

Minutes of Old Marston Parish Council Meeting 2nd February 2016 at 7:30pm.

Present:

Parish Council

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

City Council

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| Cllr Mary Clarkson (M) | Cllr Mick Haines (MH) |
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Members of the Public : 8

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

CH asked Councillors to declare any prejudicial interests. None

16/02/01 Apologies for Absence:

ACTION

County Cllr Mark Lygo

16/02/02 Minutes of the meeting held on 5th January. JB pointed out that, in 16/01/06b, it was unclear as to what the quotes were for. Add “for the tree survey”. Once amended it was approved to sign.

16/02/03 Matters Arising (omitting those for which an agenda heading follows). None.

16/02/04 Requests from members of the public to speak :

Mr R. Guschtscha & Joy Mobey – spoke on the Council’s recommendation for a CPZ along the service road of the Oxford Road.

16/02/05 Planning

Applications to be decided :

16/00054/FUL – 1 Harlow Way – Erection of a two storey side extension. – **No comment.**

16/00144/FUL – Land adjacent 20 Salford Road – Erection of a three storey 1 x 4 bed dwelling house (Use Class C3). Provision of access and parking for 2 no. vehicles, private amenity space, bin and cycle store. – **Roof higher than surrounding properties.**

Applications considered between meetings:-

15/03642/RES – Land at Barton, Northern By-pass Road, Oxford. - Details of reserved matters (layout, scale, appearance and landscaping) for the first phase of the Barton Park development, pursuant to Condition 3 of outline planning permission 13/01383/OUT. The work comprise construction of 237 residential units (Class C3) with associated means of access and highways works; car and cycle parking; hard and soft landscaping; public realm works and ancillary structures. – **CONCERN REGARDING SEWAGE REMOVAL AND FLOODING/SURFACE WATER FACILITIES.**

Signed by the Chairman.

Decisions:

15/03132/FUL – 6 & 7 Cromwell Close – WITHDRAWN

15/02373/FUL – The Victoria Arms Public House – APPROVED, IN PART.

Awaiting Decisions:

15/02282/OUT – The Jack Russell Public House

15/02476/FUL – Oxford City FC

15/03410/FUL – 19 Arlington Drive

15/03575/FUL – 26 Nicholas Avenue

15/03601/FUL – 45 Rippington Drive

16/02/06 Recreation Grounds.

TG went through the minutes of the Recreation Committee meeting of the 23rd October 2015. He will liaise with MC and the Clerk with regard to springs for the gate. The Clerk advised that he had chased Total Pest Control again for the quote to add the Mortimer Hall recreation ground onto the contract. TG proposed Council accept minutes. MC seconded. All agreed.

16/02/07 Paddock Use.

MC proposed that Mr Dennis Ward be allowed to put in for a temporary change of use so that he can store wood. MO Seconded. 11 For, 1 Abstention.

16/02/08 Assets of Community Value

JB advised that he is in the process of writing a paper to present to the Council as, at the last meeting, he was asked to look at Court Place Farm allotments. However, the City Council's Local Plan expires in 2016. M did not envisage any change in the City Council's view of allotments.

16/02/09 Neighbourhood Plan

PW advised that he and JB had spoken with Alan Jones, who was very knowledgeable on the local area. There seemed very few areas for new development other than infill on end of street corners etc. It was noticed that grass verges were being used more for parking cars therefore churning up the grass. The problem seemed not so much within the Parish but from our boundaries, such as Marsh Lane area etc.

16/02/10 Finance

a. Bank balance as at 25/01/2016 –

Current Account £22,645.56 (including £2,307.73 CIL money) Petty Cash £155.77

Business Reserve Account £18,740.95 Newbury Building Society Account £244,045.21

The following accounts to be paid:

| | £ Incl. VAT |
|-----------------------------------------------------------------------|-------------|
| Clerk's Pay including expenses, pension, NI, Tax, etc. – January 2016 | |
| Charlie Haynes (Phone/BB Service January 2016) | 20.00 |
| Total Pest Control (Quarterly Charge) | 390.00 |

Signed by the Chairman.

| | |
|----------------------------------------|-----------------|
| Richard James (Internal Interim Audit) | 234.00 |
| Get Online (Internet Service Renewal) | 174.00 |
| TOTAL | 1,961.66 |
| Petty Cash Expenditure:- | |
| Curry's/PC World (Chairman's Ink) | 54.99 |
| INCOME :- | |
| Mr Ward (Paddock Rent) | 500.00 |

- b. Finance Committee Minutes & Recommendations.** JB went through the minutes. JB proposed Finance Committee minutes accepted. NB seconded. All in favour.
- c. Internal Auditor's Interim Report** was reviewed. JB asked about the comment re. any underspend on the £15,000 being 'earmarked' for this project.
- d. Budget v Expenditure & Income.** The Clerk went through the figures, copy enclosed.

16/02/11 Highways

- a. Parking Questionnaire & Recommendations:** After some discussion the Council decided to keep their recommendation to the County Council as double yellow lines along the Oxford Road and a CPZ along the service road.
- b. Street Light Church Lane:** Chris Lever of 51 Church Lane has emailed the Parish Council asking if a street light could be installed in Church Lane. PW proposed sending a flier to the other residents of Pond Lane & Church Lane asking if they would like a light. DH seconded. All agreed. **CLERK**
- c. Street Light Boults Lane :** BL proposed installing a street light at the end of Boults Lane in front of the Scout building and pavilion. The Clerk pointed out that this would be on Parish Council land and so the installation, upkeep and running cost would be the responsibility of the Parish Council. DH proposed asking the Scouts and Marston Saints if they thought a light would be of benefit. PW seconded. All agreed. **CLERK**
- d. Benches:** AT proposed installing three benches in Salford Road outside the shops, Rippington Drive on the corner of Fairfax Avenue and at the bus stop at the end of Mortimer Drive. CH proposed the Clerk contact the Highways department to get approval, as the land belongs to them, and costings. JB seconded. All agreed. **CLERK**

16/02/12 Transport

NB reported that all subsidies on bus routes were likely to be removed by the County Council which would have serious implications to the most vulnerable of

Signed by the Chairman.

communities. All funding for the Dial-a-ride service was also proposed to be removed.

16/02/13 Review of Risk Management & Other Policies

- a. The Clerk went through the Risk Assessment & Management document pointing out the proposed amendments, copy attached. JB proposed acceptance. PC seconded. All agreed.
- b. The Clerk went through the Document Retention Policy, copy enclosed. JB proposed acceptance. CH seconded. All agreed.

16/02/14 Standards & Staffing Committee Minutes & Clerks Appraisal.

- a. **Clerk's Appraisal:** PW mentioned the Clerk's workload and time available, advising that all need to be aware how much the job of the Clerk and RFO has increased.
- b. **Further training:** DH proposed the Council pay for the Clerk to go on two day courses; Agenda & Minutes on the 14th April and Planning Demystified on the 21st April in Milton Keynes. PH seconded. All agreed.

16/02/15 Website, Facebook, Twitter & Streetlife

DH informed the meeting that there were now nearly 700 followers on Twitter and reminded everyone OXCLEAN would be on Saturday 5th March 2016.

16/01/16 Information Sharing (including correspondence)

DH advised that there were now over 700 followers on Twitter and that he was gradually installing old records on the website as the Clerk sent them to him so that there is an electronic record and all can see if they wish.

M advised that approval for more bollards to be installed along the cycle track of the Marston Ferry Link Road had been given so as to prevent travellers getting access.

CH spoke about the Queen's Birthday celebrations on the 11th & 12th June and requested that this be put on the agenda for the March meeting.

JB mentioned he had tried to put two items on the agenda but the Clerk had refused as it would mean a change in the Standing Orders. He felt unhappy about this and would be asking again for them to be on the agenda for March.

TG asked if everyone could have cut-off dates for getting things on the agenda.

Rural Services Network – Digests, Bulletins etc.

Email from Charlane Fatania re Children's Centre

Letter from St Nicholas Church Hall thanking Council for grant.

Letter from Marston Times thanking Council for grant.

Card from Junior Choir thanking Council for grant.

Card from Over 50's thanking Council for grant.

Clerks & Council Direct Magazine.

Meeting Closed 21.57

Date of Next Meeting: Parish Council meeting Tuesday 1st March 2016 in Mortimer Hall at 7:30pm.

Signed by the Chairman.