

Minutes of the Old Marston Parish Council Meeting held on the 1st July 2019 in the Mortimer Hall at 7:00pm.

Present:

Parish Council:

Duncan Hatfield (DH) – Chairman	Patricia Hall (PH)
Peter Cox (PC)	Louise Milford (LM)
Alistair Morris (AM)	Michael O’Keefe (MO)
Mick Cadd (MC)	Peter Williams (PW)
Mary James (MJ)	Mick Bates (MB)
Tim Cann (Clerk)	

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

Thames Valley Police: None

Members of the Public: 1

19/07/01 No Councillors declared any prejudicial interest and no one intended to record the proceedings of the meeting.

19/07/02 Apologies for Absence: DH informed the meeting that Parish Councillor Nils Bartleet had resigned from the Parish Council due to ill health. Parish Councillor Alan Spence – Clash of meetings, County Councillor Mark Lygo – Clash of meetings.

19/07/03 Website, Facebook and other social media: The Clerk informed the Council that the Government are bringing in legislation where all public websites, which include Local Authorities, must meet a ‘required accessible standard’. This basically means anyone with a disability must be able to access information on our website. Some of this comes into force in September 2019 although most is not until September 2020. He had attended two webinar sessions so as to assess the Council website. An ‘Accessibility Statement’ needs to be written stating; what is accessible, what is not accessible and what is being done to make it accessible, and a time frame. DH stated that he is revamping the website and the tablets would be available for the September meeting.

19/07/04 Public, County & City Councillors & Thames Valley Police participation (if any requests received)

a. Thames Valley Police: None.

b. County & City Councillor Reports: Mick Haines reported that the light in Church Lane is now working. He had done a traffic survey on Thursday 22nd June, between 7:30 and 9:30am, when 646 cars and vans, 3 motorbikes, 3 large lorries, 12 buses and 109 cyclists went out of the village.

Mary Clarkson reported that Mark Lygo was meeting with the contractor of Access to Headington (A2H) and raising the issues with the County cabinet. The situation with the Jack Russell site was still being discussed to try and resolve some of the issues.

c. Public: Lucy Murfett, Chairman of the St Nicks Travel Action Group, spoke about the corner of School Lane. Although the County Council had finished most of the work they were doing, access by cars was still possible and they thought that a bollard was to be installed preventing vehicles from entering the area. She said they had concern with

Signed by the Chairman.

the Council possibly installing a fence around its boundary. They are holding a cycling event on the 10th July from 3pm, all welcome.

19/07/05 Minutes of the Parish Council Meeting held on 3rd June 2019. It was **RESOLVED** these are a true record.

19/07/06 Matters Arising (omitting those for which an agenda heading follows):

- Insurance cover of tablets – The current insurance policy has a ‘Property away from premises’ schedule which Came & Co advise the Clerk covers the tablets while in the possession of Councillors.
- Cutting of the grass of the Orchard Triangle is part of the current contract. I am trying to discover why this has not been done in the past, however Council needs to decide whether it wants the whole area cut or just a path and, if just a path, where to and from.

19/07/07 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.

19/07/08 Swan School: No further reports of any incidents have been reported and no update received.

19/07/09 Family Fun Day: DH reported that the Family Fun Day, at the Victoria Arms, on Saturday 22nd June was very well attended. The weather was excellent and the Council thanked Ruthie of the Victoria Arms and all involved for organising the event.

19/07/10 Request from Charlotte Vinnicombe, chair of the Residents Association of Oxford Road & Elsfeld Road asking the Parish Council to write a letter to the Head Teacher of St Nicholas Primary School asking them to remind parents that vehicles are prohibited from entering the village unless actually accessing the village, which does not include parking, to drop children off at school: After some discussion it was **RESOLVED** that a letter should be sent to the Head Teacher of St Nicholas Primary School informing them of the Council’s concern regarding the safety of the whole area around the school during drop off and pick up times. Not only to include the area near the entrance to the village but also Raymund Road and School Lane. It should also ask for waiting vehicles to turn off their engines.

19/07/11 School Lane Junction:

- a. After some discussion it was **RESOLVED** to have a ‘NO PARKING’ sign and bollards along the boundary of the Parish land. As School Lane is not an adopted road, the ownership is unknown. It was also **RESOLVED** to investigate adopting ownership of School Lane.
- b. **Noticeboards:** It was **RESOLVED** to seek planning permission to install public noticeboards on the grassed area in front of Salford Road shops and at the junction of School Lane.

19/07/12 Pavilion, Recreation Grounds & Cemetery Committee:

- a. The Council reviewed the minutes of the Committee meeting held on the 20th June 2019 where the following recommendations were made:
 - Review Play Equipment Options; the Committee recommend Option One:
 - Option One – Athens Plus plastic slide, Stainless Steel double bay swings (2 x flat seats, 2 x Cradle seats) and Orbit £35,628.98 Plus VAT

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- Option Two – Atlanta Plus plastic slide, Stainless Steel double bay swings (2 x flat seats, 2 x cradle seats) and Orbit £41,450.55 plus VAT
- Option Three – Stockholm Plus plastic slide, Stainless Steel double bay swings (2 x flat seats, 2 x cradle seats) and Orbit £45,977.47 plus VAT

The Council **RESOLVED** to accept Option One of the above.

- Asbestos removal & Demolition tenders:
 - Option One – Remove asbestos, testing & certificate, demolition and disposal of Clubhouse, including slab and foundations £30,815.39 plus VAT
 - Option Two – To remove under fully controlled conditions the asbestos insulation board ceilings and walls as identified in the Amiantus Survey J002432 followed by a 4 stage clearance testing by UKAS Accredited Analytical company - £15,203.50

The Council **RESOLVED** to accept Option One of the above.

- Committee Name: It was **RESOLVED** to keep the name of the Committee as the Pavilion, Recreation Grounds & Cemetery Committee but abbreviate it to PRGC.

- b. **Request to reserve a burial plot.** Since the Committee meeting a resident in Elms Drive has asked for a burial plot to be reserved for her. Council **RESOLVED** to grant permission.

19/07/13 Environment Committee: The Council reviewed the minutes of the Committee meeting of the 14th June 2019 and **RESOLVED** to accept the proposed Terms of Reference.

19/07/14 Highways:

- a. **OXCLEAN:** The Council **RESOLVED** to hold the OXCLEAN event for March 2020. It also **RESOLVED** for more litter pickers and sharps boxes be purchased.
- b. **Council Signs:** It was **RESOLVED** to purchase notices informing the public the land is owned by the Parish Council and who to contact should any damage be found.
- c. It was **RESOLVED** to allow the Marston Community Garden to install a notice on the Orchard Triangle stating ‘The Orchard Triangle is a community-led project and has the full support and backing of the Parish Council.
- d. Any food grown here is free for all to consume or share with our fellow residents.’

19/07/15 Finance:

- a. Bank balance as at 24/06/2019 –

Current Account £33,054.55	Petty Cash £41.14
Business Reserve Account £3,752.43	Newbury Building Society Account £119,329.86

The following accounts to be paid:	£ Incl. VAT
Clerk’s Pay Including Expenses, Pension, etc. – June 2019	
Total Pest Control (Quarterly Charge)	390.00
Wadworth Ltd (S.137 Grant Family Fun Day)	1,500.00

Signed by the Chairman.

BGG (Litter Picking & Grass Cutting for May 2019)	351.00
BT (Clerk's Office Phone)	103.79
SLCC (Knowles on Local Authority Meetings)	84.76
Oxford Green Printing (Printing for Open Meeting)	64.13
Richard James (EOY Internal Audit)	318.00
S. Merritt Services (Verti-draining BL Recreation Ground)	6,435.60
SLCC (Preparing to meet Accessibility Guidelines)	72.00
BT (Unpresented Cheque)	103.77
Get-On-Line Ltd (Unpresented Cheque)	132.00
TOTAL	£11,828.48
Petty Cash Expenditure:	
Mid-Counties Cooperative Ltd (Postage Stamps)	21.96
TOTAL	£21.96
INCOME :-	
Dignity Funeral Ltd (Adjustment Payment for Holvey's Plot)	70.00
Marston Saints FC (Contribution towards Verti-draining)	2,982.00
TOTAL	£3,052.00

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

- b. The Clerk went through the end of year expenditure v budget and income figures for the year ending 31st March 2019 (copy attached).
- c. Confirmation that Notification of dates for members of the public to exercise their rights and view the accounts have been posted, these being from the 17th June through to the 1st August.

19/07/16 Open Meeting: It was **RESOLVED** that the meeting would be open to the public, DH will open the meeting then pass facilitating the meeting to PW, be more listening to people's comments from the floor than presentation format. The Clerk would attend to take notes.

19/07/17 Planning:

Applications considered between meetings: NONE

Decisions:

18/03385/FUL – Cumberledge House, Cumberledge Close - APPROVED

Signed by the Chairman.

19/00220/FUL – 1A Mortimer Drive – APPROVED
19/00830/FUL – 120 Arlington Drive – APPROVED
19/00840/FUL – 12 Park Way – APPROVED
19/00548/FUL – 2 Haynes Road - APPROVED

Awaiting Decisions:

18/01549/FUL – 20 Raymund Road
18/03048/FUL – Manor Farm, 15A Mill Lane

Applications to be decided:-

19/01356/FUL – 148 Oxford Road – Erection of two storey side extension to create 1 x 1-bed dwelling (Use Class C3). Provision of bin stores. – REQUESTED THIS TO BE CALLED IN. CONCERNS WITH PARKING AND ACCESS CLOSE TO THE JUNCTION.

19/01531/FUL – 14 Cavendish Drive – Demolition of existing storage and toilet. Erection of a single storey rear extension and a first storey side extension. Formation of front porch. – NO OBJECTIONS.

19/01682/FUL – 23 Raymund Road – Demolition of existing garage and erection of a part single part two storey side and rear extension. Replacement of existing porch. Formation of 2no. car parking spaces. – NO OBJECTIONS.

19/06/18 Items of an urgent nature which have come to the Clerk's attention since the Agenda was set:

- It was **RESOLVED** to transfer £40,000 from the Newbury Building Society into the Skipton Building Society.
- It was **RESOLVED** that the Clerk should investigate whether the Council's contractors pay their employees the Living Wage.

19/07/19 Information sharing (including correspondence)

Rural Services Network Digest etc,
OALC Newsletter,
School Lane street lighting awaiting report from County Council,

- The Chairman and Clerk have been invited to the OPT "Progress" meeting on the 18th July to view the ongoing improvements to the riverbank & permissive access to OPT's fields.
- Newspaper article – County is put at risk of 'suburban sprawl'
- Balancing Oxfordshire's Growth in a Climate-Change Emergency
- ICCM Journal
- Oxford Plan Bee
- Bee walks at Wytham Woods and In Oxford City
- CommunityFirst Oxfordshire AGM Friday 19th July 11:30 – 1pm Upper Heyford Village Hall.

MC said the cemetery hedge was in need of trimming.

LM said the shrubbery along the public footpath running behind Arlington Drive was also in need of trimming.

MEETING CLOSED: 9:06pm

Signed by the Chairman.