

Minutes of the Old Marston Parish Council Meeting held on the 13th January 2021 via Zoom from 7:00pm.

Present:

Parish Council: Duncan Hatfield (DH) – Chairman

Pat Hall (PH) – Vice-Chairman Mary James (MJ)

Charlotte Vinnicombe (CV) Louise Milford (LM)

Peter Cox (PC) Alistair Morris (AM)

Peter Williams (PW) Mick Bates (MB)

Alan Spence (AS) Tim Cann (Clerk)

Oxford City Council: Cllr Mary Clarkson - virtually (M) Cllr Mick Haines (MH)
Members of Public: 7

21/01/01 Intention to record the proceedings of the meeting: NONE.

21/01/02 Apologies for Absence: Parish Councillor Mick Cadd – Self Isolating.

21/01/03 Website and social media: DH informed the Council that interest was increasing on FaceBook and Twitter.

21/01/04 Public, County & City Councillors & Thames Valley Police participation (if any requests received)

a. Thames Valley Police:

My name is PCSO Frazer Chapman and I'm one of the new PCSOs for the Marston area:

“I am sorry that I am unable to join you for the meeting, but I hope this written update will be an effective replacement. I started in November so I can imagine Marston is a bit different at the moment to how it was this time last year due to lockdown and all the tier stuff that has been going on but here is a bit of an update to the general stuff we have been dealing with.

Our day to day often consists of cycle patrols around the general area and dealing with any jobs we are called to assist with. Whilst doing some office work at our sub-station on Northway we heard a call come in regarding some youths causing anti-social behaviour at an address I had been to before regarding the same kind of incident. This time we had been given a description and as it had only just happened, we were able to find a group who fit the description nearby. We stopped and talked to them and took some details before driving to the address where they confirmed by photograph that it was the same group we had just spoken to. We later saw them on a bench and took all their details and gave strong words of advice to not do anything

Signed by the Chairman.

like that again. Since then, we have not had any more reports regarding this group.

On Christmas Eve I and one of my colleagues conducted some VERA checks. VERA is a list of contact details we have collated, with permission of course, of people who want us to check on them and have their details recorded if anything should happen. The checks are usually conducted twice a year to make sure that the people on our list are getting the care they need. Doing these checks, especially near Christmas, gave the people we saw a reassurance that we are around to help, and we were also able to highlight any households that we felt needed a bit more support from partner agencies.

As I joined just before schools broke up, I have not been able to do much involving the schools. We have however been able to time our patrols so that we are able to check how people have been parking to drop off/pick up children. These patrols have seemed to be effective and teachers and parents have approached us saying that us just being there has discouraged people from parking inconsiderately.

Some parking issues were also raised to us along a street in New Marston and after a few cycle patrols to check it was a recurring issue we left some notices on the cars advising them to not park in the way that they had as it was blocking some driveways and making the street quite narrow.

Constantly whilst out and about we are checking that people are abiding by the rules regarding COVID-19 and we aim to engage, explain and encourage before enforcing as we find that with the ever-changing rules then it can get quite confusing at times. Needless to say, we have given words of advice to a number of people who have been breaking the rules, whether intentionally or unintentionally, mainly to people in groups of more than 6. We are pleased to see that the majority of the community are sticking by the rules though.

In conclusion, the main jobs we have been dealing with is anti-social behaviour, parking issues, VERA checks, COVID related incidents and general high visibility reassurance patrols. I have not been here long, but I am looking forward to getting involved more with the community and making it safer for all. If you have any concerns about anything going on in the community then please let us know.”

- b. County & City Councillor Reports:** MH is concerned about the effect local flooding will have on the potential new developments in Mill Lane. Plus opening the ring road for traffic is a must to prevent the roads through the village becoming more congested. M said there were still some tweaks needed to the Access to Headington, i.e. cars parking on the grass verges in Marsh Lane. Stage One of the CPZ is scheduled for February. Mary has

spoken to the Oxford Bus Company about a turning point in Mill Lane as public transport is a necessary alternative to serve the new developments.

c. Public: None.

GalifordTry Report on Swan School & Meadowbrook: “New Meadowbrook complete, demolition is ongoing to the old Meadowbrook school and the main building should be down by the end of this week, breaking out the slabs, concrete foundations and tarmac will follow and take approximately 3 weeks, works to the new Muga pitch and associated works will follow, with completion expected mid-April.

Swan School: Handover of the remaining works is during the school half term (mid-Feb), remaining works include external works such as planting of trees and small areas of tarmac, internally final floor finishes, decorations, snagging works.

Both GT staff and labour levels have reduced, number of persons on site is around 15-20 and are all able to park on site, no complaints that I am aware of in the period.”

21/01/05 Minutes of the Parish Council Meeting held on 9th December 2020. It was **RESOLVED** these are a true record.

21/01/06 Matters Arising (omitting those for which an agenda heading follows):
NONE.

21/01/07 Operational Checks:

- The Clerk reported that the weekly checks on the defibrillator had been carried out with no faults found.
- The Clerk reported that the weekly checks on the play equipment had been carried out with no faults found.

21/01/08 Planning:

Applications considered between meetings: -

- The Council reviewed the minutes of the meeting of the Planning Committee held on the 30th December 2020

20/03034/FUL – Hill View Farm – Demolition of Existing Buildings and construction of 159 dwellings, associated roads and infrastructure, drainage, and landscaping. The Council **RESOLVED** to accept the proposed letter. This to be sent, along with a copy of the letter of the 18th September 2020, to Michael Kemp (Oxford City Council Planning), Christopher Moore (Architect), City Councillor Mary Clarkson, City Councillor Mick Haines, County Councillor Mark Lygo and all Parish Councillors.

Decisions:

Signed by the Chairman.

20/001717/FUL – 9 Cotswold Crescent – **APPROVED**

20/02286/FUL – 17A Cavendish Drive – **WITHDRAWN**

20/02529/FUL – 86 Oxford Road – **APPROVED**

20/02580/FUL – St Nicholas Primary School – **APPROVED**

Awaiting Decisions:

20/02457/DEL – Willow Barn, Oxford Road

20/02792/FUL – 58 Raymund Road

20/02854/FUL – 8 Southcroft

20/02840/FUL – 34 Raymund Road

Applications to be decided:

20/03016/FUL – 101 Oxford Road – Demolition of existing conservatory. Erection of a single storey side and rear extension. – **No Objections.**

20/02976/FUL – 69 Arlington Drive – Erection of single storey front extension and first floor extension to north elevation. Formation of dormer to south elevation in association with loft conversion. – **Asked if this could be called in due to overdevelopment.**

20/03275/FUL – 33 Elms Drive – Erection of porch and canopy to front elevation. Erection of a two storey side extension and a part single, part two storey rear extension. Formation of 1no. dormer to rear roof slope and insertion of 3no. roof lights to front roof slope. – **No Objections.**

The Jack Russell – work still progressing.

Although following application is outside the parish it is close to the boundary.

The Council made the following comments:

20/03219/FUL – 18 Marsh Lane - Change of use from dwelling house (Use Class C3) to a House of Multiple Occupation (Use Class C4). Provision of car parking, bin, and bike stores. – **Concerns with inadequate parking.**

21/01/09 Finance: Bank balance as at 05/12/2020 –

Current A/c £52,529.41 (including CIL £27,272.56) Business Reserve A/c £3,760.13

Unity Trust A/c. £10,268.17

Newbury Building Society A/c £85,718.40

Skipton Building Society A/c £5,000.00

Petty Cash £179.74

The following accounts to be paid:	£ Incl. VAT
Clerk's Pay Including Expenses, Pension, etc. – December 2020	

Signed by the Chairman.

BGG (Litter Picking for October)	69.00
David Hook (Fixing Fence in Mortimer Hall Rec)	85.00
Ritotech Ltd (Part Installation of Streetlights)	10,962.00
Leopard Press (Environment & Planning Leaflets)	122.00
Seiretto (Renewal of Hosting & Domain Names)	405.60
Richard James (Interim Audit Fee)	270.00
Murray Maclean (Hedging for Orchard Triangle)	68.16
Unity Trust Bank (Transfer funds from NATWEST)	20,000.00
Total Pest Control (Quarterly Charge)	177.60
Leopard Press (Additional Leaflet Printing)	45.00
OXS RAD (Room Hire Aug – Dec 2020)	122.50
BGG (Litter Picking for December 2020)	69.00
TOTAL	£34,893.31
Petty Cash Expenditure:	(No expenditure)
INCOME:	
Haven Memorials (Memorial for Mr. Holden)	250.00

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

- It was **RESOLVED** to note the internal auditor's interim report & engagement.

21/01/10 Pavilion, Recreation Grounds & Cemetery:

- It was **RESOLVED** to give the boundary of the Orchard Triangle along School Lane a sympathetic trim as a one off. CV volunteered to do the work, AM offered to help.

21/01/11 Environment Policy: It was **RESOLVED** to adopt the Environment Policy.

21/01/12 Governance & Administration: DH advised the Council that some of the business conducted in Full Council might be better dealt with by the respective committee. It was **RESOLVED** for Councillors to review the 'Responsibilities of Committees' document circulated by the Clerk and to discuss at the next Council meeting.

21/01/13 Items of an urgent nature which have come to the Clerk's attention since the Agenda was set:

Signed by the Chairman.

- **Electric Meter in Boulds Lane:** The Clerk advised that the secretary of Marston Saints FC had contacted him about getting the meter moved. SSE had originally quoted approximately £16,000. Someone at the club is looking into this to see whether this can be done at a more realistic price. The resurfacing of the car park would therefore be put on hold until this was resolved.
- **Boundary with Court Place Farm Allotments Association/ Oxford City Council land and Boulds Lane Recreation Ground:** The Clerk had received an email from the Chair of CPFAA saying that there is some concern with trees along the boundary. AM stated that some trees need removing. As work on the resurfacing of the car park was on hold this will be investigated.

21/01/14 Information sharing (including correspondence)

Rural Services Network Digest etc,

- AM asked if anyone knew who owned the field behind the Mortimer Hall Recreation Ground as it was being used as a dump. No one knew.
- OXCLEAN is scheduled to be on the 13th March 2021.
- CV reminded everyone that the remaining Environment leaflets needed delivering, when permitted.
- AM advised that there were a number of gaps in the hedge along the Marston Ferry Road. The Clerk agreed to speak to ML.
- Concern with ML's lack of attendance at Parish Council meetings.

Due to the sensitivity of the following items members of the public were asked to leave and the items conducted confidentially.

- It was **RESOLVED** to accept the 2021/22 budget. (Attached)
- Due to the severe economic effects the pandemic has had on the community it was **RESOLVED** not to increase the 2021/22 precept.
- It was **RESOLVED** to award the annual grants to:

Marston Community Garden Group	£300.00	Messy Church	£300.00
Court Place Farm Allotments Assoc.	£300.00	Mortimer Hall	£300.00
Mortimer Hall Pre-School	£300.00	43 rd Scout Group	£300.00
St Nicholas School Breakfast Club	£300.00	Marston Saints FC	£300.00
St Nicholas School Nursery	£300.00	OXS RAD	£300.00
St Nicholas School Forest School	£300.00	Junior Choir	£300.00
St Nicholas Society of Bell Ringers	£90.00		

The Council **REOLVED** not to give a grant to the Marston Times due to it not being published.

Date of Next Meeting: Monday 8th February 2021 at 7pm.

MEETING CLOSED: 9:00pm

Signed by the Chairman.

Income

Precept	£60,969.00
Discretionary Grant	£10,000.00
Cemetery Income	£450.00
VAT Returns	£6,000.00
Wayleaves	£44.00
Rents	£510.00
Interest Received	£800.00
TOTAL INCOME	£78,773.00

Expenditure

Cemetery Expenses	300.00
Replacement	5,000.00
Recreation grounds	
Play Area Replacement	1,000.00
Maintenance	2,000.00
RoSPA (Play Equipment Safety Check)	500.00
Roy Garner Pavilion (Maintenance)	2,000.00
Boults Lane Project	2,000.00
Grants (s.137)	8,000.00
Administration (Salary,Pension,Tax & NI etc.)	22,750.00
Stationery	600.00
Software/Hardware	500.00
Webmaster	500.00
Legal Advice	200.00
Council Training	1,500.00

Signed by the Chairman.

Communications	1,000.00
Elections	1,500.00
Insurance	3,100.00
Contractors	
Recreation Grounds	3,300.00
Cemetery	1,800.00
Pest Control	2,300.00
Tree Maintenance	3,000.00
Audit Fees (External & Internal)	1,000.00
Memberships (OALC, SLCC, ICCM, etc.)	1,300.00
General Maintenance	4,000.00
New Projects	5,000.00
Chairman's Expenses	1,000.00
TOTAL	£75,150.00

Signed by the Chairman.