

Minutes of Old Marston Parish Council Meeting 1st June 2010

Present:-

Charlie Haynes, Chairman (CH)
 Wally Cox (WC)
 Nils Bartleet (NB)
 Peter Cox (PC)
 Michael Cadd (MC)
 Roy Jones (RJ)
 Duncan Hatfield (DH)
 Barrie Lewis (BL)
 Angie Tiwari (AT)

Kate Stratford, Clerk (KS)
 Councillor Beverly Hazell (BH)

1	<p>Requests from Members of the Public to Speak Any member of the public wishing to speak must fill in a form and pass to the Clerk. Richard James – Auditor. Adrian Roche, OCC Planning.</p>	ACTION
2	<p>Apologies for Absence Councillor Mary Clarkson Mrs G Cox. The Chairman requested that Councillors declare any personal or prejudicial interests at any point on the agenda.</p>	
3	<p>Minutes of Last Meeting The minutes of the last meeting were accepted as a true and correct record with no additions or corrections.</p>	
4	<p>Matters Arising from Minutes Omitting Those For Which an Agenda Heading Follows:</p> <ul style="list-style-type: none"> • Proposed clock – the Busfield family have requested help for the planning application, which has been provided. • Co-option of two parish councillors to fill current vacancies. No one has come forward. Clerk to contact the Oxford Mail. 	KS
5	<p>Correspondence (Letters/Emails) See Appendix A</p> <ul style="list-style-type: none"> • Invitation to new Mayor Reception – RSVP'd that CH/RJ would attend. • LRC subscription – cheque raised. • NAG meetings – KS has advised OCC that Cllr Bartleet will attend future meetings. • Transport Reps Meeting – NB to provide feedback – see under highways. • Confirmed the meeting between City Council and Parishes is on 29th July. CH and RJ will attend. Items for agenda to be passed to KS. One will be the Barton Project. <p>County Council – invitation to consult on LTP 3 NHS – Health News Newsletter Emergency Operations Centre has asked for confirmation of Clerk's contact details – provided. County Council – notes of PTR meeting on 12th May – passed to NB. OALC – link to website for loads to PCs for public works – KS to investigate. NALC – Events Bulletin.</p>	CH/RJ KS

- Tesco application for the Friar – objection sent.
- Planning Aid course – booked for 15th June, hope all parish councillors will attend, especially those on Planning Sub-committee. Mortimer Hall has been booked as the venue.
- Barton Project – Rachel Williams (team leader) will send someone to the June meeting on 1st June (see below). Planning has asked if we will display boards, agreed will be displayed at Mortimer Hall on Tuesday, 6th July, 3:30pm – 7:00pm. Officers from OCC will be in attendance.

ALL

Applications considered between meetings:-

None

Applications to be decided:-

27 Rippington Drive – application to allow development approved without complying with conditions 3 and 4 [Clerk has provided information on these conditions]. Agreed to send “no comment”.

MC declared an interest. 3 Horseshoes - application to demolish single storey extension and part of outbuilding. Erect 2-storey side and rear extension. Change use of public house to form 2 dwellings with detached car port, landscaping and erect boundary fencing.

Second application - demolition of single storey extension and parts of outbuilding. Erect 2 storey side and rear extension, internal alterations, involving removal of partitions, new staircase, windows, rooflights and new partitions to form 2 dwellings. Alterations to outbuilding to form car port. CH noted we have discussed this site in the past and have no issue as agree pub is not a viable business. Agreed to send “no objection”.

Decisions

17 Park Way – Refused.

Adrian Roche from OCC Planning was in attendance to discuss and take questions regarding the proposed Barton project. He works in Planning Policy and explained that consultation on the project is about to start. The site to the west of the Barton estate is “safeguarded land” and has been for a number of years (it was moved out of the green belt in the 1990s). The plan is for a major development – between 800 – 1000 houses. This has been in the Area Action Plan. Potential issues to be resolved are traffic solutions, sewer flooding. The council is about to publish an “issues paper”. Currently there are several proposals for the traffic solution (and more than one of these may eventually be utilised). One solution is a junction off the A40 (left turn in, left turn out). Another is access via the Green Road roundabout, through the Barton Estate. Another is a bus only access into Northway. Or perhaps a full signalised junction on the A40 (so vehicles could turn left or right). These options are to be consulted on. Another issue is integration into existing estate (Barton or possibly Northway). Utilities – gas, water, sewage, etc. Also the issue of what facilities to be provided – a Primary School has already been committed, but will consult on what else – shops, perhaps. There is a balance to be struck.

Currently the city council is at an early stage. Going to the City Council’s Executive Board on the 9th June and to Area Committee on 15th June, where the council will be inviting comments.

AR explained there are three stages to the Plan. Stage 1 is the publication of the Issues document, in the autumn will produce the Options and then Stage 3 is the draft. It is anticipated the planning process will take 1 – 2 years, and then the building process over 5 years. Any questions?

NB: The environmental impact (traffic flow, etc) is not properly considered. He noted the ‘hamburger’ as used at Green Road would not work. The flyover in Marston is inadequate and has a huge impact and will add to current burden.

	<p>AR noted NB's comments and said that at Green Road work is going on modelling traffic flows. There will be an impact whatever traffic solution is agreed, and it will have to be agreed with by the County Council. One option is to reduce the speed limit on the A40. More than one solution may be looked at. NB noted that the Highways Agency at the time of installation agreed to review the flyover, but this had never happened. WC noted that traffic controls on that section of the A40 would cause congestion in the entire area, including the Banbury and Woodstock Road – awful to contemplate. Noted a tie-in with Northway, so how would it connect to Northway? AR: Surface crossing or bridge for buses, bikes and pedestrians. A shuttle or circular bus. Likely to be a percentage of “key worker” houses. County want to see modelling.</p> <p>CH stated the main issue was access to and from the estate, and can not see how Green Road could cater. There are problems now with rat running through the village. The Parish Council must be kept in the loop. CH requested a copy of the report and stated that is worried that the effect on traffic through the village which could be horrific.</p> <p>AR stated will be going to NEAC and encouraged PC to look out for questionnaires, confirmed there will be a drop-in session in Marston, and agreed to come back to the PC again to give results.</p> <p>Many thanks to Adrian Roche for attending.</p> <p>BH had a copy of a report from the Local Highway Agency regarding the proposed Friar application. She reported Transport is not objecting in principal. It was noted they had an objection in principal to the last application. Clerk to write and ask why they have changed their minds and what the differences are. KS to provide copy of the report to NB. BH will ring the officer at the County.</p> <p>BL wanted the PC to look at 90 Oxford Road as changes have been made – changing roof from hip to gable end, but it was noted that this does not require planning permission. BL to contact BH/MRC with any issues for them to progress.</p> <p>7 Boulds Lane Development Project</p> <ul style="list-style-type: none"> • Damage caused by Southern Electric – they inspected and agreed. KS to provide quote for making good after liaison with Dennis Ward. • Second quote received for works at Boults Lane (White Horse Contractors - £2,498.64 + VAT). As higher than Kamalara quote, KS instructed BP to order the work for Kamalara to complete. <p>Football Foundation monitoring and evaluation day to take place at 11:30am on 15th June. Clerk will attend.</p> <p>Invoice and drawings received from Victor C Brown – see finance. This money has already been agreed.</p> <p>Trying to raise money for the proposed pavilion.</p> <p>Noted that the Marston Saints have not paid rent for this year yet – KS to chase.</p> <p>8 Recreation Grounds</p> <ul style="list-style-type: none"> • Tree survey – has been carried out by Graham King. Report received by CH. CH reported lots of work needs to take place now. Several trees need to be felled, some urgently. As CH was involved with last cull, he will take this on. CH will obtain two quotes. 33 trees were culled last time, not as many will need to go this time. CH made resolution to progress this as detailed, seconded by PC, all agreed. KS to provide copy of report to all. City Council have been advised in case they have a view, or any trees have conservation orders, and have responded they would wish to see report before any works are carried out. • Parks have confirmed that the tree at corner of Fane and Cavendish Roads will be replaced. • Liability Claim at 15 Clays Close – PC was asked for comments, we merely said the money requested seemed excessive. • Swing Seats – delivered. One has been installed; the other needs new set of chains (on order). Many thanks to MC. • Attempted vandalism at Mortimer Hall Rec Ground – KS has visited site every evening. Clerk requested the PC pass a resolution to agree she can visit the site at non-busy periods for the purposes of ensuring the park is used appropriately together with her 	<p>ACTION</p> <p>KS</p> <p>BH</p> <p>BL</p> <p>KS</p> <p>KS</p> <p>KS</p> <p>KS</p> <p>CH</p>
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dog, which is not normally allowed at the recreation grounds. Proposed by RJ, seconded by BL, all agreed.

ACTION

Moles discovered at Recreation Ground (other side of Marston Ferry Road) – Total Pest Control contacted.

9 Finance

- Dog bin – (see under NEAC).
- BDO – audit to be sent to BDO by 21st July
- Internal Audit – see below.
- Pension – an issue was raised on pensions, and this has lead to a query on tax paid over past financial year. Clerk has written to HMRC. No response yet received, will chase.
- Bank balance as at 26/05/2010 – current account £3,689.22; deposit account £165,883.76

The following accounts to be paid:

		£ incl VAT
NALC	LRC Subscription	13.50
Playground Services	Swing Seats	81.08
S R Barrett	Mower	3,300.46
Kate Stratford	Reimbursement for Dell Printing Cartridges for CH	111.93
HMRC	Underpayment of tax	40.81
Oxfordshire County Council	Underpayment of pension Apr 09 – Mar 10	63.78
Kamalara Ltd	Work at Boults Lane	2,475.37
Thames Water	Cemetery from 9 th Feb – 19 th May	86.37
Kate Stratford	Heating and electric weeks 7 – 9 (Thur 6 th May – Weds 26 th May) @ £3 per week	9.00
Kate Stratford	Reimbursement for phone May 2010	31.81
HMRC	Tax and National Insurance May 2010	39.20
Oxfordshire County Council	Pension for Clerk May 2010	87.21
Kate Stratford	Salary for May 2010	555.29
Victor C Brown	Work at Boults Lane	1,951.92
Oxfordshire County Council	Underpayment of pension April and May 2010	12.24

The following income has been received:

		£ incl VAT
Reeves Memorials	Payment for Dibs dall (£100) and Elms (£70)	170.00

Clerk has contacted OCC to ask if we need to gather evidence again of who uses the recreation areas (for rebated). Confirmed this would be useful.

DH as new Vice-Chairman needs to be a signatory on the chequebook. Form applied for. Resolution required – agreed unanimously

Review on Financial Regs – Clerk signing cheques.

Natwest have advised we earned £78.13 interest for last tax year, ended 5th April 2010.

The VAT return has been filled in and given to the Auditor prior to sending. Some amendment required.

AON have confirmed policy renewed.

ACTION

Some errors have been highlighted whilst working on the accounts, mainly typographical. The accounts have corrected these. KS to correct minutes by hand and CH to sign. The bill from Thames Water is slightly higher than last year – RC advised that he had become aware of a leak which was now fixed.

KS/CH

Richard James, the Parish Council's appointed Independent Examiner was in attendance and presented his report. He reported he had looked at the Accounts and confirmed internal controls meet regulations for accounts and audits, and he is happy to sign off the Parish Council's accounts. Income includes precept of £58,000 and includes advance for current year (approx £30k). Works at Mortimer Hall, construction of shed at the burial ground, income for year to 31-3-10 is down on previous year, but this is due to a build-up in readiness for the expenditure this year. The balances are healthy. Therefore, RJ is happy for these accounts to be signed off subject of completion of the Annual Return form. CH thanked RJ very sincerely for his work. Councillors were invited to ask any questions. MC proposed the accounts were accepted. Seconded by NB. All agreed.

10 Burial Ground

- Ride-on mower - ordered. This is being delivered on Friday. MC/CH being trained on how to use. **MC/CH**
- Elms Memorial – awaiting installation.
- Quotes on Headstones – to be found - **KS**
- Mr and Mrs Parish have been advised they may purchase ashes plots, awaiting hearing from them.
- Letters written to those with permanent planting and other memorials installed – spoke to Mr Duckett and email received from Monika Brown.

Approval sought for memorial to Mr Clarke – approved. KS to write to Reeves. **KS**

Moles discovered at cemetery – Total Pest Control contacted.

CH advised that Mr Watson had permission for exhumation. We will meet him at the cemetery. **KS/CH**

11 Highways

- Proposed parking limitations – Clerk has responded to consultation. Consultation is ongoing.
- KS has agreed to proposed signage locations with the City Council and asked when these will be installed. Awaiting sign erection.
- KS to advise council on state of grass verges once BL has provided information of locations. **KS/BL**
- Damaged fence due to narrow barrier at Jessop's Close – chased the council.
- Jenny Beardmore had responded regarding dates for the work at Back Lane, but Clerk had not received her email (went to "junk" box). Now printed: Scheduled for autumn.
- Abandoned bike in subway – removed, but there is constant flytipping here at moment (being reported).
- Clerk to investigate noticeboard at 154 Oxford Road – have asked them council if they remember this, and NEAC sent an application form for a new noticeboards, if we wish to apply. RJ stated he would like the see the noticeboard reinstated. NB seconded. All agreed. KS to complete form. **KS**

BL reported pot holes still bad. Parish Councillors to continue to fill in and send 'post a pothole' cards. **ALL as rqd**

NB reported on local transport meetings which generally look at transport subsidised services. Appraising time is going to be reviewed more often. Main issue is on busses and Banbury, London, Cowley and Iffley roads. Looking at bus companies working together. Stagecoach is getting a hybrid bus and there will be inter-ticketing, double decker buses, etc. If any councillor has any questions, please ask NB. CH thanked NB for attending the meetings.

RJ reported new road signs had been installed with bigger letters. May only be a small victory, but congratulations to RJ.

ACTION

12 North East Area Committee

- Request for a dog bin – Council has clarified that NEAC has asked Parks for costings and once received will make a decision on whether or not to provide this on behalf of the PC.

WC

City Council has sent a copy of report that was presented to NEAC for our information and comment regarding sale of land within the Parish. The Parish Council is very pleased.

13 Parish Council Bulletin

Next issue planned for the Autumn.

14 Allotments

Email from Emma Burnett of Oxford University wanting to carry out a survey of allotment. Passed a copy to Mr Manson for his comment. No objection from PC.

15 Website

Getting a lot of hits, and lots of people requesting their information or group is on our website. To put Auditor's report and tree report onto the web.

16 Any Other Business

- Document storage – to be progressed.
- Risk Assessment of Clerk's office – to be carried out.
- Mr Jones offering map of parish – this is continuing.
- KS to ask for interest in open day in Marston Times – done but no feedback received.

KS
DH
DH

RJ would like to know what is happening with the BT phonebox, by traffic lights which has been out of order for some months. Reported being used for anti-social purposes. KS to chase

KS

MC requested a letter is sent to 34B Oxford Road where hedge is badly overhanging.

Clerk to speak to OCC.

KS

KS to request more post-a-pothole cards.

KS

AT reported overhanging vegetation on School Lane.

DH commented on the proposed general fete – considering next spring/summer and combine with a Rec Ground open day. It was agreed Boulton's Lane would be a better location.

BL noted that 3 Fairfax Avenue had scattered refuse. He had contacted Environmental Health.

17 Date of Next Meeting

Tuesday 6th July 2010 at Mortimer Hall at 7:30pm.