



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 MEETING of OLD MARSTON PARISH COUNCIL to be held at **7:00pm** on Monday 1st July 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

25th June 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. 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.**
- 2. Apologies for absence and approval by Council**
- 3. Web Site, Facebook and other social media:**

The Government are bringing in legislation where all public websites, which includes Local Authorities, must meet a 'required accessible standard'. This basically means anyone with a disability, who wants to, must be able to access the information on your website. Some of this comes into force in September 2019 although most is not until September 2020. The Clerk has attended two webinar sessions so as to assess the Council website. An 'Accessibility Statement' needs to be written stating:

 - What is accessible,
 - What is not accessible,
 - What is being done to make it accessible and a time frame.
- 4. Public, County & City Councillors & Thames Valley Police participation (if any requests received)**
 - a. Thames Valley Police
 - b. County & City Councillors Report(s)
 - c. Public
- 5. Approval of the Minutes of the meeting on the 3rd June 2019**
- 6. Matters arising omitting those for which an agenda heading follows:-**
 - Insurance cover of tablets – The current insurance policy has a 'Property away from premises' schedule which Came & Co advise the Clerk covers the tablets while in the possession of Councillors.
 - Cutting of the grass of the Orchard Triangle is part of the current contract, I am trying to discover why this has not been done in the past, however Council needs to decided does it want the whole area cut or just a path and if just a path where to and from.
- 7. 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.
- 8. Swan School Update:** Any issues or concerns please email info@marstonschools.com
- 9. Family Fun Day:** The Family Fun Day on Saturday 22nd was very well attended, weather good and a success. The Council may wish to thank Ruthie, of the Victoria Arms, and all who help organise the event.
- 10. Request from Charlotte Vinnicombe, chair of the Residents Association of Oxford Road & Elsfield Road:** Charlotte has asked for the Parish Council to write a letter to the Head Teacher of St Nicholas Primary School to ask them to remind parents that vehicles are prohibited from entering the village unless actually accessing the village, which does not include parking to drop children off at school.
- 11. School Lane Junction:**

- a. The County Council asked if the Parish Council could wait until all road works around the junction was finished so as not to confuse or disrupt any of their work. Council need to decide whether to have:
 - i. a fence at the new boundary,
 - ii. Trees/shrubs
- b. Oxford City Council Planning have confirmed that as the noticeboard will be stand alone, ie not attached to any building, planning consent would be needed. Council need to decide exact location, whether attached to the wooden fence or on dedicated metal posts ready for the planning application.

12. Pavilion, Recreation Grounds & Cemetery Committee:

- a. To review the minutes of the meeting held on the 20th June 2019 where the following recommendations were made:
 - Review Play Equipment Options, the Committee recommend Option One:
 - Option One – Athens Plus plastic slide, Stainless Steel double bay swings (2 x flat seats, 2 x Cradle seats) and Orbit £35,628.98 Plus VAT
 - Option Two – Atlanta Plus plastic slide, Stainless steel double bay swings (2 x flat seats, 2 x cradle seats) and Orbit £41,450.55 plus VAT
 - Option Three – Stockholm Plus plastic slide, Stainless Steel double bay swings (2 x flat seats, 2 x cradle seats) and Orbit £45,977.47 plus VAT
 - Asbestos removal & Demolition tenders:
 - Option One – Remove asbestos, testing & certificate, demolish and dispose of Clubhouse, including slab and foundations £30,815.39 plus VAT
 - Option Two – To remove under fully controlled conditions of the asbestos insulation board ceilings and walls as identified in the Amiantus Survey J002432 followed by a 4 stage clearance testing by UKAS Accredited Analytical company - £15,203.50
 - Litter picking in Boults Lane Recreation Ground: The Clerk obtained a quote to add Boults Lane to the current contract. This will be £10 per month. The Committee agreed in principle but wanted confirmation this would include emptying of 5 litter bins and the frequency. The contractor has since confirmed this does include emptying 5 litter bins and would be weekly.
 - Committee Name: It was **RESOLVED** to keep the name of the Committee as the Pavilion, Recreation Grounds & Cemetery Committee
- b. **Request to reserve a burial plot.** Since the Committee meeting a resident in Elms Drive has asked for a burial plot to be reserved for her. Council needs to decide whether to give permission.

13. Environment Committee:

To review the minutes of the meeting held on the 14th July 2019 where the following recommendations were made:

- Proposed Terms of Reference (Enclosed)

14. Highways:

- a. **OXCLEAN:** Council need to confirm whether to hold the annual OXCLEAN event in March 2020. Also, due to its popularity, there were approximately 30 people last year more equipment is needed such as litter pickers, hi-vis jackets etc.
10 x Litter Pickers @ £11.60 = £116.00 + 4 x .2Ltr Sharps Boxes = £8.37

APPROXIMATE TOTAL £200.00 incl. VAT & postage.

- b. Council Signs:** Some time ago Council agreed on the wording of the various signs. I have obtained a fresh quote of £40.62 plus VAT
- c. Request from Marston Community Gardening Group:** The MCGG have requested permission to erect a sign in the Orchard Triangle stating:

“The Orchard Triangle is a community led project and has the full support and backing of the Parish Council.

Any food grown here is free for all to consume or share with our fellow residents.”

15. Finance: Bank balance as at 24/06/2019 –

Current Account £33,054.55

Petty Cash £41.14

Business Reserve Account £3,752.43 Newbury Building Society Account £119,329.86

The following accounts to be paid:	£ Incl. VAT
Clerks Pay Including Expenses, Pension, etc. – June 2019	
Total Pest Control (Quarterly Charge)	390.00
Wadsworth Ltd (S.137 Grant Family Fun Day)	1,500.00
BGG (Litter Picking & Grass Cutting for May 2019)	351.00
BT (Clerk’s Office phone)	103.79
SLCC (Knowles on Local Authority Meetings)	84.76
Oxford Green Print (Printing for Open Meeting)	64.13
Richard James (EOY Internal Audit)	318.00
S. Merrett Services (Verti-draining BL Recreation Ground)	6,435.60
SLCC (Preparing to meet Accessibility Guidelines)	72.00
BT (Unpresented cheque)	103.77
Get-on-line Ltd (Unpresented Cheque)	132.00
TOTAL	£11,828.48
Petty Cash Expenditure:	
Mid-Counties Cooperative Ltd (Postage Stamps)	21.96
TOTAL	£21.96
INCOME :-	
Dignity Funeral Ltd (Adjustment Payment for Holvey’s Plot)	70.00
Marston Saints FC (Contribution to Verti-draining)	2,982.00
TOTAL	£3,052.00

- a. Expenditure v Budget & Income for April 2018 – March 2019**
- b. Confirmation that Notification of dates for members of the public to exercise their rights and view the accounts have been posted, these being from the 17th June through to the 1st August.**

16. Open Meeting:

- Leaflet distribution volunteers
- Format – projector, just parishioners if so attendance records.
- Clerk attendance needed.

17. Planning:

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

Decisions:

18/03385/FUL – Cumberledge House, Cumberledge Close - APPROVED

19/00220/FUL – 1A Mortimer Drive – APPROVED

19/00830/FUL – 120 Arlington Drive – APPROVED

19/00840/FUL – 12 Park Way – APPROVED

19/00548/FUL – 2 Haynes Road - APPROVED

Awaiting Decisions:

18/01549/FUL – 20 Raymund Road

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

Applications to be decided:-

19/01356/FUL – 148 Oxford Road – Erection of two storey side extension to create 1 x 1-bed dwelling (Use Class C3). Provision of bin stores.

19/01531/FUL – 14 Cavendish Drive – Demolition of existing storage and toilet. Erection of a single storey rear extension and a first storey side extension. Formation of front porch.

19/01682/FUL – 23 Raymund Road – Demolition of existing garage and erection of a part single part two storey side and rear extension. Replacement of existing porch. Formation of 2no. car parking spaces.

b. Potential Development North of Bayswater Brook: Council need to decide whether it wishes to write to the SODC

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

19.Information sharing (including correspondence)

Rural Services Network Digest etc,

School Lane street lighting awaiting report from County Council,

- The Chairman and Clerk have been invited to the OPT “Progress” meeting on the 18th July to view the ongoing improvements to the riverbank & permissive access to OPT’s fields.
- Newspaper article – County is put at risk of ‘suburban sprawl’
- Balancing Oxfordshire’s Growth in a Climate-Change Emergency
- ICCM Journal
- Oxford Plan Bee
- Bee walks at Wytham Woods and In Oxford City
- CommunityFirst Oxfordshire AGM Friday 19th July 11:30 – 1pm Upper Heyford Village Hall.

20.Date of next meeting : -

Monday 2nd September 2019 in Mortimer Hall at 7:00pm