

**Minutes of Old Marston Parish Council Meeting 1<sup>st</sup> March 2016 at 7:30pm.**

**Present:**

**Parish Council**

<b>Charlie Haynes (CH) - Chairman</b>	<b>Duncan Hatfield (DH) – Vice-Chairman</b>
<b>Patricia Hall (PH)</b>	<b>Michael Cadd (MC)</b>
<b>Angie Tiwari (AT)</b>	<b>John Batey (JB)</b>
<b>Peter Cox (PC)</b>	<b>Michael O’Keefe (MO)</b>
<b>Barrie Lewis (BL)</b>	<b>Nils Bartleet (NB)</b>
<b>Tony Greenfield (TG)</b>	<b>Tim Cann (Clerk)</b>

**City Council**

<b>Cllr Mary Clarkson (M)</b>	<b>Cllr Mick Haines (MH)</b>
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**Members of the Public : 8**

**CH asked if anyone intended to record the proceedings of the meeting.** None.

**CH asked Councillors to declare any prejudicial interests.** None

**16/03/01 Apologies for Absence:**

**ACTION**

**Cllr Peter Williams                      County Cllr Mark Lygo**

**16/03/02 Minutes of the meeting held on 2<sup>nd</sup> February 2016.** JB pointed out that, in 16/02/09, it stated JW when it should be JB. Once amended it was approved to sign.

**16/03/03 Matters Arising (omitting those for which an agenda heading follows).** None.

**16/03/04 Requests from members of the public to speak.** None.

**16/03/05 Planning**

**Applications to be decided :**

**16/00262/FUL – 31 Oxford Road** – Conversion of existing barn into habitable space. Render existing dwelling. Replacement of windows and doors. Insertion of 2no. roof lights . – **No Comment.**

**16/00355/FUL – 60 Marsh Lane** – Erection of a two storey side extension. – **No Comment.**

**16/00216/FUL – Pond House, 2 Mill Lane** – Erection of porch to front elevation. Formation of 2no. dormer windows to front roof slope and 1no. dormer window to rear roof slope. Replacement windows. Installation of render. Erection of first floor level to existing garage to create a games room and study area. – **No Comment.**

**16/00392/FUL – Oxford City FC, Court Place Farm, Marsh Lane** – Formation of a new external 3G artificial turf sports pitch to replace existing grassed football pitch. – **No Comment.**

**Applications considered between meetings:-** None.

**Decisions:**

**15/02476/FUL – Oxford City FC – APPROVED.**

**15/03575/FUL – 26 Nicholas Avenue – APPROVED.**

**15/03601/FUL – 45 Rippington Drive – APPROVED.**

Signed by the Chairman.

**Awaiting Decisions:**

15/02282/OUT – The Jack Russell Public House

15/03410/FUL – 19 Arlington Drive

16/00054/FUL – 1 Harlow Way

16/00144/FUL – Land adjacent 20 Salford Road

**16/03/06 Recreation Grounds.**

TG went through the minutes of the Recreation Ground Committee meeting of the 23<sup>rd</sup> February 2016. He proposed Council accept the quotation of £3,819.83 + VAT for a path to be installed running 15 metres from the subway entrance to the gate of the play area. MC seconded. All agreed. TG proposed that Council add the Mortimer Hall Recreation Ground to the existing pest control contract for one year at an additional cost of £148 per quarter. Seconded MC. All agreed.

**16/03/07 Assets of Community Value**

JB presented to the Council his report, attached, proposing that Council recommend The Red Lion as an ACV. NB asked if other assets had been considered. CH stated that this was the start. There was nothing stopping the Council from looking at other assets in the Parish and adding them if thought necessary. CH proposed Council accepts recommending The Red Lion as an ACV. JB seconded. All agreed.

**16/03/08 Neighbourhood Plan**

JB advised that he and PW had come to the stage where it was either to go for a Neighbourhood Plan or not. A recommendation would be put to the Council at the April meeting. CH thanked JB and PW on behalf of the Council for all the work and time they have put in.

**16/03/09 Queen's 90<sup>th</sup> Birthday Celebration.** CH proposed that the Clerk asks the Victoria Arms if they would hold their annual Parish Fete around the Queen's official birthday. Seconded MC. 11 for. 1 Abstention.

**16/03/10 Celebration of Tony & Alice Price 25 years ministry in Old Marston.**

JB proposed Council contribute £300 towards the tea party Geoff Hale had suggested. NB seconded. All agreed.

**16/03/11 Finance**

- a. Bank balance as at 23/02/2016 –  
Current Account £20,810.52 (including £2,307.73 CIL money) Petty Cash £155.77  
Business Reserve Account £18,741.69 Newbury Building Society Account £244,045.21

The following accounts to be paid:

	£ Incl. VAT
Clerk's Pay including expenses, pension, NI, Tax, etc. – February 2016	
Charlie Haynes (Phone/BB Service February 2016)	20.00
BGG (Litter picking & Grass cutting for December 2015)	151.80

Signed by the Chairman.

BGG (Litter picking January 2016)	61.80
Get Online (Chairman's email address)	24.00
Thames Water (Cemetery)	12.64
OALC Annual Membership (2016)	610.64
LexisNexis (Arnold-Baker 10 <sup>th</sup> Edition)	97.45
<b>TOTAL</b>	<b>2,121.99</b>
<b>Petty Cash Expenditure:- None</b>	
<b>INCOME :-</b>	
HMRC (VAT Return 3 <sup>rd</sup> Quarter)	863.75
Mortimer Hall (2016 Rent)	0.05
Openreach (Wayleave)	8.82
<b>TOTAL</b>	<b>872.62</b>

**b.** CH asked for confirmation acceptance to pay accounts. JB seconded. All agreed.

**c. Internal Reconciliation third quarter.** NB advised Council that he had checked all transactions in all of the accounts, petty cash, VAT returns and confirmed he was completely satisfied. As chairman of the Finance Committee JB thanked NB for the work he had done.

### 16/03/12 Highways

**a. Street light in Church Lane:** CH advised that one resident had asked that if it was installed not to be near them, as this was in the old Bricklayers end of the lane where a light already exists this was agreed pointless.

CH proposed accepting MH's offer of £1,000 to install the light. DH seconded.

All agreed.

**CLERK**

**b. Street light Boults Lane:** CH proposed the Clerk gets costs to install and other possible costs. PC seconded. All agreed.

**CLERK**

**c. Benches :** MC proposed accepting Oxford City Council's offer of £500 per location. TG seconded. All agreed. JB proposed amending from 3 benches to 1 bench. No seconder.

**CLERK**

**d. Speed Sign in Oxford Road:** The Clerk detailed the costings from the Oxfordshire County Council as a guide to installing a sign showing "20+ slow down" to a lamp column; the capital provision would be approximately £2,500 + VAT plus a commuted sum towards ongoing energy and maintenance. The Parish Council have one of two options:

Signed by the Chairman.

Option 1: Minimum County involvement of dealing with the ongoing energy payment and 1<sup>st</sup> line response in an emergency or failure/damage situation and then reporting the implications to the Parish Council for them to decide and fund what action to take to repair/replace the unit. £857+VAT.

Option 2 : County takes on full responsibility for the unit repair/replacement/maintenance and of course the ongoing energy payment would add £3,167+VAT to the capital cost.

	Option One	Option Two
Capital Cost	£2,500.00	£2,500.00
Running costs	£857.00	£3,167.00
TOTAL	£3,357.00+ 671.40 VAT	£5,667.00+1,133.40 VAT

After some discussion all agreed that it was not something the Council would consider doing at this moment in time.

### 16/03/13 Headington5 Sunday 28<sup>th</sup> August 2016

CH reminded Council that over the last few years Headington Roadrunners had used the Boult's Lane Recreation Ground as the starting point for their annual 5K run. CH proposed allowing them to use the field this year. MC seconded. All agreed. Clerk to inform MSFC/Scouts & CPFAA.

**CLERK**

### 16/03/14 Revised Standing Orders

- a. Parking Recommendation: The Clerk informed the Council about standing order 7 as mentioned in the hand out before the meeting, copy attached. CH proposed the Council pass a resolution reverting back to the original recommendation of limited parking. NB seconded. All agreed.
- b. Standing Orders:
  - 3e currently reads **Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.**
  - JB proposed amending to **Members of the public may make representations, request information, answer questions, and give evidence at a meeting which they are entitled to attend in respect of council business. Where appropriate, and if council deem necessary, items will be put on the agenda for the next meeting unless already within the clerk's delegated powers or dealt with in accordance with standing order 3(h).**
  - 3i relates to a person standing when speaking and agreed this would be removed.
  - 3l currently reads **Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted.**
  - It was proposed adding **Any recording must cease if the council resolves to move into confidential session as per the Public Bodies (Admission to Meetings) Act 1960.**
  - 4dvi & vii updates the appointment of a vice-chairman to committees as well as a chairman.

Signed by the Chairman.

25 add a new entry stating **Any change or any new standing orders will be presented to one meeting and a resolution to adopt will be considered at the next meeting.**

CH confirmed that these changes will be made and presented to the next meeting for considering adoption.

**16/02/15 Clerk's annual salary review.**

CH proposed the Council go into confidential session. NB seconded. All agreed. All members of the public and the Clerk left the room. It was agreed the Clerk would get a 1.5% increase.

**16/03/16 Website, Facebook, Twitter & Streetlife**

DH informed the meeting that there were ongoing updates to the website and more people seem to be following what the Council are doing on all of the social media sites and our website.

**16/03/17 Information Sharing (including correspondence)**

CH advised that there is a meeting tomorrow (2<sup>nd</sup>) at 3pm at the Victoria Arms to see plans for the proposed alterations. He said all are welcome to attend and encouraged members of the Planning Committee to attend if possible.

JB asked about the process with the Football Foundation grant. CH said that he had spoken to the Football Foundation and had given a verbal agreement of intent to apply for a grant.

NB advised that there had been nothing official from the County Council with regard to any funding cuts in the subsidies to buses.

New Pavilion: awaiting confirmation from Football Foundation of new grant year.

Rural Services Network – Digests, Bulletins etc.

“Pavement are for People” poster from City Council

Thank you for grant from Scouts.

Meeting closed 21.48

**Date of Next Meeting:** Parish Council meeting Tuesday 5<sup>th</sup> April 2016 in Mortimer Hall at 7:30pm.

Signed by the Chairman.