# MARSTON MORETEYNE PARISH COUNCIL

**Minutes of the Finance & General Purposes Committee meeting of Marston Moreteyne Parish Council held by Zoom on Tuesday 1st December 2020, commencing 8.00pm.**

**Present:** Parish Councillors: Peter Neale (Chairman), Hugh Roberts, Janice Green, Carol Carter, Ted Pilbeam, Carole Yates & Robert Morris.
Officer: Mrs Hazel Trustam – Parish Clerk

20/11/338 **Apologies for absence**
No apologies were received.

20/11/339 **Declarations of interest**
No declarations of interest were received.

20/11/340 **Dispensation Requests**
No requests had been submitted.

20/11/341 **Public Participation**
No matters were raised.

20/11/342 **Minutes of meetings**
**It was resolved** to approve as an accurate record of proceedings, the minutes of Marston Moreteyne Finance & General Purposes Committee held on Tuesday 3rd November 2020. Proposed Cllr Green seconded Cllr Roberts. Agreed. (Minutes to be signed in person by the chairman when Covid-19 restrictions have been lifted).

20/11/343 **Matters arising from the minutes**
17/04/167 Community Emergency Plan: Cllr Neale and parish clerk to collate a list of community buildings and contacts.
20/01/019 Cemetery pedestrian notice: It was agreed to ask Cllr Banks if he might be able to replace it the backing board for the notice.
20/08/196.1 Play/Skate Park Area: Cllr Pilbeam had circulated a suggested approach to the shrinkage issue of the safety surfacing at Bedford Road. The main problem is down clay heave which cannot be prevented, therefore a solution to try to mitigate it is all that can be done. The suggested approach is to dig out the surrounds of the safety surfacing and overlap the join with topsoil. It was suggested that Lisa White be contacted to discuss possible solutions.

20/11/344 **Invoices for payment**
A list of receipts and payments was circulated. **It was resolved** to approve invoices for payment per Appendix 1 (attached). Proposed Cllr Morris, seconded Cllr Green. Approved.

20/11/345 **Budget 2020/21**
The clerk sent a draft budget to all members prior to the meeting which outlined adjustments made following discussions at the previous meeting. The budget reflected the committee's desire to maintain the Band D payment from 2020/21.
Cllr Neale had undertaken an audit of the Marston In Bloom planters and reported that whilst the majority are serviceable, approx. 7 are in a condition which will necessitate either repair or replacement. It was agreed that winter planting would not now go ahead. Members acknowledged that obtaining sponsors, on-going maintenance of planters and planting was hard work. Members agreed that the scheme needed re-vitalising and could be best achieved through a sub-committee or working party. Cllr Carter stated that both she and newly appointed Cllr Little would be willing to look at this in the New Year. It was agreed to discuss at the next full council meeting with a view to potentially taking this forward.
With the current economic situation, members discussed raising the grant allocation funding by £1,000.00. This was agreed, therefore raising the grant allocation funding to £2,000.00 for the budget 2021/22, with funding for the community building being reduced by £1,000.00.
With no further amendments, **it was resolved** to recommend the draft budget to full council at its meeting in January. The draft budget being £174,215.00 and precept £162,421.00.

20/11/346 **Marston Moreteyne Cemetery**
**Resolved** to approve quotation from Warner's of Bedford to trim both sides and top of perimeter hedge around cemetery to fence height and trim short section of hedge adjacent to 154 Station Road. Cuttings to be removed from site. Cost: £200.00 + VAT.

20/11/347 **War Memorial**

**Resolved** to approve quotation from Warner's of Bedford to trim both sides and top of conifer hedge behind war memorial and remove cuttings from site. Cost: £150.00 + VAT.

20/11/348 **Parish Council Noticeboards**

The clerk provided three quotations for the replacement of two noticeboards located at the Junction with Upper/Lower Shelton Road and junction of Bedford/Station Road. The clerk notified members of the allocated budget for the project.

Quotations sought were for:

- One double sided noticeboard (Station Road) and one single sided noticeboard (Lower Shelton Road)
- Each noticeboard to take 12 x A4 size and use magnets for affixing notices
- Include a header "Marston Moreteyne Parish Council"
- Include installation and carriage costs

Quotation A: £3,011.84 + VAT No option for installation

Quotation B: £1,964.70 + VAT Includes for installation

Quotation C: £2,755.00 + VAT Includes for installation

Members discussed the quotations and styles of noticeboard. Members agreed that the noticeboards be colour coated in black. It was resolved to award the order to Earth Anchors (Quotation C) at a cost of £2,755.00 + VAT.

20/11/349 **Play/Skate Park Areas**

The clerk circulated operational inspection reports for both Bedford Road and Lower Shelton play areas and skate park at Bedford Road. It was agreed to obtain costs for the following repairs:

- Straighten bottom bracket to enable gate to close (Gate close to Gyro Spiral, Bedford Road)
- Smooth rope ramp wooded edges and wood treat (Bedford Road)
- Repair weld to damaged 1.5m Straight Ramp at skate park

It was agreed that the following work be carried out as soon as practicably possible:

- Smooth and wood treat swing legs (Lower Shelton).

20/11/350 **Finance Correspondence**

The clerk advised that she had received notification that the parish council's bus shelter adjacent Brown's Close has been moved to Bedford Road with no prior notice. Investigation found that Central Bedfordshire Council (CBC) was responsible and apologised for not contacting the council to obtain permission. CBC had been carrying out an audit of shelters and fitting new ones, reconditioning others, and relocating some that no longer had public transport services serving them. The council's shelter was identified for relocating along Bedford Road where the main services operate. Ideally CBC would like the shelter to stay at its current relocated stop on Bedford Road as it believed that it serves public transport customers better.

It was established that the shelter is the one donated by the Howe family and has a memorial plaque attached to it. Members expressed annoyance at not being consulted prior to the move and believe the stop to still be served by children waiting for the school bus. It was agreed that it be requested that the shelter be returned to its original location adj Brown's Close with the memorial plaque.

There being no further business to transact, the meeting was closed at 9.13pm.

Appendix 1.

Invoices approved for payment

| Payee | Invoice No. | Description | Net £ | VAT £ | Total £ |
|---|---|---|---|---|---|
| Bedford Borough Council | 17970340 | November Payroll & payroll provision | ** | 2.55 | ** |
| Warners of Bedford | 14540 | Grass cutting & Litter picking | 1,134.00 | 226.80 | 1,360.80 |
| Bootsies Nursery | | Marston in Bloom & war memorial plants | 1,307.00 | | 1,307.00 |
| Anglian Water Business (National) Ltd | 8124910 | Cemetery water bill | 13.36 | | 13.36 |
| MJ Humphries | | Christmas Tree supply & deliver | 308.33 | 61.67 | 370.00 |
| CPM Playgrounds | 4023 | Operational inspections – play area | 92.00 | 18.40 | 110.40 |
| CPM Playgrounds | 4024 | Play area wet pour repairs | 650.00 | 130.00 | 780.00 |
| Royal British Legion | | Poppy wreath & donation | | | 100.00 |
| Mid Beds Citizens Advice Bureau | | Grant (20/09/227) | | | 500.00 |
| Anglian Water Business (National) Ltd | 8151089 | Allotment water bill | 48.24 | | 48.24 |

*(** Note: Salary/expense payments are excluded from publication due to protection by the Data Protection Act).*