

Minutes of Old Marston Parish Council Meeting 2nd December 2008

Present:-

Charlie Haynes, Chairman (CH)
Wally Cox, Vice Chairman (WC)
Michael Cadd (MC)
Peter Cox (PC)
Roy Jones (RJ)
Nils Bartleet (NB)
Gill Cox (GC)
Duncan Hatfield (DH)
Mr LeRoy Garner, Clerk (LG)
Mrs K Stratford, Minutes Secretary (KS)
Cllr Mohammad Altaf-Khan
Cllr Beverley Hazell

Requests from Members of the Public to Speak

None

1. Apologies for Absence

Dr. Graham Swift, Mrs Angie Tiwari, Mr John McGinn, Mr Hugh Deam.

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

2. Minutes of Last Meeting

It was agreed the Chairman could sign these as a true and correct record.

3. Matters Arising from Minutes Omitting Those For Which an Agenda Heading Follows:

None.

4. Correspondence (Letters/Emails)

None not covered elsewhere.

5. Planning

Applications Considered Between Meetings:

40 Mill Lane – Conservatory – no comment.

Applications Considered at Meeting

Red Lion Smoking Shelter – no comment

Decisions

Rear of 14 Mortimer Drive – 2 houses - Refused

Letter from Planning Policy – nothing to affect the Parish.

Development Control User Panel – the Clerk attends by invitation. He had written to the Planning Manager requesting that, as he was retiring on 31st March 2009, the Chairman be invited to attend future meetings.

6. Boult's Lane Development Project

The Chairman informed the Council that a completion certificate from Total Turf Solutions was awaited.

7. Recreation Grounds

The Clerk has written to Local Association of Local Council's to ask if she has any information regarding trees. Awaiting reply. Has given good advice regarding ditches supporting the Council's claim that the City Council should cleanse the ditch on its property.
LG

The Clerk has requested that the Area Committee grants the Parish Council £20,000. GC proposed that the more detailed letter previously composed was sent to Angela Cristofoli. Seconded. WC to deliver to Area Co-ordinator. **WC**

DH reported that the sub-committee has produced a plan and a design based on the results of the survey of local children. Looking to extend the current play area and fencing. Two quotes have been received, but once parish council has approved the plans, 3 quotes will be obtained. GC commented that some of the existing play equipment will be retained and refurbished. The other issue is the drainage of the grass area. DH proposed that we included this in the quote to get the land drained. WC agreed (seconded) we should obtain a quote from Total Turf Solutions. The Chairman reported he had had a meeting with Total Turf. They will carry out an inspection, and then give a menu of options and prices. A feasibility study is £525 without VAT. A design specification (stage 2), find contractors, obtain quotes, design specification, material specification, etc, tender review. Phase 3 is project management where they monitor the work; ensure it is kept to time, etc Total work estimated as £4,000 - £5,000, just for their work. The Chairman recommended that the Parish Council goes with the plan, and that the sub-committee obtains a second and third quote in order for the Parish Council to make a decision. Three copies of the plans to be passed to the Clerk. Thanks were recorded to the members of the sub-committee from the Parish Council.

The issue of grass cutting was also raised, and the ditch. The Clerk has requested that Denis Ward cut the hedge.

The Sub Committee has applied for a grant of £50,000, the result will be known in March 2009. WREN have asked for letters of support. The Clerk to write on behalf of the Parish Council (**letters must be received before the end of December**). **LG**

8. Finance

The following accounts were paid:

Oxfordshire County Council. – Sign - £169.80
Acorn - Printing Costs for Parish Council Bulletin - £194.46
Thames Water - Burial Ground Supply - £4.58
Clare Finch – Postage - £6.40
The Clerk – Works - ?
Charlie Haynes - Conference expenses - £7.59

Grants and honoraria

Honoraria as agreed and minuted at last meeting. The grants agreed, below.

The Chairman confirmed the grants:

- St Nicholas baby and toddler group did not apply for a grant.
- Over 50s – to subsidise outings, speakers, and rent (£150),
- Mortimer Hall Pre-school – a written and photographic record of the children's progress (£250),
- OSNs – aiming to fund a trolley of lap top computers for the children to use (£300),
- St John's Ambulance – to purchase a lap top computer for use by local branch (£300),
- Bell ringers – a new bell rope (£163),
- Marston Wives bookings, speakers, and an outing (£150),
- Oxsrads to help with programme of disabled activities (£300),
- Marston Times – contribution towards production (£250).
- The allotment association is not going to proceed with a grant, and hopes eventually to erect a steel container.

The Chairman proposed we support local organisations to that amount. Unanimously agreed.

Gill Cox declared an interest in Oxsrads and Mortimer Pre-school.

Last meeting we agreed various honoraria for various, but the Chairman should have received an honorarium of £50 for the Chairman's Allowance, but did not receive last year, so will receive £100 for 2 years.

The Accounts have been approved. The Clerk is in discussions regarding some of the details. **LG**

The Chairman proposed amending standing orders to allow Councillors to make purchases by credit card, when authorised by the Chairman or the Vice Chairman or member of the Parish Council to do so. The Clerk stated he would like to see the following statement approved and be added to Standard Orders:

“Historically, all accounts for payment, other than urgent items approved at the next meeting, are presented to Council for payment. The recent practice for items purchased on the internet is often the only method. Some providers only deal over the internet on surrender of a credit card number at the point of order. That is not provided for in paragraph 6 of Financial Regulations; an addition to Financial Regulation required as follows:

6.5 Any items for purchase via the internet requiring the use of a credit or debit card shall, unless being approved by the Chairman as an urgent matter, first be approved by the Council.

A member will then be authorised to place the order and use his personal credit or debit card. On presentation of the confirmation of the order, delivery and payment the Clerk shall draw a cheque for the amount, of the transaction, to the person who placed the order to reimburse him; the payment to be confirmed at the next Council Meeting.

Agreed.

9. Burial Ground

Mrs Smith has sent the Parish Council £2,000 for equipment for use in the burial ground. The Clerk has put in a separate account and has written to thank her.

10. Highways

The County Council is not going to pay for a new sign to the Church. The Parish Council has paid for a sign to be made and erected on Cherwell Drive.

The Clerk secured attendance for the Chairman and himself on the Headington and Marston Transport Strategy Committee. Although not currently dealing with any issues in Old Marston, so the Clerk recommended that it was not necessary to be a member of the committee. NB recommended continued membership. The Chairman agreed to continue, the Clerk to organise. **LG**

The Clerk wrote to Mrs Harley about her hedge, and had a letter in response from her son. The family are not keen to cut it back, as it is very slow to recover. Agreed to leave this issue at this time.

The County Council has agreed to replace the H signs.

Hedge fronting 34B – the Clerk has written. No response received at this time. **LG**

The Clerk has written to remind the County that they promised to review 6 months after completion, but this has not yet taken place. Awaiting response. Mr Kahn said that he would raise the issue with the County Council. BH commented that the comment in the Marston Times suggesting the review had already been promised was not helpful. There is a resident in Elsfield Road who is gathering signatures for a petition to put pressure on the County Council to carry out a review. NB commented that the current scheme is, in areas, poorly designed/engineered. The Clerk to chase. **LG**

NB commented that cars are continuing to park illegally on junctions (Mortimer Drive, Rippington Drive, etc). The Clerk recalled that there should be some double yellow lines put down on junctions. MC commented it was illegal to park alongside the white road markings at junctions.

The last surface dressing was not swept (e.g. The Link). The Clerk will write to the City Council. GC commented that loose shingle is noisy, and is getting carried into people's houses following the most recent surface dressing. **LG**

11. North East Area Committee

Nothing appropriate to Old Marston, according to the notes.

12. Parish Council Bulletin

DH commented that he is working more-or-less single handed to produce the latest issue of the bulletin. DH grateful for those that helped, but has had to do 800 on his own, and isn't prepared to do more without help for the next issue due March/April. The Chairman suggested that Members think about this over the next few weeks, and we discuss again at

next meeting. Could investigate the cost of paying someone to help. Could agree at a meeting who will take responsibility for what. Many thanks to Duncan for his work. **ALL**

13. Allotments

The allotment has requested that they are mentioned in future issues of the Bulletin.

14. Website

More popular than ever. DH gave it a complete make-over. Got good feedback. People love the history, people request copies of the maps. DH would like some information on the pavilion, and anything else going on to put on the website. Thanks to DH for his work.
DH

15. Any Other Business

The Chairman proposed that the current Clerk's resignation was accepted effective from 31st March 2009; although he would complete the accounts and audit them, and the Council approved the appointment of Kate Stratford as Parish Clerk and Finance Officer from 1st April 2009. Seconded.

The Chairman has suggested that the new Clerk is provided with a mobile phone in the parish council's name for the conduct of Council business, rather than putting in a new phone line into her house. Agreed.

KS will take over the parish council computer and printer from 31st March.

The Council will discuss whether to pay a contribution towards broadband at her house.

We agreed previously a leaving reception would be held for Roy Garner. This will be held on Saturday 16th May. 6:00 – 9:00. KS will organise the party. The Parish Council can fund the food. A finger buffet will be organised. KS and GC to arrange. Wine and juice. The booking agent has said we can have the hall free of charge. **KS/GC**

The Chairman has suggested that a cupboard is made available at Mortimer Hall for use by the Parish Council. This will be discussed by the Mortimer Hall management committee.

NB: Transport Oxford will have a significant impact on transport in the parish. NB will continue to report back. There will be a further meeting in March. When the overheads are sent to the Clerk, the Clerk to pass to NB and to put on the agenda for next meeting.

DH a reminder that the OxClean event is happening on Saturday, 7th March. Mortimer Hall has been booked at no charge.

WC reported that at Mortimer Hall the internal door has been replaced, there has been decoration, and now trying to find funding for toilets.

GC queried progress on the pavilion. The Chairman reported that they were waiting to hear back from the Football Foundation.

16. Date of Next Meeting

Tuesday 6th January 2009 at Mortimer Hall at 7:30pm.

Grants to local organisations approved

Organisation- 08/09	Agreed 2007-8 /	£-Paid
St Nicholas Baby and Toddler Group	-£300.00-	
Old Marston Over 50's Club	-£150.00	-£150
Mortimer Hall Pre-school	-£250.00	-£250
St Nicholas PCC (Marston Times)	-£250.00	-£250
Old Marston Mill Lane Allotment Association-	£100.00-	
Oxsrad-		-£300
Marston Ringers	-£160.00	-£163
FOSNS at St Nicholas First School-		-£300
St Nicholas Wives	-£150.00	-£150
Marston Saints F.C.	-£300.00-	
St John's Ambulance--	£200	

Honoraria for 2008-09

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

Mrs R. Cox: £50.00

Chairman's Allowance: £50.00 for 2007-8 + £50.00 for 2008-9 = £100