



Old Marston Parish Council

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Members of the public and press are welcome to attend the following meeting unless precluded by the Parish Council by resolution during the whole or part of the proceedings. They may address the parish council on any matter of council business during the time allotted at the beginning of the meeting for public participation.

Anyone wishing to speak must give prior notice with name and address to the Clerk before the meeting starts.

No member of the public or press shall speak for more than 5 minutes unless the Chairman so declares and the total time for public participation is 20 minutes. There is no entitlement to speak at any other time during the meeting.

An issue raised shall not require a response at the meeting nor start a debate. The Chairman may direct that an oral or written response be given or that a note be made for later action.

A record of public participation may be included in the Minutes and if any actions are required they will be reported on at the next meeting.

You are invited to the ANNUAL MEETING of OLD MARSTON PARISH COUNCIL to be held at **7:00pm** on **Monday 20th May 2019** in the MORTIMER HALL, Oxford Road, Old Marston, Oxford OX3 0PH when the following business will be transacted.

Yours faithfully

Tim Cann.
Parish Clerk

13th May 2019

Councillors are requested to declare any prejudicial interest they have in any of the items.

Requests from members of the public to speak: Please note you are required to complete a brief slip and return to the Clerk prior to speaking and no member of the public or press shall speak for more than 5 minutes unless the Chairman so declares and the total time for public participation is 20 minutes.

AGENDA

1. Election of Chairman & Declaration of Office.
2. Election of Vice-Chairman & Declaration of Office.
3. Acceptance of Office from Councillors by signing declaration.
4. Request if anyone is intending to record the proceeds of the meeting, if so has any member of the public any objections in being included.
5. Apologies for absence and approval by Council
6. Web Site, Facebook and other social media
7. Public, County & City Councillors & Thames Valley Police participation (if any requests received)
 - a. Thames Valley Police
 - b. County & City Councillors Report(s)
 - c. Public
8. Approval of the Minutes of the meeting on the 1st April 2019
9. Matters arising omitting those for which an agenda heading follows:-

10. Operational Checks:

- Confirmation that the weekly operational checks on the defibrillator have been carried out and any faults reported.
- Confirmation that the monthly Safety checks on play equipment have been carried out and any faults reported.

11. Swan School Update:

- www.marstonschools.com
- info@marstonschools.com
- Construction Consultation Plan

12. Recreation Grounds & Cemetery & Pavilion:

a. Boult's Lane Play Equipment:

To review the minutes of the joint meeting between the Pavilion Committee and Recreation Grounds & Cemetery Committee held on the 17th April 2019 where the following recommendations were made:

- To accept the electricians tendering for old pavilion meter of £526.50.

To have the following pieces of play equipment:

- Climbing frame including a slide,
- 2 x swings
- 2 x Junior/Baby Swings
- Round-a-bout
- Obligatory safety surfacing around each
- No wooden equipment.

b. Request for Burial plot for Mr Holvey.

13. Finance: a. Bank balance as at 07/05/2019 –

Current Account £38,560.04 Petty Cash £66.80
 Business Reserve Account £3,751.39 Newbury Building Society Account £119,329.86

The following accounts to be paid:	£ Incl. VAT
Clerks Pay Including Expenses, Pension, etc. – April 2019	
BGG (Litter Picking for March 2019)	66.00
OALC (Risk Management Course)	108.00

OALC (Strategic Planning for Parish Councils)	108.00
ICCM (2019/20 Membership)	95.00
Castle Water (Cemetery water use for March 2019)	12.62
DM Payroll Services Ltd (Annual charge)	81.00
Oxford Green Belt Network (Annual Membership 2019)	15.00
Staples (Stationery)	157.75
Total Pest Control (Quarterly Charge)	177.60
TOTAL	£2,377.38
Petty Cash Expenditure:	
Oxford City Bus (Clerks Fare to Monitoring Officer meeting)	3.70
TOTAL	£3.70
INCOME :-	
Oxford City Council (Half Year Precept)	34,285.78
Reeves Memorials (Memorial for B.J. Bennett)	100.00
TOTAL	£34,385.78

b. Transport: Last year the Parish Council gave a grant to Aspire for membership for parishioners with restricted mobility. Membership was £35, per year per member, last year but has now increased to £50. It has been trialled previously at Bradlands, in Mill Lane, however, this stopped as only 1 resident used the service regularly and Aspire said it was unviable. Interest at Bradlands is still the same so for 6 parishioners would cost £500. Council need to decide whether it wishes to continue this service.

14. Appointment of members into existing Committees:

- a. **Planning Committee & Chairman** (Currently Mick Cadd, Pat Hall, Mary James & Mick Bates)
- b. **Recreation Grounds & Cemetery Committee.** (Currently Peter Cox, Pat Hall, Alistair Morris, Mick Cadd, Alan Spence)
- c. **Pavilion Committee** (Currently Mick Bates, Mick Cadd, Michael O'Keefe, Alan Spence)
- d. **Staffing & Standards Committee** (Currently Peter Williams, Duncan Hatfield, Peter Cox, Pat Hall)
- e. **Finance Committee & Chairman** (Currently Pat Hall, Mick Cadd, Mary James, Louise Milford)

15. Review of representation on or work with external bodies and arrangements for reporting back:

- a. **Mortimer Hall** (Currently Michael O'Keefe)
- b. **OXS RAD** (Currently Mick Cadd)
- c. **Public Transport** (Currently Nils Bartleet)
- d. **Green Belt** (Currently Peter Williams)
- e. **Parish Forum** (Currently Alistair Morris)
- f. **Community Forum** (Currently Alistair Morris)
- g. **OALC Executive Committee:** The Oxfordshire Association of Local Councils is looking for a representative from an Oxford City Parish Council. The Executive Committee meeting four time each year on a Monday afternoon, usually in Kidlington, plus an evening AGM in July. They need people who can see the bigger picture into which town and parish councils fit, with skills in finance, personnel and local government.

16. Appointment of any new committees

17. Review of delegation arrangements to committees and staff.

18. Review of the terms of reference for committees

19. Review of the council's and/or staff subscriptions to other bodies:

Currently –

Oxfordshire Association of Local Councils (OALC),
Society of Local Council Clerks (SLCC),
Association of Local Council Clerks (ALCC),
Oxfordshire Green Belt Network,
Institute of Cemetery & Crematorium Management (ICCM),
CommunityFirst Oxfordshire.

20. Planning:

a. Potential Development of Lower Elsfield Planning

b. Applications considered between meetings: - NONE

Decisions:

19/00234/FUL – 24 Ashlong Road – APPROVED

19/00288/FUL – 17 Haynes Road – APPROVED

19/00233/FUL – 60 Mortimer Drive – REFUSED

19/00239/FUL – 29 Mill Lane - WITHDRAWN

Awaiting Decisions:

18/01549/FUL – 20 Raymund Road

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

18/03385/FUL – Cumberledge House, Cumberledge Close

19/00220/FUL – 1A Mortimer Drive

19/00548/FUL – 2 Haynes Road

Applications to be decided:-

19/00830/FUL – 120 Arlington Drive – Conversion of garage to habitable space. Alterations to existing pitched roof to flat roof and alterations 1no. window to front elevation.

19/00840/FUL – 13 Park Way – Erection of a single storey front extension.

21. Local Environment:

a. Email dated 29th April from Marston Community gardening Group re tree work

b. Email dated 30th April from Alistair Morris re Orchard Triangle

c. Email dated 2nd May from Alistair Morris re various items:

i. See item 16 above.

ii. Already dealt with under item

iii. Support already given in grants. Council willing to look at any firm proposals made.

iv. Again Council willing to look at any firm proposals made

v. Council can only delegate to an officer, a committee or another authority

vi. Again Council will look at any firm proposals made.

d. Email dated 3rd May from Alistair Morris re various proposals:

1) a. Plant a total of 10 trees a mixture of Alders and Birch in paddock at rear of Cemetery.

2) To stop mowing the paddock at the rear of the Cemetery.

2) b. Marston Community garden to plant 6 fruit bushes in Orchard Triangle

3) Free top soil and wood chippings available from Orchard Triangle.

22. Plus anything of an urgent nature which comes to the Clerk's attention since the agenda was set.

23. Information sharing (including correspondence)

Rural Services Network Digest etc,
OALC Newsletter April,

Marston Times Article

School Lane street lighting awaiting report from County Council,

- Newspaper clipping regarding the Jack Russell headlined “Owner of pub site says ‘work will go on’”
- Letter from Oxford City Council stating due to lack of funding the ‘Community Noticeboard’ service will stop,
- Letter to the Post Office expressing the Council’s concerns on it being closed and the effect on local residents,
- Email from member of the Elsfield Parish meeting regarding Stowood Otmoor Bernwood Proposal,
- Copy of the Councils response to the SODC Local Plan 2034,
- Notification of Planning Appeal: 18/02315/FUL – 9 Gordon Close – Demolition of existing garage. Erection of a two storey side extension to create 1 x 1 bed dwelling (Use Class C3). Provision of bin and cycle store. – The applicant has appealed to the Secretary of State against the City Council’s refusal.
- Email from Lucy Murfett chair of St Nicks TAG with regard to School Lane parking & Clerks response
- Email from Anuj Bhatt regarding the missing bollard at the end of School Lane by St Nicks School
- Email from Rebecca Hazel of MCG
- Marston Community Gardening Group annual Report

24. Date of next meeting : -

Monday 3rd June 2019 in Mortimer Hall at 7:30pm