

Minutes of Old Marston Parish Council Meeting 5th December 2016 at 7:00pm.

Present:

Parish Council

John Batey (JB) – Chairman

Patricia Hall (PH)

Barrie Lewis (BL)

Peter Williams (PW)

Michael O’Keefe(MO)

Duncan Hatfield (DH) – Vice-Chairman

Michael Cadd (MC)

Angie Tiwari (AT)

Tony Greenfield (TG)

Tim Cann (Clerk)

City Council

Cllr Mick Haines (MH)

Members of the Public: 5

16/12/01 No Councillors declared any prejudicial interests and no one intended to record the proceedings of the meeting.

16/12/02 Apologies for Absence:

Charlie Haynes

City Councillor Mary Clarkson

Peter Cox

County Councillor Mark Lygo

ACTION

Nils Bartleet

16/12/03 Public Participation: None

16/12/04 Minutes of the meeting held on 7th November 2016. It was RESOLVED these are a true record.

16/12/05 Matters Arising (omitting those for which an agenda heading follows): TG informed the Council he had spoken to Doug Loveridge of the Oxford City Council with regard to overhanging vegetation letters and he had confirmed that these should be forwarded to him.

16/12/06 Planning Applications to be decided:

16/02882/FUL – 147 Oxford Road – Erection of a two storey rear extension. – NO OBJECTION.

16/03008/CT3 – Sports Hall Recreation Ground, Court Place Farm, Marsh Lane – Overlaying the existing car park with bitumen macadam surfacing with the incorporation of SUDs drainage. Reorganisation of car park to provide an additional 48 car parking spaces, 8 disability spaces and 6 motorbike spaces, with provision of lighting. – NO OBJECTION

Applications considered between meetings: NONE

Decisions:

16/02048/FUL – 5 Boults Lane – APPROVED

16/02074/FUL – 19A Oxford Road – APPROVED

16/01934/FUL – Former Jack Russell, 21 Salford Road – WITHDRAWN

16/02221/FUL – 1 Oxford Road – APPROVED

16/02301/FUL – Colthorn Farm, Oxford Road – APPROVED

16/02359/FUL – 3 Rippington Drive – REFUSED

16/02380/FUL – 139 Oxford Road – APPROVED

Signed by the Chairman.

Awaiting Decisions:

16/01905/FUL – Land adjacent 56 Marsh Lane

16/02350/FUL – 8 Oxford Road

16/02712/FUL – 7 Gordon Close

16/12/07 Recreation Grounds & Cemetery

- a. TG confirmed that the weekly safety checks had been done and that no problems had been found, and provided the Clerk with a list of dates when checked. Other issues would be covered later in the agenda.
- b. The Clerk showed the Council the memorial design for Tony Harper and confirmed that it did meet the Council's policy. It was RESOLVED to allow the memorial.
- c. JB apologised to PCSO Kerry Yaxley for not introducing her at the start of the meeting. JB went through the damage done to various trees in both the Boult Lane and Mortimer Hall recreation grounds, photographs attached which were displayed at the meeting. PCSO Kerry Yaxley stated that the police are concerned that someone is at large with something such as a machete and include both areas on their patrols. There has been someone spotted who they would like to interview, a tall male with a small white dog carrying a rucksack, but it was advised not to approach him but to contact the police. MO asked if security cameras were not the answer. It was RESOLVED that the Clerk would get costings for various options of CCTV.

16/12/08 Boult Lane Development

- a. JB explained there was a delay as the architect was very busy on other work but had now started on our project. The Clerk went through what work was needed and that this would cost an additional £750. It was RESOLVED to accept the fee for the additional work. It was also RESOLVED to pay for storage of the building for December.

16/12/09 Thames Valley Police Update: PCSO Kerry Yaxley advised that there had been an increase in burglaries in the area but they had successfully arrested someone. A number of antisocial behaviour incidents had occurred in Raymund Road and Cavendish Drive and officers are meeting with the people involved and their parents.

16/12/10 Finance

- a. Bank balance as at 29/11/2016 –
 Current Account £55,722.69 (including £6,057.73 CIL money) Petty Cash £128.99
 Business Reserve Account £3,745.36 Newbury Building Society Account £224,045.21

The following accounts to be paid:	£ Incl. VAT
Aspire Oxford (Grant for Bradlands bus service)	90.00
Clerk's Pay Including Expenses, Pension, etc. – November 2016	
Ai Design (Tree survey for pavilion)	250.00
Staples (Stationery)	81.98

Signed by the Chairman.

BGG (Grass cutting & Litter picking October 2016)	337.20
Mr D. Ward (Removal of green fencing & play equipment)	3,850.00
Mr D. Ward (Removal & disposal of post & rail fence)	300.00
BT (Clerk's quarterly telephone bill)	89.37
Thames Water (Cemetery Water Bill)	10.13
Xpress Relocations (Pavilion storage for December)	1,560.00
TOTAL	£7,732.80
Petty Cash Expenditure:-	
Post Office (Postage to France)	1.52
TOTAL	£1.52
INCOME:-	
J.A. Harper (Memorial)	250.00
HMRC (VAT Return 2 nd Quarter – amount being queried)	16,423.10
TOTAL	£19,443.10

The Clerk explained that there had been an error in claiming VAT return. Instead of claiming £1,642.28 there had been a claim for £16,423.10. He therefore wrote to the HMRC asking them to confirm who a cheque should be made out to and where it should be sent. They have since replied apologising for any inconvenience and confirming cheque details.

DH proposed these accounts were paid. MC seconded. All agreed.

b. JB went through the report the Clerk had sent:

Online Banking

Currently, with organisations who do not accept cheques (so need paying by credit/debit card) I pay them on my debit card and when the cheque is presented to the Councils although the cheque stub is made out for the organisations the actual cheque is made out to me, refunding the money I have spent personally.

Organisations such as BT who only give you a short time to pay their bill, and the deadline is before the next Council meeting, again I write a personal cheque covering the invoice and then make the Council cheque out to me to go through the meeting.

Each month to get the current balances to enter onto the agenda I have to telephone NATWEST go through the procedure of selecting various numbers confirming that I am not registered for online banking or telephone banking and, when I get to speak to a person, then go through their security questions so they can ensure I have the authorisation to have the information I am asking for just a balance!

Signed by the Chairman.

The Council could start using direct debits for the regular payments such as BT (my phone), Thames Water (for the cemetery water usage). In fact there would probably be a small saving as BT offer a discount for payments made by direct debit.

The items would still appear on the agenda for approval and I would still receive invoices, so if there were any queries with an invoice I could stop the direct debit before it is activated.

The Clerk.

28th November 2016

JB proposed that the Clerk should contact NATWEST with a view to doing online banking. TG seconded. All agreed.

c. Finance Committee Officers: JB explained that NB had declined the office of Chairman and CH had declined the office of Vice-Chairman of the Finance Committee and, as neither posts had been activated and being a standing committee it was for the Council to elect new officers.

Chairman – MC proposed PH. Seconded BL. With no further nominations PH becomes Chairman.

Vice-Chairman – PH proposed AT. Seconded BL. With no further nominations AT becomes Vice-Chairman.

d. Half Year accounts report from the Internal Auditor: The Clerk explained that this would have to be deferred to the January meeting as the Internal Auditor had not completed his findings.

16/12/11 Footpath extending from Cemetery along Elsfield Road towards Marsh Lane: JB advised the Council that he and the Clerk had met with Oliver Hearn from Highways of the Oxford City Council who had provided a quotation as follows.

- Construct footway 168m long and 1.2m wide
- Provide utility drawings and locate on-site using cat and gennie
- Traffic management in the form of temporary traffic lights
- Re-pipe existing weir gullies if necessary
- Concrete edging to back of footway and tied into existing kerb at the front
- With a tarmac surface - **£16975.40**
- With a hoggin/binding ballast surface - **£13498.25**
- Both quotes are plus VAT.

Unfortunately, both the County Council and City Council have advised that they do not have any funds available to contribute towards this project.

It was RESOLVED to incorporate this into next year's budget.

16/12/12 Request from Scouts for them to let someone store a container next to the Scout building: The Clerk expressed his concerns about sub-letting and possible future complications. It was RESOLVED not to allow the container to be located on Parish Council land in Boults Lane.

16/12/13 Budget items for next year: After some discussion PW proposed increasing the s.137 grant from £2,000 to £3,000 per year with 50% going towards a firework display and 50% going towards a second event in the Parish. Seconded MC. It was RESOLVED that the s.137 grant be increased to £3,000 for 2017/18 and divided equally between two events within the Parish.

Signed by the Chairman.

16/12/14 Parish Council Forum: JB advised that the Clerk had arranged with the Oxford City Council for a planning briefing to take place on the 6th March 2017 in the Town Hall at 5pm, before the next Parish Forum meeting. JB asked for Councillors interested in attending. JB, PH, MC, BL, AT, MO expressed an interest.

16/12/15 Parish Council 2017 Calendar: JB explained that the Clerk had concerns that if the Council decided to sell the calendars they were in effect trading as a business and would therefore be subject to the VAT regulations. Therefore TG had decided to personally purchase the printing of the calendars and was selling them for £6.50. TG advised that he had 55 printed and the response was very encouraging.

16/12/16 Website, Facebook, Twitter & Streetlife

DH informed the meeting that there were now over 800 following the Council on Twitter. For any local news, events, etc. please let DH know.

16/12/17 Information Sharing (including correspondence)

Clerk's Updates

- Oxford City Council has agreed to inspect the bench at the Mortimer Drive bus stop to see if any action can be taken with regard to lowering it.

Rural Services Network Digest etc,

OALC Newsletter September & October 2016,

Letters to Land Registry regarding correct address details for Councils assets

Thank You card from Malcolm Everton & the residents at Bradlands

OMMLAA AGM minutes

Historic England regarding War memorial in Churchyard & Wardens reply

Clerks & Councils Direct

Meeting ended: 20:25

Date of Next Meeting: Parish Council meeting Monday 9th January 2017 in the main hall of the Mortimer Hall at 7:30pm.