

## Minutes of Old Marston Parish Council Meeting 29<sup>th</sup> March 2011

### Present:-

Charlie Haynes, Chairman (CH)  
Duncan Hatfield, Vice-Chairman (DH)  
Nils Bartleet (NB)  
Peter Cox (PC)  
Roy Jones (RJ)  
Wally Cox (WC)  
Barrie Lewis (BL)  
Patricia Hall (PH)  
Angie Tiwari (AT)  
Michael Cadd (MC)  
Gill Cox (GC)

Kate Stratford, Clerk (KS)  
Cllr Altaf-Khan

<b>1</b>	<b>Requests from Members of the Public to Speak</b> Monika Brown to speak on the library.	<b>ACTION</b>
<b>2</b>	<b>Apologies for Absence</b> PCllr Peter Sarac. Cllrs Clarkson, Hazell and Darke.	
<b>3</b>	<b>Minutes of Last Meeting</b> The minutes of the last meeting were accepted as a true and correct record with no additions or corrections.	
<b>4</b>	<b>Matters Arising from Minutes Omitting Those For Which an Agenda Heading Follows:</b> PCllr CH explained a meeting had been held with Mortimer Hall, and as a result of that meeting, Mortimer Hall were better able to cater for the Parish Council's needs so meetings could revert to the first Tuesday of the month at Mortimer Hall. All agreed. Chairman and Clerk will attend the Mortimer Hall AGM meetings in future.	
<b>5</b>	<b>Correspondence (Letters/Emails)</b> <ul style="list-style-type: none"><li>• OCC – invitation to meeting between city council and parishes on 28<sup>th</sup> February at 6:00pm. Minutes received. Next meeting scheduled for 20<sup>th</sup> June.</li><li>• Local Government Boundary Commission – all information forwarded to all Parish Councillors and completed and sent by Chairman/Clerk.</li><li>• Old Marston Library – is there a Good Neighbour Scheme in OM to assist with taking books to a reader who can not visit the library? Asked for more information but no confirmed response yet received.</li><li>• Clerk wrote to RD to wish him well on behalf of the PC.</li></ul> County have sent (by post and email) a consultation on the proposed changes to Household Waste Recycling Centre. Consultation closes on 4 <sup>th</sup> April. Clerk to respond strongly opposing the proposed changes. OPT – invitation to Oxford Heritage Plan consultation event – 28 <sup>th</sup> March 4:30 – 6:30. TVP have invited applications for community policing awards. Standards Committee Agenda – passed to PCllr NB. Parish Transport Reps Meeting – 29 <sup>th</sup> March – passed to PCllr NB. NALC – communities in action conference. NAG – next meeting due 14 <sup>th</sup> April – passed to PCllr RJ.	<b>KS</b>

OCC have asked PC to confirm who is on the charities. Clerk to provide information.

**ACTION  
KS**

## **6 Planning**

### Applications to be decided:-

88 Oxford Road – single storey rear extension (retrospective) – objection as large development which should not have been started without proper permissions.

Separately, it was reported that 88 Oxford Road has started another development at the bottom of his property, which is overlooking residents of Raymond Road. Clerk to report to Planning Enforcement.

38 Lodge Close (application not received by PC despite requests. The Clerk has told Planning this is unacceptable and downloaded from website) – Two storey side extension – no objections as long as neighbours consulted

5 Cromwell Close – single storey extension and porch –

Cothorn Farm, Oxford Road – erection of 2 x 3 bed detached houses. Provision of 3 parking spaces for each house – overdevelopment of site, access inadequate and view not clear – vision splay.

**KS**

### Applications considered between meetings:-

None.

### Decisions

1 Broughton Close – approved.

32 Ashlong Road – sent objection. Going to NEAC – Application withdrawn.

### Awaiting Decisions

- 17 Beechey Avenue – sent no objection as long as neighbours consulted.
- 40 Arlington Drive – sent no objection as long as neighbours consulted.
- 2 Costwold Crescent –
- 2 Mortimer Drive –

Planning issues were sent to MRC in order for her to chase planning. MRC to report to next meeting.

**MRC**

Planning are planning NOT to consult on Planning applications in future, but this does not include the PC who will continue to be consulted, although they would like to do it electronically. Clerk has said this may not work for the PC. GC suggested people are made aware of the online facility. Clerk to put a note in Marston Times. OCC have adopted Oxford Core Strategy. Clerk has requested a hard copy.

**KS**

## **7 Boulds Lane Development Project**

Received an invitation to apply for funding from The Queen Elizabeth II Fields Challenge – Forwarded to Marston Saints.

Chairman to convene special meeting of the Marston Saints and members of the PC. Clerk to ascertain suitable times and dates.

Background from FA – copy provided to each PCllr. PCllr CH requested everyone keeps hold of this. WC cautioned that ‘the tail should not wag the dog’. Noted.

**8 Recreation Grounds** **ACTION**

- Clerk has requested Denis Ward trim the trees raised at last meeting – work has been carried out.

Renovation works due at Boults Lane. PC considered quotes from White Horse and Kamalara and it was proposed to go with Kamalara. Unanimously agreed.

Clerk to order the work.

CH updated the PC reference trees – over the next few weeks the trees to be culled will be identified by Clerk, Chairman and PCllr BL.

Chairman and Clerk to attend future AGMs at Mortimer Hall.

**KS**

**CH/BL/**

**KS**

**CH/KS**

**9 Finance**

- Typographical errors in minutes – to be corrected and signed.
- Bank balance as at 21<sup>st</sup> March 2011 – current account £18,363.28; deposit account £173,444.42.

**KS**

The following accounts to be paid:

		£ incl VAT
Mr C Haynes	Weed killer for burial ground	109.98
Kate Stratford	Reimbursement for Webroot Security Software	46.90
Keypit	Back Lane gate padlock	52.50
Total Pest Control	Quarterly bill	522.00
OALC	Subscription renewal	636.80
Mortimer Hall	Annual rental charge	132.00
OCC	Annual Non-Dom Rate Bill (cemetery)	62.78
Mr C. Haynes	Petrol for mower	26.23
Mr C. Haynes	Hard Disks for computer (2 used, remainder to be passed onto KS and DH for backup)	12.98
Mr C. Haynes	New windows 7 for Chairman's computer (due to virus infection)	110.13
Mr C. Haynes	Technical support via Dell over 2 days	159.50
Kate Stratford	Reimbursement for phone March 2011	25.53

HMRC	Tax and National Insurance for March 2011	39.20	<b>ACTION</b>
Oxfordshire County Council	Pension for Clerk March 2011	93.33	
Kate Stratford	Salary for March 2011	555.29	
Kate Stratford	Heating and electric weeks 50 - 53 (Thur 25 <sup>th</sup> Feb – Weds 23 <sup>rd</sup> Mar) @ £3 per week	12.00	
Kate Stratford	Postage stamps	32.88	
ORCC	Subscription	30.00	
Denis Ward	Trimming trees at Mortimer Hall	420.00	
Mrs R Cox	Work at the burial ground 1 <sup>st</sup> – 31 <sup>st</sup> March 2011	192.00	
Mr B Lewis	Digital camera for use by the Parish Council	139.98	

The following income has been received:

		£ incl VAT
Highworth Memorials	Payment for Merriman memorial.	200.00

HMRC – end of year procedures – Clerk to do.

**KS**

ORC have written chasing PC for two unpaid bills. The first had already been paid, but it hadn't got into their system when they sent out the reminder. The second was for financial year 2009/10 and the PC was never billed (£1,116.87). Clerk has written objecting to paying.

OALC have forwarded information from HMRC saying Clerks must be registered for PAYE. OMPC has done this since current clerk has been employed.

Cane and Company have written offering to insure us. Clerk has sent them the information they need (current details) – awaiting quote.

**KS**

Richard James has written organising the audit.

PC discussed request from Mortimer hall for £15,000.00. PCllrs WC and GC declared an interest. PCllr WC explained that over the years the PC has supported Mortimer Hall, for which Mortimer Hall was very grateful, but for every pound raised by the PC, Mortimer Hall had raised two. They now needed the main hall floor to be replaced and a new kitchen. Currently quoted £9,780.00 + VAT for floor and £4,000.00 including fitting for the kitchen. If money could be found, would also like to replace the ceiling in the main hall. If the PC were willing to organise, order, pay for and supervise the works, then the PC could claim back the VAT. Therefore, Mortimer Hall were looking for a grant from the PC for £15,000.00.

	<p>PCllrs WC and GC left the room while the PC considered. PCllr CH suggested that Mortimer Hall would be wise to obtain at least one other quote for both jobs. PCllr PC proposed the grant is given to Mortimer Hall to carry out the work, on the proviso that more quotes are sought. Seconded by PCllr NB. All agreed unanimously.</p>	<b>ACTION</b>
<b>10</b>	<p><b>Burial Ground</b></p> <p>Highworth have sent proposed memorial for Ellen Merriman – PC considered and unanimously ratified. Clerk to advise.</p> <p>As the weather is improving, Mrs Cox and team are assisting with works at the cemetery. The cemetery is looking very good.</p> <p>Moles at the burial ground – TPC contacted.</p> <p>Thames Water have provided the PC with a Customer Guarantee Scheme leaflet.</p> <p>Ida Clements has requested her late husband’s ashes are interred with his parents.</p> <p>PC considered and unanimously agreed. Clerk to organise.</p>	<b>KS</b>       <b>KS</b>
<b>11</b>	<p><b>Highways</b></p> <ul style="list-style-type: none"> <li>• County have completed parking restriction work and some resurfacing work too. Latest deadline for completion is 11<sup>th</sup> February 2011.</li> <li>• BH chasing County over promised works at bus stops. The County have written to residents regarding their plans to put in bus stop markings. Two residents have raised concerns. The Clerk has contacted both.</li> <li>• County contacted to requested a meeting – took place on 24<sup>th</sup> march. PCllrs CH, RJ, BL and the Clerk were in attendance and met Shaun Hatton from the new County Highways team. As a result of this meeting, the Clerk is due to meet all the parking team – date being arranged. And the Clerk has written to David Tole asking for all the parking options in case the PC wants to survey residents. The Highways Team has asked the PC to put forward two lists – one of top five priority problems (Raymund Road is number 1) and one of top five priority new schemes. PCllrs to consider and bring list to next meeting.</li> <li>• The Clerk has sent photos of Salford Road tree to Parks.</li> </ul> <p>Post a pothole cards received and distributed – Clerk has more available on request. The County are currently being hugely helpful with Highways issues. They have suggested that rather than PCllrs bring issues to meetings, PCllrs contact the Clerk as issues arise for the Clerk to report to the county for action so that (hopefully) by the meeting the issue will be resolved. The Clerk is due to meet the officer on 30<sup>th</sup> March. PCllr NB requested that the drain in Mortimer Drive is raised at that time. MRC has advised of an event planned for Friday 11<sup>th</sup> May at Court Place Farm. MRC has raised concerns about parking.</p> <p>Resident Hubert Allen is asking for information about flooding in the late 1960s/early 1970s. Clerk will look in archived minutes when they reopen offices in May.</p> <p>County have emailed to apologise for not advising of more progress on Back Lane. Following a suggestion from David Tole, Clerk to put a note in Marston Times asking for volunteers to monitor parking.</p> <p>MRC has been in touch with County and British Gas re recent works in Boults Lane.</p> <p>MRC has requested “keep clear” boxes on Oxford Road and Marsh Lane to assist residents from White Hart and Horseman Close.</p> <p>The County Council have suggested the PC records issues and emails photos. PCllr BL offered to hold the camera on behalf of the PC. Clerk authorised purchase for exclusive PC use. PCllr BL has purchased.</p> <p>PCllr BL had report that behind Salford shops is being used by a taxi firm – Clerk</p>	<b>KS</b> <b>KS</b>     <b>ALL</b>    <b>ALL</b>  <b>KS</b> <b>KS</b>   <b>KS</b>    <b>KS</b>    <b>KS</b>    <b>ACTION</b>

has spoken to Environmental Health, who were not interested.  
Clerk has reported broken phone boxes again (by phone this time). RJ reported that the one on Oxford Road had now been repaired.

Flytipping has been reported for removal by OCC. Done  
Flyposting has been removed.

PCllr PC reported 2 lamp posts in Oxford Road with broken glass. PCllr PC to advise Clerk of post numbers and she will report. **PC  
KS**

PCllr GC reported that the parking area next to Oxsrade is being metered, which will have a big impact on Horsemen Close. Clerk to write and confirm if this is true (cc MRC and BH) and object strongly. **KS**

## **12 North East Area Committee**

Consultation form from OCC – Clerk has responded as has NB.

BH has been in touch with an offer for a grit bin and a dog bin to be installed by OCC foc. Clerk has said we would only want these if the city council pays the ongoing maintenance costs. **WC/NB/  
CH/KS**

MRC is trying to set up a group to replace NEAC when it is abolished. Clerk has said she will attend. **KS**

## **13 Parish Council Bulletin**

Next issue is pending.

## **14 Allotments**

Letter sent to Mr Manson.  
CH has ordered the work.

## **15 Website**

PCllr DH noted that the website remains very busy. Lots of interest. He has noted that approaches have been made from people trying to trace and get in touch with old friends and neighbours. Many thanks to DH for running the website.

Clerk reported that at the SOML meeting, it was suggested that the group try to raise the library's profile, and one suggestion had been the creation of a web page. This idea was liked, but the group were wary of the cost implication. PCllr Hatfield offered to help the group link through the parish website. Clerk to 'introduce' PCllr Hatfield to the Group. **KS  
DH**

**16 Proposed Closure of Old Marston Library**

- CC has been asked to give a full breakdown of expenses.
- Survey of library users carried out w/c 7<sup>th</sup> March. Note results of survey – in correspondence file.
- “Good Neighbour” request – Maria to confirm, but thinks it is Lewell Avenue.

SOML group met on 24<sup>th</sup> March – a presentation given at that meeting and accepted by the group is in the correspondence file. A letter by James Lawrie was generated as a result of that meeting. PCllrs to note.

E-petition now closed – got 173 responses.

SOML group have requested and been sent copy of accounts from current and previous years and the group have analysed these.

Keith Mitchell appears to have had a change of heart, although the library is still at risk. County Officers have explained that following Keith Mitchell’s media interviews, the consultation will run from May – September and after that time they hope that libraries will continue to have access to books, computers, IT, etc and continue to have librarian support, but the rest of the libraries to be run by volunteers. However, as Old Marston only has one librarian, it is hoped that SOML group can put up a robust opposition to the proposed closure.

Monika Brown (MB) explained how NO figures had been produced by the County.

It was hoped they would produce these soon, which could be used by the group on which to base the arguments keeping the library open. The library is a valued part of the village, particularly now the shop has closed. She asked would the parish council be willing if required to subsidise for a small portion for up to a year? WC asked if it was known when the library will close, if it closes. Monika answered that the county hadn’t given details, but could not be much before January 2012.

MC asked how much money the group might be looking for the PC to provide. MB said that the county had suggested the library costs £20,000.00 per annum to run, and there was a pot of £600,000.00 that cut services (including libraries) could bid for. SOML group intends to oppose the closure, and if that fails to fundraise and find sponsorship, and would hope that the PC will help make up any shortfall. NB asked if the PC *could* raise money to support the library. CH confirmed that the PC would be allowed to do this, with limitations. PC clarified whether the money would be loaned or given. MB confirmed given. WC asked the redundancy period for the librarian. Not known, but probably statutory. AT asked if more people have started using the library. MB reported that the survey carried out by SOML group showed 137 people had used the library that week, which roughly agrees with the County’s figures, so our week was representative.

There being no other questions, The Chairman thanked the Save Old Marston Library group for attending and for all the work they have done, and commended Bea for the work she had done analysing the PC’s figures. He confirmed no Parish Councillor wanted to see the library close and suggested as and when SOML group wishes to approach the PC, any request will be considered. Agreed unanimously.

**17 Any Other Business**

- Risk Assessment of Clerk’s office –Report has been received and then PCllr Hatfield will sign off.
- PCllr Hatfield reported back on the Oxclean event. 15 people attended (incl PCllrs CH and PH and family). Less litter was noted than in previous years. The day went very well. The Chairman thanked PCllr DH for organising.

Councillors to note attendance record over past year.  
Mortimer Hall AGM – 12<sup>th</sup> April at 8:00pm. All welcome.

**ACTION**  
**ALL**

**18 Date of Next Meeting**

**Tuesday, 3<sup>rd</sup> May 2011** at Mortimer Hall at 7:30pm