

Parish Council Meeting

NOTICE OF MEETING

**A meeting of the Parish Council will be held on Wednesday, 14 May 2025
at 19:30 in the Elmdon Lounge, Parish Hall, Elmdon Road, Marston Green
Members of the Parish Council are hereby summoned to attend the meeting**

Signed *Julie Brennan*
Clerk & RFO

Date 7 May 2025

Councillors: Are minded that they must act solely in the public interest and should never improperly confer an advantage or disadvantage on any person or act to gain financial or other material benefits for yourself, your family, a friend or close associate.

Public Question Time: Residents are invited to the Parish Council meeting and may give their views or question the Parish Council regarding any issues on this agenda, subject to the Chairman's discretion, for up to a maximum of three minutes.

The Parish Council would advise member of the public that following agenda item C 25 – 085 they may not participate in the meeting.

The Parish Council Meeting will commence at approx. 19:40.

AGENDA

C 25 - 084 Chairman's welcome

C 25 - 085 The Public

C 25 - 086 Apologies: To receive apologies from absent members.

C 25 - 087 Declaration of Interest and Dispensations:

- a) To receive declarations of interest from Councillors regarding items on the agenda. Councillors are reminded of the need to update their Register of Interests
- b) To receive written requests for dispensations of disclosable pecuniary interests
- c) To grant any requests for dispensation as appropriate

C 25 - 088 Minutes: to approve the minutes of the Parish Council meeting held on 9 April 2025

C 25 - 089 Actions update: to update on action items from the 9 April 2025 Parish Council meeting

C25 - 090 Events Committee

- a) To note the minutes of the meetings held on 10 April 2025 & 22 April 2025
- b) To note the budget/expenditure
- c) To update on the VE Day 80 event which was held on 8 May 2025
- d) To update on plans for the Community Day on 19 July 2025

C 25 - 091 Staffing Committee

- a) To note the minutes of the meeting held on 16 April 2025

C25 - 092 Recreation Committee

- a) To note the minutes of the meeting held on 16 April 2025
- b) To note the budget/expenditure

C 25 - 093 Planning Committee

- a) To note the minutes of the meeting held on 22 April 2025 and decisions submitted under delegated authority
- b) To review the comments submitted on behalf of the Parish Council

C 25 - 094 Finance & General Purpose Committee

- a) To note the minutes of the meeting held on 28 April 2025

- b) To note the budget/expenditure including the report on income and expenditure during the 2024-2025 financial year, detailing performance against the budget
- c) To review the Quarterly Budget report to 31 March 2025
- d) To consider upgrading the Starlink internet service from 50GB to 500GB at a cost of £99 per month
- e) To approve the introduction of an admin fee of £25 for minor administration work relating to the burial ground
- f) Amended Standing Orders: note, amended new model Standing Orders to be approved during the Annual Parish Council meeting
- g) To approve the quote for insurance on the Ford Ranger BT24 NYH
- h) Use of the Recreation Ground for events:
 - I. to approve the recommendation to allow events to take place at the Recreation Ground subject to compliance with the list of required documents/actions; and
 - II. to approve a fee of £100 for companies and no fee for charitable events
- i) To approve the installation of line markings on the Overspill Car Park by JJ Gilleran at a cost of £1,250 plus VAT to be paid from the CIL monies
- j) To approve a donation of £400 towards the cost of a coach trip for residents by St Leonard's church (LGA 1972 s137)

C 25 - 095 To resolve to approve the Expenditure Transactions & List of Urgent Payments Made

C 25 - 096 Internal Audit Report: to note that the Internal Audit was carried out on 25 April 2025 by Bill Robinson and to review the recommendations contained within his Internal Audit Report

C 25 - 097 Approval of the Annual Governance and Accountability Return 2024/2025

- a) To receive and note the Annual Internal Audit Report
- b) To consider and approve the Annual Governance Statement (Section 1)
- c) To consider and approve the Accounting Statements (Section 2)

C 25 - 098 External Committee Reports

- a) Parish Hall Trustees
- b) Marston Green Village Charitable Trust
- c) Airport Matters
- d) HS2 update
- e) M42 J6 update
- f) Catherine de Barnes Motorway Service Station Liaison Group
- g) SAM meeting

C 25 - 099 Correspondence

- a) Thank you from the 1st Marston Green Scouts regarding the Easter Trail event

C 25 - 0100 Date and time of the next meeting: 11 June 2025 at 19:30

Venue: The Elmdon Lounge, Parish Hall, Elmdon Road, Marston Green