon Credits may not be guaranteed and the woodland could become a financial liability . Some Councillors were confident that this would not be a problem and any effect on the precept would be minimal and the 'community value' should be considered. The Outcome of the applications for the Grants will determine whether the project is able to go forward. Agreed: WJ to confirm with the Agent to continue with the grant application and Carbon Credits. Grants to be applied for by the Agent. Proposed: WJ Seconded: ZA Abstain: CP Against: DB For: ZA WJ CU</p> <p>Bonfire Night Feedback This was a very successful event and will be repeated next year.</p>	WJ

Minute Ref	Minute Commentary	Action By
6.5	Daffodil Planting Some of the daffodils are not in a great condition but those that are ok continue to be planted by Parishioners and Councillors.	
6.6	Kings Coronation 6 th May 2023 A general discussion took place but planning has started. Consideration to be given to lighting the Beacon. Mates to begin a community action group and a Parish Councillor to be the Council representative.	CGS KGS Mates
6.7	Speed signs The Clerk informed the Council of the cost of the 30mph speed signs from the Road Safety Partnership. Agreed: 5 signs to be purchased. Proposed by WJ: 5 signs to be purchased for £10 each Seconded: CU All agreed Quotes to be looked into for 2 horse and carriage signs and costing for fixing posts.	Clerk Clerk
6.8	Village Sign These are almost completed. Highways to be contacted asap about location and fixing when completed. CP to keep Council updated. The signs will be added to the Asset Register for insurance purposes.	WJ CP
6.9	Remembrance Sunday CU and Parishioner to lay the wreaths. Parishioner will lay the wreath at Holy Trinity and CU at Martin Dales.	
6.10	Village Hall and Tree This has been ordered and collection needs to be confirmed. The tree needs to be delivered by the 29 th November.	CU
6.11	Grapevine – Next edition planned for early 2023. Deadline for submission 10 th January 2023 Agreed: DB to collect the tree	ZA DB
		WJ
7.	<u>Clerk's Update</u>	
7.1	Bank Update: Due to resignations signatories will need to be set up again to allow online access to the Accounts. Agreed: The following are to be signatories on the Account and the Clerk to gain access to online banking for electronic payments and statements: Clerk F C Burbidge Cllr. D Busby Cllr. C Pearson Cllr. W Jenkins Cllr. C Ulliyatt Proposed: Cllr. Attwell Seconded: Cllr. Ulliyatt All agreed	
7.2	Payments	Clerk

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7.3	<p>Statement for October due any day and allotment payments to be checked. The following payments will be made when signatories and banking updates are completed.</p> <table border="0"> <tr> <td>Grounds Maintenance</td> <td style="text-align: right;">£800.00</td> </tr> <tr> <td></td> <td style="text-align: right;">206.00</td> </tr> <tr> <td></td> <td style="text-align: right;">400.00</td> </tr> <tr> <td>Sparklers Bonfire Night</td> <td style="text-align: right;">54.92</td> </tr> <tr> <td>Clerk Salary</td> <td style="text-align: right;">532.80</td> </tr> <tr> <td>Village Hall Rent</td> <td style="text-align: right;">312.00</td> </tr> <tr> <td>Village Hall Christmas Decs</td> <td style="text-align: right;">295.00</td> </tr> <tr> <td>Printing WJ</td> <td style="text-align: right;">16.79</td> </tr> <tr> <td>Christmas Tree</td> <td style="text-align: right;">108.00</td> </tr> <tr> <td>Document Postage</td> <td style="text-align: right;">12.10</td> </tr> </table> <p>Clerks Interviews</p> <p>Agreed: The dates were confirmed and all Councillors are invited to attend the interview. Three confirmed interviewers and a discussion planned for all to oversee the paperwork and the decision.</p> <p>All content to be remain confidential to the Council and must not be discussed outside of the interview process.</p>	Grounds Maintenance	£800.00		206.00		400.00	Sparklers Bonfire Night	54.92	Clerk Salary	532.80	Village Hall Rent	312.00	Village Hall Christmas Decs	295.00	Printing WJ	16.79	Christmas Tree	108.00	Document Postage	12.10	
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7.4	Correspondence	Clerk																				
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7.4.1	<p>Agreed: £100 donation agreed</p> <p>Clerk to make contact with Mary Kings School</p> <p>Proposed: WJ Seconded: CU All Agreed</p>	Clerk																				
7.4.2	<p>Village Hall Survey Donation</p> <p>A general discussion took place with regard to the survey needed for the village hall to be repaired. The intention is to apply for grants to repair the hall and decide on the heating.</p> <p>In the first instance a survey is needed to be clear about what work needs to be undertaken at a cost of £1935 and the Committee are requesting support for this amount.</p> <p>Agreed: Finance group to review all finances and agenda for the next meeting. The finance group has yet to be confirmed due the recent resignations.</p>	Clerk CP WJ CU ZA																				
7.4.3	<p>Defib/Playpark Inspections</p> <p>Agreed: ZA inspects the Park and Defib. Clerk to prepare a monitoring sheet for monthly inspections of Defib and Playpark</p>																					
7.5	<p>Beacon</p> <p>The retrospective planning application has been submitted and a further CIL form to be completed has been received.</p> <p>Documentation Storage</p> <p>The reported good progress on the review of documentation and storage. WJ had produced an initial document list to be finalised by the Clerk and agreed by the Council.</p> <p>Some conveyances etc have been with the Solicitors and they have confirmed that a storage facility is not an option.</p>																					

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7.6	<p>Agreed: Clerk to request a return of the documents at a cost of £12.10, have them scanned locally and originals to be in stored in the filing cabinet. Proposed: WJ Second: CP All agreed</p> <p>Precept Request Agreed: Finance group to meet and propose a Precept request figure for the January meeting.</p>	CP Clerk WJ CU										
7.7	<p>Parish Council Co-option The Clerk clarified the process of co-option after the legal notice has been displayed for the required length of time.</p>	Clerk										
7.8	<p>Agreed: Council to agree via the Clerk a set of questions for all interested parishioners to respond to. This will ensure everyone is asked to do the same thing each time a co-option is possible ensuring a fair co-option process to be followed for each co-option without exception. Age limit to join the Council to be checked.</p>	Clerk										
8	<p>Next Meeting</p> <p>Agreed: Change the date of the January meeting to enable the new Clerk and the existing Clerk to attend the meeting to support the transition and work of the Council. Proposed: DB Second: CP All agreed</p> <p>Dates of the meetings to be included on the chalk board as well as in the notice board.</p> <p>Tuesday 24th January 2023 7.30pm Martin Village Hall</p>											
9	<p>Agenda Items for the January meeting.</p> <table border="0" data-bbox="336 1473 1069 1653"> <tr> <td>Football Posts</td> <td>Co-options</td> </tr> <tr> <td>Speed Signs</td> <td>Village Sign Update</td> </tr> <tr> <td>Woodlands</td> <td>Precept 2023-2024</td> </tr> <tr> <td>Village Hall Request</td> <td>Grants (ZA)</td> </tr> <tr> <td>Coronation Rep 2023</td> <td></td> </tr> </table>	Football Posts	Co-options	Speed Signs	Village Sign Update	Woodlands	Precept 2023-2024	Village Hall Request	Grants (ZA)	Coronation Rep 2023		
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