**MARTIN and MARTIN DALES**

**PARISH COUNCIL MEETING**

These are the **draft** minutes of the Martin and Martin Dales Parish Council Meeting held on

Tuesday 16th March 2021 and will not be agreed until the next meeting of the Council.

No members of the public present:

Present: R. Millband, L. Porter, Z Atwell, D. Busby W. Jenkins and the Clerk (via zoom)

**1.** Apologies

Cllrs. Ogden, Barrie and Kendrick

**2. Declarations of Interest**

None

**3. Minutes of the last meeting held on 25th January 2021**

These have been distributed and no comments or corrections had been received.

**Proposed: Cllr. Millband Seconded: Cllr. Busby**

**Cllr. Porter thanked Cllr. Busby for his swift removal of the Christmas Tree.**

**All Agreed**

**4. District and County Councillors**

Councillors not present, email updates have been distributed and are available on request from the Clerk.

**5. Planning**

There has been correspondence on the naming of the new road and it was finally agreed that ‘Farmers Way’ would be acceptable by the Council and Planning.

All planning decisions sent to the Council and no comments put forward.

**6. Highways**

Speed reduction signs have been requested and action has yet to be completed on the agreed reduction of speed in Martin Moor.

**Clerk to ask Cllr. Kendrick to check progress on this.**

Hedge at the bottom of Whyatt Close continues to be a problem.

**Agreed: Clerk to report again and write to Councillor to formally complain and suggest the hedge, in front of the fence, to be removed.**

**Proposed: Cllr. Porter Seconded: Cllr. Millband.**

**All agreed**

Cllr. Porter reported damage to grass verges by large contractor vehicles near 75-77 High Street.

**Agreed: Council to monitor this over the next few weeks.**

**7. Parish Items**

**7.1 Playpark**

**7.1.1 Equipment**

**Agreed: Clerk to contact suppliers to arrange a date for fitting of the new equipment.**

**Cllr. Jenkins to collect and store the repair parts behind the old Pavilion until the repairs can be made.**

**7.1.2 Grass Cutting**

**Agreed: Cllr. Jenkins to cut the grass when cutting the land owned by the Trustees**

**7.1.3 Trees**

Cllr. Jenkins confirmed this work to be completed over the following week.

**7.1.4 Play Park Gate**

It was reported that the gate may need repairing.

**Agreed: Cllr. Millband to look at it next week.**

**7.2 Speeding**

**Agreed: Cllr. Jenkins to drop off the speed signs at Cllr. Millband’s house.**

**Clerk to look into additional 40mph signs from the Road Safety Partnership.**

**Village Gates to be considered later in the year.**

**SID key to be collected from GC if he still has it by Cllr. Barrie.**

**Cllr. Jenkins to request key for the SID.**

**7.3 Grounds Maintenance 2021-2022**

**Agreed: Cllr. Jenkins to undertake voluntary grounds maintenance and if necessary and agreed through the Council, a gardener may be asked to undertake paid work.**

**7.4 Land Registry**

This matter is ongoing and should be concluded shortly when the invoice will be submitted and paid.

**7.5 Footpaths**

The Chair has written to the Footpaths officer via email confirming that no further action is to be taken.

**7.6 Parish Meeting**

**Agreed: Due to the uncertainty surrounding Covid19 restrictions the May meeting is now cancelled.**

**A new date may be agreed in July. Clerk to put postponement poster in the noticeboards.**

**7.7 Benches**

**Agreed: To be considered later in the year as part of the continuing finance review.**

**7.8 Bin – Martin Dales**

The Clerk reported that this has now arrived and will be collected for fitting by NKDC.

**7.9 TPO Park Tree**

**Agreed: Clerk to contact the tree officer to apply for a TPO on this tree.**

**8. Clerks Update**

**Finance**

**8.1.1 Bank Statement Balances and cheques for payment**

Current Account £15114.00

Business Account £ 5722.64

HMRC 001203 298.71 Tax Due

LALC 001204 399.18 Annual Subscription including Training fee

Litter Picker 001205 139.52 Wage

HAGS 001206 2545.08 Repairs

Glasdon 001207 193.07 Martin Dales Bin

Clerk 001208 £103.50 Year Travel Claim

Clerk 001209 794.73 Final Payment including to the end of April

**Proposed Cllr. Millband Seconded Cllr. Busby**

**All agreed**

**8.1.2 Spreadsheet to date**

**Agreed: This had been circulated to all Councillors. Further update including latest cheques to be emailed to all Councillors.**

**8.2 Correspondence**

**8.2.1** Cllr. Charles has resigned and the Legal Notice has been displayed. He has kindly confirmed he is happy to continue to support the Council with the website and temporary storing of equipment.

**8.2.2** Parishioners have contacted the Council with regard to a field fire near their gardens. The fires are happening on a regular basis inside some sort of container and may be being used to burn house clearance. Explosions have been heard and the Fire Service has attended**.** Cllr. Porter has looked into this and confirmed there is a problem. Parishioners have also reported this on social media. The Clerk has formally reported incidents as requested and also contacted the Environment Agency. The links to the Environment Agency have been sent directly to a Parishioner who will be asked to complete a diary of occurrence. This link has also been sent.

**Agreed: Clerk to report this to the District Councillor for urgent attention and to look into whether any application for change of use has been requested and if it is registered as a business. If action is not taken a formal complaint will be made.**

**8.2.3 Litter Picker**

**The Litter Picker has agreed to attend the AGM in May.**

**8.3 Vacancy/Interviews**

The proposed date to go ahead for interviews on the 30th March and if necessary, Cllr. Porter will interview with Cllrs. Atwell and Millband.

**8.4 Audit 2020-2021**

**Agreed: Clerk to prepare audit papers with new Clerk and send to the Internal Auditor in readiness for the Parish Council in May. The Certificate will then be sent to the external auditors by the new Clerk.**

**The Internal Audit will be undertaken as usual by DB.**

**Proposed: Cllr. Millband Seconded: Cllr. Atwell**

**All Agreed**

**8.5 Emergency Pack**

This has now been delivered and is presently stored at Cllr. Barrie’s house. This will eventually be safely stored in the village hall. The pack contains numerous items to use in the event of an emergency including high viz jackets, two ways radios, torches, inhaler etc.

**9. Election/Council Vacancy**

9.1 The Clerk clarified the process involved when a vacancy occurs on the Council e.g., after period of the Legal Notice a co-option can take place.

9.2 The Chair thanked the Clerk for all her hard work and support over recent years supporting the Council, Parishioners and the Parish Council as a whole.

**10. Reports from Reps**

**10.1 Finance Group**

This group meets to review ongoing finance and to advise the Councillors in full Council to agree expenditure etc. and has met due to Covid but will resume asap.

**Agreed: Cllr. Porter to be part of this advisory group**

**10.2 Village Hall Committee**

It has not yet been possible to make contact with the committee formally. Once Committee meetings resume a representative will attend from the Council to improve communications.

**11. To be included on the next Agenda**

Welcome to the new clerk

Parish Meeting

Fence around the old Tree

Village Gates

**12. Date of next meeting**

**Annual General Meeting Tuesday 11th May 2021 Martin Village Hall 7.30pm**