

Minutes of the Old Marston Parish Council Meeting 5th June 2017 at 7:30pm.

Present:

Parish Council

John Batey (JB) – Chairman

Michael Cadd (MC)

Michael O’Keefe(MO)

Peter Cox (PC)

Tony Greenfield (TG)

Charlie Haynes (CH)

Duncan Hatfield (DH) – Vice-Chairman

Barrie Lewis (BL)

Nils Bartleet (NB)

Peter Williams (PW)

Anjana Tiwari (AT)

Tim Cann (Clerk)

City Council

Clr Mick Haines (MH)

Members of the Public: 2

JB opened the meeting, welcomed everyone, spoke about the recent terrible incidents in Manchester and London and asked for people to stand and observe a moment’s silence in respect.

17/06/01 No Councillors declared any prejudicial interests and no one intended to record the proceedings of the meeting.

17/06/02 Apologies for Absence:

Pat Hall – Away on holiday City Councillor Mary Clarkson – Clash of meetings
County Councillor Mark Lygo – Clash of meetings.

ACTION

17/06/03 Public, County & City Councillors & Thames Valley Police participation (if any requests received)

a. Public Participation: None.

b. County & City Councillors’ Reports:

City Councillor Mick Haines: Informed the meeting that the replacement tree for Parish Councillor Roy Jones which had been damaged by vandals was scheduled to be planted in the Autumn; he had paid £300 out of his allowance. TG advised that the remains of the old tree have in fact started shooting, so there may be two.

c. Thames Valley Police: PCSO Kerry Yaxley advised that there were no updates to report but asked if anyone had any questions. TG asked if there had been any further developments with the instances of vandalism? Kerry reported that they had a good idea of who are the culprits but it was a matter of catching them in the act. NB asked if there was to be a continued presence patrolling the parish? Kerry advised that, although due to recent events officers had been moved to patrol the City Centre, things had now settled down and patrols would continue.

17/06/04 Minutes of the meeting held on 8th May 2017. It was RESOLVED these are a true record.

17/06/05 Matters Arising (omitting those for which an agenda heading follows):

JB advised the meeting that himself, TG and the Clerk had met and recognised that the corner of Mortimer Drive/Oxford Road and the bus stop in Elsfield Road opposite the Church would be good places for additional noticeboards and this will be reported further in

Signed by the Chairman.

due course. MC stated that one was needed somewhere on Carters estate as there was nothing over there.

17/06/06 Planning Applications to be decided:

17/01180/FUL – 7 Little Acreage – Demolition of existing conservatory and erection of a single storey side extension. – NO OBJECTION.

Applications considered between meetings: None.

Decisions:

17/00720/FUL – 99 Oxford Road – APPROVED

17/00761/FUL – 72 Cherwell Drive – REFUSED

17/00679/FUL – Land to rear of 44 Mortimer Drive – WITHDRAWN

17/00266/FUL – 10 Dents Close – APPROVED

17/00281/FUL – 21 Haynes Road – APPROVED

17/00352/FUL – 16 Fairfax Avenue – APPROVED

17/00282/FUL – 7 Raymund Road – APPROVED

17/00355/FUL – 4 Cavendish Drive – APPROVED

17/00234/FUL – 55 Rippington Drive – APPROVED

17/00489/FUL – 4 Rimmer Close – APPROVED

Awaiting Decisions:

17/00861/FUL – 76 Cherwell Drive

17/00896/FUL – 10 Elsfield Road

17/00987/FUL – 5 Beechey Avenue

17/00393/FUL – Marston Vicarage

17/06/07 Highways

Replacement bollard in Oxford Road - A replacement bollard has been installed in the Oxford Road, near the Boult's Lane/Red Lion junction. The County Council officer has advised that it is a white version of those used in Elsfield Road outside the school. This should make it more conspicuous than the original wooden bollard and therefore less likely to be hit in the dark. The original timber socketed design was also not suitable as the hinged flap and lock is torn off when the bollard is hit, meaning the socket has to be dug up each time.

He also added that the white design has a completely buried socket which is less likely to be damaged than its predecessor. However, the removable top can be replaced by one person in a matter of moments should it become damaged.

Unfortunately, funds do not permit replacement of all the bollards so the other wooden bollards will remain until they are damaged or life expired. However, if the Parish Council would like to consider funding matching replacements an estimate is awaited by the Clerk.

The Clerk advised that no costings had been received to date so this would be put on the agenda for July. PW asked if Council is paying for replacements could they decide if wooden or plastic. NB expressed concern that the Parish Council was being asked to finance replacements, seems more and more burden is being placed on the Parish Council. Also the responses from the County Council are rather vague.

17/06/08 Recreation Grounds & Cemetery

- a. TG confirmed that the weekly safety checks had been done and that no problems had been found.

Signed by the Chairman.

- b. TG went through the minutes of the Recreation Grounds & Cemetery Committee meeting held on the 22nd May 2017 advising that most of the committee would be going to view a site, in Bicester, installed by Playdale Playgrounds Ltd. It was RESOLVED to accept the minutes.
- c. The Clerk confirmed that the annual RoSPA safety check was scheduled for July and that the Boult Lane Recreation Ground had been removed from the inspection due to the equipment being removed.

17/06/09 Boult Lane Development:

JB reported that work inside was progressing, although slowly, and as soon as the building is handed over all Councillors will be invited to view.

17/06/10 Finance

- a. Bank balance as at 30/05/2017 –
 Current Account £39,097.33 (including £6,057.73 CIL money) Petty Cash £81.50
 Business Reserve Account £3,745.57 Newbury Building Society Account £146,961.14

The following accounts to be paid:	£ Incl. VAT
Clerk's Pay Including Expenses, Pension, etc. – June 2017	
BGG (Grass cutting & Litter picking April 2017)	882.60
David Hook (Fit new pipework & tap in Cemetery)	150.00
MP Security (Six months contract on old pavilion)	50.48
Adrienne Anderson Associates (Structural Engineer's Report)	990.00
BT (Clerk's Office Phone)	93.32
ACM Training (Presentation & Public Speaking Skills Course)	166.80
Parchments Print (150x Booklet)	90.00
Petty Cash	150.00
TOTAL	£3,860.69
Petty Cash Expenditure:-	
Office Outlet (Stationery)	34.68
MRH Retail Cherwell (Cemetery Petrol)	20.00
TOTAL	£54.68
INCOME:-	
OMMLAA (2017 Rent)	5.00

Signed by the Chairman.

TOTAL	£5.00
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It was RESOLVED unanimously to accept payment of accounts.

- b. The Clerk went through the expenditure and income spreadsheets for April and May. One or two queries will be checked and reported back to the next meeting. NB asked if the individual pages could be numbered so Councillors could refer and follow the Clerk more easily.
- c. End of Year Accounts: The Clerk read out the Internal Auditor's report pointing out the two items he had highlighted:
 - "The Councils' Revenue Reserves held at 31st March 2017 were £226,867 which included £206,961 in the Newbury Building Society. The 'Financial Services Compensation Scheme (FSCS), for deposits is limited to only £75,000. This is part of the management risk assessment process and should be given ongoing consideration."
 - NB asked if this could be something to be looked at. The Clerk advised that a large amount of that will be spent on the Pavilion project but it would be reported back to Council.
 - "The 'Risk assessment and management' document does not appear to have been reviewed during the year."
 - The Clerk advised that it had been reviewed by the Finance Committee, however he had omitted to put this through the full Council, in error. It will be put on the agenda for the July meeting so all can review the document.
 - "The 'Fixed Assets' schedule has been updated for the Pavilion cost of £20,000 only in accordance with guidance from the SLCC and, does not include any of the associated expenditure to date, including costs for its " installation to site."
 - The Clerk informed the Council that the SLCC had advised that for the asset register it was the cost of the asset and not the cost of the project which should be shown.
 - It was RESOLVED to accept the Internal Auditor's report.
 - It was RESOLVED to approve the Annual Governance statement and the Chairman to sign the Annual Return for the year ending 31st March 2017.
- d. Aspire have now confirmed that none of the residents have paid a membership fee so for 20 people this will cost £600. The Clerk confirmed that he had stopped the cheque for £150. MH offered to check with the residents to confirm the exact numbers, as there were not 20 people were using the service, and report back to the Council.

17/06/11 Swan School: The River Learning Trust will be holding open meetings about the Swan School covering various issues at the following venues:

Monday 26th June 3.30-5pm* – St Nicholas' Primary School, Raymund Road, OX3 0PJ

Tuesday 27th June 6.30-8pm – New Marston Primary School, Copse Lane, OX3 0AY

Weds 28th June 3.30-5pm* – St Michael's CE Primary School, Marston Road, OX3 0EJ

*Please note that for safeguarding reasons at the 3.30pm meetings you will be required to sign into the schools and bring some form of identification, as children will still be onsite during these times. Please also note that at the 3.30pm meetings there will be no available car parking. Should you have particular access requirements please contact us in advance on office@riverlearningtrust.org

Signed by the Chairman.

There will also be a meeting not open to the public and just for the parents and carers of St Joseph's Primary School on Thurs 29th June 3.30pm.

They will last about an hour, 90mins at most, to cover the need for the school and how RLT came to be the proposing group, the appropriateness of the Harlow Centre site, an approximate timeline to the September 2019 opening date, an overview of the vision for the school and an opportunity to hear from members of the community about issues they would like us to be mindful of as the EFSA starts the design process with us.

The RLT wondered if the Parish Council would like to hold an open meeting for the same purpose. JB advised that he had been in correspondence with Paul James of the River Learning Trust and had no further news with regard to any planning application.

After some discussion it was decided not to hold any public meeting or invite anyone to the July Council meeting.

17/06/12 Chairman & Vice-Chairman of Standing Committees:

a. Finance Committee:

Chairman – DH proposed PH. Seconded NB. No further nominations – PH Chairman.

Vice-Chairman – DH proposed AT. Seconded JB. No further nominations – AT Vice-Chairman.

b. Planning Committee:

Chairman – PW proposed MC. Seconded DH. No further nominations – MC Chairman

Vice-Chairman – DH proposed JB. Seconded PW. No further nominations – JB Vice-Chairman.

17/06/13 Fun Day at the Victoria Arms:

DH advised that PH had agreed to provide a gazebo and table cloth. A table is needed, DH will circulate a rota for covering the manning of the stall between 12(Noon) and 5pm. JB offered to do 12 – 1pm.

17/06/14 Website, Facebook & Twitter

DH asked for any contributions for the website to be sent to him.

17/06/15 Information Sharing (including correspondence)

Rural Services Network Digest etc,

➤ Clerks & Councils Direct,

➤ Clerk & RFO's Year,

➤ Email from Gemma Woodley regarding wash basins in Mortimer Hall Toilets,

➤ Email thanking John & Duncan for participating in the induction of the new vicar,

➤ Email advising that Gordon Mitchell has been appointed Interim Chief Executive of Oxford City Council,

➤ Email from Theresa Black regarding replacement bollard in Oxford Road,

➤ Email from Pamela Strange commending Marston Saints on the litter removal after their two day event on the 20th & 21st May

JB informed the Council that he was putting the Clerk forward for the National Awards scheme.

AT asked if the County Council could be asked to cut the grass verge along the Marston Ferry Link Road.

MH advised that houses had started to be built on Barton Park and he would try and get a sewage pump station installed.

Signed by the Chairman.

PW informed the Council about a greenbelt meeting which he will attend and report back.

17/06/16 Items of an urgent nature which have come to the Clerk's attention since the agenda was set:

- **Victoria Arms Family Fun Day:** The Clerk advised that he had recently received a request for funding of £1,335. He reminded Council that they had set aside £3,000, to be divided equally, for two events. DH proposed giving £1,335. PC seconded. 8 For. 1 Against. 1 Abstention.
- **Oxford Half Marathon:** The Clerk advised that he had received an email from Virgin Sport that the event would take place on Sunday 8th October and will affect road closures in the Oxford Road and Elsfield Road. PW asked if the Church had been notified. NB felt that residents should not be expected to have limited access to and from their homes.
- **Asbestos Demolition Survey:** The Clerk advised that he had, despite trying to obtain three, only received one quotation of £295 + VAT to have a survey done. This was needed before any demolition could start to ensure all asbestos was recognised and dealt with accordingly. It was RESOLVED to accept the quotation.

MEETING CLOSED: 21:10

Signed by the Chairman.