

Minutes of Old Marston Parish Council Meeting 1st December 2009

Present:-

Charlie Haynes, Chairman (CH)
Wally Cox (WC)
Gill Cox (GC)
Peter Cox (PC)
Michael Cadd (MC)
Roy Jones (RJ)
Duncan Hatfield (DH)
Barrie Lewis (BL)
Graham Swift (GS)
Angie Tiwari (AT)
Nils Bartleet (NB)
Councillor Beverley Hazell (BH)
Councillor Altaf-Khan (A-K)
Kate Stratford, Clerk (KS)

1. Requests from Members of the Public to Speak

Any member of the public wishing to speak must fill in a form and pass to the Clerk.

2. Apologies for Absence

Councillor Mary Clarkson. No other apologies were received, although Hugh Deam was not in attendance.

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

3. Minutes of Last Meeting

The minutes of the last meeting were accepted as a true and correct record with one amendment – Mr Harper was mistakenly removed from the list of honoraria and was re-inserted and a cheque raised.

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

None

5. Correspondence (Letters/Emails)

See Appendix A

- NB attended the Parish Transport Representatives Meeting on 19th August 2009 and would like to report back at in December after the meeting in November.
- Memorial to Ruth and Ted Busfield. KS has written to advise Ms Wilson that the PC has suggested installing a clock at Mortimer Hall. Suggested we purchase a radio clock, which is self-adjusting. Agreed

County Fire and Rescue – inviting comment on consultation plan regarding integrated risk management.

OCC – Final agenda for Transport Representatives Meeting on 24th November – NB to report – see under AOB.

2 Cllrs invited to attend the Lord Mayor's Christmas Reception on 10th December – CH and RJ to attend, KS to RSVP on their behalf.

OCC offering Supplier Procurement Training in March or April 2010.

OCC – asking other PCs if they have any objection to Cllr Bartleet becoming the representative on the Standards Committee (if no objection received by 27th November, it is assumed as confirmed).

Emergency Planning have been in touch to confirm contacts.

Chairman's report received from Oxford Green Belt Network.

OCC have advised date of the next NAG meeting on 9th December.

Agenda for Standards Committee meeting on 4th Dec – passed to NB.

6. Planning

- Meeting in Risinghurst in November – meeting took place, but PC were not advised of details so could not attend. BH will attempt to organise a session within or close to the parish, in order that parish councillors can attend.
- 10a Cromwell, 18 Ashlong, 3 Horseshoes and Vodafone development – sent “no objection”.
- KS wrote to Director of Planning to ask how their transport officers reach their conclusions and received a response suggesting the Parish Councillors attend training.

Applications considered between meetings:-

None.

Applications to be decided:-

The Bungalow, Hill View Farm, Mill Lane – seeking to vary the condition that only someone employed in agriculture can live in the property – object on the grounds of potential threat to green belt – would prefer condition to stand.

10 Elsfeld Road - removal of existing single-storey lean-to extension and construction of a new single-storey utility room. Erection of new stone boundary wall and fence adj to 12 Elsfeld Road. No Objection.

1 Nicholas Avenue – Two-storey side extension. To object on overdevelopment of site, and parking. Requested this is called in.

Decisions

Upgrade to provide new shared cycle route linking Marsh Lane – Stockleys Road – going to NEAC. Approved.

2 Southcroft – Approved.

The Clerk has contacted planning enforcement regarding 34 Mill Lane and P.E. has reported that no action can be taken there. 2 Mortimer Drive is being investigated.

OGBN has emailed to ask the Parish Council's view on the Hill View Farm application. KS to advise them of the PC's view.

7. Boults Lane Development Project

- Next steering group meeting – date to be arranged, and relevant people on the Steering Cttee will be advised of the date – Meeting was held a couple of weeks ago.
- KS asked OALC if the PC can raise money without using precept – responded yes, under certain circumstances. See attached. An application form is being completed for PC resolution.

Football Foundation have been in touch – they never received the order for the sign, and have emailed through the options for the PC to make a decision.

Eddy Aldworth has send Clubhouse Tender breakdown – Discussed together with the proposed application to NALC. Discussion included liability, responsibilities and what was affordable. Agreed by resolution to proceed with application form, as this does not commit the parish council to actually taking out the loan. Proposed by WC, Seconded by PC/RJ. All in favour save AT who voted against. Proposed by PC we will fund to the value of £75,00, which is 50% of present balance. The PC to apply for a £200,000.00 mortgage, subject to approval from NALC and the parish council. DH seconded – all agreed. KS to complete and send form.

8. Recreation Grounds

- Continue to monitor who uses the recreation grounds at Mortimer Hall and Boults Lane – have asked MS about this season’s breakdown – information passed to OCC Finance.
- AT/RJ to report back on proposed open day. AT reported this will be held in May or June 2010 and confirmed she would draft a plan for approval. RJ confirmed he will assist as required.
- Verti-Draining at Boults Lane – Clerk has authorised work and advised Kamalara liaise with MS to minimise disruption.

The Clerk has written to Marston Saints chasing unpaid rent for this year. MS confirmed rent was paid in January, and further checks by the Clerk confirmed this. However, this had not been recorded in the minutes at the time.

FoOMPA AGM was held. The constitution has been amended as requested by parish council. KS has resigned as membership secretary, and Rachel Honey has taken over the role. FoOMPA have requested that they swap the new swing seats at the playground, as they are so heavy, children do not use them (seats had been condemned by post installation inspection and supplier does not supply any other style of seat). Agreed.

9. Finance

- Accounts sent to BDO – now confirmed these are signed off with two issues raised – the accounts were not approved by 30th June 2009 and Comparative figures disclosed did not agree to the audited return. This has been revised and is now correct. The annual return was accepted and approved by the Parish Council. Proposed by MC, NB seconded. All agreed.
- The Chairman, Vice-chairman and Clerk and met with City Council finance officer to discuss the precept on November 11th. The city council officer suggested that if the PC set a precept of 2%, he would consider giving us £10,000.00 rebate to cover “double-charging” and asked for a budget to be produced, a draft version of which has since been emailed to him. Awaiting city council’s decision. The work the Parish Council had prepared was very helpful – with thanks to the Clerk. The budget produced by the Clerk was approved by the parish council – proposed by CH and seconded by NB, all agreed.

- KS has raised and distributed grant cheques. Email of thanks received from FOSNS and a letter of thanks from Mortimer Hall, Bellringers, Oxsrads, Marston Wives and Mrs Cox. Verbal thanks have been received from FoOMPA and Gardening Club.

The following accounts to be paid incl VAT:

Eamon Kelly Final payment for burial ground shed	£8,650.00
Over 50s Club PC annual grant	£150.00
St Nicholas Bellringers “	£167.00
Marston Wives “	£150.00
OMMLAA “	£100.00
St Nicholas Gardening Club “	£280.00
OXS RAD Ltd “	£300.00
St John’s Ambulance “	£300.00
FoOMPA “	£150.00
FOSNS “	£300.00
Mortimer Hall Pre-School “	£300.00
Mrs P Cox Honorarium	£100.00
Mr C Haynes Chairman’s Allowance	£50.00
BDO Standard fee for Audit and correspondence	£517.50
HMRC Tax and National Insurance November 2009	£34.02
Oxfordshire County Council	

Pension for Clerk November 2009	£86.19
Kate Stratford Salary for November 2009	£548.81
NatWest Bank Charge	£5.00
Thames Water Burial Ground Aug – Nov 09	£8.35
Mr R James Interim Audit	£183.00
SSGB Bank Charges	£6.90
Steve Wooster Work Completed in November	£48.00
Mr Harper Honorarium	£50.00
Mr D Hatfield Software and Expenses	£129.95
Marston Times Grant	£250.00
Archway Foundation Grant	£150.00
The following income has been received incl VAT:	
Mr Manuell Reservation of two burial plots – 3K/4K	£600.00
Wren Refund of the Third Party Funding for the unused element.	£202.73
Mrs Brown Reservation of one burial plot – 2H	£300.00

Marston Times have applied for a grant, but not stated how much, and a late form has been received from The Archway Foundation for consideration. Unanimously agreed to give Marston Times £250.00 and the Archway Foundation £150.00. KS to raise cheques. It was an error not to grant an honorarium to Mr Harper. The minutes have been amended and a cheque raised.

OCC have again chased the unpaid installation of dog bin and threatened with court action. Contacted the city council to confirm the PC did not want to proceed. Have asked for confirmation that the subject is now closed, but have not yet received.

OALC – Application for borrowing approval form for resolution by the PC – see under Boulton's Lane.

NatWest have charged the Parish Council £5 for insufficient funds in the current account and SSGB were charged £6 for presenting a cheque which bounced, and have passed that charge onto the parish council. The Clerk has apologised for the error which was entirely her own, and offered to remunerate. This was rejected and the subject is closed, on the condition that this does not occur again.

Letter of Engagement from Richard James and been signed and returned to him. Richard James has sent the Parish Council his findings from his interim review.

Budget ratification – ratified, see above.

A quote for valuing the Parish Council's assets has been received, but was very high. KS to approach Carter Jonas and advise OALC for their advice.

10. Burial Ground

- Dennis Ward has met CH and KS on site, and submitted a revised quote of £1,650. PC proposed this quote was accepted, seconded by GC. All agreed. KS to write to DW and confirm that he will carry out the works, and advise White Horse Contractors and Kamalara that they have been unsuccessful.
- Mrs Brown has confirmed that she would like to reserve the plot next to her husband. Cheque has been received and paperwork completed and sent to Mrs Brown for Plot 2H.
- KS has written to Mrs Manuell approving the pre-purchase of plots. This has now taken place with two plots reserved for Mr and Mrs Manuell. A charming letter of thanks was received.
- Work is moving ahead on the shed – now completed.

Catrina Norris wishes the parish council to consider her request to have her ashes and those of her husband interred at the Old Marston burial ground, see attached email. All agreed. KS to contact Mrs Norris and arrange.

A request to inter the ashes of the late Shirley Nicholls in the same grave as her son was received and accepted unanimously. KS to liaise with the funeral director and grave digger.

Mrs Cole provided evidence that the council's preferred memorial provider is several hundred pounds more expensive than her chosen provider. Agreed to allow Mrs Cole to use Reeves, as she has requested if Highworth are not able to compete with Reeves. KS to advise and to speak to Highworth. The memorial was accepted.

Mr Clarke has written to the PC to request that he use the same memorial firm for his mother's grave as provided for his father's. The Clerk to write and ask him to obtain a quote from Highworth, and if he considered the price unreasonable to contact the PC to request he use the alternative.

A disc has been provided free of charge with the work undertaken earlier this year to transcribe the memorials. KS to file with parish records once the council has had an opportunity to view.

PC noted that the Brown grave has subsided considerably in current rain. KS to advise grave digger for remedial work.

PC further noted that OCC are increasing their burial charges. KS to investigate.

Altaf noted that the OCC are looking to buy at other sites around the city as there is a lack of existing burial space. Altaf to keep the council informed.

11. Highways

- Oxfordshire County Council has written to advise they are undertaking a review of bus service provision and inviting comments. CH requested NB comment on behalf of the PC, to say certainly no less provision than is currently provided. NB advised that following his meetings, he was prepared to sacrifice the service RH1, which only gives people 30 minutes, but has told the council that the village must not lose 14, 14a, 17a, 17c. NB further advised bus service reviews are to become more frequent – once every two years. CH thanked NB for attending.
- Walkabout – RJ and KS in attendance. Issues raised with the County for action. Noted that the county had said there was no money available to remove any of the chicanes, but the parish council remains concerned that this is dangerous, and as the problem was created by the county council as part of their scheme, it was really incumbent on the County to solve.

Oxfordshire County Council has asked for the PC's support for a second project at Old Marston, to improve stiles at footpath at Hill View Farm/Victoria Arms – support given.

A letter has been received from the County from a letter written by Mr Garner regarding 29 Oxford Road – White Hart – condition of Footpath Retaining Wall. The letter confirms the retaining wall is part of maintainable highway, and has therefore been passed to Mr Burchett, Mr Brain and Mr Prior for their considerations.

Replacement bus shelters due to be installed very soon at Oxford Road – this is ahead of schedule (one has already been installed).

Flytipping on Elsfield Road reported for removal on 12th November.

Cllr Rodney Rose has arranged a meeting at the school on Monday 14th December to discuss road safety, although the school had not been informed. Parish Councillors welcome to attend.

LTP 3 Consultation received. Being scrutinised by the Chairman.

Altaf provided details of proposals to limit the parking on Rippington Drive, Beechey Avenue, etc. The PC broadly in support, but noted Mortimer Drive appeared to have been omitted – KS to chase.

12. North East Area Committee

No one attended from the parish council.

13. Parish Council Bulletin

DH requires support. Currently working on bulletin. No support volunteered.

14. Allotments

Leak at the allotment – Quote received for £1,622. MC proposed the quote be accepted and the parish council to pay for the work. PC seconded. All Agreed. KS to advise David Manson.

15. Website

- DH is currently overhauling.

BBL Parish Council have emailed congratulating us on our superb website.

16. Any Other Business

NB reported on Transform Oxford, but details are currently vague. The issue of concern is Frieswide Square – current thinking is to install a roundabout. A new platform is to be provided at the railway station and the Chiltern Line from Marylebone to Bicester Parkway will have an impact at Water Eaton. There is to be a further meeting in April 2010.

GC advised she had attended a training session given by planning.

16. Date of Next Meeting

Tuesday 5th January 2010 at Mortimer Hall at 7:30pm.