





Old Marston Parish Council

Tim Cann. PSLCC. Clerk & RFO to 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.

The protocol for speaking at the meeting is on page two of this document.

You are hereby invited to attend the meeting of OLD MARSTON PARISH COUNCIL to be held **at 7:00pm on Monday 4th March 2024** in Mortimer Hall, Oxford Road, Old Marston, OX3 0PH when the following business will be transacted.

Yours faithfully

Tim Cann.
Parish Clerk.

27th February 2024

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 inform 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.



Protocol for Parish Council & Committee meetings

- Members of the public and press are welcome to attend meetings 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 for members of the public to speak at any other time during the meeting, unless invited to by the chairman.
- 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.
- In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given.
- A person, including councillors, shall raise their hand when requesting to speak.
- A person, including councillors, who speaks at a meeting shall direct his comments to the chairman of the meeting.
- Only one person, or councillor, is permitted to speak at a time. If more than one person wants to speak, the chairman of the meeting shall direct the order of speaking.
- A person, or councillor, shall not interrupt or talk over a person speaking.

AGENDA

(CLICK ON BLUE PAGE NUMBERS FOR LINK)

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: LM
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 5th February 2024 ([Page 7](#))
6. Matters arising omitting those for which an agenda heading follows:-
7. Operational Checks:
 - Weekly operational checks on the defibrillator have been carried out.
 - Weekly operational checks on the play equipment have been carried out.
8. Planning:

Applications considered between meetings: NONE.

Decisions: (Click to see reasons for refusal)

23/02532/FUL – 68 Elms Drive – **APPROVED**

23/02881/FUL – 78 Oxford Road – **APPROVED**

23/02818/FUL – 25 Fairfax Avenue – **APPROVED**

Awaiting Decisions:

20/02457/DEL – Willow Barn, Oxford Road

21/03294/FUL – 56 Marsh Lane

22/03049/FUL – Land North of Bayswater Brook

23/02294/DEL – 46 Oxford Road

Applications to be decided: ([PLANNING](#))

 - **Feedback from meeting with Lucy Development**
 - **24/00268/FUL – 82 Arlington Drive** – Demolition of existing rear conservatory and single storey extension. Change of use from dwellinghouse (Use Class C3) to a large House in Multiple Occupation (Sui Generis). Erection of a single storey rear extension. Part conversion of garage into habitable space and bike store. Formation of 1no. dormer to rear roof slope in association with loft conversion. Installation of 9no. solar panels to front roof slope. Removal of 1no. window to rear elevation. Insertion of 3no. rooflights to front roof slope. Replacement of 1no. door with 1no. window to rear elevation. Provision of amenity space, car parking , bin and cycle stores.
 - [24/00268/FUL | Demolition of existing rear conservatory and single storey extension. Change of use from dwellinghouse \(Use Class C3\) to a large House in Multiple Occupation \(Sui Generis\). Erection of a single storey rear extension. Part conversion of garage into habitable space and bike store. Formation of 1no. dormer to rear roof slope in association with loft conversion. Installation of 9no. solar panels to front roof slope. Removal of 1no. window to rear elevation. Insertion of 3no. rooflights to front roof slope. Replacement of 1no. door with 1no. window to rear elevation. Provision of amenity space, car parking , bin and cycle stores. | 82 Arlington Drive Oxford Oxfordshire OX3 0SJ](#)

- **23/02294/FUL – 46 Oxford Road** – Erection of a 1 x 2-bed bungalow (Use Class C3). Installation of solar panels and 1no Air Source Heat Pump. Provision of means enclosure, landscaping and bin and cycle storage. (amended plans and description).
- [23/02294/FUL | Erection of a 1 x 2-bed bungalow \(Use Class C3\). Installation of solar panels and 1no Air Source Heat Pump. Provision of means enclosure, landscaping and bin and cycle storage. \(amended plans and description\). | 46 Oxford Road Old Marston Oxford Oxfordshire OX3 0RD](#)
- **24/00331/FUL – 1 Fairfax Avenue** – Demolition of existing rear conservatory. Erection of a single storey rear extension.
- [24/00331/FUL | Demolition of existing rear conservatory. Erection of a single storey rear extension. | 1 Fairfax Avenue Oxford Oxfordshire OX3 0RP](#)
- **24/00220/FUL – 27 Marsh Lane** – Change of use from dwellinghouse (Use Class C3) to a larger house in multiple occupation (Sui Generis). Erection of a part single part two storey rear and side extension. Alterations to hip to gable. Formation of 1no. rear dormer in association with a loft conversion. Insertion of 1no. window and alterations to 1no. window to rear elevation. Provision of bin and cycle storage.
- [24/00220/FUL | Change of use from dwellinghouse \(Use Class C3\) to a larger house in multiple occupation \(Sui Generis\). Erection of a part single part two storey rear and side extension. Alterations to hip to gable. Formation of 1no. rear dormer in association with a loft conversion. Insertion of 1no. window and alterations to 1no. window to rear elevation. Provision of bin and cycle storage. | 27 Marsh Lane Oxford Oxfordshire OX3 0NG](#)
- **24/00301/FUL – 1A Mill Lane** – Demolition of garden sheds. Erection of a part single, part two storey rear and side extension incorporating canopy, greenhouse, and link to outbuilding. Alterations to fenestration, rainwater goods and landscaping. Installation of air source heat pump.(amended description and plans)
- [24/00301/FUL | Demolition of garden sheds. Erection of a part single, part two storey rear and side extension incorporating canopy, greenhouse, and link to outbuilding. Alterations to fenestration, rainwater goods and landscaping. Installation of air source heat pump.\(amended description and plans\) | 1A Mill Lane Marston Oxford Oxfordshire OX3 0PY](#)
- **Naming of streets in Marston Paddock:** Oxford City Council have opened the consultation for street names for the development at Marston Paddock. The closing date is the 5th March. Only respondents in this email can complete the consultation, the email address we have sent this to, must be input to complete.
- **24/00332/FUL – 44 Arlington Drive** – Demolition of existing single storey rear extension and garage. Change of use of dwellinghouse (Use Class C3) to a large House in Multiple Occupation (Sui Generis). Erection of a part single, part two storey side and rear extension. Formation of 1no. rear dormer in association with loft conversion. Insertion of 2no. rooflights to front roof slope. Provision of bin and cycle stores.
- [24/00332/FUL | Demolition of existing single storey rear extension and garage. Change of use of dwellinghouse \(Use Class C3\) to a large House in Multiple Occupation \(Sui Generis\). Erection of a part single, part two storey side and rear extension. Formation of 1no. rear dormer in association with loft conversion. Insertion of 2no. rooflights to front roof slope. Provision of bin and cycle stores. | 44 Arlington Drive Oxford Oxfordshire OX3 0SJ](#)

- **24/00376/FUL – 3 Little Acreage** – Erection of a single storey rear extension. Conversion of garage to habitable space. Formation of rear patio with canopy. Removal of 1no. door to front elevation. Alterations to 1no. door to rear elevation.
- [24/00376/FUL | Erection of a single storey rear extension. Conversion of garage to habitable space. Formation of rear patio with canopy. Removal of 1no. door to front elevation. Alterations to 1no. door to rear elevation. | 3 Little Acreage Oxford Oxfordshire OX3 0PS](#)
- **24/00325/CEU – 14 Salford Road** - Application to certify that the existing House in Multiple Occupation (Use Class C4) is lawful development.
- [24/00325/CEU | Application to certify that the existing House in Multiple Occupation \(Use Class C4\) is lawful development. | 14 Salford Road Oxford Oxfordshire OX3 0RX](#)
- 9. Update on Transport: Report on transport monitoring locations. [\(Overview\)](#)**
- 10. Bus route through Old Marston village:** Stagecoach will soon be running double decker buses through the village. There are quite a few trees that will need pruning to allow this to happen without damaging their lovely new buses. Some of the trees are under council management and will be the easiest to manage. Many of them are in private gardens and owned by your parishioners. I believe a few may be under the control of the parish council. It would be really helpful if we could discuss this and how to best achieve the results. I would be happy to attend your next meeting to discuss this with the council.
- 11. Finance:**
 - a. Accounts Balance Report. [\(Page 39\)](#)
 - b. Payments awaiting approval. [\(Page 39\)](#)
 - c. Reserves Report & Risk Assessment [\(Page 39\)](#)
 - d. Grant Funding:
 - OXSRAD – now provided accounts.
 - Request for grant funding from St Nicholas Church towards Spring Fun Day
 - Request for funding from Marston Community Market of £500 towards the hire of the hall, insurance and the purchase of a card payment machine to allow card payments at the market.
- 12. Burial plot pre-purchase:** Homewood Funeral have contacted the clerk asking if burial plot pre-purchase still available. The clerk informed them that this was at the council's discretion. They replied that a solicitor has a gentleman who lives in Salford Road.
- 13. Headington Road Runners annual 5-mile road race. [\(Page 38\)](#)**
- 14. Environment Committee:** To review the draft minutes of the Environment Committee meeting held on 26th February 2024 where the following recommendations were made: [\(Page 40\)](#)
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- 15. Tree Survey [\(Page 41\)](#)**
- 16. Clerk's Report [\(Page 42\)](#)**
 - **Boults Lane Barrier Padlock** – There have been issues recently. The clerk is looking at possible getting a new combination lock to avoid cost of keys.
 - **Boults Lane Access Road & Parking:**
As you will see from the correspondence there has been a complaint about someone falling off their bike on the access road leading to CPF allotments. A quote of £2,250 for temporary repairs to the electric trench and remaining material being used on worse of the car park. The clerk went to AWB in

Yarnton and purchased 10 bags of gravel which he put down in the electric trench. This is a temporary measure but could be discussed at the next P, RG, A & C committee meeting to be arranged in early March.

17. Reports from Members: Update from councillors representing the council on external bodies should the respective organisation have met.

18. Plus, anything of an urgent nature which has come to the clerk's attention since the agenda was set.

19. Information sharing (including correspondence)

Rural Services Network Digest etc,

- OALC Newsletter
- Correspondence

Date of next meeting: - As the first Monday of April is a Bank Holiday the next meeting will be Monday 8th April 2024 7pm in Mortimer Hall.

Minutes of the Old Marston Parish Council Meeting held on the 5th February 2024 at the Mortimer Hall from 7:00pm.

UNCONFIRMED

Present:

Parish Council:

Duncan Hatfield (DH) – Chairman
Pat Hall (PH)
Peter Williams (PW)
Martin Smith (MS)

Charlotte Vinnicombe (CV)
Mary James (MJ)
Alistair Morris (AM)
Charlie Haynes (CH)

In attendance:

Tim Cann (Clerk)

Members of the Public: 6

24/02/01 Intention to record the proceedings of the meeting: NONE.

24/02/02 Apologies for absence: Parish Councillors Louise Milford – unwell, Skye Denno & Mick Bates – prior commitment, Louise Upton – clash of meetings, Oxfordshire County Councillor Mark Lygo & Oxford City Councillor Mary Clarkson – clash of meetings.

24/02/03 Website and social media: DH advised the council that news items are posted regularly and followers continue to increase.

24/02/04 Public, County & City Councillors & Thames Valley Police participation (if any requests received)

a. Thames Valley Police: No Report received.

b. County & City Councillor Reports:

- **Report from City Councillor Alistair Morris:** reported that, despite various people emailing, there seems no resolution to the water leak on the North side of the Oxford Road.
- **Report from City Councillor Mary Clarkson:** the clerk read out Mary's report: In terms of councillors' reports, the main things which have come up over the last month are –
 - Construction Management Plan for Marston Paddock - now being dealt with, as you are aware.
 - Hill View and Almonds Farm - no updates on when the work might start.
 - Old Marston Conservation Area Appraisal. This was written in 2012, updated, but never signed off by Planning Committee. I have asked for it to be revived and the Conservation Officer is sympathetic. The Parish Council will have an opportunity to contribute to this.
 - School run parking in Oxford Road: Mark has been in touch with the County's enforcement team and they are to make some more visits to the area.
 - Leak outside Colthorn Farm: Charlotte has been involved with this too. Neither Thames Water nor City Council is claiming ownership, so it remains unresolved.

c. Public:

- A resident spoke about the construction work going on at Marston Paddock in Butts Lane. No change since they came to last month's parish council meeting. Construction vehicles arriving before 9am, which was meant to be part of the planning agreement, and still very concerned about flooding of properties.

- Emma Teasdale, Community & Friends Officer for Reducing the Risk spoke about reducing the risk of domestic abuse. Various promotional material was left which the clerk will circulate.

The clerk read out the latest responses he had received from John Mumford, Contracts/ Project Manager. It was agreed that the clerk will arrange a meeting with the site manager. The clerk will circulate the details for any councillor who wishes to attend.

24/02/05 Minutes of the Parish Council Meeting held on 8th January 2024.

It was **RESOLVED** these are a true record.

24/02/06 Matters Arising (omitting those for which an Agenda heading follows):

- **Rights of Way:** The clerk advised that he was arranging a meeting with the local representative from the Oxford Fieldpaths Society.
- **Water Leak in Oxford Road:** The clerk advised that despite emails between Mary Clarkson, Charlotte Vinnicombe, the clerk and other residents with Oxford Direct Services, little progress had been made. The clerk has written to OFWAT and will contact the Oxford Mail.

24/02/07 Operational Checks:

- The clerk reported that the weekly checks on the defibrillator had been carried out. All working correctly.
- The clerk reported that the weekly checks on the play equipment had been carried out. All working correctly.

24/02/08 Planning:

Applications considered between meetings: NONE.

Decisions:

23/02460/ADV – Bus Shelter Outside 4 Elsfeld Road - **APPROVED**

Awaiting Decisions:

20/02457/DEL – Willow Barn, Oxford Road
 21/03294/FUL – 56 Marsh Lane
 22/03049/FUL – Land North of Bayswater Brook
 23/02294/DEL – 46 Oxford Road
 23/02532/FUL – 68 Elms Drive
 23/02881/FUL – 78 Oxford Road
 23/02818/FUL – 25 Fairfax Avenue

Applications to be decided:

23/02955/FUL – 2 Mortimer Drive – Demolition of an existing rear outbuilding. Erection of a single storey rear outbuilding with incorporated outdoor seating area. – **NO**

OBJECTIONS.

24/00079/VAR – Pavilion Court Place Farm Marsh Lane - Variation of Condition 2 (Develop in accordance with approved plans) of planning permission 23/00607/FUL (Change of use of former sports pavilion changing rooms (Use Class F2(c)) to a mixed-use place of worship (Use Class F1(f)) and a community centre (Use Class F2 (b)). External changes including repairing masonry, replacing timber cladding with cement wall cladding, alterations to fenestration and insertion of new windows and doors. Provision of car parking, electric vehicle charging point, bin and bicycle storage. Alterations to landscaping. (Amended description.) to allow nonmaterial changes to the approved plans. – **NO OBJECTIONS.**

24/00165/FUL – 139A Oxford Road – Change of use of dwellinghouse (Use Class C3) to a House in Multiple Occupation (Use Class C4). Provision of bin and bike stores. – **NO OBJECTIONS.**

Elsfield Road Bus Stop Noticeboard: The consultation period has now lapsed with no objections. Council needs to decide what type of noticeboard to be installed. (Wooden or metal) – It was **RESOLVED** to have a wooden noticeboard.

24/02/09 Feedback from Transport Meeting between Oxfordshire County Council, Oxford City Council and Old Marston Parish Council:

- The clerk informed the council that he had received a reply from the monitoring team. The survey work would be ‘tube surveys’; two parallel tubes laid across the road and are used to record vehicle speed, class, and flow. The survey would run for 7 days with data being provided in an excel spreadsheet within 10 working days of the equipment being removed from site. The surveys cost approx. £200 per location but this will be confirmed once quotes received. It was **RESOLVED** to form a working party to review locations, consisting of CV, PW, PH, MJ, MS.

24/02/10 Finance: Bank balance as at 30/01/2024 –

Unity Trust A/c. £23,425.32 (incl. CIL Money) £27,272.56 Petty Cash £51.74

Newbury Building Society A/c £85,339.05, Skipton Building Society A/c £22,333.50.

The following accounts to be paid:	£ Incl. VAT
Clerk's Pay Including Expenses, Pension, etc. – January 2024	
Marston Community Gardens (s.137 Annual Grant)	500.00
Mortimer Hall (s.137 Grant)	500.00
Mortimer Hall Pre-School (s.137 Grant)	500.00
FOSNS (s.137 Grant)	300.00
Court Place Farm Allotments Community Shed (s.137 Grant)	500.00
43 rd Scout Group (s.137 Grant)	500.00
St Nicholas Junior Choir (s.137 Grant)	350.00
St Nicholas Society of Bell Ringers (s.137 Grant)	500.00
Marston Times (s.137 Grant)	350.00
Mortimer Hall Library Book Club (s.137 Grant)	312.00
Marston Community Forest Group (s.137 Grant)	300.00
Harlequin Playgrounds Ltd (Deposit for repair to MH equipment)	1,199.23
Total Pest Control (Quarterly Charge)	177.80
Mortimer Hall (Annual Hire of Hall)	286.00
Oxford City Council (2 nd half cemetery rates)	105.00
TOTAL	£8,671.99
Petty Cash Expenditure:	
INCOME:	
Mr D. Ward (Mill Lane Paddock Rent)	500.00
Mortimer Hall (Annual Rent)	0.05

- a. It was **RESOLVED** to accept these payments.

24/02/11 Clerk's Report:

- The clerk updated the council:**
 - The property owner in Salford Road had agreed for a noticeboard to be installed on his property so this is able to be moved on.
 - There had been issues with the padlock on the Boults Lane barrier. The clerk is looking into a replacement, possibly a combination lock to avoid expense of keys.

24/02/12 Report from members:

- Oxford City Council Strategic Plan: CV advised that the plan is very similar to the previous version, but they had added items regarding climate change.

24/02/13 Plus anything of an urgent nature which has come to the clerk's attention since the agenda was set:

- It was **RESOLVED** to accept the tenders to reduce the height and width of the Elsfield Road cemetery hedge.
- PW informed the council that, as part of the connecting with the community, he will be giving a talk on the natural history of Old Marston. It will be held at Bradlands, but open to other interested residents. It was **RESOLVED** to allocate £200 towards promotional material and refreshments.

24/02/14 Closed Session – To resolve, under Section 1, Paragraph 2 of the Public Bodies (Admissions to Meetings Act), that the public and media be excluded from the meeting for the following items of business by reason of the confidential nature of the business to be transacted.

Members of the public and the clerk left the room.

24/02/15 Staff Appraisal: Council to review the recommendations in the draft minutes of the Staffing & Standards Committee meeting held on the 29th January 2024. It was **RESOLVED** to move the clerk up one grade to SP28.

24/02/16 Information Sharing:

- OALC Newsletter.
- Rural Network Digest etc.
- Correspondence
- OXCLEAN will be held on Saturday 13th March at 10am, meeting in the Mortimer Hall.

24/02/17 Date of next meeting:

- Monday 3rd March 2024 at 7pm in the Mortimer Hall.

MEETING CLOSED: 8:13pm

Signed: Chairman

Date:

Please note: Minutes become CONFIRMED following resolution at the following full council meeting.

ITEM 13: Headington Road Runners Race

Dear Tim,

My name is Nicola, and I am the Race Director of the annual Headington 5 Mile Road Race organised by Headington RoadRunners.

This will be the ninth year that the event has run over its current course, and previously we have been very grateful to receive permission from yourselves to use Boulton's Lane at the start and finish of the race. Profits from the event will be donated to Oxsrade Sports Centre, a local charity.

Hence, I am writing to request permission to use Boulton's Lane for this year's event which is scheduled for Sunday 25th August (bank holiday weekend).

The Race HQ will be at Oxsrade Sports Centre, with additional parking at New Marston Primary School. We will also be requesting permission from Marston Saints Football Club to use their pitch and facilities for the start/finish area and Oxford City Council and Thames Valley Police. A race licence will also be obtained from Run Britain, the sport's governing body. The race licence will allow us to have up to 500 participants.

In addition, we will liaise with Stagecoach around the timing of the S14 bus that passes through Old Marston, and closer to the time post fliers to local residents to inform them of the event.

I have attached an image of the course plan, with a detailed view of the start/finish and section that passes through Old Marston. These maps indicate the position of our course marshals. The event is scheduled to start at 9.30am, and we expect the last runner to finish by 11am. No roads will be closed for the event, however there may be some minor disruption between ca. 9.30am and 9.35am as the runners pass through Old Marston at the start.

If you have any questions, please don't hesitate to get in touch with me, and I look forward to receiving a response re. the use of Boulton's Lane on Sunday 25th August for the start/finish of the Headington 5 Mile Road Race.

Nicola Oldroyd, Headington 5 Mile, Headington RoadRunners

[RETURN TO AGENDA](#)

BALANCES REPORT
As at the 26th February 2024

Unity Trust Current Account	15,109.92
Newbury Building Society	55,339.05
Skipton Building Society	55,741.50
Petty Cash	6.74
TOTAL	£126,197.21
CiL Money (included in above figures)	£27.272.56

PAYMENTS AWAITING APPROVAL

The following accounts to be paid:	£ Incl. VAT
Clerks Pay Including Expenses, Pension, etc. – February 2024	
Harlequin Playgrounds Ltd (Second & Final payment)	1,199.22
Proludic Ltd (Provide and install new Springer)	3,568.74
BT (Office telephone)	136.35
OALC (annual membership)	705.43
The Whole Tree Company (Tree Survey)	1,030.00
Mr D. Ward (Cutting back width of Cemetery Hedge)	1,000.00
Mr D. Ward (Further cutting back the top of Cemetery Hedge)	1,200.00
TOTAL	£10,941.09
Petty Cash Expenditure:	
AWB (10 x Bags of Local Shingle)	45.00
INCOME:	

RESERVES

Total Balances	£126,197.21
General Reserves	£31,216.00
Fixed Asset Reserves	£10,000.00
Emergency Reserve	£10,000.00
Total	£74,981.21

[RETURN TO AGENDA](#)

[RETURN TO AGENDA](#)

Minutes of the Environment Committee Meeting held on the 26th February 2024 in the Mortimer Hall from 6:00pm.

Present:

Parish Council:

Charlotte Vinnicombe – Chair (CV)

Mary James (MJ)

Skye Denno (SD)

Louise Upton (LU)

In attendance: Tim Cann (Clerk)

ENV 24/02/01 Intention to record the proceedings of the meeting: NONE.

ENV 24/02/02 Apologies for Absence: Alistair Morris – unwell.

ENV 24/02/03 Request from member of the public to speak:

- NONE

ENV 24/02/04 Minutes of the Committee Meeting held on 30th October 2023. It was **RESOLVED** these are a true record.

ENV 24/02/05 Matters Arising (omitting those for which an agenda heading follows):

- Recycling provision for Mortimer Hall: will listen if/when asked for.

ENV 24/02/06 **Community Needs Survey:**

- Marston Times: SD to speak to production team to see what capacity. Parish Council could take an additional two pages, obviously with additional funding.
- Surprising how few respondents know what facilities are provided by and maintained by the parish council.
- Lack of facilities for the elderly, although majority of respondents were elderly.
- Criticism of memorial garden unfair as stretching limited funds and work by volunteers.

ENV 24/02/07 **Possible topics for future surveys:**

- Could someone from Youth Ambition come to a parish council meeting to talk about what might be available.

ENV 24/02/08 **Notes ‘tour’ of parts of the parish:**

- Further ‘tours’ need to be arranged to cover the other part of the parish not done.
- Banner of Mortimer Hall railings saying about not parking on pavement. Banner design competition for children.
- Install two wooden bollards on left of Oxford Road/Marston Ferry Road junction to discourage parking on grass verge.

ENV 24/02/09 **Items of an urgent nature which have come to the Clerk’s attention since the agenda was set:** NONE.

ENV 24/02/10 **Information sharing (including correspondence):**

- OXCLEAN this Saturday.
- Clerk is meeting with the tree officer re: overhanging trees as stagecoach running a double decker bus service through the village.

ENV 24/02/11 Date of Next Meeting: TBC

MEETING CLOSED: 7:13pm

2024 TREE Survey Findings

High Priority

Location: **VICTORIA ARMS PLAYING FIELD**

Tree tag: 052 – Heavy ivy clad Ash and Field Maple group, No obvious ADB. One dead ivy clad tree next to telegraph pole & lamppost (sprayed green)

Recommendation: **Remove dead tree. Sever ivy to allow full inspections.**

Medium Priority

Location: **MORTIMER HALL RECREATION GROUND**

004 Lime Early Mature Lower basal epicormic growth, low hanging, ivy developing, dead wood largely over play area.

Recommendation: **Remove dead wood, sever ivy, prune basal shoots.**

007 Lime Previously reduced (likely due to main co-dominant fork with included bark) with 3-4m subsequent regrowth.

Recommendation: **Install single non-invasive brace at two-thirds height to minimise movement at fork.**

008 Lime. Historically crown reduced with mature regrowth, as per 007 likely in response to bark included unions between 3 main stems.

Recommendations: **As 007, fit triangulated non-invasive braces between 3 stems to limit fork movement.**

012 Beech Ailing specimen with thin canopy and dead wood throughout, unquestionably in terminal decline.

Recommendation: **Fell to ground level.**

Location: **ELSFIELD ROAD CEMETERY**

051 Ash. Twin-stemmed with ivy obscuring main union. No obvious ADB although seasonal timing renders assessment difficult at early infection.

Recommendation: **Sever ivy to allow full inspection, reinspect in leaf.**

054 Oak. Various features typical of veteran tree ie fungal fruiting bodies, cavities, storm damage, dead wood. Various species of wood decaying fungal fruit decaying bodies ie Ganoderma, Fistulina, internal condition, unquantifiable. Heavily crown reduced with some unproductive upper canopy limbs.

Recommendation: **Decay detection to assess extent of lower main stem decay.**

ADB = Ash Dieback

[RETURN TO AGENDA](#)

Parish Clerk Report March 2024

KEY : Black – Ongoing Blue – Actioned RED – Completed Green – New for this month.

Reference	Decision	Action	Done
23/01	1 Elsfield Road Bus Stop Noticeboard 2 Salford Road Noticeboard 3 School Lane Noticeboard	1. Application approved. 2. Property owner agreed. 3. Planning permission not needed however advertisement permission is.	
23/03	Biodiversity Survey	Emailed Wild Oxfordshire who suggested finding a school who run a Forest School.	
23/04	Tree Stock Identification	The local Cub group have identified the trees in Boults Lane Recreation Ground. Waiting for local scouts to do the Mortimer Hall Recreation Ground.	
23/05	Tender for Table Tennis Surround	This was going to be rubber matting however tenders are now being sort for a surround.	
23/06	Enclosed Waste Bins/ Recycling Bins	Costings and options are being collated for covered bins for the Mortimer Hall Recreation Ground and Boults Lane Recreation Ground. The contractor has also been contacted with regards to the implications to having recycling bins.	
23/07	Tender for Boults Lane Fence (on allotment boundary behind old pavilion site) & Shuttering.	Tenders being sort for wooden post & rail fence and hedge.	
23/08	Tender for work on Boults Lane Car Park	Tender recently received. Looking for further tenders.	
23/09	Pavilion – Tender for Door Bar	Awaiting tender	
23/10	Pavilion -Tender for Barrier Wheel	Looking for replacement wheel for barrier as current one worn out.	
23/11	Pavilion – Tender for officials changing room floor	Completed.	Y
23/12	Pavilion – Tender for Roof	Awaiting dry weather.	
23/13	Pavilion – Tender for Outside Tap	Awaiting tender	
23/14	Community Survey	Completed	Y

23/20	Communications Boards	18 April - Emailed Thomley Hall. Awaiting reply. Tel 12 June no answer.	
23/26	Kissing Gate on Right of Way through to CPF Allotments	As it stands: <ul style="list-style-type: none"> Despite several email and telephone calls to the contractor no further forward. 	
23/27	Additional Tables in MH Recreation Ground		
23/28	Additional Street lights in Mill Lane		
23/29	43 rd Scout Group Lease	Awaiting confirmation from Scout Association agreement.	
23/30	Reactive Speed sign(s) along Oxford Road, through the village, to encourage drivers to slow down	Emailed Vicki Neville & Christian Mauz County	
23/31	CCTV to properly manage speeding traffic through the village:	Emailed Vicki Neville & Christian Mauz County	
23/32	Parking on Elsfield Road: could double yellow lines be extended the length of the Elsfield Road	County Council have advised that any alterations to the CPZ would be subject to additional funding being found.	
23/33	Can the sign leading into the village from Elsfield Road be changed to saying 'OLD MARSTON ONLY	Emailed Vicki Neville & Christian Mauz County.	
23/35	Flooding on MH Recreation Ground	Clerk to contact Highways. Emailed Ewan Siret 12.6	
23/36	Boundary hedge with Red Lion	Clerk seeking quote.	
23/37	NO DOGS sign in MH Play area	One has been ripped off, so replacement ordered. 4 x Metal received.	Y
23/38	Wildflower area in BL Rec	Initial work should be done.	
23/39	Right of Way on Park Farm	Charlotte Richie leading this.	
23/40	Elsfield Road Bus Stop Window	Perspex needs replacing.	
23/41	BL CCTV	Advice is there would be a safeguarding issue with CCTV overlooking a play area/recreation ground.	Y

23/42	BL Play Area (RoSPA Report)	Weeds growing through play area surface. Weed killed 29 August	Y
23/43	Newsletter		
23/44	Dead tree in MH Rec	Permission has been granted. Getting cost for felling.	
24/001	Boults Lane Barrier Lock	There have been recent issues with the lock. I am looking at possible getting a new combination lock so as to avoid the cost of keys.	

Black – Ongoing Blue – Actioned

RED – Completed

Green – New for this month.

[RETURN TO AGENDA](#)

Old Marston Parish Council – Calendar of Meetings 2023/24

Date	Meeting	Time	Venue
4 th March	Full Council	7pm	Mortimer Hall
25 th March	Staffing & Standards	6pm	Mortimer Hall
8 th April	Full Council	7pm	Mortimer Hall
29 th April	Finance Committee	6pm	Mortimer Hall

*P, RG, A & C: Pavilion, Recreation grounds, Allotments & Cemetery Committee

The above are the standard meeting dates schedules for 2023-24.

Although additional meetings may be convened with the appropriate notice period and will be posted on the website and noticeboard.