

Minutes of Old Marston Parish Council Meeting 3rd June 2014 at 7:30pm.

Present:

Parish Council

Charlie Haynes (CH) - Chairman	Duncan Hatfield (DH) – Vice-Chairman
Patricia Hall (PH)	Michael Cadd (MC)
Angie Tiwari (AT)	Michael O’Keefe (MO)
Nils Bartleet (NB)	Peter Cox (PC)
Peter Williams (PW)	Barrie Lewis (BL)
Peter Sarac (PS)	Richard James (Auditor)
Tim Cann (Clerk)	

City Council

Cllr Mick Haines (MH)

County Council

Cllr Mark Lygo (ML)

Members of the Public : 2

Two PCSO’s arrived however as it had been short notice so not able to put on the agenda they left but agreed someone would be there for the July meeting.

CH proposed that we take item 7 Finance first as Richard James, the auditor, was present. All agreed.

14/06/01 Apologies for Absence: None

ACTIONS

14/06/02 Minutes of the last meeting held on 6th May were approved, after a couple of typing corrections. All Agreed.

14/06/03 Requests from members of the public to speak : NONE

14/06/04 Matters Arising (omitting those for which an agenda heading follows)

No Items.

14/06/05 Correspondence

Rural Services Network – Transport May 2014

Rural Services Network – Weekly News 13 May 2014

Rural Services Network - Digest – 19 May 2014

Mr & Mrs Manuell letter re burial plot & Clerks reply

Rural Services Network – Sustainable Tourism

Rural Services Network – Broadband

Signed by the Chairman.

Clerks & Councils Direct

Came & Co. Parish Matters

Annual ROSPA play equipment inspection due in July

14/06/6 Planning

Applications to be decided

14/01287/FUL – 17 Mill Lane – Demolition of garden shed. – NO OBJECTION.

14/01259/FUL – Colthorn Farm – Erection of 2 x 4 bed dwellings (Use Class C3) – NO OBJECTION.

Applications considered between meetings : NONE

Decisions:

14/00533/FUL – 66 Elms Drive - APPROVED

14/00686/FUL – 147 Oxford Road - REFUSED

14/00683/FUL – 50 Oxford Road - APPROVED

14/00137/FUL – 56 Marsh Lane – (Amended) - REFUSED

14/00611/FUL – Mill Lane Allotments – APPROVED TEMPORARILY

Awaiting Decisions:

14/00322/FUL – Land adjacent to 19Park Way

14/01020/FUL – 125 Oxford Road

14/01065/CT4 – 4 Fairfax Avenue

14/01053/FUL – 111 Oxford Road

14/06/07 Boults Lane Development Project

CH reported that there was not much to report this month. The sub-committee met and decided that work involving selecting a builder would be put on hold until funding was more secure. We are awaiting a date for a meeting with the fundraiser. CH reported that he had spoken to WREN who might fund the interior fittings.

14/06/08 Recreation Ground

PH reported that the picnic table in the Mortimer Hall recreation ground had been well used and felt another would be a good move. MC seconded. After discussion over location all in favour.

**Clerk
contact
Suppliers**

CH reported that graffiti had been sprayed over various play equipment on the Mortimer Hall recreation ground and that the Oxford City Council wanted to charge for its removal stating that in the past it had been done as they had the grass cutting contract. ML reported that, as we all know, all Local Authorities are experiencing financial difficulties but he was looking into it. CH stated that it had never been the contract and they would need to prove where it states this. NB asked if we had a copy of the contract. CH stated that in 30 years he had never seen a contract. ML assured the meeting that he will clarify the situation and get back.

Signed by the Chairman.

CH reported that the Mortimer Hall hedge needed cutting, in the past although this is the Mortimer Halls responsibility the Parish Council have paid. The Clerk informed the meeting that two quotes had been obtained, Acacia Landscaping & Fencing Services £400 and BGG Gardening and Tree Care £325 plus £65 (VAT) £390. CH proposed the Parish Council pay for the hedge to be cut, both sides and top, DH seconded. All agreed. It was agreed that as we can claim the VAT back we would go with BGG.

14/06/09 Finance

- a. Bank balance as at 27/05/2014 –
 current account £33,609.27
 Newbury Building Society Account £200,000.00
- business reserve account £18,724.52
 Petty Cash balance £53.06

The following accounts to be paid:

	£ Incl. VAT
Charlie Haynes (Phone/broadband May 2014)	20.00
Clerks Pay Including Expenses – May 2014. Details in correspondence file and displayed in the minutes book.	
ORCC Membership	130.00
HMRC (Clerks Tax & NI)	344.31
MP Security (New Battery)	43.20
Mr D. Ward (General repair work)	400.00
BGG Litter Picking & Grass Cutting (3 March – 17 April)	480.00
Wiserve Ltd (Repair to Computer)	38.00
Thames Water (4 Nov 13 – 6 May 14)	6.81
Mrs R. Cox (Cemetery Maintenance May 2014)	240.00
Clyde & Co. (Mr Barton v OMPC Final Payment)	227.90
BT (Clerks Phone)	82.36
Petty Cash Purchases	
Cemetery Maintenance Petrol	100.00
Keypit (Paddock)	10.00

Signed by the Chairman.

OCC Car Park (delivering election forms)	2.50
Oxford Gardens Centre (Weed killer for Cemetery)	9.99
Pen & Paper (Dividers & correction fluid)	3.99
MRH Retail (Petrol for Cemetery)	15.04
The Garden (Roy Jones Wreath)	50.00

Income –

Completion & Pre-purchase Burial Plots (Manuell)	1800.00
Dennis Ward (Remainder of Paddock rent)	350.00

- b.** Copies of all the spreadsheets from the financial database were sent to all Parish Councillors with the agendas. These were looked at and various questions answered. Richard James stated that he had done his end of year audit and his report will be sent out in due course however there was nothing major to report. CH asked for proposer that we accept and adopt these accounts. PW proposed. PS seconded. All agreed.

NB suggested a couple of councillors be appointed to regularly check the accounts. DH suggested a subcommittee be formed. The clerk reported that, in the new financial regulations that will be reviewed at the July meeting, it states that a parish councillor not involved in the finances, in other words not a signatory, regularly review the accounts. CH stated that this was something for the new Council to cover. The Auditor stated that it was all part of the continual overall risk assessments and good that the Council were actively involved in their duties. CH thanked the auditor for the work he had done.

The Annual Governance statement was reviewed. PW proposed approval. PS seconded. All agreed.

- c.** New draft financial regulations have been received from the NALC. Again due to the rescheduling of the elections these may not be reviewed until the July meeting.

14/06/10 Burial Ground

The Clerk showed the Council the proposed memorial for Mr P. Brennan. PC stated that the grave had sunk so some work was necessary before any memorial stone could be erected. The Clerk stated that he had already phoned the gravedigger who had promised that this would be done in the next week. All Agreed memorial acceptable.

14/06/11 Highways

- a.** The Council was reminded of the meeting on Monday 9th June 2014 at 12:00 at the Boult's Lane Sports pavilion with David Tole. ML reported that, due to a prior engagement, unfortunately would not be able to attend but he knew that Mary Clarkson would be. AT said about grass verges along the Marston Ferry Road.

Signed by the Chairman.

ML reported that this was being looked into as a whole, with further budget cuts they were looking at fewer cuts and possible wild flowers.

- b. The overhanging vegetation letter was reviewed and agreed. **TC 20 x each councillor**

14/06/12 Library : No Items.

14/06/13 Allotments

A letter from OMMLAA stating that the concrete base was now being completed by David Hook and so the container was needed to be ordered, it would cost £1,400 it was proposed that the Parish Council purchases the container and it is then donated to OMMLAA. All agreed.

14/06/14 Website

DH reminded the Council that there is now a Twitter account for Old Marston parish Council and for those who can to sign up. There had already been people participating.

14/06/15 Parish Council Elections

The clerk reminded everyone 26th June was the date for the new elections.

14/06/16 Clerks Appraisal & Training.

CH informed the Council that this would now need to be done by the new council and so a date would be set in the July meeting. The clerk informed the Council that he had signed up to a course ran by the SLCC entitled "Introduction to Local Council Administration" costing £118.80 CH reminded the council that in the clerks contract he is encouraged to take any necessary training. DH proposed that the Council should pay for the course MO seconded. All agreed.

14/06/17 Information Sharing

AT said that she was against new polling cards. CH said that there was no other way of making ALL of the parishioners aware of the new elections date. It was too late for the Marston Times which did not get delivered to EVERY house so although it was costing approximately £1,500 this was the only and best option.

CH said that at the July meeting we need to discuss the firework display, the Red Lion had sent an email offering to host the event. DH said he thought the Red Lion was the ideal venue.

MO said about a meeting in Elms Drive with local police and residents to talk about parking and speeding. He felt it an interesting meeting but didn't achieve much.

Date of Next Meeting: Tuesday 8th July 2014, 7:30pm at Mortimer Hall.

Signed by the Chairman.