

Minutes of the Old Marston Parish Council Meeting held on the 5th February 2024 at the Mortimer Hall from 7:00pm.

CONFIRMED

Present:

Parish Council:

Duncan Hatfield (DH) – Chairman	Charlotte Vinnicombe (CV)
Pat Hall (PH)	Mary James (MJ)
Peter Williams (PW)	Alistair Morris (AM)
Martin Smith (MS)	Charlie Haynes (CH)

In attendance:

Tim Cann (Clerk) Members of the Public: 6

24/02/01 Intention to record the proceedings of the meeting: NONE.

24/02/02 Apologies for absence: Parish Councillors Louise Milford – unwell, Skye Denno & Mick Bates – prior commitment, Louise Upton – clash of meetings, Oxfordshire County Councillor Mark Lygo & Oxford City Councillor Mary Clarkson – clash of meetings.

24/02/03 Website and social media: DH advised the council that news items are posted regularly and followers continue to increase.

24/02/04 Public, County & City Councillors & Thames Valley Police participation (if any requests received)

a. Thames Valley Police: No Report received.

b. County & City Councillor Reports:

- **Report from City Councillor Alistair Morris:** reported that, despite various people emailing, there seems no resolution to the water leak on the North side of the Oxford Road.
- **Report from City Councillor Mary Clarkson:** the clerk read out Mary’s report: In terms of councillors’ reports, the main things which have come up over the last month are –
 - Construction Management Plan for Marston Paddock - now being dealt with, as you are aware.
 - Hill View and Almonds Farm - no updates on when the work might start.
 - Old Marston Conservation Area Appraisal. This was written in 2012, updated, but never signed off by Planning Committee. I have asked for it to be revived and the Conservation Officer is sympathetic. The Parish Council will have an opportunity to contribute to this.
 - School run parking in Oxford Road: Mark has been in touch with the County’s enforcement team and they are to make some more visits to the area.
 - Leak outside Colthorn Farm: Charlotte has been involved with this too. Neither Thames Water nor City Council is claiming ownership, so it remains unresolved.

c. Public:

- A resident spoke about the construction work going on at Marston Paddock in Butts Lane. No change since they came to last month's parish council meeting. Construction vehicles arriving before 9am, which was meant to be part of the planning agreement, and still very concerned about flooding of properties.
- Emma Teasdale, Community & Friends Officer for Reducing the Risk spoke about reducing the risk of domestic abuse. Various promotional material was left which the clerk will circulate.

The clerk read out the latest responses he had received from John Mumford, Contracts/ Project Manager. It was agreed that the clerk will arrange a meeting with the site manager. The clerk will circulate the details for any councillor who wishes to attend.

24/02/05 Minutes of the Parish Council Meeting held on 8th January 2024.

It was **RESOLVED** these are a true record.

24/02/06 Matters Arising (omitting those for which an Agenda heading follows):

- **Rights of Way:** The clerk advised that he was arranging a meeting with the local representative from the Oxford Fieldpaths Society.
- **Water Leak in Oxford Road:** The clerk advised that despite emails between Mary Clarkson, Charlotte Vinnicombe, the clerk and other residents with Oxford Direct Services, little progress had been made. The clerk has written to OFWAT and will contact the Oxford Mail.

24/02/07 Operational Checks:

- The clerk reported that the weekly checks on the defibrillator had been carried out. All working correctly.
- The clerk reported that the weekly checks on the play equipment had been carried out. All working correctly.

24/02/08 Planning:

Applications considered between meetings: NONE.

Decisions:

23/02460/ADV – Bus Shelter Outside 4 Elsfield Road - **APPROVED**

Awaiting Decisions:

20/02457/DEL – Willow Barn, Oxford Road

21/03294/FUL – 56 Marsh Lane

22/03049/FUL – Land North of Bayswater Brook

23/02294/DEL – 46 Oxford Road

23/02532/FUL – 68 Elms Drive

23/02881/FUL – 78 Oxford Road

23/02818/FUL – 25 Fairfax Avenue

Applications to be decided:

23/02955/FUL – 2 Mortimer Drive – Demolition of an existing rear outbuilding.

Erection of a single storey rear outbuilding with incorporated outdoor seating area. –

NO OBJECTIONS.

24/00079/VAR – Pavilion Court Place Farm Marsh Lane - Variation of Condition 2 (Develop in accordance with approved plans) of planning permission 23/00607/FUL (Change of use of former sports pavilion changing rooms (Use Class F2(c)) to a mixed-use place of worship (Use Class F1(f)) and a community centre (Use Class F2 (b)). External changes including repairing masonry, replacing timber cladding with cement wall cladding, alterations to fenestration and insertion of new windows and doors. Provision of car parking, electric vehicle charging point, bin and bicycle storage. Alterations to landscaping. (Amended description).) to allow nonmaterial changes to the approved plans. – **NO OBJECTIONS.**

24/00165/FUL – 139A Oxford Road – Change of use of dwellinghouse (Use Class C3) to a House in Multiple Occupation (Use Class C4). Provision of bin and bike stores. – **NO OBJECTIONS.**

Elsfield Road Bus Stop Noticeboard: The consultation period has now lapsed with no objections. Council needs to decide what type of noticeboard to be installed. (Wooden or metal) – It was **RESOLVED** to have a wooden noticeboard.

24/02/09 Feedback from Transport Meeting between Oxfordshire County Council, Oxford City Council and Old Marston Parish Council:

- The clerk informed the council that he had received a reply from the monitoring team. The survey work would be ‘tube surveys’; two parallel tubes laid across the road and are used to record vehicle speed, class, and flow. The survey would run for 7 days with data being provided in an excel spreadsheet within 10 working days of the equipment being removed from site. The surveys cost approx. £200 per location but this will be confirmed once quotes received. It was **RESOLVED** to form a working party to review locations, consisting of CV, PW, PH, MJ, MS.

24/02/10 Finance: Bank balance as at 30/01/2024 –

Unity Trust A/c. £23,425.32 (incl. CIL Money) £27,272.56 Petty Cash £51.74

Newbury Building Society A/c £85,339.05, Skipton Building Society A/c £22,333.50.

The following accounts to be paid:	£ Incl. VAT
Clerk’s Pay Including Expenses, Pension, etc. – January 2024	
Marston Community Gardens (s.137 Annual Grant)	500.00
Mortimer Hall (s.137 Grant)	500.00
Mortimer Hall Pre-School (s.137 Grant)	500.00
FOSNS (s.137 Grant)	300.00
Court Place Farm Allotments Community Shed (s.137 Grant)	500.00
43 rd Scout Group (s.137 Grant)	500.00
St Nicholas Junior Choir (s.137 Grant)	350.00
St Nicholas Society of Bell Ringers (s.137 Grant)	500.00

Marston Times (s.137 Grant)	350.00
Mortimer Hall Library Book Club (s.137 Grant)	312.00
Marston Community Forest Group (s.137 Grant)	300.00
Harlequin Playgrounds Ltd (Deposit for repair to MH equipment)	1,199.23
Total Pest Control (Quarterly Charge)	177.80
Mortimer Hall (Annual Hire of Hall)	286.00
Oxford City Council (2 nd half cemetery rates)	105.00
TOTAL	£8,671.99
Petty Cash Expenditure:	
INCOME:	
Mr D. Ward (Mill Lane Paddock Rent)	500.00
Mortimer Hall (Annual Rent)	0.05

a. It was **RESOLVED** to accept these payments.

24/02/11 Clerk's Report:

- **The clerk updated the council:**
 - The property owner in Salford Road had agreed for a noticeboard to be installed on his property so this is able to be moved on.
 - There had been issues with the padlock on the Boult's Lane barrier. The clerk is looking into a replacement, possibly a combination lock to avoid expense of keys.

24/02/12 Report from members:

- Oxford City Council Strategic Plan: CV advised that the plan is very similar to the previous version, but they had added items regarding climate change.

24/02/13 Plus anything of an urgent nature which has come to the clerk's attention since the agenda was set:

- It was **RESOLVED** to accept the tenders to reduce the height and width of the Elsfield Road cemetery hedge.
- PW informed the council that, as part of the connecting with the community, he will be giving a talk on the natural history of Old Marston. It will be held at Bradlands, but open to other interested residents. It was **RESOLVED** to allocate £200 towards promotional material and refreshments.

24/02/14 Closed Session – To resolve, under Section 1, Paragraph 2 of the Public Bodies (Admissions to Meetings Act), that the public and media be excluded from the meeting for the following items of business by reason of the confidential nature of the business to be transacted.

Members of the public and the clerk left the room.

24/02/15 Staff Appraisal: Council to review the recommendations in the draft minutes of the Staffing & Standards Committee meeting held on the 29th January 2024. It was **RESOLVED** to move the clerk up one grade to SP28.

24/02/16 Information Sharing:

- OALC Newsletter.
- Rural Network Digest etc.
- Correspondence
- OXCLEAN will be held on Saturday 13th March at 10am, meeting in the Mortimer Hall.

24/02/17 Date of next meeting:

- Monday 3rd March 2024 at 7pm in the Mortimer Hall.

MEETING CLOSED: 8:13pm

Signed: Chairman

Date:

Please note: Minutes become CONFIRMED following resolution at the following full council meeting.