

Minutes of the Old Marston Parish Council Meeting held on the 4th May 2020 virtually at 7:00pm.

Present:

Parish Council:

Duncan Hatfield (DH) – Chairman	Pat Hall (PH) – Vice-Chairman
Louise Milford (LM)	Mary James (MJ)
Charlotte Vinnicombe (CV)	Alistair Morris (AM)
Peter Williams (PW)	Mick Bates (MB)
Alan Spence (AS)	Tim Cann (Clerk)

Oxford City Council:

Cllr Mary Clarkson (M)

Members of Public: 0

Oxfordshire County Council:

Cllr Mark Lygo (ML)

20/05/01 Intentions to record the proceedings of the meeting: NONE.

20/05/02 Apologies for Absence: Parish Councillor Michael O’Keefe – Recovering from Operation, Parish Councillor Peter Cox – Family member unwell, Parish Councillor Mick Cadd – Self Isolating, City Councillor Mick Haines – Self Isolating.

20/05/03 Website and social media:

DH informed the meeting that he had recently updated the information.

20/05/04 Public, County & City Councillors & Thames Valley Police participation (if any requests received)

- a. **Thames Valley Police:** No report received.
- b. **County & City Councillor Reports:** **County Councillor Mark Lygo** informed the meeting that as Councillors he and Mary had been volunteering with the Oxford Hub and the Green Gym with collecting people’s pensions, delivering prescriptions etc. Anyone also wishing to volunteer can ring 249811 to register.

City Councillor Mary Clarkson informed the meeting that, as mentioned by Mark, she had been volunteering with the Oxford Hub. All the volunteering has meant that the whole of Marston had been covered and was working well. There had been some issues at Bradlands where accessing the more vulnerable was difficult, but this seems to have been resolved. The parking scheme looks likely to be Monday to Friday 9am until 5pm with the exceptions of Horseman Close and Dents Close. These are located around Oxford City FC so the restrictions will be Monday to Sunday 8am until 4pm. The Clerk mentioned that Elms Drive residents had experienced football parking so might want to be considered for the different arrangements. ML asked if the Clerk could email this so that it can be considered for inclusion.

- c. **Public:** As no members of the public were present there was no public participation.
- **Swan School:** The Clerk read out the report from Tony Harris of GalifordTry: The attached Newsletter for May which will be delivered this week, as you can see we have been able to keep the site open during these difficult times by following the Government guidelines for construction sites, although the labour levels have been reduced to maintain the guidelines.

The external façade works have progressed with Curtain walling, windows and doors nearing completion on all blocks, the external façades, timber, render, aluminium cladding have been delayed due to the working restrictions, the remainder of external façade works and the groundworks are being re-programmed, the works to the main site entrance are now planned to commence this month, Licenses and traffic applications are all in place for these works to commence.

Internally works to all buildings, internal partitions, decoration and M&E works have continued and progressing well.

As a result of the restrictions, reduced labour and material supply we are reviewing the impact that the current situation has had on the overall programme and will update in due course.

We have received no complaints in the period, if there is anything you wish to discuss either before or after the meeting please call to do so.

20/05/05 Minutes of the Parish Council Meeting held on 2nd March 2020. It was **RESOLVED** these are a true record.

20/05/06 Matters Arising (omitting those for which an agenda heading follows):

- None.

20/05/07 Operational Checks:

- It was confirmed that the weekly operational checks on the defibrillator had been carried out.
- As directed by Government that all play areas should be closed due to the Covid19 virus, the Clerk confirmed that notices had been erected on the fencing to the play area at the Mortimer Hall play area and on the fencing by the Boults Lane play area informing residents that the equipment is closed and not to be used and that regular safety checks are not being carried out. Red & white tape has also been wrapped around the play equipment in Boults Lane.

20/05/08 Governance & Administration:

- [The Local Authorities and Police and Crime Panels \(Coronavirus\)\(Flexibility of Local Authorities and Police and Crime Panel Meetings\) \(England and Wales\) Regulations 2020](#) came into force on 4th April 2020. The Regulations now allow virtual rather than physical meetings to be held. The expectation is that the emergency situation where powers were delegated to the Clerk, in

Signed by the Chairman.

consultation with the Chairman, should cease and virtual meetings should replace physical ones.

The Regulations mean there is now no requirement (reg.6) for a Parish Council to hold its annual meeting although it may do so (virtually) if it so chooses. The expectation is that the Chairman of the Council will stay in post until he resigns or a meeting can be held (possibly remotely/virtually).

The Council therefore **RESOLVED** to postpone the Annual Parish Council Meeting until May 2021 with all officers, committee members and outside body representatives remaining unchanged, unless a resignation occurs.

20/05/09 Pavilion, Recreation Ground's & Cemetery:

- The Committee meeting scheduled for the 16th March 2020 was postponed.
- **Play Area Fencing:** This has been delayed due to the Covid19 virus as the contractor is self-isolating.
- **Mortimer Hall Recreation Ground's Play Equipment:** The Council **RESOLVED** to accept the tender for £2,500 to do the work highlighted from the RoSPA report.

20/05/10 Environment Committee:

The Council reviewed the minutes of the meeting held on the 27th April 2020 and **RESOLVED** to accept, subject to costings, its recommendations of:

- Install hedges around the boundary of the Boults Lane Recreation Ground,
- Have a band of wild flowers and longer grass around the boundary of the Mortimer Hall Recreation Ground, where the wrought iron fencing is along the Oxford Road,
- Keep the cemetery as it currently is, tidy and well maintained,
- The Clerk will bring back to the Committee the deeds for the paddock at the rear and side of the cemetery to review the future use.

20/05/11 Finance: Bank balance as at 03/04/2020 –

Current Account £48,244.43	Business Reserve A/c £3,758.73
Newbury Building Society A/c £85,718.40	CiL Money: £19,117.28
Skipton Building Society A/c £5,000.00	Petty Cash £179.74

The following accounts to be paid:	£ Incl. VAT
Clerk's Pay Including Expenses, Pension, etc. – March & April 2020	
Total Pest Control (Quarterly Charge)	390.00
Oxford City Council (Rates for Cemetery)	109.42
Oxfordshire Garden Contractors (Hedging)	1,440.00

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SLCC (Climate Emergency Training Series 2)	72.00
SLCC (Climate Emergency Training Series 3)	72.00
SLCC (Climate Emergency Training Series 4)	72.00
SLCC (Climate Emergency Training Series 5)	72.00
SLCC (Creating Accessible WORD and PDF Documents)	36.00
Staples (Stationery)	56.28
Oxford Building Company Ltd (Harris Fencing Rental)	1,080.00
Oxford Building Company Ltd (Repair to Pavilion Flooring)	780.00
Mr Hughes (Re-purchase of a burial plot)	150.00
Mr & Mrs Downes (Re-purchase of two burial plots)	375.00
BGG (Litter Picking for Dec 2019, Jan & Feb 2020)	69.00
Gill & Co (Water supply work to old building)	740.00
BGG (Litter Picking March 2020)	69.00
Total Pest Control (Quarterly Charge)	177.60
Zoom (One month online meeting subscription)	14.39
Castle Water (Cemetery Usage)	19.19
Institute of Cemetery & Crematorium Management (2020/21)	95.00
DM Payroll Services Ltd (2020/21)	81.00
Squire Locks (5 x Padlocks & Keys)	69.05
TOTAL	£9,832.52
Petty Cash Expenditure:	NONE
INCOME :-	
Outreach	8.82
Reeves & Pain (Ashes & Memorial)	660.00
HMRC (VAT Return)	8,039.56

Signed by the Chairman.

Mrs Taylor (Purchase of Burial Plot)	1,385.00
Mr Ward (Paddock Rent)	500.00
Homewood Funerals (Purchase of 2 x Burial plots)	2,770.00
Ms Turmezei (Purchase of Burial Plot)	1,385.00
Homewood Funerals (Purchase of 2 x Burial Plots)	2,770.00
43 rd Scout (Annual Rent)	5.00
OMMLAA (Annual Rent)	5.00
HMRC (VAT Return)	2,256.29
Oxford City Council (1st Half Year Precept)	35,484.50
Newbury Building Society (Annual Interest)	1,388.54
NATWEST (Interest on Business Reserve A/c)	7.60
TOTAL	£56,665.31

It was **RESOLVED** to accept these accounts.

- The Council reviewed the request for financial assistance from OXSRAD during the Covid-19 lockdown. The Council **RESOLVED** to award OXSRAD £1,000 and to ask for further information about its plans coming out of lockdown.
- The Council reviewed the request for financial assistance from the Oxfordshire Association for the Blind. The Clerk informed the Council that they had not applied for a grant in the usual process. It was **RESOLVED** to award the Association for the Blind £300.
- The Council reviewed the request to make a donation of £500 to the Old Marston Charities Trust so they can provide assistance to families in need in the Parish as a result of the school being shut and some children may not have access to proper meals as a result. The Clerk informed the Council that he had spoken to the Head Teacher who had confirmed that after an appeal they had found funding for meals. However, 'Having spoken with our home school link worker, many of our children will be struggling with mental health on our return so to have a pot of money that we can use to buy resources to support this would be wonderful. Resources could be based in our well-being room and also given to children to take home. We are not able to put a figure on this but any amount would be gratefully received. After some discussion it was **RESOLVED** to award the St Nicholas Primary School £500.

20/05/12 Planning:

a. Applications considered between meetings: - NONE

Signed by the Chairman.

Decisions:

19/03151/FUL – 8 Haynes Road – **APPROVED**
19/03361/FUL – 139 Oxford Road – **REFUSED**
20/00338/FUL – 6 Elsfeld Road – **APPROVED**
20/00341/FUL – 55 Arlington Drive – **APPROVED**
20/00216/FUL – 29 Mill Lane - **WITHDRAWN**

Awaiting Decisions:

18/01549/FUL – 20 Raymund Road
20/00386/VAR – 148 Oxford Road

Applications to be decided:

20/00764/VAR – 29 Mill Lane – Variation of Condition 2 (Develop in accordance with approved plans) of planning permission 16/01157/FUL (Demolition of existing side extension. Erection of two storey side extension to form 1 x 3 bedroom dwelling house (Use Class C3). Provision of car parking spaces.) to allow alterations to the footprint of the dwellings in order to change the location of the parking provided. – **CONCERN WITH PARKING SAFETY AND ASKED TO BE CALLED IN.**

20/00427/FUL – 99 Oxford Road – Erection of a single storey side and rear extension and provision of bin and cycle stores. (Amended Description) – **NO OBJECTION.**

20/00919/FUL – Marston Vicarage, Elsfeld Road – Formation of pathway to the Memorial Garden. – **NO OBJECTION.**

- **Update on Previous Jack Russell site:** ML advised the Council that although legally there is nothing wrong with the site, planning enforcement is looking at the moral duty to the area.

20/05/13 Items of an urgent nature which have come to the Clerk's attention since the Agenda was set:

- The Clerk reported that someone had placed a padlock on the barrier in Boult's Lane making so that the barrier could not be shut or locked. This was leaving the area open to travellers and fly tipping. It was **RESOLVED** the Clerk arrange for the unofficial padlock to be removed.
- The Clerk informed the Council that he had received a quote for the signs on the Council-owned sites of £25 per sign. It was **RESOLVED** to accept the quotation.

20/05/14 Information sharing (including correspondence)

Rural Services Network Digest etc,

- OALC March 2020,

- ML suggested that the Council could write a letter to Marston Saints FC commending them on the £11,000 they raised for the NHS, All Agreed.
- AS, as Chairman of Marston Saints, thanked ML and informed the Council that, as the club house was closed during the Covid19 Virus, the football club had also donated all the soft drinks to the Children's Ward of the JR Hospital.
- AM asked ML about an update on the fencing off of the grass verges in Marsh Lane. ML advised that, due to the unforeseen expenditure with the Covid19 Virus the Council has had to re-prioritise its spending.
- The Clerk advised that he had received complaints about a cycle shed being erected in Arlington Drive which he had reported to Planning Enforcement.

MEETING CLOSED: 8:07pm