MARSTON MORETEYNE PARISH COUNCIL

Minutes of the Finance & General Purposes Committee meeting of Marston Moreteyne Parish Council held at Church End Lower School, Church Walk, Marston Moreteyne on Tuesday 5th June 2018, commencing 8.00pm.

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

18/06/247 Election of chairperson
It was resolved: that Cllr Peter Neale be re-elected as Chairperson of the Finance & General Purposes Committee. Proposed Cllr Mrs Janice Green, seconded Cllr Roberts Agreed.

18/06/248 Election of vice-chairperson
It was resolved that Cllr Mrs Janice Green be re-elected as Vice Chairperson of the Finance & General Purposes Committee. Propsed Cllr Morris, seconded Cllr Roberts. Agreed.

18/06/249 Apologies for absence
Apologies for absence were received from Cllr Hyde. Reason provided.

18/06/250 Declarations of interest
No declarations were made.

18/06/251 Dispensation Requests
No requests had been submitted.

18/06/252 Public Participation

18/06/253 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 1st May 2018.

18/06/254 Matters arising from the minutes
17/03/117 Millennium Floodlighting: A. Muskett will quote for a meter in the New Year.
17/04/167 Community Emergency Plan: Cllr Neale and parish clerk to collate a list of community buildings and contacts.

18/06/255 Invoices for payment
A list of receipts and payments was circulated. **It was resolved** to approve the following invoices for payment

VSI Media Ltd	June edition diary & N Plan flyer delivery	£ 485.70
Copykatz Ltd	May & June diary & N Plan flyer printing	£ 444.00
Bedford Borough Council	April payroll	£ ** DD
Warners of Bedford	Grass cutting, empty litter bins & litter pick	£ 2,140.00
The Play Inspection Company	Play area annual inspections	£ 180.00

Approval of Clerk's mileage expenses and utility service allowance for period 1st December to 31st May 2018 £422.94

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

18/06/256 Play/Skate Park Areas
Reports from the Play Inspection Company were received following the annual inspections of the play and skate park equipment at Bedford Road and Lower Shelton. Risk categories were deemed as either low risk or very low risk.
Members noted that signage at the play areas would be beneficial and raised the question of creating a parish council logo. Cllr Morris agreed to contact Mrs L. Clark to ascertain if she would be able to design a logo.
It was agreed that the clerk collate an action plan for any items requiring attention and obtain costs.

18/06/257 Trees behind the War Memorial
A quotation had been sought from Warner's of Bedford for pruning the conifers behind the war memorial. The quotation was as follows
To reduce to 1.8m and trim both sides
Remove cuttings from site
Remove the dead conifer - Cost £125.00 + VAT.

Warners of Bedford advised that removal of the dead conifer would not leave a gap therefore a replacement tree would not be necessary.

Members agreed that given the development immediately behind the war memorial, the trees be trimmed to 8ft in height.

The clerk advised that there was no specific budget allocation to cover the above work. However, the grass cutting contingency budget could be used or alternative general contingency budget. **It was resolved** to accept the quotation from Warner's of Bedford and to allocate funds from the grass cutting contingency budget.

18/06/258 Cemetery

258.1 To consider amendments to cemetery fees list

The clerk proposed a change to the layout of the cemetery fees list to ensure clarity of fees. The proposed changes were duly agreed.

258.2 Grave depths

The clerk advised that double depth graves may be difficult to achieve in some areas of the cemetery due to the high-water table at certain times of the year. **It was resolved** to take no action now but continue to monitor the situation.

18/06/259 Village Litter Picking

With the cessation of the previous litter picking arrangements in the village, it was agreed that this was an ideal opportunity to review the litter issue across the parish and what methods are available to the parish council to create an overall plan to help improve the problem of littering.

Cllr Pilbeam suggested contacting Central Bedfordshire Council to see if the council subscribes to the Keep Britain Tidy campaign. Keep Britain Tidy may be able to provide help and guidance on this issue.
Matters for consideration included:

- Litter generated by shops & burger van
- Do larger shops have a corporate responsibility for combatting litter?
- Bins at shop areas are regularly full – can emptying be increased or a larger bin provided?

It was agreed that Cllr Pilbeam contacts Central Bedfordshire Council and/or the Keep Britain Tidy campaign for further information.

It was noted that the play and skate park area required regular litter picking to keep the area tidy and fit for purpose. **It was resolved** that Warner's of Bedford carry out a weekly litter pick at the play and skate park area at Bedford Road on a weekly basis until such time as a permanent solution is found. Cost £25.00 + VAT / visit.

18/06/260 Finance correspondence

The clerk reported that two complaints had been received by residents regarding the condition of the grass cutting in the churchyard. The clerk advised that one complaint had been dealt with satisfactorily and that she was meeting another resident later in the week regarding the second complaint.
The grass at the start of the season was growing considerably quickly in between cuts due to the weather conditions experienced. It was also considerably long prior to the first cut. Members noted that this has happened before and expressed a wish to examine ways of preventing problems from arising. It was agreed to investigate the advantages and costs of collecting the grass from the first cut. Action: Clerk to obtain costs.

There being no further business to transact, the meeting was closed at 9.10pm.