



# OLD MARSTON PARISH COUNCIL

Tim Cann

*Clerk to Old Marston Parish Council*

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Members of the public and press are welcome to attend the following meeting (Public Bodies (Admission to Meeting) Act 1960 Section 1& LGC 1972 S.100) unless precluded by the Parish Council by resolution during the whole or part of the proceedings. (S.O 3d). 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. (S.O. 3f & g). 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 (S.O. 3h) 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 30<sup>th</sup> January 2018

To: All members of Old Marston Parish Council

You are summoned to the MEETING of OLD MARSTON PARISH COUNCIL to be held at **7:30pm on Monday 5<sup>th</sup> February 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

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**NOTE: Please ensure that you have familiarised yourself with the items on the agenda before the meeting.**

**From time to time it may be unavoidable for members to arrive late or need to leave early. Please be aware these occurrences WILL be recorded in the minutes at the appropriate stage of the proceedings.**

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. **Social Media**
3. **Apologies for absence and approval of Council**
4. **Approval of the Minutes of the meeting held on the 8<sup>th</sup> January 2018**
5. **Matters arising omitting those for which an agenda heading follows.**
6. **Public, County & City Councillors & Thames Valley Police participation (if any requests received)**
  - a. County & City Councillors Report(s)
  - b. Thames Valley Police Update
  - c. Public
7. **OALC Executive Committee:** John Batey represented Oxford City on the Executive Committee but has recently stood down. There is therefore a vacancy should any Councillor be interested.
8. **OXCLEAN**
9. **Local Council Award Scheme:** The Local Council Award scheme was launched in late 2014 and has three levels – Foundation, Gold and Quality Gold. The Scheme provides benchmarked minimum standards for parish and town councils showing that a qualified Council meet the standard expected of a local authority. One of the criteria is to have a qualified Clerk, which you now have, so Council may like to consider going for a standard award.
10. **Recreation Grounds & Cemetery**
  - a. Confirmation that the weekly Safety checks on play equipment have been carried out and any faults reported.
  - b. Mortimer Hall Recreation Ground Fencing quotation
  - c. Relocation of Norman Jones Memorial Seat: This was removed so as not to be damaged when the pavilion was installed. Council need to decide where it should be located.
  - d. Boults Lane Play Equipment
    - i. Have nothing,
    - ii. Scale Back,
    - iii. Continue with original plan - consultation
11. **Elsfield Road Footpath:** Oxford City Council has confirmed the quotation will remain valid until March. I spoke to one other company who said that they could tender for the job but as it involved unknown underground utilities this would need to be verified before any tender could be submitted.
12. **Boults Lane Development Update:**
  - David Stanley Ltd sent someone to look at roof so hopefully should be fixed,

- I have contact details to find out what involved and cost of moving electric meter,
- Awaiting confirmation date of Asbestos Survey
- Awaiting quotes for fencing
- External security lighting fixed

### 13. Signage for Parish Council Property

### 14. Boundary Review Update

### 15. GDPR Update

### 16. Sound System

### 17. Swan School Update

- **EIA:** At the last meeting you instructed me to obtain a copy of the criteria for an Environmental Impact Assessment and to write to the local MP. I have enclosed a copy of the letter from the City Council to JPPC advising why they feel an EIA was not necessary. I have also obtained a copy of the criteria and enclose an extract of the developments where an EIA is needed. From reading this I wondered if you wished to reconsider writing to the local MP.

### 18. Noticeboard

### 19. Planning

**Applications considered between meetings:** None.

#### **Decisions:**

17/02526/FUL – 46 Mortimer Drive – APPROVED

#### **Awaiting Decisions:**

17/03090/FUL – 50 Raymund Road –

17/03334/FUL – 46 Mortimer Drive –

17/03285/FUL – 10 Elsfeld Road –

17/03403/FUL – 9 Rippington Drive –

#### **Applications to be decided:**

17/03412/FUL – 38 Old Marston Road – Demolition of existing building. Erection of single storey building for use as a laundry (B1©).

18/00029/FUL – 35 Rippington Drive – Erection of single storey rear flat roof extension

18/00069/FUL – 4 Cavendish Drive – Erection of single storey outbuilding to rear to be used as a garden shed/store (retrospective)

18/00104/FUL – 4 Broughton Close – Demolition of existing side extension.

Erection of a two storey side extension; single storey rear extension and single storey front extension.

### 20. Finance

#### **a. Bank balance as at 30/01/2018 –**

Current Account £26,974.05 (including £8,087.39 CIL money)

Business Reserve Account £3,746.03

Petty Cash £168.04

Newbury Building Society Account £113,536.24

The following accounts to be paid:	£ (Incl. VAT)
Clerks Pay Including Expenses, Pension, etc. – January 2017	
BGG (Grass cutting for December 2017)	61.80
43 <sup>rd</sup> Scout Group (s.137 Grant)	300.00
St Nicholas School Primary Club (s.137 Grant)	300.00
PCC of St Nicholas – Marston Times (s.137 Grant)	300.00
St Nicholas Society of Bell Ringers (s.137 Grant)	80.00

Oxfordshire Blind (s.137 Grant)	300.00
Craig Holloway Electrical Ltd (Repair to Pavilion lights)	60.00
Mortimer Hall (Hall Hire for 2017)	242.00
Total Pest Control (MH Quarterly Charge)	177.60
St Nicholas Church Junior Choir (s.137 Grant)	300.00
Oxford City Council (CiL Charge on Pavilion Building)	6,499.53
OALC (GDPR Training for Clerk)	48.00
SLCC (Regional Seminar)	90.00
Mr M. Cadd (Refund for purchase of burial plots)	2,770.00
GDT Fire Alarm (Replace 2 faulty detectors)	252.00
Get On Line Ltd (Renewal of Domain & Server)	294.00
OALC (Planning Course for Clerk & Tony Greenfield)	84.00
<b>TOTAL</b>	<b>£13,499.56</b>
<b>Petty Cash Expenditure:-</b>	
<b>TOTAL</b>	<b>£00.00</b>
<b>INCOME :-</b>	
Came & Co (Refund for overpayment)	19.92
<b>TOTAL</b>	<b>£19.92</b>

b. Budget v Expenditure for year up to January

c. **Chairman's Tablet:** John Batey has expressed an interest in buying the Tablet purchased while he was chairman. I have asked the Auditor and he has suggested a price of £125

#### **21. Information sharing (including correspondence)**

- Back Lane should be cut back if not already then within the next week or so,
- Awaiting quotes from a new inner to the waste bin in Mortimer Hall Recreation Ground which has disappeared,
- Chased for quotes on repairs to the play equipment in the Mortimer Hall Recreation Ground as per the latest RoSPA report,
- Chased quotes for fencing along the front of the Roy Garner Pavilion,

Rural Services Network Digest etc,

OALC Newsletter January 2018,

Boundary Letter,

Email from James Lawrie regarding no leaf sweeping in Old Marston & my reply,

Email from Tony Greenfield regarding planning application at 4 Cavendish Drive,

Email from Darren West regarding planning application at 4 Cavendish Drive,

#### **Public Feedback**

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

**23. Date of next meeting : -**

Monday 5th March 2018 in Mortimer Hall at 7:30pm.