



Old Marston Parish Council

Tim Cann PSLCC, Clerk to 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.

Delivery Date: Tuesday 28th August 2018

You are invited to the MEETING of OLD MARSTON PARISH COUNCIL to be held at 7:30pm on Monday 3rd September 2018 in the MORTIMER HALL, Oxford Road, Old Marston, Oxford OX3 0PH when the following business will be transacted.

Yours faithfully

Tim Cann.
Parish Clerk

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
 - d. POME
 - e. Residents Association for Oxford Road & Elsfeld Road
5. **Approval of the Minutes of the meeting on the 2nd July 2018**
6. **Matters arising omitting those for which an agenda heading follows**
7. **Confirmation that the weekly operational checks on the defibrillator have been carried out and any faults reported**
8. **Highways:**
 - a. **Subway:** The North side wall, nearest the Mortimer Hall, has graffiti on, peeling paint etc. The Council may like to consider having it as a dedicated 'street art' facility. In other parts of the city, where this has been done, reports of acts of graffiti have dropped by up to 60%. This will obviously be subject to any maintenance and/or running costs.
 - b. **Noticeboards:** A while ago it was agreed to have 2 noticeboards in the bus shelter in Elsfeld Road. The Clerk has been trying to get confirmation from the City Council that this can go ahead, they have stated they have no problem.
 - i. Quote One – 2 x 750mm wide x 1050mm high £631.04 plus VAT
 - ii. Quote Two – 2 x 772mm wide x 1033mm high £729.00 plus VAT
9. **Roy Garner Pavilion Committee**

Minutes of the Pavilion Committee meeting held on the 23rd August 2018 where the following recommendations were made:-

 - Accept the revised Occupational Licence,
 - Review tenders for Air Conditioning system
 - Review tenders to repair & replacement slabs around building.
10. **Recreation Grounds & Cemetery**
 - a. Confirmation that the weekly Safety checks on play equipment have been carried out and any faults reported.
 - b. **Play Equipment Survey:** There have been 73 forms returned. Top 3 items people would most like to see in Boults Lane Recreation Ground are – 1. Swings 2. Slide 3. Roundabout. The Committee meet on the 20th September to review finds and recommend to Council.
11. **Marston Remembers**

The Clerk has managed to get 3 silhouettes (normal cost £45 each) free of charge to commemorate the ending of WW1. To get these some sort of event

needed to be arranged so a brass band concert is being organised for Saturday 10th November in OXSRAD. The capacity is 120 people. A budget of £500 is asked for to cover the cost of the band, donation to OXSRAD for use of the venue, staffing and facilities.

12. Finance

a. Bank balance as at 28/08/2018 –

Current Account £10,098.27 (including £16,941.89 CIL money) Petty Cash £74.85
Business Reserve Account £3,747.12 Newbury Building Society Account £138,536.24

The following accounts to be paid:	£ Incl. VAT
Clerks Pay Including Expenses, Pension, etc. – July & August 2018	
Oxford City Council (Elsfield Road Footpath)	20,370.00
Oxford City Council (Garden Waste Service)	100.00
ROSPA (Annual Inspection)	126.00
BGG (Litter Picking & Grass Cutting July)	348.00
Came & Company (Annual Insurance Renewal)	2,883.74
Staples Ltd (Stationery)	42.74
BT (Clerks Office phone)	96.09
TOTAL	£25,379.45
Petty Cash Expenditure:	
Peter Cox (Chairman's Gavel)	16.00
Pen to Paper (Glue)	14.99
TOTAL	£30.99
INCOME :-	
HMRC (VAT Return Qtr 4)	640.77
TOTAL	£640.77

b. Minutes of the Finance Committee meeting held on the 23rd August 2018 where the following recommendations were made:-

- Accept Risk Assessment
- Accept Insurance premium

The following were agreed by the Finance Committee meeting: £ Incl. VAT	
Clerks Pay Including Expenses, Pension, etc. – August 2018	
StaplesLtd (Stationery)	111.18
Total Pest Control (Quarterly Contract Charge)	177.60
BGG (Grass Cutting & Litter Picking June)	438.00
MP Security (Pavilion Annual Alarm)	125.00
S. Merrett Services (Vert-draining Boults Lane)	2,768.88
GDT Fire Alarms Ltd (Annual Fire Alarm Contract)	432.00
Oxfordshire County Council (Contribution to Street Light)	500.00
OMMLAA (s.137 repayment of cheque not cashed)	300.00
TOTAL	£6,265.74
Petty Cash Expenditure:-	
Oxford Bus Company (Clerk travel to Parish Forum meeting)	3.70
Tony Greenfield (Repair Bolt for Zip Wire)	0.50
Keypit (2xpadlocks for cemetery garage)	55.80
TOTAL	£60.00
INCOME :-	

SSE Wayleave	8.00
Reeves Memorial Ltd (Holroyd)	250.00
HMRC (VAT Return 3 rd Quarter)	1102.58
Openreach (Waleaves Payment)	26.46
TOTAL	£1,387.04

- c. Transfer funds from Newbury Building Society to NatWest to pay City Council for Elsfield Road footpath.
- d. **Reserve:** At the last meeting it was agreed, with the amount protected currently being £85,000, the Clerk would research additional accounts for the Councils reserves.
 - Santander Treasurers A/c 0.50%,
 - Chelsea Building Society 0.50%,
 - Skipton Building Society Community Savers A/c 0.75%
- e. Quarterly Finance Review: Nils Bartleet performed a review on the 17th August and found all aspects of the finance correct and procedures carried out in accordance with the Financial Regulations.
- f. Cheque signature for Newbury Building Society & NatWest Current Account
- g. Budget v Expenditure & Income Analysis

13. Planning

Applications considered between meetings:-

Minutes of the Planning Committee meeting held on the 16th August 2018

Decisions:

- 18/00645/FUL – Victoria Arms - **APPROVED**
- 18/01019/FUL – 4 Cavendish Drive - **REFUSED**
- 18/01029/FUL – 10 Cromwell Close - **APPROVED**
- 18/01021/FUL – 17 Cavendish Drive - **APPROVED**
- 18/01080/FUL – 38 Mortimer Drive - **REFUSED**
- 18/01357/FUL – 40-42 Oxford Road - **APPROVED**
- 18/01491/FUL – 76 Arlington Drive - **REFUSED**
- 18/01586/FUL – 22 Elms Drive - **WITHDRAWN**

Awaiting Decisions:

- 18/00571/FUL – 11 Horseman Close
- 18/01010/FUL – 12 Oxford Road
- 18/01173/FUL – The Harlow Centre, Raymund Road
- 18/01549/FUL – 20 Raymund Road

Applications to be decided:-

- 18/02073/FUL – 21 Haynes Road** – Erection of a first floor rear extension

14. Planning Application Responses: See enclosed report

15. Marston Community Garden:

- Solar farm on PC field at end of Mill Lane. To generate free electricity for the village and/or sell back to the grid, and use for all residents energy bills, and/or spending the money generated by helping those in our community needing more help/support.? Or paying for community projects. – **The Low Carbon Hub has advised that the field is too small, with too many trees to be used for a solar farm. They also pointed out that it was in the conservation area so would probably not be allowed anyway.**

- Lease part of field behind extension cemetery for 40 years, bottom SE corner to be marked out. There has been proposals for:
 - No lease at all – refusal of project.
 - 1 year with no trees
 - 2 years
 - 3 years
 - 5 years
- rent garage on site for storage of none valuable items at a peppercorn rent eg £1 per month, with a month's notice from either party/side.

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,
OALC Newsletter July 2018,
Virgin Half Marathon,
Name for triangle of land at the end of Raymund Road near School,
Community Forum Minutes,
Mortimer Hall Management Committee Update,
A Tree survey will be carried out in the next month.

18. Date of next meeting : -

Monday 1st October 2018 in Mortimer Hall at 7:30pm.