



Old Marston Parish Council

Tim Cann PSLCC, Clerk to Old Marston Parish Council
8 Nicholas Avenue, Old Marston, Oxford. OX3 0RN
Tel: 01865 203139 email: clerk@oldmarston-pc.gov.uk
Website: www.oldmarston-pc.gov.uk twitter.com/oldmarstonpc
www.facebook.com/pages/Old-Marston-Parish-Council

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 invited to attend the ANNUAL meeting of OLD MARSTON PARISH COUNCIL to be held **at 7:00pm on Wednesday 7th April 2021** via Zoom when the following business will be transacted.

You may join the meeting via Zoom from the following link:

<https://zoom.us/j/96810476878?pwd=enNtZm90YkErWGh5TmwyN2ZlbnEJbDZ09>

Meeting ID: 968 1047 6878

Passcode: 951906

Yours faithfully

Tim Cann.
Parish Clerk.

2nd February 2021

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.

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
 - Update on Swan School by Tony Harris of GalifordTry
5. **Approval of the Minutes of the meeting on the [1st March 2020](#)**
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:

20/02976/FUL – 69 Arlington Drive - REFUSED
21/00092/FUL – 29 Arlington Drive - APPROVED
21/00103/FUL – 25 Lewell Avenue - APPROVED
21/00161/FUL – 9 Gordon Close - WITHDRAWN

Awaiting Decisions:

20/02457/DEL – Willow Barn, Oxford Road
20/03034/FUL – Hill View Farm
20/03275/FUL – 33 Elms Drive
20/03257/FUL – 4 Cannons Field
21/00006/FUL – Thurston, 3 Boults Close

Applications to be decided:

- [21/00252/CEU – 29 Lodge Close](#) – Application to certify that the existing front porch is lawful development.
- [20/03275/FUL – 33 Elms Drive](#) - Erection of porch to front elevation. Erection of a part single, part two storey side extension, and a part single, part two storey rear extension. Formation of 1no. dormer to rear roof slope and insertion of 3no. rooflights to front roof slope. (Amended description). (Amended plans).
- [21/00606/CEU – 8 Cotswold Crescent](#) - Application to certify that the existing removal of chimney to south elevation, formation of 1no. dormer to side elevation in association with loft conversion, alterations to windows to east elevation, insertion of 3no. roof lights to front elevation and insertion of 1no. rooflight to rear elevation is lawful development.

- [21/00611/FUL – 56 Mortimer Drive](#) - Erection of a part single part two storey rear extension. Erection of porch to front elevation. Erection of a single storey summerhouse in rear garden.
- [21/00585/FUL – Ibstocks, 1 Pond Lane](#) - Demolition of existing garage. Erection of a part single storey part two storey side and rear extension. Alteration to lean-to porch canopy. Alterations to 2no. windows to east elevation and 1no. door to south elevation. Insertion of 1no. window and alteration to 1no. door to west elevation.
- [21/00563/FUL – 139 Oxford Road](#) – Erection of a single storey garden annexe.
- [21/00661/FUL – 39 Marsh Lane](#) – Erection of a two-storey side extension.
- [21/00752/FUL – 2 Lewell Avenue](#) - Demolition of existing garage. Demolition of rear single storey utility and erection of a part single and part two storey side and rear extension.
- [Black Lane](#): Update.
- Email from Prior & Partners regarding potential development of Marston Paddock. They are asking how the Council would like to engage with them.

9. Planning Committee: To review the minutes of the meeting of the Planning Committee held on the [16th March 2021](#) where the following recommendations were made:

- [Letter sent to Mr Kemp](#) regarding the revised Hill View Farm Application. The application is not on the East Area Planning Committee's agenda for the 7th April so will not be considered until after 26th May.
- Neighbourhood Plan: It was recommended that the Council investigate further creating a NP.
- **Update on former Jack Russell Development:** Work is progressing.

10. Finance:

Bank balance as at 04/03/2021 –

| | |
|---|--|
| Current Account £32,444.41 | Business Reserve A/c £3,760.22 |
| Newbury Building Society A/c £85,718.40 | Skipton Building Society A/c £5,036.09 |
| Petty Cash £179.74 | CiL Money £27,272.56 |
| Unit Trust Account £2,018.14 | |

| The following accounts to be paid: | £ Incl. VAT |
|---|-------------------------|
| Clerks Pay Including Expenses, Pension, etc. – March 2021 | |
| OALC (Annual Membership) | 668.98 |
| Oxfordshire Garden Contractors (Hedge Cutting) | 1,180.00 |
| Total Pest Control (Quarterly Charge) | 390.00 |
| BGG (Litter Picking for February 2021) | 69.00 |
| CommunityFirst (Annual Membership) | 70.00 |
| Oxford City Council (Cemetery Rates) | 125.83 |
| Oxford City Council (Cemetery Planning Application) | 117.00 |
| A1 Architects (Cemetery Extension Fee) | 385.00 |
| Tree King (Annual Tree Survey) | 550.00 |
| Staples (Black Ink) | 45.59 |
| TOTAL | £5,688.82 |
| Petty Cash Expenditure: | (No expenditure) |

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11. Back Lane:

I have been advised that, as a Bridleway the Highways Authority (Oxfordshire County Council) own the surface. Therefore, trying to claim ownership with HM Land Registry would be very difficult.

12. Pavilion, Recreation Grounds & Cemetery:

- Marston Saints FC have asked if they can extend the slabbed area by 3 meters and make it decking rather than paving slabs.
- To consider, revamping garage in overflow cemetery as a place to cut and arrange flowers, take a rest, make a cup of tea? Pray? Quite private space...?

13. Controlled Parking Zone. I have received a complaint about the CPZ in the south of Old Marston and an email praising its introduction.**14. Governance & Administration.**

- Social Media (As this item is of a possible confidential nature Council may wish to exclude the public and media.)

15. Plus, anything of an urgent nature which comes to the Clerk's attention since the agenda was set.**16. Information sharing (including correspondence)**

Rural Services Network Digest etc,

- [OALC Newsletter](#)
- Fly Tipping in Salford Road reported 11 March via Fix my Street,
- Overview of the [Virtual Practitioners Conference](#).
- Review of [Tablets](#).
- **CONSULTATION: What is a Statement of Community**

Involvement?: The Statement of Community Involvement (SCI) sets out how and when we will involve different groups, organisations and our communities in the planning process. The document must be used when we prepare and consult on our planning policy documents, including our Local Plan, and explains how we will involve people when we assess and decide on planning applications for new development.

Why it's being updated: We are required, under government legislation, to produce an SCI and update it every five years. This document will replace the previous SCI that was adopted by the council in July 2015. An addendum was published in June 2020, which explains the measures the council would be taking in the Planning Service whilst Covid-19 related restrictions are in force. It set temporary measures that have been put in place to minimise the impacts of the restrictions on people engaging with the planning process.

A revised version of the SCI has been prepared which updates the document and consolidates the addendum into the main paper. The revised SCI also takes into account changes to the planning system, through the National Planning Policy Framework (NPPF) and associated planning practice guidance (PPG), and any changes to legislation.

- [Correspondence](#)

17. Date of next meeting: -

Annual Council Meeting - May 2021 at 7:00pm
Chairman - Annual Parish Meeting

Items Pending

- Noticeboards around the Parish – with the architect
- Cemetery Extension – Planning application has been submitted.
- Cemetery Bench installation – one quote, one offer of quote once lockdown lifts.
- Electric Meter in Boults Lane – with the electrician
- Trees in Boults Lane – being included in the tree survey.
- Boults Lane Play Area Seat – Awaiting lockdown easing before installation.
- Mortimer Hall Play Area Path – Awaiting installation.
- Lights in Elsfield Road – With County Council legal team.