

Minutes of the Old Marston Parish Council Meeting held on the 1st June 2020 virtually at 7:00pm.

Present:

Parish Council:

Duncan Hatfield (DH) – Chairman	Pat Hall (PH) – Vice-Chairman
Louise Milford (LM)	Mary James (MJ)
Charlotte Vinnicombe (CV)	Peter Cox (PC)
Alistair Morris (AM)	Peter Williams (PW)
Mick Bates (MB)	Alan Spence (AS)
Tim Cann (Clerk)	

Oxford City Council:

Cllr Mary Clarkson (M)

Members of Public: 3

Oxfordshire County Council:

Cllr Mark Lygo (ML)

20/06/01 Intended to record the proceedings of the meeting: NONE.

20/06/02 Apologies for Absence: Parish Councillor Mick Cadd – Self Isolating, City Councillor Mick Haines – Self Isolating.

20/06/03 Website and social media:

DH informed the Council that he was looking into getting an outside contractor to design the website as new accessibility regulations come into force in September. It was **RESOLVED** that once Council has chosen a contractor CV would work with DH with site contents.

After some discussion it was **RESOLVED** that the Staffing & Standards Committee review the Council's interaction with social media.

20/06/04 Public, County & City Councillors & Thames Valley Police participation (if any requests received)

a. **Thames Valley Police:** No report received.

b. **County & City Councillor Reports:** The Clerk read out **City Councillor Mary Clarkson's** update 'I have been involved in discussions with Oxford Preservation Trust and the City Council about the installation of kissing gates and the permissive path across Oxford City Council land.

In response to concerns from elderly residents in the village, who have been finding that the No.14 is at the new social distancing capacity by the time it reaches the Elsfield Road stop, I have asked Stagecoach to see whether it can put double-deckers on this route to enable residents without access to a car to reach medical appointments in North Oxford.

In response to complaints from Mortimer Drive residents I have asked the City Council to ensure that they keep noise to a minimum and inform residents when working on the bungalows on the former garage site.

I have urged the City Council to review its mowing schedule and, where appropriate, to leave verges long to support wild-flowers and biodiversity. I have suggested a walkabout round the ward once lockdown is lifted.'

- c. Public:** As no members of the public were present there was no public participation.

Swan School: The Chairman read out the report from Tony Harris of GalifordTry: Number of persons on site has slowly increased and works are now progressing on Swan main building, Sports Hall and Meadowbrook, although there are still some issues with material deliveries,

Meadowbrook: Brickwork will be complete this week, with scaffold strike commencing today, internal works are progressing with doorsets, skirtings, decorations and flooring works, M&E works are nearing completion with ceiling install due to commence shortly, Roof works are nearing completion,

Swan and Sports Hall: Works both internally and to the external facades are progressing,

External and Section 278 works are due to commence early June, we are just waiting for availability of some materials and sub-contractors, we have and continue to be in discussion with Highways prior to commencement of the permanent section 278 works on Marston Ferry Rd, (permanent school entrance)

There is still on-going discussions with our client regarding completion / handover dates for both buildings, we will inform you once these have been confirmed / agreed,

We received a complaint on Friday 22nd May from a resident in Arlington Drive, this was about dust, I contacted the resident immediately and arranged for road sweeper to be on site Saturday 23rd May for 4 hours to sweep throughout the site, went to see resident yesterday about what actions we will be taking and agreed that I would contact him again early next week,

20/06/05 Minutes of the Parish Council Meeting held on 4th May 2020. It was **RESOLVED** these are a true record.

20/06/06 Matters Arising (omitting those for which an agenda heading follows):

- None.

20/06/07 Operational Checks:

- It was confirmed that the weekly operational checks on the defibrillator had been carried out.
- As directed by Government that all play areas should be closed due to the Covid19 virus, the Clerk confirmed that notices had been erected on the fencing to the play area at the Mortimer Hall play area and on the fencing by the Boults Lane play area informing residents that the equipment is closed and not to be used and that regular safety checks are not being carried out.

Signed by the Chairman.

Red & white tape has also been wrapped around the play equipment in Boult's Lane.

20/06/08 Governance & Administration:

- The Clerk confirmed that he had received a letter of resignation from Michael O'Keefe as a Parish Councillor. The Monitoring Officer had been notified and the Clerk is awaiting their advice.
- The Clerk reported that play areas are still closed so no safety checks are being done. Although he has cordoned off the equipment with red and white tape this is continually being torn off.
- As Michael Cadd is experiencing technical issues, so currently unable to attend virtual meetings, it was **RESOLVED** to give Parish Councillor Michael Cadd, a dispensation of six months.

20/06/09 Pavilion, Recreation Grounds & Cemetery:

- It was **RESOLVED** to accept the request for memorial for Mr Buckingham.
- It was **RESOLVED** to accept the tender to replace the barrier in Boult's Lane at a cost of £1,455.00.
- **Damage to barrier at entrance to the Mortimer Hall Recreation Ground:** It was **RESOLVED** to get Michael Bates to see if it could be repaired and report back to the July meeting.
- **Old Pavilion site:** It was **RESOLVED** that the Pavilion, Recreation Grounds & Cemetery Committee should look at this at its meeting later in June and report back for the July meeting.
- **Street Art Project:** The Chairman advised that he had not received the information he had hoped for so this was deferred to the July meeting. ML suggested perhaps sculptures.
- **Proposed Right of Way through Court Place Farm Allotments:** After some discussion it was **RESOLVED** that the Clerk contact the City/County Council for more information.

20/06/10 Finance: Bank balance as at 03/05/2020 –

Current Account £96,951.85	Business Reserve A/c £3,759.35
Newbury Building Society A/c £85,718.40	CiL Money: £38,234.56
Skipton Building Society A/c £5,000.00	Petty Cash £179.74

The following accounts to be paid:	£ Incl. VAT
Clerk's Pay Including Expenses, Pension, etc. – May 2020	
OXS RAD (s.137 Covid-19 Assistance Grant)	1,000.00
Oxfordshire Association for the Blind (s.137 Grant)	300.00
St Nicholas Primary School (s.137 Covid-19 Assistance Grant)	500.00

Signed by the Chairman.

BGG (Grass Cutting & Litter Picking April 2020)	351.00
OALC (MJ Neighbourhood Plan Training)	72.00
BT (Clerk's Office Phone – Quarterly Charge)	105.12
Zoom (Virtual Meetings June)	14.32
TOTAL	£4,019.29
Petty Cash Expenditure:	No Expenditure
INCOME :-	
Oxford City Council (CiL Contribution)	19,117.28
TOTAL	£19,117.28

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

- The Council reviewed the minutes of the Finance Committee meeting held on the 18th May 2020 where the following recommendations were made:
 - The Council reviewed the Risk Assessment; the Clerk pointed out the alterations covering risks which needed addressing because of Covid-19. The Council **RESOLVED** to adopt the Risk Assessment.

20/06/11 Planning:

Applications considered between meetings: - NONE

Decisions:

20/00764/FUL – 29 Mill Lane – **REFUSED**

20/00427/FUL – 99 Oxford Road – **APPROVED.**

Awaiting Decisions:

18/01549/FUL – 20 Raymund Road

20/00386/VAR – 148 Oxford Road

20/00919/FUL – The Vicarage, Elsfield Road

Applications to be decided:

20/00875/FUL – 25 Salford Road - Demolition of existing conservatory.

Erection of single storey rear extension. Formation of 1no. rear dormer in association with a loft conversion. Insertion of 2no rooflights to front elevation. Insertion of 2no. windows to side elevation. Alteration to 1no. window side elevation. – **NO OBJECTION.**

20/00386/VAR – 148 Oxford Road - Removal of Condition 5 (Boundary treatments), 6 (Cycle parking), 10 (Bin stores) and 11 (SuDS) and variation of condition 3 (Materials) of planning permission 19/01356/FUL (Erection of two storey side extension to create a 1 x 1 bed dwelling (Use Class C3). Provision of bin stores.) (amended plans) – **NO OBJECTION.**

Signed by the Chairman.

20/01111/FUL – 13 Lewell Avenue - Demolition of an existing rear extension and garage. Erection of single storey rear extension. Alteration of 1no. window to side elevation. – **NO OBJECTIONS.**

20/01159/VAR – Pond House, 2 Mill Lane - Variation of condition 2 (Develop in accordance with approved plans) and 3 (Samples in Conservation Area) of planning permission 18/01781/FUL (Erection of a single storey rear extension and alterations to roof including increase in ridge height, insertion of 2no. dormer windows to front elevation and 1no. gable and 1no. dormer to rear elevation. Extension of garage and conversion to habitable space. Change in roofing materials, alterations to fenestration and rendering of elevations.) to allow changes to roof slates to a mix of single camber clay plain tiles and proposed parking space adjacent to the garage removed and existing planting bed to be removed to create parking space. – **NO OBJECTIONS.**

20/01146/FUL – 8 Little Acreage - Erection of a part single, part two storey rear extension. Alteration to 1no. door and insertion of 1no. door, and 1no. window west side elevation. Alteration to 1no. door and 1no. window and insertion of 1no. window east elevation. – **NO OBJECTIONS.**

20/01183/FUL – 2 Horseman Close - Demolition of existing rear extension. Erection of two storey side extension. Alteration to 1no. door rear elevation. **NO OBJECTIONS.**

20/01102/FUL – 10 Southcroft - Erection of 1 x 4-bed dwelling (Use Class C3). Provision of new access, amenity space, car parking and bin and cycle stores.- **ASKED TO BE CALLED IN AS CONCERN WITH INSUFFICIENT INFORMATION AND POSSIBLE IMPACT ON CONSERVATION AREA.** (LM and M declared an interest in this application as they both are acquaintances of the occupancies so were not involvement in discussion.)

- **Update on Previous Jack Russell site:** No further information received.

20/06/12 Oxford City Council Local Plan: Sites Released from Green Belt

Extract from Oxford City Council amended Local Plan:

The City Council considers that exceptional circumstances existed to justify alterations to the Green Belt boundary, due to the acute housing need, housing affordability and inequality. The Plan goes as far as possible to identify suitable housing sites within the built-up area but these can only provide for a relatively small proportion of Oxford's housing needs. The Green Belt Study (LUC, 2017) assessed the potential release of sites SP24 to SP31 from the Green Belt. These sites have been released from the Green Belt because their impact on it ranges from between a low to a moderate impact rating on the overall purposes of the Green Belt. The following sites have therefore been released from the Green Belt and are allocated for development.

Policy SP24: **Marston Paddock** - Planning permission will be granted for residential dwellings at the Marston Paddock site. The minimum number of homes to be delivered is 39. Other complementary uses will be considered on their merits. Planning permission will not be granted for any other uses.

Policy SP26: **Hill View Farm** - Planning permission will be granted for residential dwellings at the Hill View Farm site. The minimum number of homes to be delivered is 110. Other complementary uses will be considered on their merits. Planning permission will not be granted for any other uses.

Policy SP27: **Land West of Mill Lane** - The site is in close proximity to the Conservation Area. Consideration should be given to the setting of the village. The development of sites along the northern edge will coalesce with A40 and create a new urban edge to the city and village. An access road from A40 already exists and there may be opportunities to create a cluster of sites around this if adequate separation from the village can be achieved to protect its character and setting. Development proposals should have consideration in their design of the setting of the village in accordance with the requirements of Policy DH3. Local Plan

Planning permission will be granted for residential dwellings on the Land West of Mill Lane site. The minimum number of homes to be delivered is 75. Other complementary uses will be considered on their merits. Planning permission will not be granted for any other uses.

Policy SP28: **Park Farm** - Planning permission will be granted for residential dwellings at the Park Farm site. The minimum number of homes to be delivered is 60. The site should include public open space. Other complementary uses will be considered on their merits. Planning permission will not be granted for any other uses.

After some discussion it was **RESOLVED** that the Council has grave concerns regarding:

- access to the Hill View Farm, Land West of Mill Lane and Marston Paddock sites.
- There seems little consideration of the Conservation area status.
- The potential opening-up of Mill Lane onto the Ring Road would create yet another access for rat running, increasing congestion and poor air quality.
- Despite the Oxford City Council's commitment to sustainable transport, improvement of air quality, reduction of the risk of flash flooding and the importance of green spaces to the environment as well as its residents. It considers developments such as these.

20/06/13 Parking/CPZ – After some discussion it was **RESOLVED** that:

Signed by the Chairman.

- Old Marston Parish Council feel it very disrespectful to segregate its Parish in two and calling one part 'New Marston'. If the Parish has to be divided, purely for the purpose of a CPZ system, then the parts should be named 'Old Marston North' and 'Old Marston South'.
- A two-hour system would be generally preferred over a full CPZ paid voucher system.

20/06/14 Items of an urgent nature which have come to the Clerk's attention since the Agenda was set:

- LM brought up that a resident had asked her to bring up the use of the Roy Garner Pavilion during lockdown. The following letter was reviewed by the Council from Alan Spence, Chairman of Marston Saints FC:

'Following on from our recent conversation, concerning alleged activities at the football club in Boults Lane during the recent lockdown. As you know I have now been Chairman of the Football Club for the past two years, and I have been a Parish Councillor for the 16 months. I sit on the recreation committee and the Pavilion Committee. During that period, I think you would agree that I have contacted you or where possible the committee, whenever certain activities have been going on at the Club which may raise comment. I am aware, that there have been allegations that certain activities have been going on at the Club during the lockdown period, and at each stage, I have advised you of my understanding of the situation. The Football Club was effectively shut down when the Government announced the lockdown. The last time the club received an alcoholic delivery was 28 February 2020 and the last games the Club played were Saturday 8 March 2020. At the time of the lock down we took the decision to sell what stock we could and to donate all our soft drinks to the John Radcliffe Hospital. I advised you that we had decided to take this course of action and it may be possible that during the week people would be coming to the Club to collect bottles etc they had purchased. The reason we had done this was to try and save money and prevent loss. All the alcohol that was sold was at cost price. During this period, the Club Secretary, Mark Wilkins spoke to two Community Police Officers who were passing one morning. He advised them of the Club's intentions. He also updated them on the situation regarding the demolition of the old Clubroom and advised that there would be people on the site. He was told by the PCSO's that provided social distancing was applied then they could see no problems. During that period leading up to the start of the demolition, the Secretary Mark, and two local contractors, worked on the site, Chris Glynn our under 9 manager and a plumber called Luke,

Signed by the Chairman.

who was cutting off the water to the old pavilion and erecting a stand pipe for use by the demolition workers. There were also a number of snagging issues in the Club, that they took the opportunity to address. Mark is providing some photos of the work they undertook, which will be forwarded to you over the weekend.

There are only three sets of keys to the bar area in the Pavilion, I have a set, Mark has a set and Matt Thompson the Bar Manager has a set. Neither Matt or I have been in the Club since the lockdown.

During the period of the demolition by May larch, the Clubroom was opened by agreement, for use by their employees. I have been advised that during this period they made use of the Clubroom, the shutters were open and that they were playing on the pool table and darts. The kitchen area, not the bar was made available to them to make tea, coffee and use our facilities. Chris attended every morning to let them in to the premises and late in the afternoon to lock up. I do know that each day he took the trouble to clean all the surfaces in the Clubroom prior to leaving. I also know that Luke may have been with him. During the period Mark was not present very often as he is now working full time at the John Radcliffe Hospital. At the conclusion of the demolition the standpipe was removed. The Club will also disinfect and clean the playground before it reopens

It is also important to note, that during this period, our men's team's have raised £11,000 plus for the local hospitals, and Chris's 5 year old daughter has raised a £1000 by doing a daily local cycle ride. Chris has also stepped in to help the Parish Council to do one or two urgent jobs, and more recently Mark cut the grass in Mortimer Hall playground because the contractors could not gain access.

In conclusion, most of which the Parish Clerk has been aware of, there have been people on the site, all doing maintenance and at the same time practising social distancing. (I cannot speak for the May larch workers). Since the lock down and apart from the off sale the club has sold not one pint of alcohol to anyone.

I have been made aware of allegations made by Charlie Haynes during this period. I am disappointed as he chose not to speak with me at all during this period, despite making myself available. What I cannot understand, if he believes alcohol was being sold on the premises, why neither he went to check for himself nor the Police have been called to confirm this.

Finally, if I can help you further then please contact me.

Kind Regards

Alan Spence. Chairman. Marston Saints FC.

20/06/15 Information sharing (including correspondence)

Rural Services Network Digest etc,

Signed by the Chairman.

- OALC May 2020,
- Letter of thanks from Oxfordshire Association for the Blind,
- Letter of thanks from OXSRAD,
- Email thanking Council from the Headteacher of St Nicholas Primary School,
- Letter to the Chairman of Marston Saints FC congratulating them on NHS fundraising,
- Signs for Council-owned sites have been made and awaiting installation,

MEETING CLOSED: 9:12pm