



The Clerk may be contacted at: Tel: 07721520880 or Email: clerk@martinparishcouncil.gov.uk

**Notice of the ANNUAL MEETING OF MARTIN PARISH COUNCIL to be held at
BLANDFORD HALL, MARTIN on Monday 19th MAY 2025 commencing at 7.00pm.
All Councillors are hereby summoned to attend. All members of the public are welcome to attend**

Item No	Item	Description	Actions
25-057	Election of Chairman	To elect the Chair and receive the signed Declaration of Office.	To elect
25-058	Election of Vice Chairman	To elect the Vice Chair and receive the signed Declaration of Office.	To elect
25-059	Apologies for Absence	To receive and record.	To record
25-060	Declaration of Interest Forms	To receive confirmation from all Councillors that Declaration of Interest forms are up to date.	To record
25-061	Councillors' Declarations of Interest	Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Code of Conduct for Members and by the Localism Act 2011.	To declare
24-062	Open Public Forum	The public is invited to speak on matters relevant to the meeting.	To record
25-063	Minutes of Previous Meeting	For Approval & Signature. Meeting held 7 th April 2025.	To record
25-064	Matters Arising	All items have been actioned or will be reported on later in the meeting with the exception of the following from 7 APR 25: 25-050 - VE Day a success with many members of the public gathering with their picnics and enjoying the commemorative bell ringing from All Saints Church. 25-051.1- Clerk still trying to source signs for the reverse side of the SID. Will report again at next meeting. 25-052- Additional information: Problem dogs (such as those that bite or attack) can be reported to the police on 101. Lost, found or stray dogs can be reported to the dog warden at dog.warden@NFDC.gov.uk. Dog fouling can be reported to 023 8028 5000. There is a £50 fine for dog fouling. Clerk to add to website	To record
25-065	Standing Orders	To review and adopt the Parish Council's Standing Orders. NALC changes to section 14 . 14a, 14b, and 14c have been removed.	To review and approve

25-066	MPC Policies & Procedures	To review and re-adopt the following Parish Council policies and procedures: Privacy Notice Code of Conduct Complaints Procedure Disciplinary Procedure Grievance Procedure Recording of Meetings policy Small Grants Policy ICO Model Publication Scheme MPC Freedom of Information Publication Scheme Fees Pre-paid Card Policy	To review, approve and record
25-067	Recreation Ground and Highways	25-067.1 -To receive the latest safety inspection report for the playground. 25-067.2 -Update on cleaning of Townsend Lane. 25-067.3 - To decide on the amount of bark for the playground. To agree an amount to be sent to the equals card to pay for the bark. 25-067.4 -To have an update on the street drains of Martin Road.	To record To record To discuss and decide To record
25-068	Taxi Share Service	To discuss if anything can be done to help save the taxi share service.	To discuss and decide
25-069	Speed Watch	To discuss how to recruit and train more people for Speed Watch	To discuss and decide
25-070	WhatsApp Group and Resilience Planning	To discuss the creation of a WhatsApp group for use of the Council as part of resilience planning.	To discuss and decide
25-071	Litter Pick	To discuss if the Council can arrange a litter pick for Martin	To discuss and decide
25-072	Affordable Housing Advisory Group	To discuss and decide what kind of advisory group to create for the design phase of the Affordable Housing Project and to agree to a term of reference for the group.	To discuss and decide
25-073	Planning and Tree Works	Details of the following planning applications and tree works can be found on https://www.newforest.gov.uk/planning. 25-053.2 To ratify the recommendation of 'No Objection' to the following Tree Works application <i>CONS/25/0203</i> <i>Norway Spruce x 1 Reduce</i> <i>6 St Georges Cottages, Martin Road, Martin, Fordingbridge, SP6 3LQ</i>	To decide
25-074	Annual Insurance	To discuss and decide on an insurance policy starting 1 June 2025. To decide if for 1 year or 3 years.	

25-075	Clerk's Report & Financial Matters	25-075.1-To complete and sign the Certificate of Exemption for the Annual Governance & Accountability Return 2024/25 Form 2 25-075.2- To note receipt of internal auditor's report)and agree on any actions 25-075.3 -To complete and sign the Annual Governance Statement of the Annual Return (Section 1) 25-075.4 -to Approve the Annual Return Explanation of Variance and Agree to the dates of the Exercise of Public Rights 25-075.5-To approve payment of the following accounts: • Playsafety Ltd for annual playground inspection for no more than £120.00 • Do the Numbers Ltd for internal audit 2025 : £160.00 • To continue the DD payment to HMRC on a quarterly basis. • Banking service charges of £4.25 monthly starting in April • To adjust the standing order for the clerk to reflex new tax code from HMRC. This reduces the amount of the standing order. Starting from June. • May payment to clerk to reflect over payment in April due to not changing standing order in time. 25-075.6 – These payments to ratify. • Payment to HMRC for taxes and NI of £160.60 in April 2025 25-075.7-Clerk's report to the council.	To discuss and record To discuss and decide To decide To decide To decide To decide To ratify To record
25-076	Cllr Janet Richards	To receive Cllr Richard's report on her role on NFDC.	To receive and record
25-077	Minor Matters and Items for Next Agenda	Councillors to report minor matters and items for future agendas.	To record
		<i>Date of Next Meeting: 23 June 2025 at Blandford Hall</i>	
	Posted: 12 th May 2025	<i>Melissa Hildreth</i> Clerk - Martin Parish Council Sweetapple Barn, Sillens Lane, Martin SP63LF clerk@martinparishcouncil.gov	