

Minutes of Old Marston Parish Council Meeting 2nd December 2007

Present:-

Charlie Haynes, Chairman (CH)
Wally Cox, Vice Chairman (WC)
Duncan Hatfield (DH)
Michael Cadd (MC)
Hugh Deam (HD)
Mr Roy Jones (RJ) (AT)
Peter Cox (PC)
Graham Swift (GS)
Gill Cox (GC)

Cllr Mary Clarkson
Cllr Caroline van-Zyl
Mr LeRoy Garner, Clerk (LG)
Mrs K Stratford, Minutes Secretary (KS)

1. Requests from Members of the Public to Speak

The Chairman had received one request, to be dealt with under Highways.

2. Apologies for Absence

Mrs Angie Tiwari, Mr John McGinn, Cllr Altaf Khan.

The Chairman requested that Councillors declare any personal interests at any point on the agenda.

3. Minutes of Last Meeting

The minutes of the Meeting held on 6th November 2007 were confirmed with the following corrections: Mr Hugh Deam's name was incorrectly spelt; typographic error – "busses" and remove the reference to schools possibly being merged, which was conjecture by Councillors, and not suggested in the correspondence received. The minutes to be corrected by the minutes secretary and circulated.

The Chairman was authorised to sign off the correct version of the minutes.

4. Matters Arising from Minutes

None not appearing elsewhere.

5. Correspondence

National Rivers Authority, confirmed both brooks are not rivers. National Rivers Authority do cleanse them because they are important. Thames Water says that the responsibility for maintenance of watercourses lies with the owner of the land, the environment agency.

South Oxfordshire is consulting on planning – no impact on the Parish.

Ordnance Survey have acknowledged the Clerk's letter. Current maps too big to print, so no point in paying subscription. If OS agrees that Oxford City Council can copy, the Parish Council can then progress by asking Oxford City Council if they would be prepared to do this. DH – noted OS say the Parish Council can have 10 free items a year. City Council say we're not under their licence. If OS say we can, we can tell City we can use their licence. The Chairman to speak to Angela Christofoli on Monday to progress.

Allotment Association AGM was 28th November.

6. Planning

Applications determined between meetings

27 Nicholas Avenue – erection of two storey dwelling as a side extension to 27 Nicholas Avenue. The reasons for strong objections are the same as those to the March 2007 application. It is entirely in front of the building line continued along Mortimer Drive. The Parking arrangements will demean the appearance of that area and there is no bin nor cycle storage provided for either property.

19 Fane Road – conversion into three flats. As is well recorded the Parish Council is totally against any proposal that causes the loss of a family home. The arguments about putting living rooms alongside bedrooms of adjoining properties with sound insulation well below current standards are well known. Refusal on those grounds alone should be adequate but add bin and cycle storage unnecessarily in front garden is unacceptable. The location plan shows that the car entrance for the ground floor flat is to the rear but the site plan seems to indicate that the entrance would be difficult to say the least. The site plan states that “ car entrance for remainder of existing property to remain un altered” but does not show where. The only place seems to be on the street? There is no allocation of garden space for each flat. Please refuse the application.

Recent

Jack Russell. Salford Road – alterations and provision of external shelter – no comment. Noted new tenant has recently moved into the pub.

Decisions: No reply from enforcement to 2 Mortimer Drive (garden shed, but a lot of rubble). Roy to chase.

15 Gordon Close – single storey extension – approved.

Urban design advice pamphlet for the PC to note.

33 Cherwell Drive shows application for a garden building (permitted) but received no planning consultation, but not our remit.

3 Cotswold Crescent – refused.

112 Oxford Road – refused

47 – 49 Oxford Road – withdrawn

7. Boults Lane Development Project

No further contact made from Marston Saints. Waiting to hear from them.

8. Recreation Grounds

The Clerk noted a complaint had been made that Marston Saints had a firework display without asking permission. The Clerk wrote a strong letter. Marston Saints have apologised to the Chairman personally. Apologies were accepted.

Company who will make a stainless steel plaque to Norman Jones have provided a quote. Cost of £52.88 incl VAT. To be done as soon as possible.

Storm damaged trees – now got 3 instances of broken or damaged trees. Once got some reasonable (photographic) evidence, will go back to tree officer.

The Clerk has ordered a seat – Put under burial ground.

No response from White Horse contractors about missing fence post. Money on hold until replaced.

All kissing gates have been done. Horseman Close to be done when fencing goes up.

Somebody has erected an iron fence 1.8m height across the end of the allotment access road. Not sure if it was allotment association or the city council. The fence obstructs access and is where footpath is supposed to be. The Clerk to investigate if it should have received planning consent. Also to investigate if it is on Parish Council land (the fence has been installed on the line of the ditch). The Clerk to investigate and speak to Rights of Way. Cllr Van-Zyl to give more up-to-date contact details to the Chairman. Cllr Van-Zyl to speak to John Wade, Parks Department.

9. Finance

Accounts

The following account was paid:

Acorn Design and Print September Bulletin £122.50

Grants S. 137

St Nicholas Baby and Toddler Group	£300.00
Old Marston over 50's Club	£150.00
Mortimer Hall Pre-school	£250.00
St. Nicholas PCC. (Marston Times)	£250.00
Old Marston Mill Lane Allotment Association	£100.00
Marston Bellringers	£160.00
St.Nicholas Wives	£150.00
Marston Saints	£300.00
	<u>£1660.00</u>

Honoaria
Mrs. K. Stratford £250.00
Mr. P. Cox £50.00
Mr. M.G. Holden £50.00
Mr. A.T. Harper £50.00
Mr. D. Hatfield £50.00

Need to select projects to include in the budget 2008/09 – capital projects. The Parish Council to set precept in January each year. GC looking at Recreation Ground, but might apply for external funding. Hopeful to get sub-committee to meet and discuss in January 2008. If we do move on with pavilion there will be expenses. Councillors to bring suggestions to next meeting. If the pavilion is built it will wipe off a good part of the recreation ground, but the other grounds could use improvement. Some items 15 years

old. Will need to price items at next meeting.

Grants (see table, above).

CH has looked at all the applications. The Clerk holds letters of applications for all. GC declared an interest in Mortimer pre-school. GS declared an interest in allotments. RJ and HD declared an interest in bell ringers. MC declared an interest in Marston Saints. OXRAD and FOSNS did not apply for grants.

The Chairman proposed pay all what requested. Seconded by the Vice Chairman. Agreed.

Accounting statement: RG commented £2k to come back in VAT and grants coming in which may well close the gap between budget and expenditure (depending on football association, we should get 40% of what we paid. Claim has gone in). Had an expensive year, but this should not be a problem as bank balance quite good.

10. Burial Ground

The Clerk has received a letter of complaint from Childs following by-law instructing graves must be put back. Childs write to say they don't have the funds to afford this. The Clerk has spoken to grave digger who said would be acceptable if it was left flat (not the mound). Grave digger agrees will top up when they sink. Roy confirmed by letter. As long as Parish Council does not object, Roy will inform undertakers. Parish Council instructed the procedure for burials to be instated on the noticeboards in cemetery urgently. The Clerk instructed to write to tell Childs unless they are prepared to sort the mounds after the funeral they will not be permitted to use the graveyards. Noted no response received from the Co-op. The Clerk to chase the Co-op and request a response and then let Childs know. If not heard by end of January 2008 we will need to take further action.

Mound for Steve Woodly – The Chairman declared an interest – mound left by undertaker. This is all in the new part of the burial ground.

Current grave sunk and needs restoring by the Co-op – Health and Safety issue.

Seat on way – been ordered.

Noted that the Oxford Mail has reported 2 instances of vandalism in graveyards. Justifies decision to lock at night.

11. Highways

Bus shelter proposal – Mortimer Hall. Parish Council noted it's objection as cuts across car park and leaves open to vandalism.

Elsfield Road junction – took down signpost. Have asked County Council what they were doing and they've acknowledged the letter.

Butts Lane – queried who's responsible for servicing, and not sure where boundary ends and recreation ground begins. Large potholes getting bigger and bigger and some on site of St Nicholas Park. The Clerk to advise the allotment holder. The Clerk to confirm and will alert highways if relevant.

Path getting obstructed across road by ivy at the substation. The Clerk to write to the owner.

To confirm whether or not there is an SLA between Old Marston and the City Council for refuse collections, etc. Cllr van-Zyl progressing. Noted covered under S42. Cllr van-Zyl has requested specific information and will feed back to the Chairman.

Direction sign to St Nick's Church. Have spoken to Oxfordshire Highways who have

suggested a sign “Old Marston Village and Church only”. To do a mock up and provide, then will discuss price.

Address from member of the public: Barry Lewis, Fairfax Ave – queried who is responsible for highways and tree roots? Currently dangerous, especially for elderly. Cllrs van-Zyl and Clarkson requested more specific information, and they will investigate on behalf of Mr Lewis.

Also noted area congested with parked cars belonging to trainee nurses at Brooks University – has spoken to Brooks. Noted that the road was so blocked a school bus in Mortimer Drive could not get access.

The Parish Council noted that unfortunately can not help or take action until parking restrictions have been implemented. Awaiting residents parking scheme. Cllr van-Zyl advised consultation under way.

Mr Lewis wondered how new scheme will affect people parking on the bends. Will that be taken back on Rippington and Mortimer roads.

The Parish Council noted that this is a county council initiative and the Parish has no jurisdiction.

All points raised by Mr Lewis taken on board. Many thanks to Mr Lewis for drawing the Council’s attention to the issues.

12. North East Area Committee

Nothing on agenda affecting Parish Council, Parish Council did not attend.

13. Parish Council Bulletin

Agreed 3 a year. Next one due in February. GC to work with HD next month. Thereafter February, July and November.

14. Allotments

The association held it’s AGM. GS reported went as hoped. Less than enthusiasm for officers keeping their positions, but agreed to do. Membership slightly up also with young people who are keen to participate. Healthy finances, particularly with grants. Had some thefts, may want to build some secure storage, may ask PC for help. Discussed wall on far side. Issue with people from caravan site walking along his land into allotments. Going to do some planting in the hedge. When that’s done, will ask not to have the tractor going through (farmer has got his own entrance). Will do a clean up next spring. Thanks to GS for his work on allotments.

15. Website

Over 15,000 visits this past month. Lots of historical stuff been passed to DH to go onto website. One problem with the emails. Had a warning from server reached the usage limit as they were not being looked at. Emails were being refused. As DH is the webmaster, he has the authority to check every content relating to this computer or the website. He will monitor for mis-use. Councillors to check their emails at least every 3 days.

Any suggested items for the website, contact DH. Many thanks to DH.

DH needs to print out a lot of things, but doesn’t have a working printer. Allow him to purchase one at a reasonable cost up to £100.00. Agreed unanimously to buy a decent one, capable of the job to be done. WC proposed, HD seconded.

The Chairman proposed all minutes emailed to those with computer and The Chairman will take round the rest.

16. Any Other Business

Fire Proof Cabinet – The Clerk noted that if the Council considers important records that have to be kept for prosperity this only applies minutes and burial records. Finance only useful for a short period of time. Current accounts on computer. Minutes can be safeguarded easily as on computer which can be a back up to the minute book. Burial record is an awkward size and won't fit normal cabinets. The Clerk suggests photographing. DH agreed to type up and put on file. GS suggested putting the copy up at the records office in Cowley. Agreed original to go to be archived in Cowley record office on loan. The Clerk to work from paper copies. Maybe county records could scan so we can get onto website. WC to speak to them.

And in the future the Clerk will bring up to date once a year.

The Chairman instructed this is resolved by end of January 2008.

Current book only A4.

No original records to be kept outside of a fireproof cabinet.

Risk Assessment of Clerk's study. DH to do by end January 2008.

PAT test to be done by end of January 2008.

JD and contract of employment. Preliminary meeting to be done before end December 2007. Suggest meeting takes place on December 11th 2007 during the afternoon, can use hall after 3:30pm.

Nominations to Other Bodies This to be confirmed annually at the Christmas meeting.

Oxford City Council

Development Control User Group - Clerk

North East Area Committee, Mr N Bartleet, reserve Mr W Cox, second reserve Mrs A Tiwari – AGREED

St Nicholas' Primary School

A local Governor appointed by the School Governors. Mr C Haynes current serves – AGREED

Nomination Rights

Old Marston Charities Trust

Two Trustees service for four years - AGREED

Mr C Haynes currently serves. Appointment due October 2011

Mrs G Cox currently serves. Appointment due 2008

Mortimer Hall Management Committee

Annual appointment

Mr J McGinn currently serves – AGREED but Mr C Haynes to act in reserve.

Courtesy Appointments

Oxsrad Committee

Annual appointment

Mr J McGinn currently serves. Mr C Haynes to take over from Mr McGinn.

Sub-committees

Marston Saints Pavilion

Joint Committee three members each

Mr C Haynes, Mrs G Cox, one vacancy plus the Clerk as required. No volunteer to fill
Vacancy was forthcoming.

The Chairman is ex-officio a member of all sub-committees, the Clerk will attend as requested by the Chairman.

WC raised the correspondence to Marston Saints (mentioned earlier), bottom paragraph says will be discussed at this meeting, but hasn't been. Not had an official request from MSFC. They will, however, let us know in future.

GC drew attention to Oxclean (spring clean) 15/16 March. Local groups invited to pick litter. June Westbury suggested Parish Council encourage local groups to get involved. The Chairman agreed this was a good idea, but noted needs someone from Parish Council to liaise with the various groups – scouts, Marston Saints, residents assoc. DH agreed to take on.

Phone call from “residents against the parking tax” Nicholas Fell.

DH noted the underpass covered in graffiti – this is a parish council responsibility.

RJ noted members of the public had expressed appreciation for the seat at the bus stop.

17. Date of Next Meeting

Tuesday 8th January 2008. Agenda to be agreed.

