

Councillors abstaining. Therefore, if Mr McGinn formally requests co-option onto the Parish Council, his request will be refused without the issue being referred to the PC.

ACTION

5 Correspondence (Letters/Emails)

- 43rd Scouts have written to thank the PC for the grant.
- Meeting held between OCC and Parishes – PCllrs CH and RJ attended and reported it had been a useful meeting (minutes have not yet been received). It was good of Oxford City Council to invite the Parishes, and provided a useful opportunity. Some of the officers were very good. PCllr RJ noted that at the end of the meeting questions were asked about the Localism Bill and that OCC were trying different models. However the PC resolved until the Localism Bill becomes law before it started to implement any changes.
- OALC have confirmed places on New Councillor Course. Clerk holding paperwork on behalf of PCllrs PH, PS and BL.

The next NAG will take place on 12th July. PCllr RJ will be attending.

County have written to advise where we can find the Oxfordshire local Transport Plan 3. PCllr NB has requested a hard copy. Clerk to obtain.

OALC have provided a briefing note on how consultation works.

KS

6 Planning

Applications to be decided:-

20 Haynes Road – single storey side extension. Alterations to garage roof. Addition of glazed infill to porch. No comment.

49 Rippington Drive – side/rear extension to form annexe. No comment.

Applications considered between meetings:-

None.

Decisions

Court Place Barn, 33C Oxford Road – approved.

20 Ashlong Road – rear extension and summer house approved, front porch refused.

28 and 28A Oxford Road – approved.

Awaiting Decisions

- 2 Mortimer Drive
- Colthorn Farm, Oxford Road
- 19 Lewell Avenue
- Bricklayers Arms, 39 Church Lane
- Mallards, 4 Mill Lane

Response received to letter of complaint to Planning – see correspondence file.

New Planning Meeting arranged by MRC and BH was held on 28th June. PCllrs NB and BL were in attendance. PCllr NB reported back that there were several good officers in attendance, and some other local representatives. The officers were keen to see what the communities wanted; but PCllr NB advised of his concerns that any comments made would not affect any decision reached.

Especially as they were asking some very broad questions and the environmental impact was not being taken into account. The Chairman thanked PCllrs NB and BL for attending and said this was a ‘watching brief’, but that the PC would continue to be represented at these meetings.

The Chairman attended the stakeholders meeting on 16th June and spoke strongly

on the impact of traffic through the village. The City Council know and understand the issue, so the PC can be advised that it has got its concerns across. **ACTION**

MRC and BH did make overtures to set up a meeting between the PC and OCC Planners, but it was agreed not to continue with this at this time.

1A Mortimer Drive has been reported to Planning Enforcement. They agree it is a tripping hazard but advise it is a Building Control requirement. The Clerk to ask the city councillors how this can be resolved. **KS**

The Clerk offered an invitation from the OALC “Is your council interested in being a vanguard for Neighbourhood Planning”, but the PC declined.

OCC have invited the PC to take part in a consultation on Sites and Housing planning policy. The Clerk to read the disc. PCllr DH has taken the disk and will participate in the consultation. **DH/KS**

Planning have advised that the next Development User Group meeting date has changed to 23rd November at 10:00am in the town hall.

Oxfordshire County Council Emergency Operations Centre has requested we nominate people and places for emergency situations. The Clerk has already approached Mortimer Hall, St Nicholas School, the Church and the Church Hall to ascertain if they would be willing to be an emergency centre. The Parish Council further suggested the scout hut, the football pavilion and Oxrad. The Clerk to contact them. PCllrs CH and AT offered to be keyholders. The Clerk to make the offer. **KS
KS**

7 Boults Lane Development Project

- Chairman to convene special meeting of the Marston Saints and members of the PC. Clerk to ascertain suitable times and dates.
- Clerk has obtained plans for the Barton pavilion and forwarded to Marston Saints.

The Chairman reported that the dog show had been held at Boults Lane the previous weekend, and had been a great success and very well attended. The Chairman would like to see the event being held there next year as well and become a regular fixture within the village, and be incorporated with a village fete.

The Chairman reported that a football tournament will be held at Boults Lane next weekend.

8 Recreation Grounds

- Tree felling work – the Chairman has now received two quotes and has authorised Dennis Ward as the cheaper quote to do the work.
- Clerk has been obtaining quotes for “no dogs” and “no cycling” and is awaiting a quote from OCC. **KS**
- Mr Hook has replaced the stepping post at Mortimer Hall Recreation Ground and cemented it firmly into place.
- Work at Mortimer Hall – it is desired that contractors be appointed in order for the work to take place over the summer holidays. However, unfortunately not all quotes have been received. There are quotes for the floor, but the ceiling work needs to be done first and quotes have not been received for this. The Chairman reported he had discussed this with Mark Longford and he understood the situation.
- Work at the back of Jessops and Clays Closes – walkway. Eamon Kelly is completing this work now. The Chairman is monitoring.

Moles at Boults Lane (3 times this month) – TPC advised.

OCC have responded to our corporate complaint about the proposal to park at Oxrad. The Council will not now move forward with implementing parking charges at this location, although they are progressing this in other locations in

Oxford.

ACTION

The Clerk has been in touch with Parks regarding mowing, and there has since been an improvement.

PCllr PC reported that greenery from Mortimer Hall was growing into a private garden and causing a nuisance. Clerk to identify location and ask DW to cut back.

KS

PCllr PH reported the bin on the corner of Marsh Lane and Horseman Close is not being emptied. Clerk to report.

KS

9 Finance

- Typographical errors in minutes – to be corrected and signed.
- Bank balance as at 27th June 2011 – current account £12,981.33; deposit account £198,465.80.
- Came and Company – waiting for them to get in touch.
- Rental income from Dennis Ward – received.
- BDO has been sent the Audit.

KS

The following accounts to be paid:

		£ incl VAT
Peter Cox	Petrol for mower in May	25.00
Peter Cox	Petrol for mower in June	25.00
Kate Stratford	Dell printer cartridges	230.40
Keypit	Burial Ground Gate Keys	80.83
OALC	Postage for good councillor guides	7.80
Charlie Haynes	Computer Repairs	137.00
Charlie Haynes	Computer Lead	8.00
Charlie Haynes	Travel Expenses	6.00
Charlie Haynes	Travel Expenses	1.80
Oxfordshire County Council	Pension for May and June	136.19
Kate Stratford	Reimbursement for phone to 11 June 2011	30.08
Mrs R Cox	Work in the burial ground June 11	192.00
HMRC	Tax and National Insurance for June 2011 (owed a refund)	0.00
Kate Stratford	Heating and electric weeks Thur 2 nd June – Weds 29th June) @ £3 per week	12.00
Kate Stratford	Salary for June 2011	594.48
Kate Stratford	Salary for July 2011	594.48
Oxfordshire County Council	Pension for July	118.33
Kate Stratford	Shortfall on salary payments (see Richard James report)	183.04
Mr Hook	Replacement of post at Mortimer Hall Recreation Ground	48.00
Kate Stratford	Stamps + Postage to BDO	47.20
Eamon Kelly	Work to the railings at Jessops Close	7,074.00

The following income has been received:

ACTION

		£ incl VAT
SSE	Wayleave Payment	4.60
Highworth	Proposed Memorial for Rogers	200.00
Mr and Mrs Willoughby	Reservation of plots F15 and F16 (old section)	1,000.00
Dennis Ward	Rent for "The Paddock"	150.00

The PC has set up an account with Computer Assistance for the PC computers, if required.

The Clerk has met with the County to discuss the pension and as a result of that has written to the HMRC and will advise of any errors once we have heard back from them.

Clerk has sent off the VAT reclaim – £2,728.97.

PC noted report from Auditor, and authorised the Clerk to revising the coding system as per his recommendations.

KS

The Chairman reported that the Clerk had had to lay out quite a lot of money in advance this month, and although she was reimbursed at the meeting, she had been left without personal money as a result of purchases made on behalf of the Parish Council. The Clerk reported that she had been charged an unauthorised overdraft fee by her bank as a result of having to outlay money. The Parish Council will reimburse the Clerk.

KS

10 Burial Ground

- Tony Hayward has satisfactorily levelled off the graves.
- Mr and Mrs Willoughby of 56 Mortimer Drive have reserved and paid for plots F15 and F16 in the old section. Cheque received and receipt given. Since then, very sadly, Mr Willoughby has died. The funeral is taking place on Friday and the Clerk is meeting the grave digger tomorrow morning.
- Advised Abingdon Stone and Marble that Humphreys memorial is acceptable.
- Railings to be replaced – Chairman reported this will be done and the PC will receive the scrap value for the old railings.
- PClrs PC and CH met with the Clerk and reviewed the fees and conditions. It was agreed not to put the fees up this year, but other fees have been introduced. For example, where the Clerk has to look up information for a parishioner. The layout of the conditions has also had a makeover. These were ratified by the PC. Proposed by PClr PH and seconded by PClr NB. All in favour. Clerk to distribute.

KS

The Chairman reported that the burial ground is looking very good. With thanks to PClr PC and his team.

Moles at burial ground – TPC contacted.

Letter was sent to the Bone family about the state of the grave. They have got in touch to say they had been away but are home now. They say they visit the grave weekly and will tidy the area. PClr PC reported it was still a problem. Clerk to keep an eye.

Memorial requested for Margaret Rogers. They have also requested that there be one memorial stone between the two plots. The memorial is acceptable (Clerk to advise), but it is absolutely not acceptable to have a stone between rows. Proposed by PClr NB and seconded by PClr BL. Agreed unanimously. Clerk to advise.

KS

KS

11	Highways	ACTION
	<ul style="list-style-type: none"> Resident Hubert Allen is asking for information about flooding in the late 1960s/early 1970s. Clerk will look in archived minutes when they reopen offices in July. 	KS
	<ul style="list-style-type: none"> Top 5 “shopping list” of desired works and urgent repairs has been sent to Highways Team for action. They have responded only Ponds Lane is on their list for this year. The PC has requested that they re-examine the requested work at Clays/Jessops Closes as the PC believes it is a health and safety issue. 	KS
	<ul style="list-style-type: none"> Clerk to write requesting the unadopted and by the side of the Bricklayers is adopted. 	KS
	<ul style="list-style-type: none"> Menu of parking choices to be discussed and ratified, as per memo sent to Parish Councillors. Clerk to adapt this to the form of a survey, and request it is sent out in the January edition of the Marston Times to all parishioners. Clerk to liaise with Jan Sanders. Once the memo looks more like a survey, PCllr DH to upload to the website. 	KS KS DH
	<ul style="list-style-type: none"> Chairman and Clerk to discuss the potential barrier at the bottom of Back Lane – to be done. 	CH/KS
	<ul style="list-style-type: none"> Requested new street name plate outside 5 Raymund Road. OCC have agreed. Broken glass in lamp posts in Oxford Road has been reported and repaired. County have agreed to change name of bus stop by the memorial garden on Oxford Road to Three Horseshoes. Bus stop markings in Oxford Road has been completed. 	
	<p>Flyposting removed from Parish.</p> <p>An issue has arisen (and been resolved at Back Lane). The Parish Council reverses previous decision to unlock Back Lane gate on request. There will be no vehicular access to Back Lane. Proposed by CH, seconded by MC, all agreed.</p> <p>PCllr RJ had requested bush opposite Bricklayers is trimmed. Clerk has written to the residents of White Rose Cottage.</p> <p>Meeting considered suggestion by Chairman that heritage signs advertising the local pubs are erected. The PC working in partnership with the pubs (i.e. costs are shared between landlords). The Victoria Arms, Red Lion and Three Horseshoes have all agreed in principal to this. The Jack Russell to be approached and Clerk to investigate how this might be accomplished.</p>	BL/NB KS
	<p>The Clerk has been in touch with the footpath people about the footpath adjacent to the burial ground by new development.</p> <p>OCC have provided a briefing note about overhanging hedges. Clerk to forward to all PCllrs.</p>	KS
	<p>Abandoned bikes in subway were reported to OCC and removed within 12 hours. MRC forwarded an email about the digging of cemetery test pits which stated it was unlikely to be progressed at Old Marston. The PC noted the email.</p> <p>PCllr NB reported the walls in the subway were in a bad state. Clerk to contact OCC to see if they can help.</p> <p>PCllr RJ asked about a tree that has been removed from outside the Three Horseshoes. It was removed because it was dead – no further action.</p>	KS
12	<p>North East Area Committee</p> <p>The last meeting has been held. The new North East Area Forum meeting is being held tonight (presumably this is why MRC and BH are absent from the PC meeting).</p>	

