

Minutes of the Old Marston Parish Council Meeting held on the 4th July 2022 at the Mortimer Hall from 7:00pm.

CONFIRMED

Present:

Parish Council:

Duncan Hatfield (DH) – Chairman	Pat Hall (PH) – Vice-Chairman
Charlotte Vinnicombe (CV)	Louise Milford (LM)
Mary James (MJ)	Alistair Morris (AM)
Peter Cox (PC)	Peter Williams (PW)
Charlie Haynes (CH)	Louise Upton (LU)
Tim Cann (Clerk)	

Oxford City Council:

Mary Clarkson (MC)	Alistair Morris (AM)
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Members of Public: 23

22/07/01 Intention to record the proceedings of the meeting: NONE.

22/07/02 Apologies for Absence: Parish Councillor Skye Denno – Prior Engagement, Parish Councillor Mick Bates – Prior Engagement.

22/07/03 Website and social media: DH advised that the website is kept up to date with council activities and agendas, etc. CH asked that he be unblocked.

22/07/04 Public, County & City Councillors & Thames Valley Police participation (if any requests received)

a. Thames Valley Police: No report received.

b. County & City Councillor Reports:

City Councillor Alistair Morris reported that it was early days in office; however, he had asked about the procedure for the Marston Paddock and officers had told him that everything had been done correctly.

City Councillor Mary Clarkson reported that the green area by Cotswold Crescent had been left uncut; she has persuaded for this to be cut as children play on there. Mary is paying for a waste bin to be situated by the entrance to the Swan School. She also advised that Mark Lygo is arranging for an Access To Headington walkabout as some things are still not working.

c. Public:

A resident spoke about the Marston Paddock application, asking how it got passed as the access road (Butts Lane) is very narrow and regulations state that two cars need to be able to pass. Residents of St Nicholas Park had held a protest for the last four Sundays, MJ, CV, SD and DH from the Parish Council had attended.

A second resident stated that he had emailed Andy Murdoch and had received a reply which the resident read out. A petition of 396 signatures of people opposing the application had been handed in to the Oxford City Council. The resident stated that the notification of the committee meeting

was not posted on the date Andy Murdoch stated. The owners of St Nicholas Park are not happy with the proposed development and will not permit construction vehicles or any vehicle related to the development on their land. A third resident said he was disappointed by the number of parish councillors who had not attended any of the protests on the last four Sundays. No consideration has been done for flooding in the area. He is also concerned about the rat running at speed by cars through the village. A fourth resident asked for the parish council's stance on the proposed bus gate on the Marston Ferry Road. DH advised that it was difficult for the Parish Council as some residents are in favour whilst others are against. The resident also asked if the cemetery rules had been changed as a memorial with a surround had been allowed. The Clerk advised that this was an error of judgement and that the council had agreed that no further surrounds would be allowed.

The final resident suggested residents sow wildflower seeds in the grass verges so that they look more acceptable. She also asked about the bike repair service. The Clerk advised that he had received two offers of bike repairs and he will be compiling them and putting them to the council.

22/07/05 Minutes of the Parish Council Meeting held on 6th June 2022.

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

22/07/06 Matters Arising (omitting those for which an Agenda heading follows):

- Yellow Lines in Boults Lane: Awaiting advise from Highways at County Planning.
- Bench in Cemetery: Sander and protector purchased.

22/07/07 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.

22/07/08 Planning:

Applications considered between meetings: NONE.

Decisions:

22/00434/FUL – 4 Southcroft - **APPROVED.**

Awaiting Decisions:

20/02457/DEL – Willow Barn, Oxford Road

21/02580/FUL – St Nicholas Caravan Park/Marston Paddock

21/03294/FUL – 56 Marsh Lane

21/03100/FUL – Land to rear of 1 Cromwell Close

22/00627/FUL – 86 Arlington Drive

22/00404/FUL – 36 Cavendish Drive

22/01168/FUL – 76 Cherwell Drive
Applications to be decided:

- **22/01403/FUL – 21A Oxford Road** – Formation of 1 rear dormer in association with a loft conversion and insertion of 2 roof lights to front elevation. – **NO OBJECTIONS.**
- **Land North of Bayswater Brook** – Clerk awaiting confirmation of meeting dates from planners.
- **Update on Land West of Mill Lane** – No further information received.
- **Update on Marston Paddock** – The Clerk to email Andy Murdoch with update on possible meeting.

22/07/09 Finance: Bank balance as at 28/06/2022 –

Unity Trust A/c. £49,411.15 (including CiL £18,189.40) Petty Cash £152.24

Skipton Building Society A/c £5,036.09 Newbury Building Society A/c £86,950.84

The following accounts to be paid:	£ Incl. VAT
Clerk's Pay Including Expenses, Pension, etc. – June 2022	
Curry's (5 x laptops, cases & Mice)	1,104.90
Total Pest Control (Quarterly Charge)	390.00
BGG (Litter Picking & Grass Cutting for May 2022)	660.00
Castle Water (Cemetery Usage)	29.24
Richard James (EOY Audit)	300.00
Acacia Landscaping (Tree Work in Boults Lane)	720.00
CommunityFirst Oxfordshire (Annual Membership)	70.00
TOTAL	£5,145.70
Petty Cash Expenditure:	NO Expenditure
INCOME:	NO INCOME

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

22/07/10 Underpass Project:

- DH advised the Council that Meadowbrook College has agreed to do the painting. The County Council have the funding to prepare the surfacing. It was **RESOLVED** to budget £1,000 towards paint for the project.

22/07/11 Recreation Grounds, Pavilion & Cemetery Committee:

The draft minutes of the committee meeting held on the 23rd June were reviewed and:

- Clerk had contacted Mr. Ward to repairs to play equipment in the Mortimer Hall Recreation Ground.
- It was **RESOLVED** that all cemetery fees are increased by 5%
- It was **RESOLVED** that the Clerk enquire about a blue bin and a green bin for the cemetery
- It was **RESOLVED** that headstones only, no surrounds, be allowed in the newer part of the cemetery.
- It was **RESOLVED** not to continue with installing a sandpit in the Mortimer Hall play area
- There will be future discussions as to what the store can be used for in the paddock at the rear of the cemetery.

22/07/12 Upgrade of the MUGA in the Mortimer Hall Recreation Ground:

- After some discussion it was **RESOLVED** to have a working group formed, made up of councillors and parents/guardians, to review the play equipment.

22/07/13 Old Marston Library:

- It was **RESOLVED** to ask the Mortimer Hall Management Committee to organise any celebrations and to budget £500 towards it.

22/07/14 Governance & Standards:

- It was **RESOLVED** to adopt the Electronic Payment Policy and Financial Control & Internal Audit Policy.
- The Clerk went through the 2021/22 Action Plan
- The Clerk advised that he had been working on a draft Four Year Business Plan which will be given out so councillors can review ready for the September meeting.

22/07/15 Local Council Award Scheme:

- The Clerk advised that the council needs to adopt the following policies before it can submit for the quality level.
- It was **RESOLVED** to adopt the Health & Safety Policy, Community Engagement Policy involving two-way communication between council and community and the Evidence of Helping the Community Plan for its Future.
- PW stated that the situation with the Marston Paddock development shows that more public meetings are needed. After some discussion it was **RESOLVED** to make Community Engagement an agenda item for the September meeting.

22/07/16 Review of Cycling Safety report:

- The Clerk advised that he had updated the reports adding the points raised at the last council meeting. He had forwarded this to City Councillors Alistair Morris, Mary Clarkson, Louise Upton and County Councillor Mark Lygo. Mark had advised that he was organising a view of each site with county officers. Once this had been fixed the Clerk would inform the parish councillors so any who wish can attend.
- A member of the public advised that the Marston Paddock development includes opening a cycle track onto the ring road which will increase cyclists along Mill Lane and into the Oxford Road.

22/07/17 Council Logo:

- After some discussion it was **RESOLVED** to adopt the following logo:



22/07/18 Tendering/Procurement Criteria – Living Wage Council:

- It was **RESOLVED** that the Clerk would put this on the September agenda and include the criteria for being a Living Wage Council.

22/07/19 Public Transport:

- MJ reminded the Council that she was the public transport representative and there was a meeting tomorrow (Tuesday 5th). A member of the public suggested having electronic 'SLOW' signs on the Oxford Road. PW wondered if the pinch points along the Oxford Road helped or hindered buses. There has been no bus service on a Sunday through the village for some time, it being stated that this was due to lack of use.

22/07/20 Plus anything of an urgent nature which has come to the Clerk's attention since the agenda was set:

- The Clerk advised that he has received two tenders to repair the pavilion floor. Both were to:

‘Remove all slabs from around the building. Reduce ground level both ends of building. Concrete footings and build brick plinths with air bricks each end. Supply and install 8 4inch Osma pipes to form air flow under the building. Re-instate slabs allowing new mot stone to form correct base. All earth to be left on site and spread on uneven ground. Allowance for 20 new slabs. Internal – shower area, beer cellar and store area. Remove all rotten timbers – replace with moisture resistant timbers – re-lay flooring to match existing with upstand skirts.’

It was **RESOLVED** to accept tender A for £28,615.00 plus VAT.

22/07/21 Information Sharing:

- Although not actually in the parish a member of the public said about the problems in the Croft Road area; waste bins being upended, glass being smashed etc. MC advised that she had been in contact with the police to resolve these issues.
- Rural Services Network Digest etc,
- OALC Newsletter.

22/07/22 Date of next meeting:

Monday 5th September 2022 at 7pm in the Mortimer Hall.

MEETING CLOSED: 9:00pm

Signed:
Chairman

Date:

Please note: Minutes become CONFIRMED following resolution at the following Full Council Meeting.