

## Minutes of the Old Marston Parish Council Meeting held on the 3<sup>rd</sup> February 2020 in the Mortimer Hall at 7:00pm.

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Present:

**Parish Council:**

Duncan Hatfield (DH) – Chairman

Pat Hall (PH) – Vice-Chairman

Louise Milford (LM)

Mary James (MJ)

Peter Cox (PC)

Alan Spence (AS)

Alistair Morris (AM)

Mick Cadd (MC)

Peter Williams (PW)

Mick Bates (MB)

Charlotte Vinnicombe (CV)

Tim Cann (Clerk)

**Oxford City Council:**

Cllr Mick Haines.

**Members of Public: 5**

**20/02/01** No one intended to record the proceedings of the meeting.

**20/02/02 Apologies for Absence:** Parish Councillor Michael O’Keefe – Recovering from Operation, Parish Councillor Charlotte Vinnicombe – Prior Engagement, County Councillor Mark Lygo – Prior Engagement, City Councillor Mary Clarkson – Prior Engagement.

**20/02/03 Website, Facebook and other social media:** DH informed the meeting that he had recently updated the information.

**20/02/04 Public, County & City Councillors & Thames Valley Police participation (if any requests received)**

a. **Thames Valley Police:** None.

b. **County & City Councillor Reports:** **City Councillor Mick Haines** informed the meeting that a CPZ system could be operational by September this year on the South side of the parish (Carters Estate). There is an Access to Headington meeting on the 18<sup>th</sup> February and a Police meeting on the 6<sup>th</sup> February. He is still working on the potential flooding and his petition for the multi-storey car park at the John Radcliffe Hospital is going well.

Although neither **City Councillor Mary Clarkson** nor **County Councillor Mark Lygo** could attend the meeting, they sent a report which the Clerk read out.

- ‘The issue of the potholes at the Little Acreage and Elsfield Road junction has been raised and have put it on the list for repair.
- There have been lots of concerns about the signage for the gas works. Mark and Mary have raised this with the County Council and they are looking into this. What we want to avoid is car drivers thinking they can get all the way through the Village and then manoeuvring dangerously by the Red Lion and Boults Lane.

Signed by the Chairman.

- Mary is going to ask for bollards to be put round the trees on either corner of the Arlington Drive/ Raymund Road junction. Residents have said that both the newly planted bulbs and trees are being damaged by cars parking on the grass during the school run.
  - There was a walkabout with Mark, Mary, two A2H officers and the Clerk around Marsh Lane and Cherwell Drive to assess issues.
  - The first stage of the Residents' Parking Scheme (still erroneously referred to as 'New Marston') is to be in place by the end of the year, with the second stage, Old Marston Village, following in mid-2021. Mary is keen that there is as little a gap as possible between the two phases because the Village cannot cope with any more commuter parking.
- c. **Public: A member of the public** spoke about the planning application for 139 Oxford Road. He is very concerned about the parking arrangements and overdevelopment.

**Another member of the public** spoke about the plan to bus gate the Marston Ferry Road. It is a tax on the less well off who need to drop their children at school before going straight on to work. He also mentioned the planting of bulbs on the grass verges in Raymund Road. The location of the bulbs also drastically affects the cutting of the verges and make the whole area look unsightly.

**20/02/05 Minutes of the Parish Council Meeting held on 6<sup>th</sup> January 2020.** It was **RESOLVED** these are a true record.

**20/02/06 Matters Arising (omitting those for which an agenda heading follows):**

- **Youth Council:** Elaina Philips from the British Youth Council is out of action for several weeks. The Clerk now has another contact.

**20/02/07 Operational Checks:**

- It was confirmed that the weekly operational checks on the defibrillator had been carried out.
- It was confirmed that the monthly Safety checks on the play equipment had been carried out.
- **Swan School:** Tony Harris, of GallifordTry, gave an update: 'SSE arrived today to commence works to the HV Cable install, the sub-contractor working for SSE deemed that it was not safe to carry out these works as planned by SSE. Moving forward the plan is now to excavate in the access road and not on the grass verge as originally planned,

Friday 7<sup>th</sup> Feb, sawcut in access road, full access will be available to Meadowbrook College during these works,

Sat & Sun 8<sup>th</sup> & 9<sup>th</sup> Feb, excavate and install ducts, backfill following install,

The footpath will have full access during these works. We have informed Meadowbrook College and they are okay with the planned works at the weekend,

Signed by the Chairman.

As mentioned in a previous email that GallifordTry have no control over SSE works that are outside of our site boundary we, however, shall monitor the works and ensure that disruption is minimal,

We shall inform residents in Raymund Rd and Arlington Drive of the changes.'

#### **20/02/08 Governance & Administration:**

- Policies – The Council went through the amendments and **RESOLVED** to accept the necessary changes.
- Council Logo – After some discussion it was **RESOLVED** to adopt the graphics currently used on letter headings.

7:55 CV joined the meeting.

**20/02/09 Environment Committee:** To review the minutes of the meeting of the Environment Committee held on the 20<sup>th</sup> January 2020 where the following recommendations were made:

- **Open Meeting:** It was **RESOLVED** to accept the notification and questionnaire which had been circulated. The Clerk will get 2,000 printed ready for the March Council meeting. It was also **RESOLVED** to accept the offer from Jane Wilson, Chair of Court Place Farm Allotments Association, of help delivering with the understanding that they had a flier promoting the allotments to be delivered also.

#### **20/02/10 Pavilion, Recreation Grounds & Cemetery:**

- It was **RESOLVED** to accept the tender of £2,500 to erect the original metal fencing around the play area.
- AS informed the meeting that PC, himself and the Clerk met with representatives from Maylarch to resolve a plan to start work. Work should start early March, will take approximately 7 – 10 days when vehicle access will not be possible on the access road. However, access will be available at weekends. Before this a plumber will cap off the water supply to the old building. It was asked if adequate signage will be erected making people aware of the work.
- School Lane: After some discussion it was **RESOLVED** that the Clerk will contact tenderer for hedging to see if he can do the work.
- Cemetery Rules: It was **RESOLVED** to amend the ruling on internment of ashes from: 'Internments will be in the centre of an area 70cms square, which will be dug by our approved grave digger. Caskets and vases are not permitted, ashes being poured into a hole allowing a soil cover of 20cms to allow for second family internment.'

To 'Internments will be in the centre of an area 70cms square, which will be dug by our approved grave digger. Ashes may be interned either in suitable caskets or vases or poured into a hole allowing a soil cover of 20cms to allow for second family internment.'

Signed by the Chairman.

**20/02/11 Road Sign Cleaning:** It was **RESOLVED** to do the cleaning on the same day as the OXCLEAN, Saturday 29<sup>th</sup> February at 10am.

**20/02/12 Finance:** Bank balance as at 03/01/2020 –

Current Account £44,295.16	Business Reserve A/c £3,756.85
Newbury Building Society A/c £84,329.86	CiL Money: £19,117.28
Skipton Building Society A/c £5,000.00	Petty Cash £33.54

The following accounts to be paid:	£ Incl. VAT
Clerk's Pay Including Expenses, Pension, etc. – January 2020	
Total Pest Control (Quarterly Charge)	177.60
MP Security (Repair to Faulty Sensor)	138.00
OALC (Chairmanship Training - AS)	108.00
OALC (Parks & Play Area Training – AS, MJ, Clerk)	324.00
OALC (Charitable Trust Training - Clerk)	108.00
OALC (Planning Training – LM, MJ, AS)	180.00
Restore (8 x Bird Boxes)	100.00
Seiretto (Renewal of Website & Email Hosting)	178.80
SLCC (Cloud Computing Training - Clerk)	36.00
Castle Water (Cemetery Water)	5.67
CommunityFirst Oxfordshire (2020 Membership)	75.00
SLCC (Environment Advisory Webinar Series 1)	72.00
<b>TOTAL</b>	<b>£3,054.42</b>
<b>Petty Cash Expenditure:</b>	<b>£0.00</b>
<b>INCOME :-</b>	
Marston Village Hall (MH 2020 Rent)	00.05
Reeves & Pain (Internment of Ms MacLamon Ashes)	75.00
<b>TOTAL</b>	<b>75.05</b>

Signed by the Chairman.

It was **RESOLVED** to accept these accounts.

- **Expenditure v Budget & Income:** The Clerk read through the data on the attached spreadsheet.
- **Interim Auditor Report:** The Clerk read the Internal Auditor's report, attached, and agreed to forward a copy to the Council.

#### **20/02/13 Planning:**

**a. Applications considered between meetings: - NONE**

**Decisions:**

18/03048/FUL – Manor Farm, 15A Mill Lane – **WITHDRAWN**

**Awaiting Decisions:**

18/01549/FUL – 20 Raymund Road

19/02159/FUL – Hill View Farm

19/03117/FUL – 4 Rimmer Close

19/03175/FUL – 21 Haynes Road

**Applications to be decided:-**

**19/03151/FUL – 8 Haynes Road** – Erection of a single storey rear extension. Erection of two storey side extension to create 1 x 2 bed dwelling (Use Class C3) and provision of parking, bin and cycle store. (Amended Description) (amended plans) – **NO OBJECTION, ALTHOUGH CONCERN REGARDING PARKING PROVISION.**

**19/03288/FUL – 33 Elms Drive** – Erection of a single storey garden building – **CONCERN WITH HEIGHT.**

#### **20/02/14 Items of an urgent nature which have come to the Clerk's attention since the Agenda was set:**

**19/03361/FUL** – 139 Oxford Road - Erection of single storey outbuilding to the rear to be used as ancillary accommodation to the main dwelling. – **OVERDEVELOPMENT, CONCERN OVER PARKING PROVISION. ASKED FOR IT TO BE CALLED IN.**

#### **20/02/15 Information sharing (including correspondence)**

Rural Services Network Digest etc,

- OALC January 2020,
- Headington & Marston Community Forum notes of meeting 8<sup>th</sup> November 2019,
- Key Correspondence via email with/from Clerk.
- OXCLEAN is on the 29<sup>th</sup> February 2020.
- AM informed the Council that the OXCLEAN event clashes with an event in Croft Road Recreation Ground.
- Julian Cooper was unable to attend the February meeting so it was agreed he would be invited to the March Council meeting.

**MEETING CLOSED: 9:01pm**

Signed by the Chairman.