

**Minutes of Old Marston Parish Council Annual Meeting 4<sup>th</sup> June 2013 at 7:30pm.**

**Present:**

**Charlie Haynes (CH)**

**City Councillor Mary Clarkson (M)**

**Duncan Hatfield (DH)**

**City Councillor Mick Haines (MH)**

**Peter Cox (PC)**

**County Councillor Mark Lygo (ML)**

**Roy Jones (RJ)**

**Members of the Public**

**Patricia Hall (PH)**

**Tim Cann – Clerk (TC)**

**Peter Williams (PW)**

**Rachel Slatford**

**Nils Bartleet (NB)**

**Richard James Internal Auditor(R)**

**Peter Sarac (PS)**

**Michael Cadd (MC)**

**Barrie Lewis (BL)**

**ACTIONS**

**1. Apologies for Absence**

None

**2. Minutes of the last meeting held on 7<sup>th</sup> May** were approved with no amendments.

**3. Requests from members of the public to speak**

None

**4. Matters Arising (omitting those for which an agenda heading follows)**

NONE.

CH introduced and welcomed ML to the meeting, he wished him well as the new Oxfordshire County Councillor covering Old Marston.

**5. Correspondence**

Elaine Bennets letter of the 17<sup>th</sup> May 2013

PSMA – Ordnance Survey Membership Events

Oxford City Council invite views on parks, play areas, pavilions & open spaces

Oxford City Council invite views on City Development customer feedback

Monsterplay new brochure notification

OCVA Oxfordshire Charity & Volunteer awards 2013

NALC Connecting power to local people conference

Briants of Risborough May 2013 Newsletter

News from the Oxfordshire Wood Fuel Programme

Healthwatch Oxfordshire

Rural Bulletin – Training development workshops

Specialist Radio  
Gloucestershire Youth Players  
LCR Community Powers

**6. Planning  
Applications to be decided**

**13/01130/FUL 9 Dents Close** – First floor facing dormer window

**13/01007/FUL 29 Arlington Drive** – Erection of a single storey rear extension

No objections were raised regarding the above planning applications.

**Applications considered between meetings**

None.

**Decisions:**

**13/00783/FUL 17 Haynes Road** – Approved.

**Awaiting Decisions:**

**13/00826/FUL - 38 Cherwell Drive**

**13/00879/FUL - 51 Arlington Drive**

**13/00888/FUL - 9 Barnes Hay**

**13/00702/FUL - The Victoria Arms**

**7. Boults Lane Development Project**

CH confirmed that the Oxford Bridge Club had been informed that the Council had declined their offer and updated the council that we were awaiting a further meeting with MSFC.

**8. Recreation Ground**

- a. RJ informed the council that when he and AJ were Friends of the recreation ground it was asked about installing a picnic table. CH said that we needed a new catalogue and that CH, BL and RJ would look at where to site , how it would be fixed etc.  
CH proposed CH, BL & RJ look at catalogue and consult local residents as to their feelings.  
NB Seconded All Agreed.
- b. CH informed the Council of the tree survey, ROSPA inspection, bin collection etc. the City Council were quoting on. This would be discussed at another meeting as we had only just received the quote.
- c. CH said that we were also looking at planting trees to replace some of those lost.

**9. Old Marston Parish Fete**

CH said that there was nothing further to report although he had not seen any notices advertising the fete which was a bit concerning. ML informed the Council that we would be there as County & City.

CH said we needed to coordinate things so that there was someone on the stand at all times.

#### 10. Old Marston Parish Firework Display

Nothing to report.

#### 11. Finance

- a. The bank account balances as of 27th May 2013 are as follows:  
Current Account : £55,286.59                      Reserve Account : £168,639.49
- b. CH explained that the clerks wages appeared as TBA as it was of a personal nature. It would appear in the minutes that are bound.
- c. R spoke to the Council about the financial regulations and making the accounts ready for external auditors. He said he was happy that all protocols and internal checks are in order. CH said how well Rachel had kept the accounts and all expressed their thanks. CH informed all present that unfortunately as the accounts had not been fully audited the public could not have copies at this moment in time. CH asked the council to adopt the accounts. RJ proposed MC seconded. All agreed. PW asked if we could not get a better interest rate on any of our money? CH said that after discussions with R we needed reserves that could act as a buffer for emergencies CH proposed that TC looks into interest rate accounts. PW suggested splitting funds, spreading risks. NB said about looking at contingency funding and that we should be reviewing this annually.
- d. CH asked for the BDO audit report to be adopted. NB proposed PS seconded All agreed.
- e. CH said that the clerk was still new in the job and to take on accounts as well would be difficult. CH said that he had spoken to TC and Rachel and suggested that the Council keep Rachel on as Interim Financial support to be reviewed in 6 months. Proposed CH seconded DH All agreed. CH informed the Council that the clerk needed to be made a signature on all accounts. All agreed.

The following payments have been made:	£
	Incl. VAT
OALC Clerks Training (Minutes & Meetings)	84.00
Charlie Haynes              Phone/Broadband April 2013	20.00
Wise Serve Ltd	45.60
BT Clerks Telephone Installation	203.35
Thames Water (Burial Ground)	8.75
Clerks Pay Including Expenses	TBA
Rachel Slatford	130.00
HMRC NI Contributions	406.53
Green Waste Service Brown Bins	78.00

Income:

Money returned from Library Celebrations	59.27
--	-------

**12. Burial Ground**

CH informed the Council that CH, PC, PH and the clerk met to discuss the burial charges. It was agreed that these needed to be brought inline with Oxford City Council charges and then went through the proposed increases. Proposed CH seconded NB All agreed.

**13. Highways**

- a. Andrea Siret from Oxford Brookes University sent her apologies as she was not able to make the meeting, another time and date would be arranged.
- b. CH explained to the Council that minutes from the meeting with David Toll would be sent out shortly but briefly that Oxfordshire County Council had agreed a survey would be carried later this year, the Parish Council would then call a public meeting to get people's views and then there would be a second survey in the new year. ML said that this was not political ML, MC, MH and the Parish Council were working together . All agreed. NB said that an inter-party strategy was proposed in 1993 but never happened so hopefully this time it will happen. Also that traffic issues needed to be looked as a whole and not in isolation.

TC

- c. RJ said that there was a "Boults Lane" road sign one side of the corner but not the other. BL asked if a cycle sign could be installed at the corner of Fairfax Avenue as this was very dangerous with cyclists coming out from the route to and from Oxford straight into the road.

TC

- d. RJ said that the phone box in the village was overgrown and dirty inside, Salford Road phone box dirty inside and the Marston Ferry Link Road phone box was still there.
- e. RJ said that the pot holes in Butts Lane had now been filled in, there was grass dumped on the verge and saplings had been pulled up and vandalised. He asked if we could find out who the saplings belong to. CH asked MH if he could take this on board?

**14. Library**

No items

**15. Allotments**

No Items.

**16. Website**

No Items.

**17. Information Sharing**

CH advised MH that his email had been received too late for this meeting but would be dealt with at the next meeting, also that Elaine Bennett's letter would be replied to by the clerk.

TC

PW informed the Council about the blue plaque being installed on Cromwells House, an invitation only unveiling will take place.

RJ thanked whoever for filling in holes on recreation ground. CH said this would have been Dennis Ward.

PS said about the Marston Times details for the clerk still including the previous clerks details. CH said that this had already been actioned and hopefully would appear correct in the next issue.

NB said that sometimes the public does not realise the way Council's vote and explained that this can be either named voting but on many occasions this was not necessary and that a show of hands was sufficient.

**18. Date of Next Meeting:** Tuesday 2<sup>nd</sup> July 2013, 7:30pm at Mortimer Hall.