

## Minutes of Old Marston Parish Council Meeting 2<sup>nd</sup> February 2011

**Present:-**

Charlie Haynes, Chairman (CH)  
 Duncan Hatfield, Vice-Chairman (DH)  
 Nils Bartleet (NB)  
 Peter Cox (PC)  
 Roy Jones (RJ)  
 Wally Cox (WC)  
 Barrie Lewis (BL)  
 Patricia Hall (PH)  
 Peter Sarac (PS)  
 Angie Tiwari (AT)

Kate Stratford, Clerk (KS)  
 Councillor Beverly Hazell (BH)  
 Councillor Altaf-Khan (AK)  
 Councillor Mary Clarkson (MRC)

1	<p>Requests from Members of the Public to Speak                  Sergeant Paula Wynn (PW) from TVP in attendance.                  She introduced herself and explained she and her team cover Marston and Northway, with an office at 45 Westlands Drive. “Have your say” meeting to be held at Oxsrade. Details of both are on the TVP intranet pages. She noted that our website is quite out of date, and she has given DH details so he can update.                  KS: Parking time limitation in Raymund Road? PW said was in process of changing to include mornings as well. She and her team were well aware of the issue.                  PH: Parking on cycle track/grass verge at top of subway – 8 cars today. PW will bring to the NAG meeting on 3<sup>rd</sup> February.                  BL: Weekends there are motorcycles in Croft Road Rec causing damage and disturbance. PW will investigate further.                  RJ: People gathering on path leading to Croft Road Rec late at night. PW – is this recent? RJ confirmed dates people had reported to him and confirmed he had called it in. PW will review patrol plan.                  CH thanked Sergeant Wynn for her time and for attending our meeting.</p>	<b>ACTION</b>
2	<p><b>Apologies for Absence</b>                  Mr Michael Cadd, Mrs Gill Cox, Cllr Roy Darke.</p>	
3	<p><b>Minutes of Last Meeting</b>                  The minutes of the last meeting were accepted as a true and correct record with no additions or corrections.</p>	
4	<p><b>Matters Arising from Minutes Omitting Those For Which an Agenda Heading Follows:</b>                  None.</p>	
5	<p><b>Correspondence (Letters/Emails)</b>                  See Appendix A                  OALC – update for members. PCllrs may wish to note that Brian Spragg is retiring. Clerk to write and wish him well on behalf of the PC.                  Correspondence started by MRC regarding use of OCC OS licence for maps.                  Agreed not to take advantage of any of these, as the need arises so rarely. Clerk to advise OCC.                  Royal British Legion – encouraging people to run a “Poppy Party” in June.</p>	<b>KS</b> <b>KS</b>

OCC – invitation to a meeting between city and council and parishes on 28 <sup>th</sup> February at 6:00pm. PCllrs CH and RJ will attend on behalf of the PC. Clerk need not attend. CH will forward any issues to clerk for inclusion on agenda by close of weekend (6 <sup>th</sup> Feb). No issues were raised by the PC for inclusion on agenda.	<b>ACTION RJ/CH</b>
Oxclean – flyers	
County Council – provided a snow guide (electronically). This is excellent, but PC computer does not open pdf files. Clerk requested 6 – 12 hard copies, but received no response. Clerk to forward email to those PCllrs on email (not possible to provide to those not on email).	<b>KS</b>
OCVA – funding newsletter.	
Proludic Play Areas – update bulletin.	
ORCC – January news bulletin.	
Journal of Local Planning – advising on Localism Bill. Clerk advised of new powers which will come to PCs, but warned that work would have to go on to support this, in an area where she knows nothing. BH advised this had not yet passed into law, so the PC will take no action at the moment, but are aware that the Clerk (and some Parish Councillors, perhaps) may require some training in the future. Clerk to forward the email to PCllr WC, as he has knowledge of Planning.	<b>KS</b>
Ladypace Kidlington – DH has put link onto website	
Sandra Greenslade has emailed (twice) asking for an allotment. Responded (also twice) that Clerk needs contact details as OMMLAA do not have email access.	
OCC – next NAG meeting on 3 <sup>rd</sup> February. Advised RJ who will attend.	<b>RJ</b>
Local Government Boundary Commission – invitation to consult on electoral review of Oxfordshire. Clerk to ask to be included in consultation.	<b>KS</b>
Oxford Over 50 Network – flyers for noticeboards.	
RCV – asking for a donation. Refused.	
Community Safety – invitation to a free community event on 12 <sup>th</sup> March at 9:30am. MRC has forwarded an email from OCC re plans for Cumberledge and Bradlands. Advised that there is a rumour going round that the vacant rooms are going to be let to immigrants and the young. MRC said this was not OCC policy.	
DCK Beavers Ltd – information of government requirements to publish expenditure details. The PC already publishes more than is required, but the information also talks about data protection, and the PC does display who is paid/paying. No action requested by PC.	
MRC advised on NAG consultations. PCllr DH included so he can upload onto website.	<b>DH</b>
NALC – LCR Online.	
OALC – invitation to branch conference.	
Dental PCT – flyers for noticeboards.	
OCC – invitation to consult on dog control orders – no comment by PC.	
Clerk has written letter of thanks to Mortimer Hall regarding help with clock installation.	
Oxfordshire Age UK – flyers for noticeboards.	
Ox Playing Fields Assoc – newsletter.	
Aylesbury Vale DC have sent a reference request for Playground Services – provided.	
PCllr DH has booked Mortimer Hall on 25 <sup>th</sup> February at 7:30pm where he will hold an open meeting to play the fete/fun day for adults in the summer. He will advertise this.	<b>DH</b>
Oxfordshire County Council – advising of a funding opportunity, but unfortunately there was insufficient time to complete the process (I was advised on a Friday, the	

deadline was the following Tuesday; the form didn't open on this computer as it was in pdf form, and when Clerk finally did open, it was several pages long and included the need to obtain a financial reference).

Oxfordshire County Council Records Office have provided an updated receipt. MRC has provided information on unwanted recycling boxes for PC to publicise. Passed to DH for website.

Clerk will ensure correspondence file is available prior to meeting starting in the future.

**KS**

## **6 Planning**

### Applications to be decided:-

32 Ashlong Road – erection of single and two storey rear and side extension incorporating integral garage. Erection of porch – object on same criteria as previous – overdevelopment of site. PS declared an interest. BH will call in. Letter advising of permitted development on land opposite 16 Mortimer Drive – BT telecommunications installation – no comment.

**KS  
BH**

1 Broughton Close – single storey side extension to create annexe – no objections.

### Applications considered between meetings:-

None.

### Decisions

None.

### Awaiting Decisions

- 5 Cromwell Close – withdrawn.
- 2 Cotswold Crescent – still awaited.
- 2 Mortimer Drive – still awaited.
- 26-28 Oxford Road – still awaited.
- 30 Old Marston Road – still awaited.
- Friar going to appeal on 29<sup>th</sup> March 2011.

Planning have advised that 32 Ashlong Road going to appeal (previous application).

## **7 Boults Lane Development Project**

Meeting with Parish rescheduled for 18<sup>th</sup> January 2011 at Mortimer Hall. This was very well attended, approx 80 people, including several Parish Councillors. Thank you for attending. Unanimous vote for the proposed new pavilion to go ahead. Minutes and been produced and approved but not circulated.

**All PCllrs**

Marston Saints have requested a presentation evening in late June (CH advised it was a fundraiser) – PCllrs agreed. Proposed by WC, seconded by CH, all agreed. Clerk to advise MS.

**KS  
CH**

CH advised he would be in touch with the steering committee.

WC expressed his concern about costs, and suggested at some stage the steering group should have a "Plan B" in case current plan proves too expensive and funds can not be obtained. CH stated that now they have a mandate to go ahead, have to give new pavilion it's best shot. In 18 months to two years when planning consent runs out if funds are not forthcoming then a Plan B will be necessary. He also reminded PC that no money would be given by the PC unless the steering group gets the funding.

**8 Recreation Grounds**

- CH to report re missing gate between Fair Field and field used by MS (should have been noted on January agenda, but was omitted in error). CH advised he had investigated and the gate belongs to MS and he had advised them accordingly.
- WC/GC to confirm insurance arrangements regarding new clock – to do.

**WC**

**9****Finance****ACTION  
KS**

- Typographical errors in minutes – to be corrected and signed.
- Bank balance as at 25<sup>th</sup> January 2011 – current account £18,336.01; deposit account £173,444.42.
- Clerk has forwarded minute regarding precept to OCC Finance.

The following accounts to be paid:

		£ incl VAT
Kate Stratford	Staples – card for open meeting	11.49
Kate Stratford	Reimbursement for minute book binding	106.00
Kate Stratford	Reimbursement for phone January 2011	35.53
HMRC	Tax and National Insurance for January 2011	39.20
Oxfordshire County Council	Pension for Clerk January 2011	93.33
Kate Stratford	Salary for January 2011	555.29
Kate Stratford	Heating and electric weeks 42 – 46 (Thur 30 <sup>th</sup> Dec – Weds 2 <sup>nd</sup> Feb) @ £3 per week	15.00
Charlie Haynes	Reimbursement for computer software.	14.00
Harris Enterprises	Statement and invoice from Keyfit	53.28
Get Online Ltd	Renewal	336.00
Duncan Hatfield	Expenses around computer	180.00

The following income has been received:

**ACTION**

		£ incl VAT
Headington Coop	Rogers internment, Rogers reservation and deposit for flowers (C3 and 4)	1,550.00
S&R Childs	Wakefield internment, Wakefield reservation and deposit for flowers (D3 and 4)	1,550.00
Reeves	Brown memorial	200.00
Mortimer Hall Preschool	Loan repayment	500.00
Mortimer Hall	Peppercorn Rent	0.05

Richard James has completed the half-yearly audit – report to be provided.

**RJames**

## 10 Burial Ground

- Contacted Reeves approving the proposed Brown memorial – payment received.
- Highworth contacted and advised to go ahead with Handley Memorial – this was done without anyone contacting the Clerk, and the stone has been installed without a base. The Clerk has contacted them, but received no reply. To chase.
- Collins flowers have been removed. Deposit cheque to be returned.

**KS**

Tony Hayward was asked to top up Collins, Handley and Humphries graves urgently – done.

Margaret Rogers was interred on 31<sup>st</sup> January 2011, Plot C3. Mr Rogers has reserved plot C4.

Peter Wakefield was interred on 26<sup>th</sup> January 2011, Plot D3. Mrs Wakefield has reserved plot D4.

Discussed how very wet the burial ground is at the moment. Graves are subsiding within hours. Consideration given to planting some trees to help soak up the water. Contact OCC to ask if they would consider giving us their advice about what best to plant, how many and where. PC/CH and Clerk will meet if officer willing.

**KS  
CH/PC/  
KS  
KS**

Moles at the burial ground near shed – Clerk to contact TPC.

## 11 Highways

- County still to complete parking restriction work. Latest deadline for completion is 31<sup>st</sup> January 2011. Clerk has written asking if Raymund Road could be expanded to include mornings as well as afternoons. Clerk has spoken to the officer and chased as well as reminding him that the original scheme also included Elsfeld Road near the church but this had not been progressed at all. Clerk to write to Keith Mitchell and Chief Engineer about unacceptable delay.
- Thames Water contacted re leak at the Bricklayers. TW have assured Clerk that this has now been dealt with.
- Clerk has written to Parks requesting a dog bin at Marston Ferry cycle path (and also reminded them of the replacement trees which have still to be replanted). OCC have installed a bin at the bridge end, but have warned if this is damaged or vandalised it will not be replaced. Also requested the area is cleaned.

**KS**

**ACTION**

- Wrote and thanked the Highways team for recent work on gritting.
- Clerk wrote to the County to suggest bus stop by memorial garden is renamed “Three Horseshoes” no response received. **RJ**
- Clerk to write regarding enforcement of speed on approach to the A40 – PCllr RJ will raise at the NAG.
- Clerk has written to County regarding close together stops at Cherwell Drive/Oxford Road. They did reply, but got the location wrong. Clerk has clarified and has yet to hear back.

Thanked OCC for removing a dead squirrel very promptly.

Requested repair work at Boults Lane is inspected as queried quality of work. New Highways team advised that they only did emergency work there, as the area is due to have gas works, and will be repaired after those works have been complete.

MRC has requested potholes are repaired on Haynes Road.

Roy Garner has been in touch to request information on work we have done regarding the public rights of way, which he is pursuing in a private capacity.

Resident has reported problems with parking outside 47 Rippington Drive – forwarded to city councillors and Highways Dept, but hope these issues will be solved by new parking restrictions, once these have been implemented.

County have requested access to Back Lane to carry out works to footpath – granted.

NB: Reported there is a street lamp out in Salford Road.

## **12 North East Area Committee**

Library was on agenda. PCllr NB was in attendance and reported details to PC.

## **13 Parish Council Bulletin**

Next issue is ready, but awaiting the map – now collected so issue ready to go. **DH**

## **14 Allotments**

- Burst pipe to new tap. Awaiting bill from Andy Job once work completed. CH reported there will be no bill from Andy Job, as all he has done is switch the tap on. Clerk to write to Mr Manson and ask him how he would like to proceed as (Mr Manson pointed out to Clerk) above the ground is their responsibility. **KS**

## **15 Website**

Still very popular, with lots of traffic. DH noted that people seem to be using it a lot at the moment to look up information on library.

GC to resend updates for contact details of the pre-school – done DH to update. **DH**

Clerk has provided PCllr DH with up to date information for website – DH to update when new computer up and running. **DH**

## **16 Proposed Closure of Old Marston Library**

- People continuing to come forward and be added to the database.

CH/KS met with RD.

Emails sent to those who have been in touch.

An email petition has been set up.

Messages were sent to all parents and carers at St Nicks advising of proposed closure.

Two meetings have been held, and a support group “Save Old Marston Library” has been set up. PCllr NB is a member. The group is dynamic and keen to oppose the closure, and are arranging meetings, petitions, press releases, events, etc. A member of SOML has contacted the PC requesting we give them support by

contacting the County Council to say we oppose the closure. Clerk instructed to write and say we oppose vigorously. Proposed by CH, seconded by NB, all agreed. PClrs WC/GC have provided a copy of the library licence agreement.

CC has been asked to give full breakdown of expenses.

The Chairman has given a quote for the group to use in press release.

Altaf reported he had spoken at County cabinet meeting on Old Marston. Lots of people were there from Headington, Botley, etc. He made points on behalf of Old Marston, including the inadequate bus service, on process of consultation, etc.

However, since that meeting the SOML Group had been formed and the petition campaign started. The Libraries will be discussed at Full Council on 15<sup>th</sup> February (10:00am), if anyone from the PC would like to attend. SOML will be in attendance and are planning to speak.

The amount of time the Clerk has been spending on the library was discussed.

## **16 Any Other Business**

- Risk Assessment of Clerk's office – carried out but awaiting report. **DH**
- Mr Jones offering map of parish – this has now been collected and can be used – copyright free.
- Old Minutes have gone for binding – done. Cost £106.00. DH requested sight of new book. CH has seen, but Clerk did not bring to meeting. Bring to next meeting. **KS**

A company called DEA direct sent quite a scary email, but note helpful response from Eddy Aldworth. No further action has been taken. PClr WC reported the email had been forwarded to OCC for legal opinion.

PClir DH requests that the PC pays a contribution towards a new computer which is used for approx 40% PC business, including the website. PClrs considered and agreed to pay 50% of his expenses. Cost of new computer is £360. WC proposed pay expenses of £180.00. Seconded by RJ. All agreed.

PClir DH reminded PClrs of the Oxclean event on 5<sup>th</sup> March, meeting at 10:00am at Mortimer Hall.

Discussed Mortimer Hall. The PC has been told that it can only hold meetings with the parish on Fridays as the hall is in use at other times. Not really adequate for our needs. CH has been in discussion with a view to using the Church Hall. Cost comparable to Mortimer Hall, and much more availability. Would mean meeting night would have to change. WC to discuss with CC and will come back to PC next month. **WC**

## **18 Date of Next Meeting**

**Tuesday, 1<sup>st</sup> March 2011 at Mortimer Hall at 7:30pm**