

# Minutes of Old Marston Parish Council Meeting 3<sup>rd</sup> April 2012

## Present:-

Charlie Haynes, Chairman (CH)  
Duncan Hatfield, Vice-Chairman (DH)  
Peter Cox (PC)  
Roy Jones (RJ)  
Barrie Lewis (BL)  
Patricia Hall (PH)  
Peter Williams (PW)  
Nils Bartleet (NB)  
Michael O'Keefe (MOK)  
Angie Tiwari (AT)  
Michael Cadd (MC)

Caroline Duffy, Clerk (CD)  
City Councillor Mary Clarkson (MRC)  
Rachel Slatford  
4 members of the public

Rob Lloyd-Sweet (Oxford City Council  
Planning and Conservation team)

- 1 Requests from Members of the Public to Speak** **ACTION**
  - a. Rob Lloyd – Sweet (OCityC) Old Marston Conservation Area Appraisal. The Chair and councillors commended Mr L-S on a first class piece of work, which will be available to the public through the library and on-line.
  - b. Michael Clarke requested dog bins to be placed by the school cycle track. Existing litter bins are being filled and need more regular emptying. The Chair explained how dog bins maintenance prices are prohibitive. Clerk to contact Street Scene (OCityC) to ask for more frequent collections of litter. **CD**
  
- 2 Apologies for Absence**
  - a. Cllr Peter Sarac
  
- 3 Minutes of Last Meeting**

The minutes of the last meeting were accepted as a true and correct record with the following corrections:

  - a. Present: Delete Gemma Woodley, insert Rachel Slatford
  - b. Item 17d Delete Oxford Road, insert Marsh Lane
  - c. With these amendments the Chairman was authorised by the PC to sign the minutes.
  
- 4 Matters Arising from Minutes Omitting Those For Which an Agenda Heading Follows:**
  - a. Dennis Ward reported the following: Cllr M Cadd has been in touch with the Fire Service. The Red Lion licensee need to contact their insurance company, and requires a licence from OCityC. Security fencing needs to be erected. The Beacon will consist of pallets camouflaged with brushwood. Actions also to be carried out – risk assessment, volunteer stewards, thatched cottage next door to be advised, decision on who to light, advertising (Red Lion, Parish Council web site, Marston Times). To be included on agenda for next meeting. **PCllrMC**
  - b. PCllr NB expressed concern about recent planning procedures where residents are only notified of a planning application by a small notices that are not on prominent display. Unparished areas will be particularly affected. PCllrs CH and RJ will bring up at future meetings with OCityC. Clerk to write to Head of Planning services and Ward Councillors **CD**
  
- 5 Correspondence (Letters/Emails)**
  - a. Letter from Planning – Action Clerk **CD**
  - b. Letter from Environment Agency – info only

## 6 Planning

### Applications to be decided:-

17 Mill Lane – Erection of Blue Plaque. No objections.

1 Elsfeld Road (application received after agenda posted) – No objections as long as materials are appropriate for conservation area.

### Applications considered between meetings:-

None

### Decisions

None

### Awaiting Decisions

- a. 2 Mortimer Drive
- b. Colthorn Farm, Oxford Road
- c. 19 Lewell Avenue – approved
- d. 22 Ashlong Road - withdrawn

## 7. Localism Act

The Clerk outlined progress on this item by the District authority

PCllrNB advised that the revised code of conduct would apply inside and outside meetings/ the building. He also drew the meetings attention to the vital role of the current Standards Committee and that he would attend the forthcoming meeting.

## 8.

### **Boults Lane Development Project**

- a. PCllrCH informed the meeting that he, Mick and PCllrBH had met. Council agreed that planning permission can be re-applied for using £5,000 left over from ring fenced funding for the project. He advised that a single storey building would be appropriate. Funding for this would be in the region of £375 - £400,000. **CD**
- b. Process would include new plans being drawn up (Marston Saints to fund this), planning permission, a construction design statement, grants and funding applications. **Marston Saints**
- c. The Chair advised that with the £75,000 already allocated, grant and funding applications could be made and a mortgage from the Public Loans Board could be applied for. Action Clerk and Chair **CH  
CD**

### **Recreation Grounds**

9.
  - a. An application for a seat has been received from Mr Richardson – agreed. Siting to be confirmed. **CH,CD**
  - b. Back Lane has been cut back and improved by Oxfordshire County Council. **CD**
  - c. Parish Council noted that a tent dweller has possibly taken ownership of land backing on to the area. OxonCC to be asked about ownership of the land.

### **Finance**

10.
  - a. Rachel Slatford presented the year end accounts. Council thanked Rachel Slatford for her work with the accounts which are fully reconciled for the financial year 2011/12.
  - b. Bank balance as – current account £7,434.76, business reserve account £168,534.65
  - c. Council resolved to remove Kate Stratford as a signatory to the Nat West current and business reserve accounts, and to add Caroline Duffy as a

signatory to both accounts.

The following accounts to be paid:

		£ incl VAT
Total Pest Control (UK) Ltd.	Quarterly charge for pest control	522.00
Oxford City Council	Council Tax- cemetery	65.25
Caroline Duffy	Salary for March 2012	500.00
Oxfordshire County Council	Pension payment for March 2012 – C Duffy	123.15
Peter Cox	Petrol reimbursement	25.34
Gemma Woodley	Minutes/agenda Feb/ March 2012	80.00
Michael O’Keefe	Mileage	17.10
Oxford City Council	Dogs on leads signs	108.00
Rachel Slatford	Accounts Feb/ March 2012	80.00
David Hook	Signs	60.00
M P Security	Intruder Alarm contract	82.60
Rita Cox	Cemetery maintenance	192.00
LCR	Subscription	15.50

No income has been received.

## 11 Burial Ground

- a. Refuse bags are still required **CD**
- b. Rubbish still to be removed. **CD**
- c. The Clerk advised that a trade waste collection would cost £7.92 per lift for a 360litre bin. Council resolved to fund a fortnightly lift, total spend £100 per annum.
- d. A letter from Mrs Maclaren regarding her reserved plot. Council unanimously agreed to honour the previous price as a goodwill gesture. **CH**
- e. The Clerk reported that she had attended a meeting with the OCityC cemetery manager which was extremely helpful.

## 12 Highways

- a. The Clerk reported that she has not made much progress with actions relating to Highways, but expected progress by the May meeting. **CD**
- b. PCllrAT reported a missing street sign on Raymond Road outside number 5. **CD**
- c. PCllrRJ reported damage to grass verges due to construction at the

Bricklayers Arms. Agreed that a request for a notice directing construction traffic to be made. It was suggested smaller vans could be directed through St. Nicholas Park. There are issues with bus access. Also to look into ownership of site. If possible a meeting to be set up with developers – PCllrsPW and RJ to attend. **CD**

**13 Area Forum**

No report

**14 Library**

No report

**15 Allotments**

No report

**16 Website**

In response to a request for a private advertisement on the website, the Parish Council agreed that no such requests would be granted. The focus of the website would remain local, detailing community activities, local news, local history and photographs. Clerk to ask for contributions in the Marston Times. Copies of all posters received to be forwarded to PCllrDH. **CD**

**17 Correspondence from Henman's Solicitors**

The Chairman raised Standing Order 10 to exclude members of the public from the discussion of this part of the meeting. When the meeting resumed, the Parish Council resolved to contact an Employment Law specialist solicitor, to meet with PCllrs CH and NB regarding the letter from Henmans on behalf of Kate Stratford in order that the agreement of salary and expenses and other matters raised in the letter could be resolved at the earliest possible time.

**18 Any Other Business**

- a. PCllr MC advised he is happy to manage vehicle access to Back Lane and hold a key – agreed **CD**

**19 Date of Next Meeting**

Annual Parish Meeting Tuesday, 1 May 2012 at Mortimer Hall at 7:00pm; Annual Meeting of the Parish Council, 1 May 2012 at Mortimer Hall at 7.30pm