



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 ANNUAL meeting of OLD MARSTON PARISH COUNCIL to be held **at 7:00pm on Monday 16th May 2022** in Mortimer Hall, Oxford Road, Old Marston, OX3 0PH when the following business will be transacted.

Yours faithfully

Tim Cann.
Parish Clerk.

10th May 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 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. **Election of Chairman & Declaration of Office.**
2. **Election of Vice-Chair & Declaration of Office.**
3. **Acceptance of Office from Councillors by signing Declaration.**
4. **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.**
5. **Apologies for absence and approval by Council**
6. **Web Site, Facebook, and other social media.**
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7. **Public, County & City Councillors & Thames Valley Police participation (if any requests received)**
 - a. Thames Valley Police
 - b. County & City Councillors Report(s)
 - c. Public
8. **Approval of the Minutes of the meeting on the 4th April 2022**
9. **Matters arising omitting those for which an agenda heading follows:-**
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10. **Operational Checks:**
 - Weekly operational checks on the defibrillator have been carried out.
 - Weekly operational checks on the play equipment have been carried out.
11. **Queen's Jubilee:** The Red Lion has confirmed that they are one of the designated beacon venues. Lighting will be 7:45 on the Thursday. They are also proposing a children's party/picnic in the grassed garden area on the Saturday.
12. **Annual Parishioners Meeting:** Due to this meeting having to be postponed the Annual Parishioners Meeting will now take place on the 30th May 2022. 7pm in the Mortimer Hall. Format.
13. **Planning:**

Applications considered between meetings: NONE.

Decisions:

 - 21/00187/FUL 140 Oxford Road – **REFUSED.**

Awaiting Decisions:

 - 20/02457/DEL – Willow Barn, Oxford Road
 - 21/02580/FUL – St Nicholas Caravan Park/Marston Paddock
 - 21/03294/FUL – 56 Marsh Lane
 - 21/03100/FUL – Land to rear of 1 Cromwell Close
 - 22/00434/FUL – 4 Southcroft
 - 22/00627/FUL – 86 Arlington Drive
 - 22/00359/FUL – Manor Farm, 15A Mill Lane
 - 22/00404/FUL – 36 Cavendish Drive

Applications to be decided:

 - **22/00759/FUL – 69 Arlington Drive** – Erection of a first-floor side extension. Erection of a single storey front extension and formation of a front porch. Removal of 1 window and insertion of 2 windows to side elevation.

- **22/00869/FUL – 52 Mill Lane** – Demolition of existing garage/outbuilding and erection of a rear garden annexe to provide ancillary accommodation to the main house.
 - **Update on Hill View Farm**
 - **Back Lane**
 - **Update on former Jack Russell Development:** Work is progressing.

14. Finance:

Bank balance as at 01/05/2022 –

Unity Trust Account £64,785.19 (incl. CIL Money) £27,272.56

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

Petty Cash £176.29

The following accounts to be paid:	£ Incl. VAT
Clerks Pay Including Expenses, Pension, etc. – April 2022	
Dave Hook (Removal of Shower Floor)	420.00
Total Pest Control (Quarterly Charge)	177.60
DM Payroll Services (Annual Charge)	120.00
Seiretto (Renewal of SSL Services)	46.80
SLCC (Themed Summit Training)	54.00
OALC (Annual Membership)	691.23
Sherfield Flooring Ltd (Kitchen Floor Repair)	1,190.17
Wickes (Small Sander)	59.00
Staples (Ink & staples)	91.84
Castle Water (Cemetery Use)	29.24
JDP Solutions (Elections Flier)	156.00
BGG (Grass Cutting & Litter Picking April)	462.00
TOTAL	£5,238.97
Petty Cash Expenditure:	(No expenditure)
INCOME:	
Oxford City Council (First half Year Precept)	35,484.50

15. Appointment of members onto existing Committees:

- Planning Committee & Chairman**
- Recreation Grounds, Pavilion & Cemetery Committee**
- Staffing & Standards Committee & Chairman**
- Finance Committee & Chairman**
- Environment Committee**

16. Review of representation on or work with external bodies and arrangements for reporting back:

- Mortimer Hall**
- OXS RAD**
- Public Transport**
- Green Belt**
- Parish Forum**

17. Appointment of any new committees

18. Review of delegation arrangements to committees and staff.

19. Review of the terms of reference for committees

20. Review of the council's and/or staff subscriptions to other bodies:

Currently –

Oxfordshire Association of Local Councils (OALC),
Society of Local Council Clerks (SLCC),

Oxfordshire Green Belt Network,
Institute of Cemetery & Crematorium Management (ICCM),
CommunityFirst Oxfordshire,
ParishOnline

21. Policies:

- **Review of existing policies:** Enclosed with the agenda is a list of the various policies the council have. Council needs to review and agree to accept or amend any.
- **Councillors' Handbook:** The chairman and clerk have been working on a handbook for new and existing councillors. It is also intended to be given to anyone interested in knowing more about Old Marston Parish Council. The Oxfordshire County Council and OALC have asked if they can use it as a blueprint /template for other parishes in the county. Council needs to decide whether to accept this handbook

22. Calendar of Meetings: See enclosed calendar listing.

23. Pavilion, Recreation Grounds & Cemetery:

- Consider Quotation to replace the multi-play equipment in Mortimer Hall Recreation Ground.
- Memorial for June Handley.

24. Local Council Awards Scheme:

- The Parish Council have already achieved the Foundation status. Enclosed are the criteria for the higher level, you will see that the council is two thirds the way to getting Quality. Council needs to decide if it wishes to go forward for this level.

25. Logo: Decide on logo competition entries.

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

27. Information sharing (including correspondence)

Rural Services Network Digest etc,

- OALC Newsletter
- [Correspondence](#)

28. Date of next meeting: - Monday 6th June 2022 7pm in the Mortimer Hall.