

**Minutes of Old Marston Parish Council Meeting 2<sup>nd</sup> December 2014 at 7:30pm.**

**Present:**

**Parish Council**

<b>Charlie Haynes (CH) - Chairman</b>	<b>Duncan Hatfield (DH) – Vice-Chairman</b>
<b>Patricia Hall (PH)</b>	<b>Michael Cadd (MC)</b>
<b>Angie Tiwari (AT)</b>	<b>Michael O’Keefe (MO)</b>
<b>John Batey (JB)</b>	<b>Barrie Lewis (BL)</b>
<b>Tony Greenfield (TG)</b>	<b>Peter Williams (PW)</b>
<b>Peter Cox (PC)</b>	<b>Nils Bartleet (NB)</b>
<b>Tim Cann (Clerk)</b>	

**City Council**

**Cllr Mick Haines (MH)**                      **Cllr Mary Clarkson (M)**

**Members of the Public : 3**

**CH asked if anyone intended to record the proceedings of the meeting. None.**

**14/12/01 Apologies for Absence:**

**ACTIONS**

**County Councillor Mark Lygo**

**14/12/02 Minutes of the last meeting held on 4<sup>th</sup> November were approved. All agreed.**

**14/12/03 Requests from members of the public to speak : None.**

**14/12/04 Matters Arising (omitting those for which an agenda heading follows)**

**AT asked for benches in Old Marston to be placed on next agenda.**

**TC**

**14/12/05 Planning**

**Applications to be decided**

**14/03152/FUL – 6 Windsor Crescent – Insertion of 2 no. clear glazed windows to side elevation (Retrospective) – NO OBJECTIONS**

**NB stated that there seemed to be more retrospective planning applications coming through and asked if we could find out what the current planning procedures were for retrospective applications.**

**TC**

**Applications considered between meetings:-**

**14/03071/FUL – 67 Arlington Drive – Erection of single storey front and rear extensions and insertion of window to front elevation in association with garage conversion. – NO OBJECTIONS.**

**Decisions: NONE**

**Awaiting Decisions:**

Signed by the Chairman.

**14/02188/FUL – 29 Marsh Lane**  
**14/02448/FUL – 19 Cavendish Drive**  
**14/02593/FUL – 19 Salford Road**  
**14/02722/FUL – 9 Oxford Road**  
**14/02750/FUL – 13 Elms Drive**  
**14/02684/FUL – 72 Oxford Road**  
**14/02874/FUL – 146 Oxford Road**  
**14/02934/VAR – 2 Mortimer Drive**

#### **14/12/06 Boulds Lane Development Project**

The Clerk advised the Council that the fundraiser had now had contact from Marston Saints FC and a meeting was being planned. Carolyn Place had asked if the Clerk could be there to take the minutes and possibly one other from the Council. JB stated that he would be happy to attend. It was agreed the Clerk would go to take the minutes and JB would attend, representing the Council.

#### **14/12/07 Recreation Ground**

CH said about placing a plaque on one of the picnic tables in memory of Roy Jones, although he personally felt that it was a shame the tree could not be planted within the parish.

MH stated that he would still like the tree to be in the Mortimer Hall recreation ground.

CH asked if that offer was still there.

MH replied Yes.

CH then proposed that the Council take up MH offer and allow the tree to be planted in the Mortimer Hall recreation ground. Seconded BL. All in favour.

MH said he will contact the City Council and liaise with the Clerk.

TG stated that he felt the whole situation had been handled badly as he had seen Roy Jones's sister who felt upset no one had contacted her. TG stated that he wanted this minuted.

JB also stated that he felt the situation could have been handled better.

CH said that he would visit Roy Jones's sister to ensure that any ill feeling is resolved.

#### **14/12/08 Finance**

- a.** Bank balance as at 26/11/2014 –
- |  |                                     |
|--|-------------------------------------|
| Current account £40,887.91                   | Business Reserve account £18,730.00 |
| Newbury Building Society Account £201,315.07 | Petty Cash balance £179.00          |

The following accounts to be paid:

	£ Incl. VAT
Mrs R.Cox (Cemetery Maintenance October 2014)	240.00
Fantastic Fireworks	1750.00

Signed by the Chairman.

Clerk's Pay Including Expenses – November 2014.	
BT (Clerk's Quarterly Telephone Bill)	80.22
BGG (Ground Maintenance October 2014)	240.00
Charlie Haynes (Phone/Internet Usage November 2014)	20.00
Lyreco (Chairman's Ink)	27.12
<b>Petty Cash Expenditure :</b>	
Amazon (Projector Stand)	14.99
<b>INCOME :-</b>	
HMRC (VAT return April 13 – Oct 14)	850.47
Oxford City Council (2 <sup>nd</sup> Half Precept)	31,282.50

**b. Clerk's Printer**

The Clerk informed the Council that the Council printer had ran out of ink, a cartridge had been on order for 3 or 4 weeks but the supplier said that as the model of printer was no longer made they no longer stocked ink cartridges so have to order in specifically.

PH said she thought a colour printer would be better as the facility would be there for the occasions needed.

TG asked if anyone had looked at the WHICH? report on printers and agreed to forward this to DH and the Clerk.

DH proposed getting a colour printer. MC seconded. All agreed.

**14/12/09 Grants**

JB said that the grant application form needed revising as there were one or two questions that people are getting confused over. He then presented to the Council the recommendations of the Finance Committee and proposed that these be accepted. MC seconded. All in favour.

**14/12/10 Highways**

**a. Parking Survey**

CH advised the Council that, despite constant chasers, nothing had been received from David Tole.

MH stated that David Tole had promised him that the questionnaire would be sent out 2 weeks ago but had still not happened and so MH would be going above David Tole's head.

TG said about the petition he had started on the County Council website, that enough residents had signed it and so the situation would now be looked into officially.

Signed by the Chairman.

CH thanked everyone for their continued efforts and hoped that we would get a satisfactory outcome, eventually.

**b. Leaves throughout the Parish**

AT stated that there was a big problem with fallen leaves in Salford Road, Oxford Road, Raymund Road, the Service Road and they were becoming wet and dangerous. CH advised that M had promised to chase this up.

**c. Trees on the corner of Salford Road**

AT advised that 2 or 3 years ago she had reported the big trees on the corner of Salford Road and Cavendish Drive and it had been promised that the crown would be removed. They have grown even bigger and still nothing has been done about them.

**14/12/11 Burial Ground Work Schedule**

JB asked if working hours should be included.

CH said we avoided putting any hours as felt any quote should be to complete the job's not do a set number of hours.

JB stated that it should be reviewed after 6 months. All agreed.

JB asked about use of the Council mowers.

CH said that this will need to be looked at when tenders have been received. It is for just to inside the cemetery, the outside and surround will still be maintained by CH and PC.

**14/12/12 Recording of Meetings.**

TG informed the meeting that the OALC training recommend recording of meetings and wondered what was the general feeling of the Council.

CH said he had no problem with this, we could not stop anyone if they chose to anyway.

TG said that he would like to record future meetings but wanted feedback first.

MO stated that he felt it would stop people speaking.

DH stated that the recordings have no legal standing it was still, the minutes that are the legal record.

**14/12/13 New Standing Orders – Chairmanship of Committee's**

CH stated that as it currently stands, with the Standing Orders we are using, if the Chairman is present he must run a meeting.

JB asked what the current state of play was regarding new Standing Orders.

The Clerk said that he had worked on the new version, removing irrelevant parts that referred to Wales etc. and once a new printer is installed planned to print copies of the current and proposed standing orders so that a special meeting can be arranged to discuss them.

Signed by the Chairman.

#### **14/12/14 Website, Facebook, Twitter & Streetlife**

- a. DH informed the meeting that the updating of the website is more complicated than many think and not really something that can be shared or rushed. We now have 256 followers on twitter and “likes” on Facebook is steadily increasing.
- b. TG praised DH for the work he does on the website but was concerned that DH is the only one who knows how to run it. Should anything happen to DH the Council would be lost regarding the technical side of things.  
CH said that this was something that had been discussed and that DH would be training the Clerk.
- c. TG said that approximately only 4 profiles completed and this was a good way for parishioners to see and get to know the councillors on the Parish Council.  
DH said that he had received 5 and was working on getting them put on.  
CH reminded everyone to complete their profile.  
TG asked when the pictures would be taken, the last group picture was in the 1980’s so it would be good to have an updated version.  
DH said this can be done at the next meeting.

#### **14/12/15 Correspondence – Relevance**

CH advised that in the recent Chairman training that he and DH attended they advised taking Correspondence out of the agenda. TG stated that looking back to January 2012 there was a lot more detail. The Clerk advised that he only puts items in Correspondence where it is for information only, if something needs deciding or discussing he makes it an agenda item. TG said he felt that the current Correspondence listings are better as there is now more detail to get a better understanding of what it is about.

#### **14/12/16 Information Sharing (including correspondence)**

Letter from OMMLAA thanking Council for donating the container to the Allotment Association.  
Email from Stephen Axtell regarding traffic signage leading into village  
Email from Mary Clarkson regarding no CIL money received for Old Marston  
Email from Mary Clarkson regarding 2 Mortimer Drive Planning Application  
Email from Liz Howlett regarding possible dates for Openness Seminar  
Email from Janet Duhan regarding latest on Friends of Old Marston Library  
Email from Tony Greenfield regarding Epetition on parking & traffic issues  
Email from James Lawrie regarding leaves in parish & clerk’s reply  
Email from Alan Spence regarding parking in Old Marston & clerks reply  
Email from Karen Holiday, 43<sup>rd</sup> Scouts regarding 2015 fete on 20<sup>th</sup> September  
Email from High Sheriff regarding annual award nominations for people who have “made outstanding contributions to the communities in which they live and work”  
Email from John Batey regarding parking on double yellow lines in Raymund Road and Horseman Close  
Letter from The Red Lion thanking the Council for paying for the fireworks  
Email from Theresa Bentley regarding graffiti in bus shelters & signs  
Email from Mary Clarkson regarding trees in Cannons Field to be removed

Signed by the Chairman.

### **County & City Councillors Report**

M advised that it was just new trees to be planted through the village to replace ones previously removed, chasing collection of leaves and keeping an eye on 2 Mortimer Drive building work.

CH said he had a bollard installed down Boults Lane as one of the pillars of his wall is being damaged by cars reversing and parking.

JB stated that he should really of sought permission first.

CH replied that he was aware but wanted people to see it in situ; he had paid for the bollard himself.

TG said that the training recommends that the Chairman should step aside occasionally so that the Vice-chairman and/or others can get experience of running a meeting.

CH replied that in Paul Clayden's Arnold-Baker on Local Council Administration it states that if the chairman is present then by law he has to run the meeting.

DH stated that, should the situation arise he would be willing to run a meeting.

CH said that this should be dealt with in the new Standing Orders that are being worked on.

AT advised that a bollard has been damaged along road leading to the Harlow Centre.

PH advised the meeting that she had been informed the holes and dips in the road along Cherwell Drive are to be fixed and that they are looking at a weight limit along Cherwell Drive.

Meeting closed: 20:55

**Date of Next Meeting:** Tuesday 6<sup>th</sup> January 2015, 7:30pm at Mortimer Hall.

Signed by the Chairman.