

Minutes of the Old Marston Parish Council Meeting held on the 4th March 2024 at the Mortimer Hall from 7:00pm.

CONFIRMED

Present:

Parish Council:

Duncan Hatfield (DH) – Chairman	Charlotte Vinnicombe (CV)
Pat Hall (PH) (Vice-Chair)	Mary James (MJ)
Peter Williams (PW)	Martin Smith (MS)
Mick Bates (MB)	Skye Denno (SD)

In attendance:

Tim Cann (Clerk)	Members of the Public: 6
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24/03/01 Intention to record the proceedings of the meeting: NONE.

24/03/02 Apologies for absence: Parish Councillors Louise Milford – unwell, Alistair Morris – Unwell, Louise Upton – clash of meetings, Charlie Haynes – prior engagement, Oxfordshire County Councillor Mark Lygo – On vacation.

24/03/03 Website and social media: DH advised the council that there had been some issues with people trying to hack into the website, however, they had been unsuccessful. Facebook has over 350 followers and Twitter 870.

24/03/04 Public, County & City Councillors & Thames Valley Police participation (if any requests received)

a. Thames Valley Police: No Report received.

b. County & City Councillor Reports:

- **Report from City Councillor Mary Clarkson:** as Mary was going to be late, the clerk read out Mary's report:

Anti-social behaviour in Old Marston Village: I have received complaints about a few boys (age 11-12) hanging around in the alleyway between Harlow Way and Church Lane, damaging residents' shrubs and climbing on a shed roof. The complainant has raised this with Thames Valley Police. I have also raised it with the City Council's anti-social behaviour team. I have told residents that it is essential to gather more information about where the boys live so that perhaps they can be identified and the ASB Team and Police can talk to them and their parents.

Marston Paddock: I had a meeting on 27th February with the Customer Liaison Officer and members of the construction team from Lucy's to discuss the problems associated with the building work.

- The Lucy's team will move onto the site at the beginning of April when the groundworks are completed.
- There have been no complaints about bad parking and obstructions for about a month. There had been some complaints about lorries leaving their engines running while waiting to access the site before the stipulated start time of

0900. This is no longer happening. Any complaints should be made to Ed Houghton (customerservices@lucydevelopments.com).

- Wheel washing was not initially being done onsite but it is now;
- There is likely to be some delay and inconvenience for residents of St Nicholas Park when a water pipe is taken into the site. Lucy's need to apply for a licence for this. Residents will receive communications on this.
- Lucy's have had a meeting with the manager of St Nicholas Park who is happy to act as a post box for residents and to pass on concerns.
- I raised the issue of anti-social behaviour with Lucy's as I had received a complaint that local youths were trying to access the site. There are several monitored CCTV cameras onsite which produce high quality pictures and it may be worth publicising this more widely to deter potential trespassers.
- I also raised the issue of parking when sub-contractors come onsite, given that this was a significant problem when the Swan School was being built. Lucy's explained that they have induction training for all drivers to explain the rules about accessing the site. There will also be sufficient onsite parking for sub-contractors and for material storage so the same problems should not occur.

Meeting with Oxfordshire County Council to discuss school run parking in Old Marston: On 26th February, I attended a meeting with the Clerk, Charlotte Vinnicombe and the Head of St Nicholas' Primary School to discuss school run traffic. A representative of the Swan School was unable to attend and we hope to arrange a separate meeting with them.

We discussed the possibility of setting up a School Streets scheme for St Nicholas. Most such schemes are now being enforced by ANPR rather than by relying on volunteers. It was accepted that there will always be a number of taxis which drive to St Nicholas School as they need to take pupils to the autism base there. A 'white list' of exempted number plates can be set up. The cost of such a scheme is £75,000-£100,000.

c. Public:

- David Baldwin, tree officer for Oxford City Council, spoke about the overhanging trees along the bus route running through the village. Stagecoach bus company are planning to run a double decker service along the route and several trees are in danger of damaging the buses. Stagecoach will be delivering leaflets to residents about the issue. There were concerns about it being a conservation area and whether double decker buses were suitable for the route.

24/03/05 Minutes of the Parish Council Meeting held on 5th February 2024.

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

24/03/06 Matters Arising (omitting those for which an Agenda heading follows):

- **Parish Councillor Louise Milford:** The clerk informed the council that Louise Milford is unwell and has asked for dispensation from council meetings during her illness. It was **RESOLVED** to allow six months leave

and the clerk to write thanking Louise for her contribution and wishing her well in her recovery.

- **Talk from Emma Teasdale of Reducing the Risk:** DH read out the email from Emma saying how disappointed she was regarding some people reaction during her presentation. DH stated it was unacceptable and reflected badly on the council.

24/03/07 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. All working correctly.

24/03/08 Planning:

Applications considered between meetings: NONE.

Decisions:

23/02532/FUL – 68 Elms Drive – **APPROVED**

23/02881/FUL – 78 Oxford Road – **APPROVED**

23/02818/FUL – 25 Fairfax Avenue – **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:

Feedback from meeting with Lucy Development: See attached report.

24/00268/FUL – 82 Arlington Drive – Demolition of existing rear conservatory and single storey extension. Change of use from dwellinghouse (Use Class C3) to a large House in Multiple Occupation (Sui Generis). Erection of a single storey rear extension. Part conversion of garage into habitable space and bike store. Formation of 1no. dormer to rear roofslope in association with loft conversion. Installation of 9no. solar panels to front roofslope. Removal of 1no. window to rear elevation. Insertion of 3no. rooflights to front roofslope. Replacement of 1no. door with 1no. window to rear elevation. Provision of amenity space, car parking, bin and cycle stores. – **CONCERNS REGARDING NUMBER OF HMO'S IN THE AREA. ASKED TO BE CALLED IN.**

23/02294/FUL – 46 Oxford Road – Erection of a 1 x 2-bed bungalow (Use Class C3). Installation of solar panels and 1no Air Source Heat Pump. Provision of means enclosure, landscaping and bin and cycle storage. (amended plans and description). – **NO OBJECTIONS.**

24/00331/FUL – 1 Fairfax Avenue – Demolition of existing rear conservatory. Erection of a single storey rear extension. – **NO OBJECTIONS.**

24/00220/FUL – 27 Marsh Lane – Change of use from dwellinghouse (Use Class C3) to a larger House in Multiple Occupation (Sui Generis). Erection of a part single, part two storey rear and side extension. Alterations to hip to gable. Formation of 1no. rear dormer in association with a loft conversion. Insertion of 1no. window and

alterations to 1no. window to rear elevation. Provision of bin and cycle storage. – **CONCERNS WITH NUMBER OF HMO'S IN THE AREA. ASKED TO BE CALLED IN.**

24/00301/FUL – 1A Mill Lane – Demolition of garden sheds. Erection of a part single, part two storey rear and side extension incorporating canopy, greenhouse, and link to outbuilding. Alterations to fenestration, rainwater goods and landscaping. Installation of air source heat pump.(amended description and plans) – **NO OBJECTIONS.**

24/00332/FUL – 44 Arlington Drive – Demolition of existing single storey rear extension and garage. Change of use of dwellinghouse (Use Class C3) to a large House in Multiple Occupation (Sui Generis). Erection of a part single, part two storey side and rear extension. Formation of 1no. rear dormer in association with loft conversion. Insertion of 2no. rooflights to front slope roof. Provision of bin and cycle stores. – **CONCERNS REGARDING NUMBER OF HMO'S IN THE AREA. ASKED TO BE CALLED IN.**

24/00376/FUL – 3 Little Acreage – Erection of a single storey rear extension. Conversion of garage to habitable space. Formation of rear patio with canopy. Removal of 1no. door to front elevation. Alterations to 1no. door to rear elevation. – **NO OBJECTIONS.**

24/00325/CEU – 14 Salford Road - Application to certify that the existing House in Multiple Occupation (Use Class C4) is lawful development. – **CONCERNS REGARDING NUMBER OF HMO'S IN THE AREA. ASKED TO BE CALLED IN.**

Naming of streets in Marston Paddock: Oxford City Council have opened the consultation for street names for the development at Marston Paddock. The closing date is the 5th March. Only respondents in this email can complete the consultation, the email address we have sent this to, must be input to complete. – suggestions were:

- **NORMAN HEATLEY,**
- **CYRIL JENNINGS,**
- **DENNIS WARD,**
- **JOHN STALLWORTHY.**

24/03/09 Feedback from Transport Meeting between Oxfordshire County Council, Oxford City Council and Old Marston Parish Council:

- The clerk read out the ten suggested locations:
 - Elsfield Road, near the vicarage,
 - Oxford Road near the small allotment gate,
 - Marsh Lane slip road – halfway along,
 - Marsh Lane – just past OXSRAD/Oxford City FC Entrance
 - Elms Drive – halfway along one stretch
 - Oxford Road – just after the bus stop
 - Raymund Road – halfway along
 - Cherwell Drive – just past Elms Drive junction

- Oxford Road/Old Marston Road – boundary
- Croft Road – Halfway along straight stretch

It was **RESOLVED** to proceed with all locations. The clerk to find out how quickly the process may take.

24/03/10 Bus route through Old Marston village: Covered previously.

24/03/11 Finance: Bank balance as at 26/02/2024 –

Unity Trust Current Account £15,109.92 Petty Cash £6.74

Newbury Building Society £55,339.05 Skipton Building Society £55,741.50

CiL Money (included in above figures) £27,272.56

The following accounts to be paid:	£ Incl. VAT
Clerk's Pay Including Expenses, Pension, etc. – February 2024	
Harlequin Playgrounds Ltd (Second & Final payment)	1,199.22
Proludic Ltd (Provide and install new Springer)	3,568.74
BT (Office telephone)	136.35
OALC (annual membership)	705.43
The Whole Tree Company (Tree Survey)	1,030.00
Mr D. Ward (Cutting back width of Cemetery Hedge)	1,000.00
Mr D. Ward (Further cutting back the top of Cemetery Hedge)	1,200.00
TOTAL	£10,941.09
Petty Cash Expenditure:	
AWB (10 x Bags of Local Shingle)	45.00

a. It was **RESOLVED** to accept these payments.

24/03/12 Burial Plot pre-purchase:

- It was **RESOLVED** that the name of the individual was needed before any decision could be made.

24/03/13 Headington Road Runners annual 5-mile road race:

- It was **RESOLVED** to allow the use of the Boult's Lane Recreation Ground and pavilion.

24/03/14 Environment Committee:

- The council reviewed the draft minutes of the committee meeting held on 26th February 2024. It **RESOLVED** to defer any decision on bollards around the

junction of Oxford Road/Cherwell Drive until the committee had reviewed again.

24/03/15 Tree Survey:

- The clerk advised that the tree survey had been completed and costings for work needed being obtained.

24/03/16 Clerk's Report:

- **The clerk updated the council:**
 - **Boults Lane Barrier Padlock** – There have been issues recently. The clerk is looking at possibly getting a new combination lock to avoid cost of keys.
 - **Boults Lane Access Road & Parking:** A complaint about someone falling off their bike on the access road leading to CPF allotments has been received. The clerk has purchased 10 bags of gravel and put down in the electric trench, as a temporary measure. It was **RESOLVED** the situation would be discussed at the next P, RG, A & C committee meeting to be arranged in early March.

24/03/17 Report from members:

- DH reported that the Mortimer Hall committee had met. The roof is an issue. Their AGM is in April.

24/03/18 Plus anything of an urgent nature which has come to the clerk's attention since the agenda was set:

- **Council Forum:** The OALC had opened the Chairman's forum so that another councillor may attend. The next meeting is online on 12th March at 2:30pm. Anyone interested to contact the clerk.
- **Free King's Portrait:** The government has offered free portraits of King Charles III to all Parish and Town councils. It was **RESOLVED** to apply and decide where it would be located when received.
- **Cemetery Footpath:** There had been complaints that the footpath running along side the Elsfield Road cemetery had got narrow due to vegetation from the hedge. It was **RESOLVED** to get a quote.

24/03/19 Information Sharing:

- OALC Newsletter.
- Rural Network Digest etc.
- Correspondence
- OXCLEAN had 14 volunteers this year; thank you to all.
- DH has met with the manager of Oxford City FC regarding engaging with local youth.
- The footpath along the ring road, leading from Mill Lane towards Headington, has become very overgrown.

24/03/20 Date of next meeting:

- Monday 8th April 2024 at 7pm in the Mortimer Hall.

MEETING CLOSED: 8:27pm

Signed: Chairman

Date:

Please note: Minutes become **CONFIRMED** following resolution at the following full council meeting.

MARSTON PADDOCK

Point 1 With this new development will it increase the flood issues in this area that already floods towards the Mobile home site?

Response: No. The planners accepted the drainage design proposed by specialist engineers. Storm water is to be dealt with on site by means of permeable paving and attenuation crates sized to contain expected volumes. No surface water shall drain into the foul water sewage network so there will be no additional storm water loading of this system. Existing ditches around the site will continue to capture any excess overland flow during extreme weather events.

Point 2 It was my understanding that large trucks (40ft) or similar would not be entering the site but appears they are, and residents are having to wait to enter/exit towards their homes?

Response: The Construction Traffic Management Plan (CTMP) agreed in conjunction with the highways officer for Oxford County Council includes no restriction on the size of trucks which may enter the site. Rather we are constrained only by the dimensions of the access road, proximity of buildings and structures etc. Most materials are delivered on large trucks of similar dimensions as used by almost every supplier and it is impractical to deliver using anything smaller as goods would have to be transhipped onto smaller vehicles from those delivering, presumably on Church Lane which is clearly not desirable.

The CTMP also dictates that traffic controls be implemented for the health and safety of other road users when larger vehicles are entering or leaving our site. As two vehicles cannot pass on Butts Lane clearly some form of traffic control is essential. In the vast majority of cases hold ups are brief, lasting only the time it takes for delivery vehicles to negotiate Butt's Lane. Deliveries are timed to avoid the 30 minutes before and after the school day so the lane should not be restricted during these times. After some initial concerns were raised about pedestrians being briefly prevented from using the lane by traffic control measures and / or on the advice of the banksmen managing the traffic, it has been clarified that the traffic control is only advisory to those on foot and if people wish to ignore signals and advice from the staff managing traffic they are free to do so at their own risk. Of course, we advise against ignoring these safety measures but will not physically prevent pedestrians from traversing Butt's Lane at any time should they wish to do so.

Point 3 It is also my understanding that damage has occurred to the road and nearby buildings caused by site vehicles?

Response: A very comprehensive condition report was commissioned prior to the commencement of the project. This covered Elsfield Rd immediately prior to the turning into Church Lane, Church Lane itself and Butts Lane to our site entrance. This detailed the existing state of the road surface, kerbs, verges and roadside structures such as walls, fences, posts, houses etc and included perhaps 140 photographs as well as written descriptions. Any damage reported to us is compared to this report and we have undertaken to repair any damage to structures etc that was not pre-existing. So far, we have only received reports of minor wheel damage to a verge and a kerb which have been addressed. We have had no reports of damage to private property, so I respectfully suggest that this is simply a rumour, with the exception of reports of cracking to a garden boundary wall at one property which was subsequently shown to be pre-existing by reference to the pre commencement report photographs, a finding accepted by that property owner.

We will continue to carry out "running repairs" throughout the duration of the project to ensure the continued safety of the roadway, following periodic inspection with our site manager and Oxford County Council's highways officer. We are following the highway officers' recommendations for these interim and / or temporary repairs, and these are being carried out on an as and when basis. At the end of the project, we will work with the highways officer to agree on any necessary permanent repairs / possible resurfacing though it should be understood that minor ongoing deterioration is to be expected until the project concludes, and these measures are in place to ensure this does not become excessive rather than to maintain the road in pristine cosmetic condition.

Ed Houghton
Customer Service Coordinator
Lucy Developments Ltd