

Minutes of the Old Marston Parish Council Meeting held on the 7th March 2022 at the Mortimer Hall from 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)	Alan Spence (AS)
Mick Cadd (MC)	Tim Cann (Clerk)

Members of Public: 3

22/03/01 Intention to record the proceedings of the meeting: NONE.

22/03/02 Apologies for Absence: parish councillor Mick Bates – family matters, parish councillor Skye Denno – Work commitments, parish councillor Peter Williams – away, city councillor Mary Clarkson – City Council commitments, city councillor Mick Haines – city council commitments, county councillor Mark Lygo – county council commitments.

22/03/03 Website and social media: DH advised that he was keeping up to date with the website contents. Anything happening around the parish please let him know. Followers increasing on Twitter & Facebook.

22/03/04 Public, County & City Councillors & Thames Valley Police participation (if any requests received)

a. Thames Valley Police:

PCSO Frazer: Informed the council that that he had completed his training and is now a qualified police officer. Unfortunately, this means that he will be leaving working the Marston area. He had dealt with an abandoned vehicle on St Nicholas Park and some in New Marston. There was drug activity in Raymund Road which is being investigated. He confirmed that if cars are parked dangerously, they are sent a warning letter and booked if persistently offending.

b. County & City Councillor Reports:

City Councillor Mick Haines – The clerk read out city councillor Mick Haines's report: I am against the Low Traffic Network. I have heard that the county council are planning to instal a bus gate on the Marston Ferry Road in 2023. The parking at dropping off and picking up time for the Swan School has become madness. I am still very concerned about flooding for Old Marston if all the housing developments go ahead.

c. Public:

NONE.

22/03/05 Minutes of the Parish Council Meeting held on 7th February 2022. It was **RESOLVED** these are a true record.

22/03/06 Matters Arising (omitting those for which an Agenda heading follows):

No matters arising.

22/03/07 Operational Checks:

- The clerk reported that the weekly checks on the defibrillator had been carried out with no faults found.
- The clerk reported that the weekly checks on the play equipment had been carried out with no faults found.

22/03/08 Queen's Platinum Jubilee:

The Clerk confirmed that he had now received ten flags and ten packs of bunting.

The Clerk also advised that the Red Lion pub had not made any celebration plans as yet but are willing to work with the council. The clerk had not heard from the Victoria Arms pub yet. DH advised that the church is organising events and would keep the council informed when more definite.

22/03/09 Planning:

Applications considered between meetings: NONE.

Decisions:

21/002637/FUL – 1 Lewell Avenue – **REFUSED**

21/03153/FUL – 42 Arlington Drive – **APPROVED**

21/03120/FUL – 86 Arlington Drive – **WITHDRAWN**

Awaiting Decisions:

20/02457/DEL – Willow Barn, Oxford Road

20/03034/FUL – Hill View Farm

21/01217/FUL – Land West of Mill Lane.

21/02580/FUL – St Nicholas Caravan Park/Marston Paddock

21/02887/FUL – 52 Mill Lane

21/03294/FUL – 56 Marsh Lane

21/03100/FUL – Land to rear of 1 Cromwell Close

21/03401/FUL – 47 Cherwell Drive

Applications to be decided:

- **22/00187/FUL – 140 Oxford Road** – Formation of dropped kerb – **ASKED TO BE CALLED IN**
- **21/03446/VAR – Street Record from Raymund Road to Garages Rear of 18-34 Mortimer Dive** – Variation of condition 2 (Develop in accordance with approval plans) of planning permission 18/00546/CT3 to allow alterations to ridge height and casement locations. – **NO OBJECTION.**
- **22/00434/FUL – 4 Southcroft** – Demolition of the existing garage and annexe. Erection of a single storey front extension and a two-storey front extension, erection of a two-storey side extension and a single storey rear extension. Alterations to windows and doors to front and rear elevation. Alteration to driveway. – **NO OBJECTION.**
- **22/03466/FUL – 6 Cromwell Crescent** – Erection of a front porch and a single storey rear extension. Erection of a first-floor roof extension, formation of 2 dormers to west elevation roof space, and 1 dormer to east elevation roof space. Insertion of 1 rooflight to north elevation and 5 rooflights to south elevation in association with loft conversion. (Amended description) (Amended plans). – **NO OBJECTION.**
- **Update on former Jack Russell site:** Work ongoing
- **Update on Land West of Mill Lane** – No further information received.
- **Update on Marston Paddock** – No further information received.
- **Update on Back Lane** – CV advised she had received confirmation in writing from the City Council. She read out her proposed statement which was **RESOLVED** to accept.
- PH mentioned the field at the back of the Mortimer Hall Recreation Ground being used as a dump. The clerk and CV confirmed that this had been reported numerous times. It was **RESOLVED** the clerk report it again.

22/03/10 Finance: Bank balance as at 26/02/2022 –

Unity Trust A/c. £39,227.48 (including CiL £18,189.40) Petty Cash £179.74

Skipton Building Society A/c £5,036.09 Newbury Building Society A/c £86,950.84

The following accounts to be paid:	£ Incl. VAT
Clerk's Pay Including Expenses, Pension, etc. – February 2022	
BGG (Litter Picking January)	72.00
Staples (Ink)	64.41
Microsoft (Annual 365 Fee)	79.99
Richard James (Internal Auditors Interim Report)	365.00
SLCC (Clerk's Training)	54.00

Acacia Landscaping (Pruning trees in Cemetery)	336.00
OALC (Annual Membership)	691.23
Oxfordshire Garden Contractors (Hedge Cutting)	1,512.00
Fully Charged Live (AM Ticket)	45.00
TOTAL	£5,461.69
Petty Cash Expenditure:	No Expenditure
INCOME:	No Income

- a. It was **RESOLVED** to accept these accounts.
- b. Confirmation that the NATWEST accounts have been closed and all funds transferred into the Unity Trust Bank Account.
- c. **Moorcroft Debt Recovery Letters:** The clerk advised that he had received a letter from Moorcroft Debt Recovery stating that the council owed £1,393.85 to HMRC. The clerk took advice from the OALC financial advisor who provided a template letter which the clerk sent. Moorcroft Debt Recovery then replied saying the file had been closed! The OALC has asked the clerk to write a report on the matter, so they can bring this up with the NALC, which he had done. It was **RESOLVED** that the clerk also report the matter to the Financial Ombudsman.
- d. **Internal Auditors Interim Report:** DH went through the report and it was **RESOLVED** that all aspects of the Standing Orders and Financial Regulations must be adhered to. The clerk advised that he had been working on a 'Value for Monday' statement which would emphasize the requirements of procedures. This would be circulated for adoption at the April meeting.

22/03/11 Pavilion, Recreation Grounds & Cemetery Committee meeting held on the 2nd March where the following recommendations were made:

- The clerk to get quotes for shuttering at the rear of the car park.
- The clerk to get quotes for fencing on the boundary with allotments.
- To replace the cooler room ceiling with plasterboard
- Accept the grass cutting tender: The clerk advised that he had sent out six tenders, had two responses of interest but only one had tendered.
- The clerk to contact OMMLAA to set up a meeting with the committee to discuss the lease renewal.

It was **RESOLVED** to accept all.

22/03/12 Environment Committee meeting held on the 24th February where the following recommendations were made:

- Accept the notes of the Climate Change Workshop and once agreed, post on the website.
- With the Jubilee celebrations that planting of replacement trees is a priority.
- AM advised that he had identified ten locations where trees had been removed or were dead so needed replacing.

It was **RESOLVED** to set a budget of £5,000 for the replacement of trees once the City/County Council had agreed.

22/03/13 Governance & Administration:

- **Elections:** DH confirmed that the whole parish council was up for election in May and forms were available from the elections officer at the city council. The clerk confirmed that he is usually sent a blank form which he can print out for anyone who wishes. DH reminded those standing for city council elections that this was separate from that of the parish council.
- **Review of committees & their terms of reference:** DH informed the council that workloads for himself and the clerk had increased significantly. One suggestion from the Staffing & Standards Committee was for committees to be given more delegated powers and perhaps the Environment Committee and Planning Committee merge. After some discussion it was **RESOLVED** the Clerk compile a report showing budget allocation for each committee and it be discussed at the April meeting.

22/03/14 Oxfordshire County Council's Zero Emissions Zone:

After some discussion it was noted that, at present, it was a few streets in the city centre.

22/03/15 Plus anything of an urgent nature which comes to the Clerk's attention since the agenda was set:

Land North of Bayswater Brook: Peter Williams and AM had attended one of the webinars and Peter's notes were reviewed. MJ stated that a school bus of some sort would be a great benefit as Marston is madness at certain times of the day with St Nicholas Primary School, Swan School and Cherwell School children all arriving and leaving. It was **RESOLVED** that the Environment Committee would review this at its meeting on the 21st March.

22/03/16 Information Sharing:

- AM asked about the community shop. DH advised that it was agreed by council at the last meeting it would be discussed once a reply had been received from the Mortimer Hall Management Committee. However, it was difficult legally due to several factors. One suggestion from the hall committee was the hall be hired on a Saturday for a farmers market type event.

- Rural Services Network Digest etc,
- OALC Newsletter.

22/03/17 Date of next meeting:

Monday 4th April 2022 at 7pm in the Mortimer Hall.

MEETING CLOSED: 8:50pm

Signed:
Chairman

Date:

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