

Minutes of the Old Marston Parish Council Annual Meeting held on the 3rd June 2024 at the Mortimer Hall from 7:00pm.

CONFIRMED

Present:

Parish Council:

Duncan Hatfield – Chairman

Pat Hall (Vice-Chair)

Charlie Haynes

Charlotte Vinnicombe

Mary James

Skye Denno

Peter Williams

Martin Smith

In attendance: Tim Cann (Clerk)

Members of Public: 1

24/06/01 Intention to record the proceedings of the meeting: NONE.

24/06/02 Apologies for Absence: Parish Councillors Louise Milford, Alistair Morris and Mick Bates – Unwell, Louise Upton – Vacation.

24/06/03 Website and social media: DH advised there are an increasing number of followers on Facebook.

24/06/04 Public, County & City Councillors & Thames Valley Police participation (if any requests received)

- a. **Thames Valley Police:** No Report received.
- b. **County & City Councillor Reports:** No Report received
- c. **Public:** No members of the public wished to speak.

24/06/05 Minutes of the Parish Council Meeting held on 13th May 2024.

It was **RESOLVED** these are a true record.

24/06/06 Matters Arising (omitting those for which an Agenda heading follows):

- **Membership to Oxford Preservation Trust:** Corporate membership is £660 (+Vat) which is likely too expensive for the PC. Therefore, for organisations like yours we suggest the PC joins as an individual member, which is £38.50. It was **RESOLVED** to take out an individual membership.
- **Membership to BBOWT:** Group membership rate is £46.00 per year. This is the minimum rate, as we encourage people to give as much as they feel they can afford. It was **RESOLVED** to take out a group membership.

24/06/07 Operational Checks:

- The Clerk reported that the weekly checks on the defibrillator had been carried out. All working correctly.
- The Clerk reported that the weekly checks on the play equipment had been carried out.

24/06/08 Planning:

- **24/01111/FUL – 7 Raymund Road** – Demolition of existing garage. Erection of a single storey detached annexe to be used as ancillary accommodation.

Asked if this can be called in as concerns about inappropriate development.

- **24/01069/FUL – 57 Cherwell Drive** – Change of use of dwellinghouse (Use Class C3) to a House in Multiple Occupation (Use Class C4). Part demolition of existing garage and workshop. Erection of a single storey side and rear extension. Conversion of the garage into habitable space. Provision of bin and bike stores. Associated landscaping to front. **Asked if this council be called in as concern about number of HMO's already in the area.**
- **24/01067/FUL – 14 Beechey Avenue** – Erection of a single storey rear extension. Alterations to existing flat roof rear extension. **No Objection.**
- **24/00931/LBC – 41 Oxford Road** – Alterations to boundary wall including partial re-building and lowering height of intact section. **No Objection.**
- **24/01158/FUL – 2 Broughton Close** – Conversion of garage to habitable space. Erection of a single storey front, side and rear extension. Alterations to 1no window to rear elevation. **No objection.**
- **24/01157/FUL – 32 Oxford Road** – Demolition of existing bungalow, outbuilding, greenhouse, sheds and car port. Erection of a two storey building to create a 1 x 5-bed dwellinghouse (Use Class C3). Installation of 2no. air source heat pumps to rear garden. Provision of car parking, 2no. EV charging points and bin and cycle storage. **No Objection.**

Applications considered between meetings: NONE.

Decisions: (Click to see reasons for refusal)

24/00268/FUL – 82 Arlington Drive – APPROVED

24/00331/FUL – 1 Fairfax Avenue – APPROVED

24/00220/FUL – 27 Marsh Lane – REFUSED

24/00301/FUL – 1A Mill Lane – WITHDRAWN

24/00332/FUL – 44 Arlington Drive – REFUSED

24/00376/FUL – 3 Little Acreage – APPROVED

24/00325/CEU – 14 Salford Road – WITHDRAWN

24/00542/FUL – 14 Beechey Avenue – REFUSED

24/00430/FUL – 95 Oxford Road – APPROVED

24/00431/FUL – 52 Oxford Road – APPROVED

Awaiting Decisions:

20/02457/DEL – Willow Barn, Oxford Road

21/03294/FUL – 56 Marsh Lane

22/03049/FUL – Land North of Bayswater Brook

23/02294/DEL – 46 Oxford Road

Applications to be decided:

- **24/00896/FUL – Ibstocks, 1 Ponds Lane** – Erection of single storey link extension. Conversion of garage into habitable space and associated alterations. Alterations to roof pitch, formation of gable, and insertion of windows and rooflights in association with loft conversion. Alterations to fenestration. Installation of canopy and rendered masonry. Provision of cycle store. (amended description) – NO OBJECTIONS.
- **24/00800/FUL – 14 Salford Road** – Change of use of dwellinghouse (Use Class C3) to a House in Multiple Occupation (Use Class C4). Provision of bin and bike stores. – OBJECT DUE TO NUMBER OF HMO'S IN THE AREA.
- **24/00844/FUL – 22 Raymund Road** – Change of use from dwellinghouse (Use Class C3) to a large House in Multiple Occupation (Sui Generis). Erection of two storey side extension and a part single, part two storey rear

extension. Provision of bin and bike stores. – OBJECT DUE TO NUMBER OF HMO'S IN THE AREA.

- **24/00823/FUL – 6 Oxford Road** – Demolition of rear conservatory and existing side and rear extensions. Erection of a single storey rear and side extension. Erection of a outbuilding to rear. Provision of EV charger to front elevation. – NO OBJECTION.
- **24/00726/FUL – 30 Elms Drive** – Demolition of existing side lean-to extension and removal of side porch canopy. Erection of a single storey rear and side extension. Formation of side porch. (Part-Retrospective) – NO OBJECTION.
- **24/00777/FUL – 50 Raymund Road** – Erection of part single, part two storey rear extension, enlargement of 1no. window at first floor level and insertion of 1no. window at second floor level to side elevation. Formation of 1no rear dormer in association with loft conversion. Insertion of 1no. rooflight to front porch roof slope and 2no. rooflights to front main roof slope. Installation of external wall insulation and 5no. solar PV panels to front main roof slope. – NO OBJECTION.
- **24/00725/VAR – Colthorn Farm, Oxford Road** – Variation of condition 2 (Develop in accordance with approved plans), 3 (Materials in a Conservation Area) and 11 (Design - no additions to dwelling) of planning permission 18/00631/FUL (Erection of 1 x 5-bed dwellinghouse (Use Class C3). Provision of private amenity space. (Amended Description)) to allow alterations of roof and rear elevation materials and to incorporate a side addition on the north elevation for a staircase, utility room and two en-suites. – OBJECTION DUE TO CONCERNS OVER SIZE AND NOT IN KEEPING WITH CONSERVATION AREA.
- **Proposed removal of Marston Ferry Road Bus Stop**
- RESOLVED the clerk write objecting to removal.
- **43rd Scouts Group requesting retrospective permission to have clothes recycle bin in Boults Lane.** – The clerk informed the council that he had ascertained that planning permission was needed as in a conservation area. It was RESOLVED a six-month trial. In the meantime, the clerk to get planning permission for a conservation area.
- **Elsfield Road Bus Stop Noticeboard:** It was RESOLVED to purchase option two at a cost of £1,716.49 plus VAT.

24/06/09 Appointment of members onto existing committees:

Planning Committee – All councillors are members unless specifically stated.

Finance Committee - Charlie Haynes, Pat Hall (Chairman), Mary James, Martin Smith, Skye Denno, Mick Bates.

Staffing & Standards Committee – Duncan Hatfield, Charlie Haynes, Charlotte Vinnicombe, Pat Hall, Martin Smith.

Recreation Grounds, Allotments, Cemetery & Pavilion Committee – Pat Hall. Alistair Morris, Mick Bates, Charlie Haynes, Martin Smith.

Environment Committee: Charlotte Vinnicombe, Alistair Morris, Mary James, Skye Denno.

24/06/10 Appointment of any new committees: NONE.

24/06/11 Review of representation on, or work with, external bodies and arrangements for reporting back:

Public Transport – Mary James

Oxford City Council Parish Forum – Charlotte Vinnicombe, Duncan Hatfield.

Nomination Rights

Old Marston Charities Trust (Two Trustees serving four years) -

Ms. L. Upton Appointment due May 2026.

Mr. D. Hatfield. Appointment due May 2026.

NOTE: Skye Denno is a trustee of the Old Marston Charities Trust in her own right as the vicar of Old Marston

Mortimer Hall Management Committee - Annual appointment - Mr. D. Hatfield

Courtesy Appointments

Oxrad Committee - Annual Appointment – Louise Upton.

24/06/12 Finance: Bank balance as at 28/05/2024 –

Unity Trust Current Account	36,507.43
Newbury Building Society	55,339.05
Skipton Building Society	55,741.50
Petty Cash	7.79
TOTAL	£147,595.77
CiL Money (included in above figures)	£27,272.56

PAYMENTS AWAITING APPROVAL (£ including VAT)

The following accounts to be paid:	£ Incl. VAT
Clerk's Pay Including Expenses, Pension, etc. – May 2024	
CommunityFirst Oxfordshire (Membership)	70.00
Mr T. Cann (Parishioners Refreshments)	31.30
Clerk & Councils Direct (Subscription)	15.50

Castle Water (Cemetery Use)	41.60
BGG (Grass cutting & litterpicking for April)	408.00
Court Place Farm Allotments Association (s.137 Grant)	500.00
DM Payroll Services Ltd (Admin of Payroll)	120.00
TOTAL	£4,115.02
Petty Cash Expenditure:	NONE
INCOME:	NONE

RESERVES

Total Balance	£147,595.77
General Reserves	£31,216.00
Fixed Asset Reserves	£10,000.00
Emergency Reserve	£10,000.00
Total	£96,379.77

- a. It was **RESOLVED** to accept these accounts.
- b. It was **RESOLVED** that the chairman and clerk sign the governance on the AGAR
- c. It was **RESOLVED** that the chairman and responsible financial officer sign the accountability on the AGAR
- d. It was **RESOLVED** that the Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return for the accounts ending 31 March 2024 be displayed.

23/06/13 Clerk's Report:

- The clerk informed the council that the noticeboard for the Elsfield Road bus stop has been ordered and expected mid/late June.
- The clerk also informed the council that the resurfacing work on the Boults Lane parking area had started today.

23/06/14 Reports from Members:

- OXSRAD – Louise Upton gave a written report:
They are interviewing for a new manager this week and have recently done a thorough review of all charges and hirings which had not been increased for several years. One hirer (for non-disabled activities) has dominated the early evenings for all weeknights for some time, and it was agreed that this needed to change. This has been actioned. The arrival of the Hindu temple next door has been welcomed, and we hope there will be some good synergies there. OXSRAD's finances are improving but are still precarious. They have a temporary admin person who is catching up on a backlog of invoices that had not been issued.

So, do please encourage people to join OXSRAD, go there for coffee or donate!

23/06/15 Plus, anything of an urgent nature which has come to the Clerk's attention since the agenda was set.

- Revised patio tender: It was RESOLVED to accept the tender of £3,900.
- Oxfest grant application. MS declared an interest. It was RESOLVED to award a grant of £500.00 towards expanding the community activities.
- Additional parking area work: The clerk met with the contractor this morning. The electricity trench was not part of the original £5,000 tender. This will be an additional £7,000 as needs properly digging out and repairing. While there the clerk took the contractor to the Mortimer Hall parking area. This will be £2,000., if all done at same time. It was RESOLVED to accept the tender of £10,000 to have the trench in Boults Lane and parking area at the Mortimer Hall repaired.

23/06/16 Information sharing (including correspondence)

SD stated that she is getting an increasing number of reports of antisocial behaviour in and around the garden of remembrance. DH advised that this had come up at the annual parishioners meeting and he had emailed the police commissioner.

SD also reported the overgrown grass verges are dangerous outside the church while people are getting in and out of vehicles.

Rural Services Network Digest etc,

SD said the repair café is at village hall on Saturday

Sunday is the start of the National Open Gardens scheme

- OALC Newsletter
- Correspondence
- Items from the Annual Parishioners Meeting:
 - Traffic speeding; Elsfield Road through the village especially coaches. Wondered if signs or something could be installed. The clerk spoke about the traffic survey recently undertaken. How it was requested and paid for the parish council and done to give a benchmark as to the volume, speed and times of traffic in ten locations throughout the parish.
 - There are three issues: speed of traffic, volume of traffic and cyclists mixing with cars and lorries etc.,
 - Better when the mini roundabouts were on Marsh Lane/Cherwell Drive, everything used to flow better,
 - A lot of concerns about LTNs, will they be removed if not working,
 - Concerns about children cycling to and from schools,
 - Could there be a rota of volunteers to do traffic survey at key locations,
 - Could the parish council re-look at the possible cycle path along river over Oxford Preservation Trust land as new management at OPT may be more receptive,
 - Church Yard looks a mess. Not a parish council responsibility but Duncan Hatfield agreed to mention it to the church,
 - Some Grass verges need cutting back e.g. triangle on Marsh Lane, outside Three Horseshoes, 'S' bend on Mill Lane.

- A robbery on St Nicholas Park. Two men on motorbikes entered a mobile home and took various items. Why don't we have any police presence. Three youths are still running riot: shouting, swearing, threatening people in the Church Lane area. Other youths from Barton join in, fields being damaged with lads on scrambling bikes,
- Water leak from Colthorn Farm. Apparently, it is underground springs where nothing can be done,
- Could Back Lane be maintained like it used to be. The chairman said that the parish council used to maintain it but stopped when it could not claim ownership.
- Boundary between Marston Paddock and St Nicholas Park fence. Developers say they are moving fence. St Nickolas Management say not. TC contact developers. (see CV email 23 April), in law says 10% must be green space for play recreation purposes,
- The survey results of community needs are out and can be found on the website.
- Double yellow lines down Boults Lane. The clerk confirmed that the parish council had revisited the matter and had rescinded its previous decision,
- Paul Madeley, assistant operations management of Stagecoach, attended and asked if anyone had concerns about the double decker bus service through the village. Concerns about size and weight of vehicles and the effect on old buildings which do not have foundations, Paul asked about agreement. The clerk said although people talk about it, he had not been able to find if in writing or agreement between. Paul suggested possible doing a survey looking at vehicle vibration,
- Issues continue with access to St Nicholas Park at times for vehicles such as ambulance and dustcarts etc.
- Paul Madeley from Stagecoach is planning on coming to the next council meeting in June.

23/06/17 Date of next meeting: - Monday 1st July 2024 7pm in the Mortimer Hall.

Meeting closed: 7:59

Signed: Chairman

Date:

Please note: Minutes become CONFIRMED following resolution at the following Full Council Meeting.