

**Minutes of the Old Marston Parish Council Meeting held on the 7<sup>th</sup> January 2019 in the Mortimer Hall at 7:32pm.**

**Present:**

**Parish Council:**

Duncan Hatfield (DH) – Chairman	Patricia Hall (PH)	Peter Cox (PC)
Alistair Morris (AM)	Michael O’Keefe (MO)	Mick Cadd (MC)
Peter Williams (PW)	Nils Bartleet (NB)	Mick Bates (MB)
Tim Cann (Clerk)		

**City Council:** Cllr Mick Haines (MH)      Cllr Mary Clarkson (M)

**County Council:** Cllr Mark Lygo (ML)

**Thames Valley Police:** None

**Members of the Public: 3**

**19/01/01** No Councillors declared any prejudicial interests and no one intended to record the proceedings of the meeting.

**19/01/02 Apologies for Absence:** Parish Councillor Mary James - Unwell, City Councillor Mary Clarkson – Prior engagement.

**19/01/03 Confidential Items:** The Chairman explained that the next item was confidential as it was related to the precept and discussing potential co-option on to the Parish Council.

**All members of the public, County & City Councillors left the room and confidential items were discussed.**

**19/01/04 Co-option to fill two vacancies:** Members of the public returned and the Chairman advised that Louise Milford and Alan Spence had been co-opted on to the Parish Council.

**19/01/05 Website, Facebook and other social media:** DH reminded those present that the Council have a website and various social media sites which are updated regularly and where information can be found.

**19/01/06 Public, County & City Councillors & Thames Valley Police participation (if any requests received)**

**a. Thames Valley Police:** The Clerk advised the meeting that there was still the threat of closure of the Northway Police Office, the operation in Elms Drive to combat rat running and speeding had been completed, and the usual patrols targeting vulnerable streets and identifying hot spots.

**b. County & City Councillor Reports:** Mark Lygo reported that he was arranging a cycle round the area, in and outside the Parish, with Anthony Kirkwood looking at things relating to the Local Plan. All were welcome to join. (AM and the Clerk to join). He has a meeting on the Swan School development, he still has concerns but will be working to resolve them.

The next Access to Headington meeting will be on-site so councillors of wards affected can see for themselves and point out to officers their concerns and observations.

There is a meeting on the 12<sup>th</sup> February regarding mental health between the City Council and NHS officers as they all have concerns with the system and procedures.

Signed by the Chairman.

**Mick Haines** thanked all those who had purchased his recent book; he had donated around £300 to cancer research.

The street light in Church Lane had still not been installed. He had been chasing this and has been assured it will be very shortly.

**c. Public:** None.

**19/01/07 Minutes of the Parish Council Meeting held on 3<sup>rd</sup> December 2018.** It was **RESOLVED** these are a true record.

**19/01/08 Matters Arising (omitting those for which an agenda heading follows):** None.

**19/01/09 Confirmation that the weekly operational checks on the defibrillator have been carried out and any faults reported:** The Clerk confirmed that the checks had been done.

**19/01/10 Finance:**

- a.** Bank balance as at 27/12/2018 –  
 Current Account £23,812.40 Petty Cash £168.45  
 Business Reserve Account £3,748.67 Newbury Building Society Account £118,166.24

The following accounts to be paid:	£ Incl. VAT
Clerk's Pay Including Expenses, Pension, etc. – December	
Total Pest Control (UK) Ltd (Quarterly Charge)	390.00
Mark Humphris Ltd (Air Con System in Pavilion)	4,434.00
Old Marston Over 50's Club (s.137 Grant)	300.00
Marston Village Hall (Mortimer Hall) (s.137 Grant)	300.00
Mortimer Hall Pre-school (s.137 Grant)	300.00
Marston Community Gardening (s.137 Grant)	300.00
St Nicholas Junior Choir (s.137 Grant)	300.00
Old Marston Mill Lane Allotment Association (s.137 Grant)	300.00
St Nicholas Society of Bell Ringers (s.137 Grant)	108.00
St Nicholas School Gardening Club (s.137 Grant)	300.00
OXS RAD (s.137 Grant)	300.00
Oxfordshire Association for the Blind (s.137 Grant)	300.00
Marston Times (s.137 Grant)	300.00

Signed by the Chairman.

Marston Saints FC (s.137 Grant)	300.00
BGG (Grass Cutting & Litter Picking November)	348.00
BGG (Hedge Cutting)	1,320.00
Office Outlet (Stationery)	44.99
Staples (Stationery)	41.39
Victoria Arms (Chairman's Buffet)	215.67
David Hook (Secure old pavilion building)	180.00
Marston Times (Half of the donation from Fun Day)	75.00
Old Marston Charities Trust (Half the donation from Fun Day)	75.00
Richard James (Interim Internal Audit)	259.00
001 Taxi (Travel to Chairman's Buffet)	10.00
<b>TOTAL</b>	<b>£12,010.16</b>
<b>Petty Cash Expenditure:</b>	<b>£00.00</b>
<b>INCOME :-</b>	<b>£00.00</b>

It was **RESOLVED** to accept these accounts.

- b. Minutes of the Finance Committee meeting held on the 6<sup>th</sup> December 2018 where the following were resolved:
  - S.137 grants given to the twelve organisations listed above.
- c. It was **RESOLVED** to award grants to FOSNS - £300.00 and 43<sup>rd</sup> (Oxford) St Nicholas Scout Group - £300.00 whose applications were received prior to the Finance Committee meeting.
- d. Budget v Expenditure & Income: The Clerk read through the figures on enclosed spreadsheet.

**19/01/11 Request for assistance from the Mortimer Hall Pre-school for nature garden:**

It was **RESOLVED** that the Marston Community Gardening Group be asked to offer help with manual work where possible. Should any costs be involved this would be brought back to the Council.

**19/01/12 Highways: Directional Sign** – It was **RESOLVED** to suggest the sign read **ST NICHOLAS CHURCH. RED LION, VICTORIA ARMS**. The Clerk to confirm if any charge to the Council was expected for the sign.

**19/01/13 Climate Change: After some discussion it was RESOLVED that AM would bring practical suggestions of things the Council could do to the next meeting.**

**19/01/14 Roy Garner Pavilion:** It was **RESOLVED** to accept the recommendation from the Pavilion Committee for the tender for £360.00 plus VAT for an asbestos survey on the old building.

Signed by the Chairman.

### **19/01/15 Recreation Grounds & Cemetery:**

- a. **Cemetery Garage:** AM proposed adjusting the deeds. This motion fell without a seconder. AM proposed moving the garage. This motion fell without a seconder. AM proposed build a new garage that is more accessible, and can be used for community-led projects. This motion fell without a seconder.
- b. **Mortimer Hall top soil:** AM suggested asking the Marston Community gardening to help fill in the ruts and holes in the playground. It was **RESOLVED** that PC would ascertain the location and condition of any holes, ruts etc. It was also **RESOLVED** that AM would investigate obtaining turf.
- c. **Marston Community gardening Update:** AM informed the meeting that the bulb planting had been completed, having planted around 100Kgs of bulbs, around the Mortimer Hall Recreation Ground, Old Reading Room and in the Church Yard. With the help of children from St Nicholas Primary School, eleven fruit trees had also been planted in the Marston Orchard at the end of Raymund Road. There will be an opening ceremony at 3:30 on the 18<sup>th</sup> January starting from the school gate.

### **19/01/16 Co-option into various committees to fill vacancies:**

- a. Finance Committee – LM
- b. Recreation Grounds & Cemetery Committee – AS
- c. Pavilion Committee – AS
- d. Planning Committee - PW

### **19/01/17 Review of sending out Agendas and related paperwork:** The Chairman went through the report from the Clerk pointing out the dangers of using a personal email address and computers for Council business.

After some discussion it was **RESOLVED** that:

- a. Emails: AM, PW, LM, PC, PH, MB, MC, MO, MJ, AS would be set up with generic email addresses all ending @oldmarston-pc.gov.uk
- b. Tablets: tablets would be purchased for AM, PC, PW, PH, DH, LM, MJ, AS.
- c. Cloud, Memory Sticks or Email: It was **RESOLVED** that the Clerk would email agendas etc. to all Councillors who have a Council email address.

### **19/01/18 Local Council Award Scheme:** The Clerk went through the report on where the Council were with regards to obtaining the Foundation level. It was **RESOLVED** that the Council proceed with obtaining the Foundation level with the ambition to acquire the Quality standard next.

### **19/01/19 a. Planning:**

**Applications considered between meetings :- NONE**

#### **Decisions:**

- 18/00571/FUL – 11 Horseman Close – WITHDRAWN
- 18/02597/FUL – 6 Haynes Road – REFUSED
- 18/02616/FUL – The Corner House, 9 Church Lane – APPROVED
- 18/01173/FUL – The Harlow Centre, Raymund Road - APPROVED
- 18/02790/FUL – 21 Haynes Road - REFUSED
- 18/02825/FUL – 36 Raymund Road - APPROVED
- 18/02814/FUL – 76 Arlington Drive - APPROVED
- 18/02958/FUL – 55 Elms Drive - APPROVED

#### **Awaiting Decisions:**

- 18/01549/FUL – 20 Raymund Road
- 18/02799/LBC & 2798/FUL – 13 Mill Lane

Signed by the Chairman.

18/02979/FUL – 34B Oxford Road

18/03048/FUL – Manor Farm, 15A Mill Lane

**Applications to be decided:-**

**18/03118/FUL – 7 Nicholas Avenue** – Erection of single storey rear extension. Insertion of 1no. window to rear elevation. – **NO OBJECTIONS.**

**18/03123/FUL – 62 Arlington Drive** – Conversion of garage to form habitable space. Erection of a single storey front extension to form porch. Insertion of 1no. window to north east elevation. – **NO OBJECTIONS.**

**18/02979/FUL – 34B Oxford Road** – Erection of a single storey rear extension, erection of front porch and replacement of rear dormer. Insertion of 3no. windows to south elevation, 1no. window to north elevation and 2no. rooflights to east elevation. Alterations to windows to west elevation. Alterations to garage door and window. Cladding of part of façade with timber. – **NO OBJECTIONS.**

**18/03300/FUL – 21 Rippington Drive** – Erection of a front porch and a single storey rear extension. – **NO OBJECTIONS.**

b. After some discussion it was **RESOLVED** that MC, MO, NB, PH & PC would visit the locations of planning applications, so as to get a better understanding of what is being proposed in relation to the surrounding buildings and area. As Chairman of the Planning Committee MC would co-ordinate visits. All aware that entering a property or going onto private land would not be possible without permission.

**19/01/20 Items of an urgent nature which have come to the Clerk's attention since the Agenda was set:** The Clerk gave out a handout about the SODC Local Plan 2036 and pointed out the drop in event at OXSRAD on Monday 11<sup>th</sup> February from 4pm until 8pm. It was agreed that the Clerk would also send councillors the details as a reminder.

**19/01/21 Information sharing (including correspondence)**

Rural Services Network Digest etc,

OALC Newsletter November & December 2018.

- The Clerk visited the Environment Agency in Wallingford and spoke with officers there. They have a 5 year maintenance program in which Marston Brook is included, so future maintenance appears covered.
- Street Art project is still being researched.
- The County Council are researching the durability of Solar Powered Street Lights.
- Council to consider whether to elect a Vice-Chairman at the February meeting or wait until May,
- The Tree Survey has been completed. The Clerk is now awaiting tenders for the work,
- NB advised that Angie Tiwari had been on the Parish Council for many years (Angie was elected on to the Parish Council in May 1987 so had served over 30 years), it was agreed that the Clerk get a card of thanks.

**MEETING CLOSED: 9:34pm**

Signed by the Chairman.

**CONFIDENTIAL ITEM**

**19/01/03 Resume of the meeting with Adrian Woods, from the Oxford City Council, Pat Hall, Chairman of the Finance Committee and the Clerk held on Tuesday 18<sup>th</sup> December 2018.**

This is an annual event where the Parish Council's precept requirements and budget needs are discussed.

The meeting was informal and went well.

Adrian advised that Littlemore PC have asked for over 8%; he had not heard from either Blackbird Leys PC or Risinghurst PC although this was not unusual as they always had to be chased several times.

He felt our 5% increase was realistic and fair.

There is good news!

Our Tax Base has slightly increased since I did the precept calculations.

This means Council have the option of:-

- a. Keeping the amount asked for the same, there would be an additional £2,453.74, but the percentage increase will be 4.7%
- b. Keep the percentage asked for the same, at 5%, there would be an additional £2,625.54.

Other information is that Headington have put in to be a Parish Council and there will be a referendum in 2019. I assume that is when the alterations proposed by Old Marston Parish Council will be looked at.

Signed by the Chairman.