MARSTON MORETEYNE PARISH COUNCIL

Minutes of the Finance & General Purposes Committee meeting of Marston Moreteyne Parish Council held on Tuesday 2nd December 2025, in the Francis Keep Room at Marston Moreteyne Community Centre, Great Linns, Marston Moreteyne, MK43 0DD commencing 7.30pm.

Present: Councillors Ted Pilbeam (Chairman), Carol Carter, Janice Green, Robert Morris & Hugh Roberts
In attendance: Officer: Mrs Hazel Trustam – Parish Clerk

A minute of silence was observed following the sad passing of Mr Eric Robinson MBE (Royal British Legion) and former Central Bedfordshire Ward Councillor Caroline Maudlin.

Minute Reference	Agenda Item	Power	Action
25/12/458	**Apologies for absence** No apologies for absence were received.	Local Government Act 1972, Part V, s85 (1+2) & Sch 12, Part VI, p40	Parish Clerk to keep on file
25/12/459	**Disclosure of local and/or disclosable pecuniary interests** No interests declared.	Localism Act 2011, Sch 7, s31	N/A
25/12/460	**Dispensation Requests** None.	Localism Act 2011, Sch 7, s33	N/A
25/12/461	**Open Forum** No matters raised.	Public Bodies (Admissions to Meetings) Act 1960, s1 (1).	N/A
25/12/462	**Minutes of meetings** **It was resolved** to defer approval of the minutes of 4th November to the next meeting	Local Government Act 1972, Sch 12, Part VI, p41 (1)	Parish Clerk to keep on file
25/12/463	**Matters arising from the minutes – for information only.** **It was agreed** that the report would be deferred to the next meeting. Members discussed discrepancies between Central Bedfordshire Council's grass-cutting mapping system and the actual grassed areas requiring maintenance. Members felt that a parish-wide map identifying grassed areas and responsibility for cutting would be beneficial.	N/A	N/A
25/12/464	**Invoices for payment** A list of receipts and payments was circulated. **It was resolved to** approve payments. See Appendix 1. Proposed Cllr Morris, seconded Cllr Green. Agreed.	Joint Panel on Accountability and Governance for Smaller Authorities in England 2024.	Parish Clerk to arrange payments
25/12/465	**Community Centre** (a) <u>Defects report</u> An up-to-date verbal report (31.11.25) regarding defects reported to BDW and subsequent action taken, was provided. (b) <u>Repairs & Annual Inspections</u> The following reports were received: Lightening Protection test and inspection carried out in November 2025. £295.00 + VAT. Report on Epsom printer. Recommendation to inspect for repair as printer currently not working. Cost £35.00.	Local Government (Miscellaneous Provisions) Act 1976, s19. Local Government Act 1972, s133.	

Chairman Signature ……

Date ……

	Water Cooler. Recommend service and maintenance. Cost £49.99 + VAT for 6 monthly servicing including filter change. **It was resolved** to agree the above costs.		
25/12/466	**Budget 2026/27** Draft figures for the 2026/7 budget and precept were circulated prior to the meeting. The parish clerk advised that some figures were approximate but that accurate figures were expected to be provided shortly. These would be fed into the draft budget. It was agreed that the creation of a strategic plan working alongside the budget would be beneficial. It was agreed that the draft budget be considered again at the January meeting before being finalised and recommended to full council at its next meeting.	Local Government Finance Act 1992 s41 Financial Regulations	
25/12/467	**Correspondence** To receive any correspondence and resolve a suitable course of action.	N/A	
	There being no further business to transact, the meeting was closed at 8.32pm.		

Chairman Signature …….

Date ……

Appendix 1. Invoices for consideration (December 2025)

Payee	Invoice No.	Description	Net £	VAT £	Total £
HMRC		PAYE & NIC contributions for November	**	0.00	**
Bedfordshire Pension Fund		Employer & Employee pension contributions for November	**	0.00	**
BT PLC	M045 XU	Telephone/Broadband at Community Centre	76.39	15.28	91.67
Warners of Bedford	18451 18441 18476	Grounds maintenance at community centre (November) Grass cutting contract Wildflower ground clearance, repair works to damaged outside green space	250.00 203.00 1800.00	50.00 40.60 360.00	300.00 243.60 2160.00
Bedford Borough Council	20965163	Bin Hire	128.10	25.61	153.71
Ian Deavin	201	Tai Chi sessions. 4 x November 2025	280.00	0.00	280.00
Edge IT Systems	39005	Booking system – monthly rolling contract (10.12.25-09.01.26)	47.08	9.42	56.50
Viking Payments	4410138027 4410143582	Stationery Stepladder	15.90 189.99	3.18 38.00	19.08 227.99
Techies Ltd	7992 8257	Microsoft 365 (Monthly invoice) Data protection	53.25 3.80	10.65 0.76	63.90 4.56
ACE Fire & Security	211945	CCTV Maint contract Jan26-Jan27	336.00	67.20	403.20
Fire Response (UK)	35855	Fire alarm service & sundries	117.30	23.46	140.76
Robinson & Hall	115183	Professional services	1,683.20	336.64	2,019.84
Andy Muskett Ltd	6092	Christmas lighting	840.00	168.00	1,008.00
LA Clarke		Community centre expenses	38.83	0.00	38.83
The Gadsden Band		Attendance at VE, VJ and Remembrance Sunday	175.00	0.00	175.00
Royal British Legion		Poppy wreaths VE, VJ, Remembrance Sunday plus donation	160.00	0.00	160.00
MJ Petty Ltd	2057	Gritting	130.00	26.00	156.00
Lightning Strike Ltd	12091	Annual Lightning Protection Test & Inspection	290.00	58.00	348.00
Bedford Leadwork Ltd	2025/3203	Replace broken roof tiles above outside store & canopy	625.00	125.00	750.00
Water Plus	WPINV10790559	Community centre water	99.43	19.89	119.32
Npower Commercial Gas Ltd		Streetlight electricity for the period 01.04.24 to 31.03.25	1,386.24	60.31	1,446.55
Payments between meetings					
Staff salaries		November salaries	**	0.00	**
Crown Gas Power	3723453	Gas for community centre. Oct (Direct Debit payment).	427.08	85.42	512.50
Crown Gas Power	117853	Electricity for community centre. Oct (Direct Debit payment)	847.18	169.44	1,016.62
Rialtas Business Solutions Ltd	SM32106 SM32106	Annual support & maintenance – Cemeteries software Annual support & maintenance – Alpha software	435.00 203.00	87.00 40.60	522.00 243.60
T2TM Ltd	0071	Traffic management – Remembrance Sunday	1,580.00	316.00	1,896.00
Various		Hall deposit refund	580.00	0.00	580.00

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

Chairman Signature ……

Date ……