



## **Minutes of Marston Parish Council meeting held on 10<sup>th</sup> January 2024**

Meeting opened 7:05 pm

### **Attendees:**

Parish Councillors; Marion Potts (MP), Phil Carter (PhC), Angela Johnson (AJ), Dave Collier (DC), Amanda Nixon (AN)

### **Apologies:**

Ward Cllrs Lynn Gibbon (LG)

### **Declarations of interest:**

None

### **Dispensations:**

None

### **Public Forum:**

No one present

### **Approval of minutes from parish council meeting 8<sup>th</sup> November 2023**

Approved

### **Actions from meeting 08 November 2023:**

	Action	Owner	Comments/Update
1	Check statement for Freedom Fibre Grant	CC	£450 received and paid into account - COMPLETED
2	Add piece to MM re Christmas coffee morning 19 <sup>th</sup> Dec and raffle donations	IS	COMPLETED
3	Contact Kate Harland about citing defib on Lion salt works	CC	Not permitted due to listed building status – Agreed not to pursue further - COMPLETED
4	Contact highways ref survey of bridge on Ollershaw Lane	CC	No response received from highways - OUTSTANDING
5	Contact PCSO to request traffic/speed monitoring in Ollershaw Lane and Marston Lane	CC	
6	Contact residents about speed reduction petition	AJ	Agreed to not take any further action - COMPLETED
7	Contact LG re pigeon deterrents for Higher Marston play area	MP	OUTSTANDING
8	Purchase cheap vacuum cleaner for hall	CC	Purchased for Hall - £77 - COMPLETED

9	Add risk assessment of Parish Hall sign-off to Jan meeting agenda	CC	COMPLETED
10	Purchase brush and shovel for the Parish Hall	PC	COMPLETED
11	<b>IS to send heating contractor details to the Clerk</b>	<b>IS</b>	<b>COMPLETED</b>
12	Contact heating contractor to assess the boiler in the Parish Hall and repair if necessary	CC	Repair undertaken - COMPLETED
13	Add piece on weekly bus request service to MM	IS	COMPLETED
14	Apply to capital building fund for new chairs	AN	OUTSTANDING
15	Pass on gutter cleaning contractor contact details to Clerk	IS	COMPLETED
16	Contact gutter cleaning contractor re Parish Hall gutter clean	CC	OUTSTANDING

		OWNER
1	<p><b>Parish Cllr Reports:</b></p> <p><b>MP</b> – New advert for casual vacancies for Parish Councillors produced. To be put in notice boards</p> <p><b>MP</b> – Advised Angie (hall caretaker) all hirers of the parish hall must put the furniture away and leave the heating on the timer, not on manual when they have finished in the hall. Angie agreed to do this.</p> <p><b>MP</b> – Requested all Parish Councillors to send any content/articles for the MM as soon as possible</p>	AJ  ALL
2	<p><b>Ward Cllr Reports</b></p> <p>Detailed report received from LG in her absence. Report read to the meeting by MP. Report attached to minutes.</p>	
3	<p><b>Progress Reports</b></p> <p><b>3.1 Neighbourhood Plan</b> Plan detail not discussed – agreed to move to next meeting. Post boxes to be left at the Salt Barge and the Garage for a further 3 weeks for return of questionnaires from residents. AJ to write short piece for the MM detailing this</p> <p><b>3.2 Defibrillators</b> AN to apply to the British Heart Foundation for a grant for a defib</p> <p><b>3.3 Triangle/Traffic Issues</b> Meeting agreed to not pursue petition re speed on Marston Lane. Agreed improved signage should be discussed at a future meeting.</p> <p><b>3.4 Marston Footpath 7</b> AJ to contact CWAC footpath officer in the spring to ensure the footpath is clear to walk</p> <p><b>3.5 Higher Marston Play Area</b> MP reported fly tipping to CWAC online. To report at next meeting if this has now been resolved.</p> <p><b>3.5 Exercise Sessions</b> AN confirmed these were currently in profit</p>	AJ  AN   AJ  MP

	<p><b>3.6 Marston Murmurs</b> MP to collate articles for next MM when received from Parish Councillors</p> <p><b>3.7 Hall Marketing and Management</b> Report received from Angie (Caretaker): Monday to Thursday evenings now filled with weekly bookings. Some regular weekend bookings also received.</p> <p><b>3.8 Pickmere Lake</b> Meeting pending with John Dwyer (Chief Police Commissioner for Cheshire West) with representatives from adjoining parish councils and landowners.</p> <p><b>3.9 Sewerage Issues on the Flash</b> AJ reported awaiting Fol request response from UU</p> <p><b>3.10 Flooding –</b> Water continuing to run off fields into Dark Lane, creating a Ford at junction with Heald Lane. Brook running across Dark Lane/Hald Lane junction being dredged.</p> <p><b>3.11 Fund raising</b> A new filing cabinet has been purchased for the parish hall using the ward councillor grant.</p>	<p>ALL</p> <p>AJ</p>
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<p><b>4</b></p>	<p><b>FINANCE</b></p> <p>Bank reconciliation signed off by AN and MP</p> <p>Budget 2024-25 – Approved by all present</p> <p>Precept – To stay the same as 2023-24 with no increase – Approved by all present</p> <p>Parish Clerk back pay following resignation – referred to ChAIC and awaiting feedback. MP/AN to contact Bennett Brooks (Financial Advisors) to seek advice re Caroline Constable’s PAYE, Back pay and wages following resignation</p> <p>Parish Clerk final salary approval following resignation – awaiting approval from ChAIC</p> <p>VAT reclaim form – MP and AN to deal with sign off</p>	<p>MP/AN</p> <p>MP/AN</p>
<p><b>5</b></p>	<p><b>Correspondence List</b></p> <p>1.</p>	

<b>8</b>	<b>Any other business</b> NONE	

Next Meeting: 14<sup>th</sup> February 2024 6:30pm

Meeting closed at 8:45 pm

Abbreviations: pc (parish council), cllr (councillor), cllrs (councillors), cllrs' (councillors'), cllr's (councillor's), CW&C (Cheshire West and Chester), MM (Marston Murmurs), MPC (Marston Parish Council)