



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.

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 hereby invited to attend the meeting of OLD MARSTON PARISH COUNCIL to be held **at 19:00 on Monday 5th September 2022** in Mortimer Hall.

Yours faithfully

Tim Cann.
Parish Clerk.

30th August 2022

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 members of the public 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.

AGENDA

1. **Request if anyone is intending to record the proceedings 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 held on the [4th July 2022](#)**
6. **Matters arising omitting those for which an agenda heading follows:-**
 - It has been suggested that the logo should be a different colour as blue implies a nautical connection. Council may wish to consider this.
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:

The Planning Committee met on the 12th August 2022 and made the following comments:

- **22/00960/FUL – 21 Haynes Road** – Subdivision of existing dwellinghouse (Use Class C3) to create a 1 x 2 bed and 1 x 4 bed dwellinghouses (Use Class C3). Formation of 1no. rear dormer in association with a loft conversion. Alterations to 2no. windows and 1no. door to rear elevation. Alteration to 1no. door to front elevation. Alteration to 1no. window to side elevation. (Retrospective). – **Asked to be called in overdevelopment.**
- **22/01801/FUL – 10 Nicholas Avenue** – Formation of 1no. rear dormer and insertion of 2no. rooflights to front roof slope in association with loft conversion. Alterations to outbuilding fenestration in association with conversion into office. – **No Objection**
- **22/01718/FUL – 19 Arlington Drive** – Change of use from dwellinghouse (Use Class C3) to House of Multiple Occupation (Use Class C4). – **Asked to be called in overdevelopment.**
- **22/01607/FUL – The Red Lion, 40-42 Oxford Road** – Partial change of use from Public House (Sui Generis) to allow the stationing of a caravan dwellinghouse (Use Class C3). (Retrospective) – **No Objection**
- **22/01812/FUL- 33 Church Lane** – Erection of a single storey rear extension. – **No Objection**

Decisions:

21/02580/FUL – St Nicholas Caravan Park/Marston Paddock – **APPROVED**

22/00404/FUL – 36 Cavendish Drive – **APPROVED**

22/01168/FUL – 76 Cherwell Drive – **WITHDRAWN**

Awaiting Decisions:

20/02457/DEL – Willow Barn, Oxford Road

21/03294/FUL – 56 Marsh Lane

21/03100/FUL – Land to rear of 1 Cromwell Close

22/00627/FUL – 86 Arlington Drive

Applications to be decided:

- **NONE.**
- **Land North of Bayswater Brook**
- **Update on Land West of Mill Lane** – No further information received.

9. Finance:

Bank balance as at 31/07/2022 –

Unity Trust Bank Account £47,050.49

Newbury Building Society A/c £86,950.84 Skipton Building Society A/c £5,036.09

Petty Cash £152.24 CiL Money £25,354.60

The following accounts to be paid:	£ (Incl. VAT)
Clerks Pay Including Expenses, Pension, etc. – July & August 2022	
WKH Development Services Ltd (Interim Payment: Pavilion work)	12,000.00
BT (Quarterly Office Phone Charge)	134.25
BGG (Litter Picking & Grass Cutting for July)	462.00
MP Security Installations (Annual Service)	138.41
JDP Solutions (Handbook printing)	162.00
Total Pest Control (Quarterly Charge)	177.60
BGG (Litter Picking for June)	84.00
SLCC (Themed Summit – Finance)	54.00
Clerks & Councils Direct) Additional Annual Subscription)	12.00
Playsafety Ltd (Annual RoSPA Report)	205.80
ICO (Annual Fee)	40.00
TOTAL	£17,269.86
Petty Cash Expenditure:	
Openreach (Wayleave payment)	26.46
INCOME:	£26.46

a. Approval of payments.

10. Underpass Project: Update

11. [Insurance Renewal](#)

12. Upgrade of the MUGA in the Mortimer Hall Recreation Ground

13. Old Marston Library: Update

14. Boults Lane Car Park Update

15. Pavilion Update

16. Governance & Administration:

- [Adoption of the new Code of Conduct](#)
- [Setting of 2022/23 Action Plan](#)
- [Four Year Business Plan](#)
- [Thank You Award](#)
- [Training Opportunities](#)
- Clerks holiday and time off procedure.

- Old Marston Parish Council: [Social Prescribing Partnership with OXSRAD](#)

17. Climate Emergency: Council has discussed in the past but have never actually declared a Climate Emergency. As a parish council obviously the actions you can take are limited, however, it will show the county and city council's as well as residents that you are taking it seriously.

- Declaring a climate emergency, and registering that declaration at - <https://www.climateemergency.uk/blog/map-of-local-council-declarations/>

18. Tendering/Procurement Criteria: [Living Wage Council](#)

19. Bike Doctor: As a council you can't pay anyone direct, it would be classed as trading which for a council can be open to question.

20. [A proposal to examine the reporting procedure for anti-social and criminal behaviour within the parish.](#)

21. Proposal for a noticeboard in St Nicholas Park.

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

- **TRANSPORT CONSULTATION:** Council need to decide if it wants a separate meeting to discuss this important issue.

23. Information sharing (including correspondence)

Rural Services Network Digest etc,

- OALC Newsletter: Already Sent
- [Correspondence](#)
- **Changes to number 13 Bus route from 4th September:** The route of this service will be revised to start at Northway, Halliday Hill rather than the John Radcliffe hospital. From Oxford city centre, rather than operating on to the Oxford rail station.

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24. Date of next meeting: -

Monday 3rd October 2022 at 19:00 in Mortimer Hall.