



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: Wednesday 8th May 2018

You are invited to the ANNUAL MEETING of OLD MARSTON PARISH COUNCIL to be held at 7:30pm on Monday 14th May 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. Election of Chairman & Declaration of Office**
- 3. Election of Vice-Chairman & Declaration of Office**
- 4. Acceptance of Office of Councillors by signing declaration**
- 5. Apologies for absence and approval by Council**
- 6. Public, County & City Councillors & Thames Valley Police participation (if any requests received)**
 - a. Public**
 - b. County & City Councillors Report(s)**
 - c. Thames Valley Police Update**
- 7. Approval of the Minutes of the meeting on the 9th April 2018**
- 8. Matters arising omitting those for which an agenda heading follows**
 - The Clerk has spoken to the Mortimer Hall about possibly changing the time/day of Council meetings. They have asked if this could be left with them for the time being so they can review their bookings.
 - Local Council Award Scheme: Out of the 18 items needed for Foundation status we currently have 12 of which 8 are already on the website. Once/If you agree to the calendar of events and action plan tonight this will bring it up to 14. Once all of the items are approved council then needs to pass a resolution for them to be posted on the Council website.
 - SSE: Still awaiting SSE to reply. A further possible tender was met on site and awaiting for a tender.
 - The gentleman requesting permission to metal detect on Council land: he has sent maps of where exactly he wishes to work. These being Boults Lane Recreation Ground and Elsfield Road Cemetery
- 9. Web Site, Facebook and other social media**
- 10. GDPR Update**
 - a. Agreement and acceptance of forms.**
 - b. The Government has proposed an amendment to the Data Protection Bill which if accepted and agreed will exempt all Town and Parish Councils from requirement to appoint a Data Protection Officer (DPO). In view of this you may wish to delay appointing a DPO until know the outcome of this amendment in the next few weeks.**
- 11. Action Plan for 2018/19**

12. Review terms of reference of Committees**13. Review the calendar of meetings****14. Nominations on to Committee's & Outside Bodies**

- a. Planning Committee & Chairman
- b. Recreation Grounds & Cemetery Committee
- c. Pavilion Committee
- d. Staffing & Standards Committee
- e. Finance Committee & Chairman
- f. Mortimer Hall Representative
- g. OXSRAD Representative
- h. Parish Forum Representatives (2)
- i. Public Transport Representative
- j. Green Belt Representative
- k. Old Marston Charities Trust (2)

15. Recreation Grounds & Cemetery

- a. Confirmation that the weekly Safety checks on play equipment have been carried out and any faults reported.
- b. Minutes of Recreation Grounds & Cemetery Committee meeting held on the 2nd May 2018

16. Highways

- a. Road closure of Marston Ferry Road for micro-asphalt surfacing work 28 July 2018 for maximum of 5 consecutive days
- b. Tree removal along Cherwell Drive: Outside shops & Roundabouts

17. Finance

- a. Bank balance as at 08/05/2018 –
 - Current Account £39,846.46 (including £6,057.73 CIL money)
 - Business Reserve Account £3,746.65 Petty Cash £99.50
 - Newbury Building Society Account £146,961.14

The following accounts to be paid:	£ Incl. VAT
Clerks Pay Including Expenses, Pension, etc. – May 2018	
Mr M. Bates (Repair to MH Recreation Ground Fence)	250.00
Total Pest Control (Quarterly Charge for MH Rec)	177.60
ICCM Membership (Inst. of Cemetery & Crem Management)	90.00
BGG (Littler Picking for March 2018)	61.80
DM Payroll Services Ltd (Annual Payroll Charge)	81.00
GDT Fire Alarms Ltd (Fault Fixed)	108.00
TOTAL	£
Petty Cash Expenditure:	
TOTAL	£00.00
INCOME :-	
Oxford City Council (First Half Year Precept)	32,973.01
Came & Co (Refund for removal of old pavilion)	450.53
Oxford City Council (CiL Payment)	8,855.03
TOTAL	£42,278.57

- b. Budget v Expenditure for year & Pavilion expenditure
- c. Income Analysis for year
- d. Annual Aspire Grant
- e. Request for Financial assistance from Archoxfordshire

18. Planning

Applications considered between meetings:- NONE

Decisions:

18/00029/FUL – 35 Rippington Drive - APPROVED

Awaiting Decisions:

18/00546/CT3 – Garages Rear of 18 – 34 Mortimer Drive

18/00631/FUL – Colthorn Farm

18/00645/FUL – Victoria Arms

18/00571/FUL – 11 Horseman Close

18/00799/FUL – 20 Raymund Road

Applications to be decided:-

18/01010/FUL – 12 Oxford Road – Erection of a single storey extension to garage to provide bin and cycle store and erection of a single storey extension to west elevation.

18/01019/FUL – 4 Cavendish Drive – Formation of decking to rear garden (Retrospective)

18/01029/FUL – 10 Cromwell Close – Erection of two storey side and rear extension and erection of front porch. Alterations to fenestration and removal of 1 no. door to side elevation. Provision of private amenity space, car parking and bin and cycle stores.

18/01021/FUL – 17 Cavendish Drive – Demolition of existing garage and erection of a two storey side extension to create a 1 x 3 bed dwellinghouse (Use Class C3). Erection of a single storey rear extension. Provision of private amenity space and bin storage and car parking.

18/01080/FUL – 38 Mortimer Drive – Sub-division of rear garden and erection of 1 x 2 bed detached dwelling (Use Class C3). Provision of amenity space, car parking, bin and cycle store.

APPEAL 17/01456/FUL – 44 Mortimer Drive – Erection of 1 x 1 bed dwellinghouse (Use Class C3). Provision of private amenity space, new vehicle access from The Link with car parking for 1No. vehicle and bin and cycle store.

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

- Invitation to meet with Oxfordshire County Council

20. Information sharing (including correspondence)

Rural Services Network Digest etc,

OALC Newsletter April 2018,

Email from SNG with schedule of closure for Cowley Road while essential gas mains replacement takes place,

Email from Tony Greenfield regarding 4 Cavendish Drive,

Email from Yasir Hussain regarding elections of Old Marston parish Council,

Emails regarding state of property in Arlington Drive,

Emails from Colin Dobson re Parish Council candidates & Clerk's response,

Welcome letters sent to all 12 Parish Councillors and thank you letter sent to Barrie Lewis-Canham.

21. Date of next meeting : -

Monday 4th June 2018 in Mortimer Hall at 7:30pm.