



Old Marston Parish Council

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Members of the Public Welcome & Speaking arrangements:

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.

To: All members of Old Marston Parish Council

You are summoned to the MEETING of OLD MARSTON PARISH COUNCIL to be held at **7:00pm** on **Monday 2nd December 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

26th November 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**
- 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 4th November 2019**
- 6. Matters arising omitting those for which an agenda heading follows:-**
 - VE Day 75 on the 8th May 2020: The Clerk has not heard from other organisations so Council may wish to defer to January.
 - **Air Quality:** The Clerk has heard nothing back from Air Quality monitoring so Council may wish to defer to January.
- 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.
 - **Swan School Update:** info@marstonschools.com
 - Tony Harris of GallifordTry with update
- 8. Scott Urban of Oxfordshire Livable Street to give a brief talk**
- 9. Recreation Grounds, Cemetery & Pavilion Committee:**

To review the minutes of the meeting of the Recreation Grounds, Pavilion & Cemetery Committee held on the 25th November 2019 where the following recommendations were made:

 - Mortimer Hall Recreation Ground play equipment to be repaired by MB and AM where possible
 - The Multi Play Junior and Carousel to be replaced, subject to final costings
 - To ask the Marston Community Gardens Group to plant trees in Boulds Lane Recreation Ground as per map,
 - To ask the Marston Community Garden Group to replant the section of the hedge which had been removed in Boulds Lane Recreation Ground,
 - To ask the Marston Community Garden Group to plant bulbs around areas in Boulds Lane Recreation Ground,
 - To ask the Marston Community Garden Group to install bird boxes in established trees in Boulds Lane Recreation Ground.
- 10. Open Meeting:** Council to decide date and topic.
- 11. Youth Council:** Elaina Phillips, Regional Youth Democracy Coordinator for the British Youth Council, has sent information (enclosed) and has offered to meet to discuss further. There is a great deal to sort out before agreeing to set up a Youth Council so Council may wish to defer any decision and invite Elaina to a future meeting.
- 12. Council to decide whether to support the Oxford Living Wage.** (attached)

13. Finance: Bank balance as at 26/11/2019 –

Current Account £49,467.29 Business Reserve A/c £3,755.59
Newbury Building Society A/c £84,329.86 Skipton Building Society A/c £5,000.00
Petty Cash £59.30 CiL Money £19,117.28

The following accounts to be paid:	£ Incl. VAT
Clerks Pay Including Expenses, Pension, etc. – November 2019	
BGG (Grass Cutting & Litter Picking for October 2019)	351.00
JG Pest Control Ltd (Pest Control in Pavilion)	419.99
Dave Hook (Various work in/around old pavilion)	740.00
ALCC (Previous cheque cancelled as wrong amount)	40.00
Webroot Ltd (Online Security Software)	104.76
BT (Clerk's Office Telephone)	105.45
Castle Water (Cemetery Use)	0.52
GDT Fire Alarm Ltd (Annual Service)	432.00
GDT (Fire Extinguishers) Ltd (Annual Service)	79.20
TOTAL	£3,888.52
Petty Cash Expenditure:	
Oxford City Bus (Clerks Fare to Parish Forum meeting)	3.80
TOTAL	£3.80
INCOME :-	
Co-operative Funeral Care (Mr Turner Memorial)	250.00
TOTAL	250.00

14. Planning:

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

19/00548/FUL – 2 Haynes Road

Applications to be decided:-

19/02793/FUL – 9 Gordon Close – Demolition of existing garage, conservatory, greenhouse and sheds. Erection of a two storey side extension to create a 1 x 1-bed dwelling (Use Class C3). Erection of a single storey rear extension. Subdivision of existing gardens. Provision of car parking, bins and bicycle storage.

19/02159/FUL – Hill View Farm – Retention of 16no. storage containers.

15. Finance Committee: (Due to the confidential nature of the business to be discussed on this item Council would be advised to exclude members of the public & press)

To review the minutes of the meeting of the Finance Committee held on the 21st November 2019 which are attached.

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

17. Information sharing (including correspondence)

Rural Services Network Digest etc,
Marston Times Article

- Headington & Marston Community Forum minutes of meeting on 8th November 2019
 - Oxfordshire County Council road closure notice: Oxford Road from 6 January to 20 April 2020
 - Parish Council Forum agenda of the 18th November 2019
 - Applications are invited for High Sheriff's Award 2919/20
- 18. Date of next meeting:** - Monday 6th January 2020 in Mortimer Hall at 7:00pm

Minutes of the Old Marston Parish Council Meeting held on the 4th November 2019 in the Mortimer Hall at 7:00pm.

Present:

Parish Council:

Duncan Hatfield (DH) – Chairman

Charlotte Vinnicombe (CV)

Mary James (MJ)

Alistair Morris (AM)

Mick Cadd (MC)

Mick Bates (MB)

Tim Cann (Clerk)

Pat Hall (PH) – Vice-Chairman

Louise Milford (LM)

Peter Cox (PC)

Michael O’Keefe (MO)

Peter Williams (PW)

Alan Spence (AS)

Oxford City Council: Cllr Mary Clarkson and Cllr Mick Haines.

Thames Valley Police: None

Members of Public: 8

19/11/01 No one intended to record the proceedings of the meeting.

19/11/02 Apologies for Absence: County Councillor Mark Lygo – Family matters.

19/11/03 Website, Facebook and other social media: DH informed the meeting that information is available on the website and various social media sites.

19/11/04 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 thanked everyone for the support in getting the Post Office in Old Marston Road re-opened. He had met with Ian Hudspeth regarding traffic congestion and had promised to investigate the situation. He had heard that part of Barton Park had flooded two weeks ago and he assured people that he was continuing his push to have a pump station installed in that area to ensure Old Marston is not affected. He won his motion, at the City Council, to have a multi-storey carpark at the John Radcliffe Hospital. The hospital trust will be submitting a planning application in due course. He is still trying to arrange a meeting with the police concerning the traffic and Access to Headington but has yet to be successful.

c. **Public: A member of the public** talked about the amount of air pollution in and around Old Marston. He felt that the Access to Headington changes had just made the situation worse by slowing vehicles that very often sat idling. He also felt that by putting a bus gate in the Marston Ferry Road it will make things even worse again as traffic will look for alternative routes to avoid the gates.

Another member of the public asked if the Parish Council was involved in the next stage of the County Council’s consultation over bus gates etc. It was confirmed that the Council had not been invited but the Clerk would investigate.

Scott Urban, of Oxfordshire Liveable Streets, spoke about working with the Oxfordshire County Council to improve traffic in and around Oxford. He is in favour of the bus gate system and looking to talk further with the Parish Council about proposals for the bus gate, not only including the Parish Council in the process but exploring other ideas.

19/11/05 Minutes of the Parish Council Meeting held on 7th October 2019. It was **RESOLVED** these are a true record.

19/11/06 Matters Arising (omitting those for which an agenda heading follows):

- The resident who asked to lower the hedge in Boult's Lane Recreation Ground, to replace their boundary fence, had completely removed that section. After some discussion it was **RESOLVED** to grass over the open area.

19/11/07 Swan School: Report given by Tony Harris stating that he had met with County Councillor Mark Lygo, City Councillor Mary Clarkson, Parish Councillor Duncan Hatfield and the Clerk, bringing them up to date with current complaints and how they had been handled and resolved. Since then one complaint of late-night noise had been received which, on investigation, turned out to be a college.

19/11/08 Chloe Dalglish, Community Engagement Officer with Naturehood Oxford, brought along Dr Tristan Pett, Naturehood Research manager at Earthwatch, and spoke about the work they are doing in New Marston, Old Marston and Florence Park. They have a project called One Thing 4 Wildlife which encourages people to do one thing to encourage wildlife into their gardens but would like people to record the things they do on the Naturehood website. They would like the Parish Council to help promote their activities and for individual Councillors to make their neighbours and friends aware. In the Spring they plan to start working with the schools in the Old Marston area.

19/11/09 Confirmation that the weekly operational checks on the defibrillator have been carried out and any faults reported: Confirmed that the checks had been done.

19/11/10 Recreation Grounds, Cemetery & Pavilion:

- **Mortimer Hall Play Equipment:** The Clerk confirmed that he was still chasing tenders on work generated from the annual RoSPA report.
- **Asbestos removal & demolition of old pavilion:** The Clerk confirmed that he had met with the asbestos survey company who advised that, although the risks had drastically increased with the asbestos being burnt, this did not affect the work needed doing in its removal. The Clerk also confirmed that he was obtaining fresh tenders.
- **Fencing around Boult's Lane Play Equipment:** The Clerk confirmed that he was in the process of getting tenders for the fencing to be brought back and erected.
- **Burial Plot:** The Clerk informed the Council that a burial plot had been purchased in 1994, there was an issue with a tree so the purchaser agreed to change of plots. They had a letter from Roy Garner confirming that they could intern ashes in this plot. The lady has now died and wished for her ashes to be interned in the plot. The funeral directors have asked when the time comes does the grave marker have to be a headstone or can it be an ashes plaque? After some discussion it was **RESOLVED** that it must be a headstone.

19/11/11 VE Day 75: On the 8th May 2020 it will be 75 years since VE day. After some discussion it was **RESOLVED** to defer a decision to the December meeting and the Clerk will find out if any other local organisations are planning anything and possibly have a joint event.

19/11/12 Half year review of Councils 2019/20 Action Plan: The Clerk read through the points on the plan, confirming:

- **Roy Garner Pavilion:** Things had been delayed due to the fire. However, movement was being made.
- **Play Equipment in Boults Lane:** The equipment is installed and being used, some positive responses received. The fencing is currently being tendered for re-installing.
- **Council Quality Standard:** The Clerk confirmed that the criteria was being compiled and should be submitted for evaluation shortly.
- **Ongoing activities:** The Clerk confirmed that the safety checks were being completed and actioned where necessary. The only thing the Council may wish to review, as it is a topic of discussion, is the grass cutting. The Council **RESOLVED** that it was confident the Action Plan was on target.

19/11/13 Finance:

a. Bank balance as at 26/10/2019 –

Current Account £76,583.33 Business Reserve Account £3,754.95
 Newbury Building Soc. A/c £84,329.86 Skipton Building Society A/c £5,000.00
 Petty Cash £59.30

The following accounts to be paid:	£ Incl. VAT
Clerk's Pay Including Expenses, Pension, etc. – October 2019	
BGG (Grass cutting & Litter Picking for August 2019)	441.00
BGG (Litter Picking for September 2019)	69.00
Fantastic Fireworks (Fireworks for Display)	1,500.00
Castle Water (Cemetery Water Usage)	5.15
Playdale Ltd (Final Payment for BL Play Equipment)	22,338.94
SLCC (Annual Membership)	209.00
ALCC (Annual Membership)	40.00
SLCC (Clerk's Manual New Edition)	52.30
GEC Electrical Contractors Ltd (Electric meter work)	675.00
Staples (Stationery)	50.45
TOTAL	£26,935.05
Petty Cash Expenditure: NONE	
INCOME :-	
Cooperative Funeral (Mrs Turner Burial Plot)	1,460.00
Oxford City Council (CiL Money for The Harlow Centre)	19,117.28
Tonks Brothers (Mr Mabutts Ashes)	75.00
TOTAL	£20,652.28

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

- The Clerk went through the expenditure v budget for the six month period covering April to September 2019. He pointed out the two items which were over budget; Tree maintenance which is a one-off annual cost and always difficult to judge, and Verti-draining which involved additional work but was offset by a contribution of £2,982 towards the cost.

19/11/14 Discussion on Youth Council: The Clerk advised the Council that he had emailed the British Youth Council asking for advice and information but had yet to receive a reply. AM reminded the Council that there had been someone at the recent Parish Forum meeting involved with the City Council and Youth Councils. It was **RESOLVED** to defer the discussion until further information was available.

19/11/15 Planning:

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

Decisions:

19/02023/FUL – 26 Elms Drive – **APPROVED**

19/01288/FUL – Former Jack Russell, Salford Road – **WITHDRAWN**

Awaiting Decisions:

18/01549/FUL – 20 Raymund Road

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

19/02356/FUL – 4 Rimmer Close

19/02337/FUL – 10 Boults Lane

Applications to be decided: NONE

19/11/16 Environment Committee: The minutes of the meeting of the Environment Committee meeting held on the 25th October 2019 reviewed where the following recommendations were made:

- Accept the questionnaire/Survey (attached). It was agreed that there needs to be details of how to return the completed form. It was **RESOLVED** that the form would be available to download on the website, as well as a hardcopy being sent to every household in the Parish. On the reverse would be the invitation to the next open meeting. Arrangements will be made for people to email the Clerk or drop their completed forms off at the local Library. It was **RESOLVED** the decision for the date and topic of the next Open meeting would be decided at the December meeting.

19/11/17 Items of an urgent nature which have come to the Clerk's attention since the Agenda was set:

- **Security fencing cost around old building:** The Clerk advised the Council that with the old pavilion fire the building was unsafe. Therefore, the Chairman, Councillor Alan Spence and Clerk met with a security company who had agreed to fence the building at a cost of £85.00 plus VAT per week. It was **RESOLVED** to accept this decision.
- The Chairman thanked City Councillor Mick Haines for all the work he put in to get the local Post Office reopened.
- The Clerk advised that two bollards were missing in School Lane. The lane is an unadopted road so not technically the responsibility of the County, City or Parish Council. However, it leaves the lane and surrounding area open to access. He had obtained a quote of £128.28 + VAT to get them replaced. It was **RESOLVED** this be done.

19/11/18 Information sharing (including correspondence)

Rural Services Network Digest etc,

OALC Newsletter,

Marston Times Article,

- Minutes of the Parish Council Forum meeting of the 23rd September,
- Email correspondence between Alistair Morris and the Clerk regarding agenda items,
- Letter from the Oxfordshire County Council sent to all residents in and around Marsh Lane,
- Newspaper cutting re parking problems and the attack on Barrie Lewis,
- The Red Lion had sent an email thanking the Council for the contribution towards the fireworks,
- AM informed the meeting that there was a community wood day on Saturday 23rd November with tree planting across the city.

MEETING CLOSED: 8:25pm

Minutes of the Pavilion, Recreation Grounds & Cemetery Committee meeting held on the 25th November 2019 in the Roy Garner Pavilion at 6:00pm.

Present: Peter Cox - Chairman (PC) Pat Hall (PH)
Mick Bates (MB) Mick Cadd (MC)
Alistair Morris (AM) Michael O'Keefe (MO)
Tim Cann - Clerk

Public: 0

PRGC 19/11/01 No on intended to record the proceedings of the meeting.

PRGC 19/11/02 **Apologies for Absence:** John Page – Marston Saints FC

PRGC 19/11/03 No members of the public present wishing to speak.

PRGC 19/11/04 It was **RESOLVED** to accept the minutes of the meeting held on 19th September 2019.

PRGC 19/11/05 **Matters Arising:** None.

PRGC 19/11/06 **Review of ROSPA Report:**

The Clerk went through the items listed on the ROSPA Report, as per attached spreadsheet. It was **RESOLVED** to recommend to Council that MB and AM repair what they can and report back expenditure.

Regarding the Multi Play Junior, which was estimated to need £17,506.24 plus VAT spending on it to repair, the Clerk showed the Committee the options for replacing. After some discussion it was **RESOLVED** to recommend to Council that, depending on full costings, a replacement be installed. It was also **RESOLVED** to replace the Carousel.

PRGC 19/11/07 **Update on Play Equipment Installation:** The Clerk advised the meeting that the play equipment had been installed and had received several positive comments. He is awaiting a tender to have the fencing reinstalled.

PRGC 19/11/08 **Update on Electric Meter Housing:** The Clerk advised that with the building being set on fire the emergency services had instructed that no one enters the building as it was unsafe. This means that the Meter work has had to be delayed.

PRGC 19/11/09 **Update on the Asbestos Removal:** The Clerk advised that this too had been delayed as he has had to get the building re-assessed for asbestos. This has been done, the risk levels had all increased, due to the fire, however there was no additional change for the undated survey.

PRGC 19/11/10 **Update on the building demolition:** The Clerk advised that this obviously has been delayed due to having to have the asbestos survey re-done. He met with one potential tender last week and another this coming Thursday.

PRGC Information Sharing: Trees: AM produced a map of Boult's Lane Recreation Ground showing where trees could be planted, mainly along the boundaries of the field. After some discussion it was **RESOLVED** to recommend to the Council

- the planting of trees,
- the planting of the section of hedge which had been removed,
- the planting of bulbs,
- the installation of bird boxes in established trees.

PRGC 19/11/12 **Information Sharing**: AS advised that on the 14th December the adult team will be holding a Christmas drinks so there may be a late closing.

AS also advised that from April there was a potential new hirer of the pavilion which could bring additional income for the club.

PRGC 19/11/10 **Anything of an urgent nature**:

- Memorial Stone request: It was **RESOLVED** to accept the request.
- Roy Jones Tree: The Clerk reported that a relative had emailed with concern about the condition of the tree. It was **RESOLVED** that AM would look at it, prune where necessary and it would be reviewed in the Spring.
- Solar Lights in Boult's Lane & Mortimer Hall Recreation Ground: The Clerk advised that he had received a request for this. The light in Church Lane had gone wrong and the County Council had replaced but was looking at why the light had stopped working. It was **RESOLVED** although lighting needed in principle any decision would be deferred until the reliability issue had been resolved.

Meeting closed: 6:50pm

YOUTH COUNCIL

Please accept my apologies for the delay in coming back to you. It is one of our busy periods with culmination and counting of the largest youth consultation undertaken in the world and we spend much of late October and early November counting ballot papers – some 850,000 this year.

Really nice to hear that you are considering setting up a Youth Council and I have initially just worked my way through all your queries which I think is probably more detailed than any guidance we would have which would be brief and basic

1. As you are a Parish Council we would encourage you to set up a Youth Council which would very much mirror your Parish Council. Young people want to be involved in political decision making, they want to be involved within their communities and decision making about what happens. They love to be involved with Councillors and learn how Councils work, what they do and how they do it. We appreciate that they can't effectively or legally be part of the decision making process and have voting rights etc as they are under age and outside the regulations governing Parish Council decision making – however it is a great opportunity for young people to learn about how decisions are made, local powers and devolved authority and to empower them to work towards improving their community for the benefit of all residents.
2. It can work in any way that you are able to or want to facilitate it and this depends on your capabilities, time and volunteers. Most Youth Councils meet once a month to sit and talk about local projects, meet with Councillors over local community matters – anything from new roads, housing developments, street lights to community fairs or simply hearing from Councillors how to become a Councillor and what it involves.
Practically you would need a Councillor to lead / head up meetings, a venue (they would want to come to the Parish Council offices) and a monthly agenda of what you want to cover. Drinks and snacks to keep them going over a couple of hours after school or weekends
3. Funding sadly would be down to you as a Parish Council as it would be down to you to fund your own Youth Council. Majority of Parish Council set ups fundraise through their young members for events etc from the local community, schools and parents. There could also be options for funding from the Local Authority under which you sit as a top tier Council.
4. Yes you can give them legal powers – this would have to be a decision made by the Council if your Council's devolved powers gave you the right to make such decisions. The legal rights you probably would be looking at for them would be the right to come to and be involved within committee meetings (but not have a vote as they are under 18 and no legal capacity to vote) and to give feedback on behalf of young people over matters affecting the local community from their perspective, to hold an identity to canvas residents over consultations and on specific Council led changes, to be formally recognised as being part of the Parish Council and having a recognised identity in the community – which means the Youth Council could fund raise in their own right for their own needs and events as well as working under their identity on campaigns etc.

5. Youth Council is the same as a Youth Group or Youth Forum – they could all do the same thing despite different names. If you are a Parish Council and you want to set up a Youth Group then I think if you asked your local young people they really would want to think of themselves as a Youth Council as they do want to learn about how the political arena works, how it works locally and to have that involvement within their community. They are eager to be considered as valuable, being able to work and give feedback and support to Councils and have that relationship with them.

You might have seen some campaign work around votes@16 – the basis of this and their Curriculum for Life campaign is having knowledge about what the political arena, decision making, how to vote, what sort of things can be done, how they are done, how services are created, funded and come about as well as how they can be prepared for becoming an adult.

Any Youth Council you want to set up can do as much or as little as you want. They could however be a great forum or opportunity for you as a Parish Council to gain feedback and insight or consult with local schools, your residents over community matters as we do find that young people very much can work across all ages and issues they may have your more vulnerable and older residents would also experience.

When setting up there are some things you might need to consider however:

1. How it would be staffed –by a Councillor and/or volunteers. You would need a ratio of around 1 adult to 5 young people coming to meetings.
2. Your lead facilitator we would recommend be safeguard trained including lone working with young people (this training is provided free from your Lead Council for Councillors and Youth Council facilitators)
3. DBS checks for those staff involved – as much to protect the Parish Council and staff as working with young people
4. Parish Council articles – permit you to create a Youth Council or do you need to vote on creation?
5. Venue and meetings are going to be out of hours – evenings and weekends due to the young people being in school during the day.
6. Getting your schools involved
7. What you want to achieve with a Youth Council?
8. Would you want to join up to become a BYC member organisation as currently Oxford are not and if you joined up either with them or with their agreement (depending on membership fees) you could elect an MYP for Oxford and hold that MYP seat within your Parish Council which would then feed you into Oxford Council on a higher tier opportunity ? (Our membership fees off the top of my head are £560 for the year but they include support in setting up your YC, attendance to our 3 Conventions over 12 months and various other BYC events including House of Commons debate every November – which we just completed last Friday).

I do appreciate the above is probably a lot of information but I am happy to come up to you to meet nearer to Christmas or just after if that would help?

Kind regards

Elaina Phillips

Youth Democracy Coordinator, London, South East, East of England

Old Marston Parish Council - Oxford Living Wage Proposal

Brief background: - The Oxford Living Wage is set, paid and promoted by Oxford City Council, as a minimum income for people to live sustainably in Oxford, one of the most expensive cities in the UK. The current Oxford Living Wage (OLW) is £10.02, rising to £10.21 in April. It is adjusted each year based on calculations by the Living Wage Foundation. More info on how it is set here.

Becoming an Oxford Living Wage Parish Council: - Paying and promoting the OLW in your parish is the right thing to do, and there are proven benefits to becoming a Living Wage employer. Becoming the first Parish Council to become OLW accredited would help Old Marston show that it is standing up for its residents and leading the way on fair pay. - To become an OLW Parish Council would involve the following: - Ensuring that contracted staff or any directly employed staff members receive £10.02 per hour, rising to £10.21 in April. - Agreeing an action plan to promote the OLW more widely in the community, including some of its 'anchor' institutions, such as Churches, schools, associations.

An outline action plan: - Old Marston currently engages services such as BGG Ltd, Total Pest Control, and Diane Malley. A first step would be to enquire with these companies as to whether they are paying their staff the Oxford Living Wage for these services. - If they are paying below the Oxford Living Wage, commit to making payment of the Oxford Living Wage a condition of the next contract or tender. - If they are already paying the Oxford Living Wage or above, the next step towards accreditation would be to approach local institutions such as: - St Nicholas Church - Marston Saints FC - St Nicholas Primary School - Meadowbrook College - And any other institutions in the parish that procure services, and, as a Parish Council, encourage them to move towards the Oxford Living Wage - Once the Parish Council is committed to paying and promoting the Oxford Living Wage in this way, it will be accredited as an 'Oxford Living Wage' Parish Council, and can be celebrated by the City Council as such.

Minutes of the Finance Committee meeting held on the 21st November 2019 in the Roy Garner Pavilion at 6:00pm.

Present: Pat Hall - Chairman (PH) Mary James (MJ)
Peter Cox (PC) Mick Cadd (MC)
Tim Cann - Clerk

Public: 0

FIN 19/11/01 No on intended to record the proceedings of the meeting.

FIN 19/11/02 No Apologies of Absence.

FIN 19/11/03 No members of the public present wishing to speak.

FIN 19/11/04 It was **RESOLVED** to accept the minutes of the meeting held on 19th August 2019.

FIN 19/11/05 **Matters Arising:** None.

FIN 19/11/06 **Grants:**

It was **RESOLVED** to recommend to Council the following:

Organisation	Requested	Allocated
Over 50's	300.00	300.00
Bell Ringers	175.00	175.00
Marston Community Gardening	300.00	300.00
OXS RAD	300.00	300.00
Mortimer Hall	300.00	300.00
Mortimer Hall Pre-School	300.00	300.00
St Nicholas Junior Choir	300.00	300.00
FOSNS	300.00	300.00
St Nicholas Primary School Gardening Club	265.00	265.00
Marston Times	300.00	300.00
Marston Saints FC	300.00	300.00
OMMLAA	300.00	300.00
Court Place Farm Allotments	300.00	300.00
St Nicholas Primary School After School Club	300.00	300.00
St Nicholas Primary School Forest Club	300.00	200.00
St Nicholas Messy Church	300.00	200.00
TOTAL (Budget £4,500)	4,640.00	4,440.00

It was **RESOLVED** that the maximum allocated remains at £300.00

FIN 19/11/07 **Draft Budget:** The Clerk read through the attached draft budget. He pointed out that, since he had done the budget a tender for Property Valuation had been received and it was apparent that it would be more than the £2,500 previously thought. It was **RESOLVED** to up this figure to £3,840 bringing the total budget figure of £75,340

FIN19/11/08 **Draft Precept:** The Clerk advised the Committee that since he had done the draft figures Adrian Woods, from the Oxford City Council, had informed him that the tax base had slightly increased. The Clerk handed out a revised precept options document. After some discussion it was **RESOLVED** to recommend an increase of 3% to the Council.

FIN19/11/09 **Information Sharing:** There was no matters of an urgent nature brought to the Clerks attention.

FIN19/11/10 **Anything of an urgent nature:** Nothing reported.

Meeting closed: 6:50pm