

**Minutes of the Old Marston Parish Council Meeting held on the 5<sup>th</sup> March 2018 in the Mortimer Hall at 7:30pm.**

**Present:**

**Parish Council:**

**Duncan Hatfield (DH) – Chairman**

**Nils Bartleet (NB)**

**Michael Cadd (MC)**

**Michael O’Keefe(MO)**

**Pat Hall (PH)**

**Peter Cox (PC)**

**Tony Greenfield (TG) – Vice-Chairman**

**John Batey (JB)**

**Barry Lewis (BL)**

**Anjana Tiwari (AT)**

**Peter Williams (PW)**

**Tim Cann (Clerk)**

**City Council: Cllr Mick Haines (MH)**

**Cllr Mary Clarkson (M) – Arrived late**

**Thames Valley Police: None**

**Members of the Public: 7**

**18/03/01** No Councillors declared any prejudicial interests and no one intended to record the proceedings of the meeting.

**18/03/02 Social Media:** DH reminded people that any information regarding the Parish Council can be found on the website, FaceBook page or Twitter account which are kept up to date as much as possible, or to contact the Clerk.

**18/03/03 Apologies for Absence:** Parish Councillor Charlie Haynes – Holiday, County Councillor Mark Lygo – Clash of meetings.

**18/03/04 Minutes of the meeting held on 5<sup>th</sup> February 2018.** It was RESOLVED these are a true record.

**18/03/05 Matters Arising (omitting those for which an agenda heading follows):** AT advised that the telephone kiosk in Salford Road had still not been removed. The Clerk confirmed that it had been reported.

**18/03/06 Public, County & City Councillors & Thames Valley Police participation (if any requests received)**

**a. County & City Councillors Report(s)**

**City Councillor Mick Haines:** Confirmed he would be doing another school presence with PCSO Kerry Yaxley. With a potential of over 1,000 homes being built he was lobbying for a new sewage pump to be installed in the area and for the Cherwell Drive traffic lights to be kept. He had not had any response recently from Johnny Kidney regarding Swan School.

**b. Thames Valley Police:** No Report Received.

**c. Public Participation:**

**Alistair Morris** spoke about the Parish Council supporting the planting of fruit trees and vegetables in communal areas. DH asked if they could put something together to be discussed further at the next meeting.

**Bruce Ross-Smith** spoke about the great uncertainty of Swan School and with potentially 750 houses near Elsfield the school development could become huge to cater for the extra children. Hopefully the public meeting on the Elsfield development will be well attended.

Signed by the Chairman.

- 18/03/07 Boundary Review Update:** DH reminded the meeting that there were two reviews being undertaken; one on the Oxford City Council wards and the other on the Parish Council boundary. The Clerk confirmed that as yet no response had been received and that he had asked the City Council, who would do the consultation, to get local community's feelings towards it.
- 18/03/08 General Data Protection Regulation (GDPR):** The Clerk stated that the regulation was currently going through Parliament and although it would be passed there were some finer details to be confirmed. He would be doing some work in preparation for the May deadline and hopefully have more information for the April meeting.
- 18/03/09 Sound System:** A small speaker and microphone had been borrowed from OXSRAD to see whether it improved people hearing everyone. NB stated that it was a good thing as the chairman would control the meeting more easily.
- 18/03/10 Swan School:** No further information as yet. TG said about a rumour the rugby club would be moving, which could open up potential land for Cherwell School to expand. Bruce Ross-Smith advised that as far as he was aware this was still just a rumour. M reminded the meeting that if Cherwell School expanded then the funding would have to come from the County Council which they had stated from the start they do not have.
- 18/03/11 Elsfield Road Footpath:** The Clerk advised that everything had been confirmed, the City Council had advised that they were fully booked until the end of this financial year but would contact the Clerk mid to late April.
- 18/03/12 Community Forum Update:** TG reported that this used to be the Neighbourhood Action Group (NAG) but had changed its name and there was little happening in and around Marston. The main points being around Bury Knowle Park; parking issues at schools and drug abuse.
- 18/03/13 Mortimer Hall Management Committee:** TG reported that the hall is very well run by its committee. They are seeking quotes for new fencing and getting a new cleaner. They are also reviewing Health and Safety in and around the hall.
- 18/03/14 Public Transport Report:** NB reported that he was unable to make the recent meeting. However the main problem is with the County Council pulling out of the group. They no longer send anyone to the meetings which is a shame as there is a wide representation from across the County.
- 18/03/15 Oxford Half Marathon:** The Clerk brought the Council's attention to the report he had written which had been sent with the agenda. He confirmed that the County Council will set the route as they felt having more than one input would just delay and complicate matters. AT asked how many charities were involved. The Clerk was unsure but would find out.
- 18/03/16 OXCLEAN:** DH confirmed that due to the weather conditions at the weekend the event had to be postponed until Saturday 17<sup>th</sup> March at 10am.
- 18/03/17 Calendar Update:** TG confirmed that he had 50 printed at a cost of approximately £200 and sold 44, raising £77 profit. It was RESOLVED this would be given to OXSRAD.

Signed by the Chairman.

**18/03/18 Parish Fete & Fun Day:** DH advised the meeting that this will be held on the 23<sup>rd</sup> June at the Victoria Arms. DH, the Clerk and Ruthie, the landlady, had a meeting to start organising the event. There will be another meeting next Tuesday if anyone wishes to take part. NB stated he hoped there would be a better location for the Council stall. DH confirmed that it will be better managed this year.

**18/03/19 Local Council Award Scheme:**

- a. **Publication Scheme:** The Clerk informed the Council that a publication scheme is an essential document as it shows people where they can find any of the Council's policies, forms, councillor details etc. JB thanked the Clerk for the work in producing the document. It was RESOLVED to adopt the Publication Scheme.
- b. **Action Plan:** The Clerk explained that the action plan is mainly taken from the budget and lists what the Council is planning to do in that financial year. PW stated it should include that the Council will actively monitor and seek to influence situations which would have an adverse effect on the Parish. After some discussion it was RESOLVED the Clerk would circulate the document to the Councillors for their views and bring to the next meeting.

**18/03/20 Recreation Grounds & Cemetery**

- a. TG confirmed that the weekly safety checks had been done.
- b. It was RESOLVED to accept the minutes of the Committee meeting held on the 22<sup>nd</sup> February.
- c. It was RESOLVED to accept the tender to replace the inner of the waste bin with galvanised metal at a cost of £250 including materials and fixing.
- d. Grass Cutting Contract: It was RESOLVED to accept the tender for £4,890 plus VAT.

**18/03/21 Boults Lane Development Update:**

- i) Flooded grass area outside double doors: It was RESOLVED to accept the Marston Saints FC offer to dig a drainage trench taking the excess water to the car park. The Clerk advised that Stanley's seems to have fixed the leaking roof. The external security light had been fixed. He was still waiting for a quote for the fencing. Marston Saints had advised him of a number of faults. It was RESOLVED the Pavilion Committee would meet to assess the various matters.
- ii) Main social area: it was RESOLVED to accept the tender to install 4 x heaters at a cost of £1,032.82
- iii) Defibrillator: It was RESOLVED to allow MSFC to install a defibrillator on the outside of the Roy Garner Pavilion. This will be in a key code locked cabinet.

**18/03/22 Signage for Parish Council property:** Signs measure 210mm x 148mm x 3mm in aluminium costing £27.48 each.

**MORTIMER HALL RECREATION GROUND**

This play area is owned by Old Marston Parish Council.

It is checked on a regular basis, however should you find any damage to the equipment or broken glass please telephone 01865 203 139 or email [clerk@oldmarston-pc.gov.uk](mailto:clerk@oldmarston-pc.gov.uk)

**BOULTS LANE RECREATION GROUND**

Signed by the Chairman.

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**OLD MARSTON MILL LANE ALLOTMENTS**

This allotment site is owned by Old Marston Parish Council.  
It is managed by Old Marston Mill Lane Allotment Association (OMMLA) please contact

**ELSFIELD ROAD CEMETERY**

This cemetery is owned by Old Marston Parish Council.  
It is checked on a regular basis, however should you find any damage or broken glass please telephone 01865 203 139 or email clerk@oldmarston-pc.gov.uk

JB proposed having OLD MARSTON PARISH COUNCIL as the first line in bold. It was RESOLVED that subject to the tender still being £27.48 for each sign then the signs would be purchased.

**18/03/23 Finance**

- a. Bank balance as at 26/02/2018 –  
Current Account £16,689.47 (including £8,087.26 CIL money) Petty Cash £139.04  
Business Reserve Account £3,746.20 Newbury Building Society Account £113,536.24

The following accounts to be paid:	£ (Incl. VAT)
Clerk's Pay Including Expenses, Pension, etc. – February 2018	
Total Pest Control (Quarterly Charge)	390.00
Marston Village Hall/Mortimer Hall (s.137 Grant)	300.00
Mortimer Hall Pre-School (s.137 Grant)	300.00
BGG (Litter Picking for January 2018)	61.80
Richard James (Internal Auditor's Interim Review)	259.00
BT (Clerk's Office Phone)	99.91
Cardiac Science Holdings (UK) Ltd (Defibrillator)	1,812.00
Staples (Stationery)	158.60

Signed by the Chairman.

<b>TOTAL</b>	<b>£4,278.80</b>
<b>Petty Cash Expenditure:-</b>	
Amazon (Lime Scale Remover for Pavilion Showers)	29.00
<b>TOTAL</b>	<b>£29.00</b>
<b>INCOME :-</b>	
HMRC (VAT Return Oct – Dec 2017)	751.69
Openreach (Wayleave)	8.82
Mr J. Batey (Purchase of Chairman’s Tablet)	125.00
<b>TOTAL</b>	<b>£885.51</b>

It was RESOLVED unanimously to accept the above payment of accounts.

b. It was RESOLVED to accept the Internal Auditor’s Interim Review.

**18/03/24 Planning:**

**Applications considered between meetings:** None.

**Decisions:**

17/03090/FUL – 50 Raymund Road – APPROVED

17/03334/FUL – 46 Mortimer Drive – REFUSED

17/03285/FUL – 10 Elsfield Road - APPROVED

**Awaiting Decisions:**

17/03403/FUL – 9 Rippington Drive

18/00029/FUL – 35 Rippington Drive

18/00069/FUL – 4 Cavendish Drive

18/00104/FUL – 4 Broughton Close

**Applications to be decided:**

**18/00417/FUL – 20 Gordon Close** – Erection of a first floor side and rear extension  
– NO OBJECTIONS.

**Elsfield/Barton Development:** PW advised the Council of his observations on the 750 dwelling development. The Clerk read a letter which he had prepared using PW’s comments. JB asked if the Barton Park impact could be added.

**It was RESOLVED that with the amendments the letter would be sent ASAP.**

**18/03/26 Information sharing (including correspondence)**

- Back Lane has now been cut back,
- Rural Services Network Digests etc.,
- OALC Newsletter February 2018
- Boundary Letter,
- Email from resident regarding play equipment in Boults Lane and Clerk’s response,

Signed by the Chairman.

- Email from resident regarding play equipment in Boult's Lane and double yellow lines at Marston Ferry Road/Cherwell Drive junction and Clerk's response,
- Letter from Geoff Hale thanking the Council for the grant and stating the Marston Times is circulated to approximately 700 households,
- Note from Jane Burd thanking the Council for the grant and inviting people to come along to church on the 3<sup>rd</sup> Sunday at 10am to hear the choir,
- Letter from Oxfordshire Association for the Blind thanking the Council for the grant.

Public Feedback – None.

**18/03/27 Items of an urgent nature which have come to the Clerk's attention since the Agenda was set:**

- The Clerk advised that the Council's membership to the OALC expires on the 31<sup>st</sup> March 2018 and the renewal reminder only late this week. It was RESOLVED to renew the OALC membership.
- The Clerk advised that with the old pavilion now technically empty the insurance cover will be limited to fire, lightning, explosion and aircraft only. The Council needs to decide whether to continue with the restricted cover or cancel the cover on the old pavilion and have a refund of approximately £500. It was RESOLVED to cancel the cover.

MEETING CLOSED: 9:29pm

Signed by the Chairman.