

**MINUTES OF THE MEETING OF
MARTIN AND MARTIN DALES PARISH COUNCIL**

Date and Time: Tuesday 2nd September 2025 7.30pm

Location: Martin Village Hall

Cllrs Present
Will Jenkins - Chair (WJ)
Clare Cowen (CC)
David Busby (DB)

Cllrs Not Present
Bobby Neaum Apologies received
Will Stephenson Apologies received
Stuart Quinn

In Attendance
County Councillor Rob Kendrick (RK)
5 Parishioners 1 Visitor to the parish

Minute Ref	Actions from This Meeting	Action By	Completed
PS	Plastic Liners to be requested for new litter bins	Clerk	
PS	Chase up dog poo signs and 40mph	Clerk	
5	Standing orders to be updated and agreed to include HR committee emails etc.	Clerk/All	
8.2	Signs to be chased from the Road Safety Partnership (RSP)	Clerk	
8.3	Parishioner to be trained for park inspection Soil to be ordered and rabbit holes filled	WJ CC	
8.4	Parishioner to be trained to inspect defib and code to be removed from cabinet	WJ	
8.	Groundwork maintenance schedule be prepared for quotes for the 2026	Clerk	
8.6	Update to be given to Council re: woodland carbon credits	WJ	
8.7	Schedule/contract to be drafted for January 2026 with options for litter picking	Clerk	
8.8	Website review to take place asap	Clerk Webmaster	
8.10	Quotes to be obtained for phone to ensure separate number for Parish Council business	Clerk	
8.11	Finance group to meet in November for governance and to review fund raising options	All/Clerk	
8.14	Bulbs to be ordered	WJ	
8.15	Dates to be agreed for appraisal with Clerk – twice a year	DB CC Clerk	
8.16	Civility and Respect Pledge to be send again to Council	Clerk	
8.17	Guidance on garden fires to be put in newsletter	Clerk	
8.18	30 Poppies to be purchased for Remembrance	Clerk	
8.19	Christmas Tree to be ordered for end of November	Clerk	

8.20	Letter to landowner re: footpath	Clerk	
9.1	Transfer sum listed from woodland to current	Clerk	
9.1	Transfer sum from current to reserve account to allow for purchase of equipment	Clerk	

Minute Ref	Actions Not Closed from Last minutes	Action By	Completed
	Signs	Clerk	
	Playpark rabbit holes	CC	
	Website – updating continues	CC/WM	
	SID	WJ	
	Training for Inspections	WJ	
	Benches for Martin Dales	SQ	
	Facebook	Clerk	
	Civility Pledge	All	

Minute Ref	Minute Commentary	Action By
1	<p><u>Welcome and Public Session</u></p> <p>Items raised by Parishioners. Parishioner asked questions re: funding to village hall and litter picking – current arrangements explained and on the agenda. Planning Application – No objection from the Council Dog Poo Bin – Bin Liners Requested Plans for shop in the village – a visitor to the village is very interested in opening a shop in the village. Thoughts of the PC and parishioners are being sought over the next few months. The front would not be changed but another door may be used. The suggestion was positively received by those present.</p>	Clerk
2	<u>Co-option</u> None	
3	<u>Apologies</u> BN and WS	
4	<u>Declaration of Interest</u> None	
5	<p><u>Previous Minutes 1st July 2025</u></p> <p>Amendment confirmed on access to emails etc.</p> <p>Proposed: WJ Seconded: DB All Agreed</p>	
	<p>Matters Arising Access to emails: It was clarified that access to incoming emails to the Clerk’s email when on leave will be made available by creating an email for which councillor(s) can receive forwarded emails. As suggested by LALC a sealed envelope to be created with access info in the unlikely but possible event of unexpected absence of Clerk. Agreed: A new email account to be created during this time. admin@martinandmartindales-pc.gov.uk.</p>	

