

Minutes of Old Marston Parish Council Annual Meeting 11th May 2010

Present:-

Charlie Haynes, Chairman (CH)
 Wally Cox (WC)
 Gill Cox (GC)
 Nils Bartleet (NB)
 Peter Cox (PC)
 Michael Cadd (MC)
 Roy Jones (RJ)
 Duncan Hatfield (DH)
 Barrie Lewis (BL)
 Angie Tiwari (AT)

Kate Stratford, Clerk (KS)
 Councillor Altaf-Khan (AK)
 Councillor Mary Clarkson (MRC)

1	<p>Election of Chairman NB proposed CH. DH seconded. All agreed. CH due elected.</p>	ACTION
2	<p>Chairman to Sign the Declaration of Acceptance of Office Chairman signed declaration of acceptance of office and all newly elected councillors signed the declaration of office.</p>	
3	<p>Election of Vice-chairman WC declared he no longer wished to stand as Vice Chair, as his personal circumstances may change within the next 12 – 15 months. CH noted he and WC had been working together for over 26 years, and thanked him warmly for all his work. All agreed. WC nominated DH as vice chairman, seconded by MC. All agreed.</p>	
4	<p>Requests from Members of the Public to Speak Any member of the public wishing to speak must fill in a form and pass to the Clerk. None.</p>	
5	<p>Apologies for Absence Councillor Beverly Hazell – on her honeymoon. The Chairman requested that Councillors declare any personal or prejudicial interests at any point on the agenda.</p>	
6	<p>Minutes of Last Meeting The minutes of the last meeting were accepted as a true and correct record with no additions or corrections.</p>	
7	<p>Matters Arising from Minutes Omitting Those For Which an Agenda Heading Follows:</p> <ul style="list-style-type: none"> • Proposed clock – the Busfield family have requested help for the planning application, which has been provided. <p>Co-option of two parish councillors to fill the current vacancies. CH encouraged all parish councillors to consider anyone they may know who would wish to be co-opted, suggested anyone interested should contact the Clerk and come along to the next meeting.</p>	ALL
8	<p>Correspondence (Letters/Emails) See Appendix A</p> <ul style="list-style-type: none"> • ORCC – Cheque for re-subscription sent. OCC, invitation to participate in survey on air quality. OCC, advising that meeting between City and Parish Councils will be on 29th July at 6:30pm (NB: Clerk will be on annual leave). Eversheds – more information on proposed railway – does not impact on parish. OPT – invitation to participate in Open Doors. 	ACTION

OCC – invitation to consult on Core Strategy.

OCC – invitation to NAG on 29th April – apology sent. Does any Councillor wish to attend **NB** this, as meetings are regularly held when Clerk can not attend? Agreed NB will attend these in future. KS to ensure he is supplied with the required information.

OCC – invitation to new Mayor reception on 20th May.

Gail-Andrea Shade has been in touch trying to contact an old friend, have provided what information we have.

OCC – Development Control User Group meeting agenda.

Agenda for Parish Transport Reps Meeting on 12th May – passed to NB. No one raised any issue for this meeting, but agreed to put a note in Marston Times. KS to arrange. **KS**

Home to School newsletter.

ORCC – 2 x invitations for 2 to 90th Birthday on 3rd July. Anyone who wishes to attend to advise the Clerk. **KS**

LRC – inviting subscription renewal - £13.50 – PC to consider. Agreed necessary – raise **KS** cheque.

Oxford Street Parties – for noticeboards.

Gordon Glass has provided an energy saving article for website – forwarded to DH.

Society of LCC – training opportunity on 20th May.

Get Moving! Get Dancing! Poster for noticeboard aimed at Over 50s.

NALC – Event programme 2010.

Ox Playing Fields Association – Newsletter Spring 2010.

Consultation on Court Place Farm taking place on 10th May – 6:30pm – 8:30pm at Oxrad. **ALL**

All invited to attend.

OALC – April update for members.

West Waddy ADP – seminar on 11th May.

SWCAA – newsletter.

Oxford Biodiversity News – newsletter

Clerks and Councils Direct – newsletter.

Gordon Glass – cheap home insulation offer

Transport Representatives Meeting agenda (for NB)

Woodstock Museum – update on work they are completing.

Oxrad – Green Market on 23rd May.

9 Planning

- 3 Cotswold Crescent – approved by NEAC. WC noted he objected strongly at NEAC, and the committee were sympathetic, but their hands were tied. The Chair of NEAC noted it was enormous.
- 96 Cherwell Drive – sent no objection
- 17 Park Way – sent no objection
- Work ongoing on achieving planning consent for proposed clock.
- Planning attending PC meeting to discuss Barton Project- Rachel Williams (team leader) will send someone to the June meeting on 1st June.
- Planning Aid course – booked for 15th June, hope all parish councillors will attend, especially those on Planning Sub-committee. Clerk has invited all other city parishes and NEAC and Gordon Roper from BBL PC will attend. Mortimer Hall has been booked as the venue. **ALL**
- OGBN/The Piggeries – confirmed this is outside our area, although OGBN copied us on their objection.
- After investigation, Planning confirmed that the PC has been consulted on all relevant applications.

Applications considered between meetings:-

None

Applications to be decided:-

None.

Decisions

3 Cotswold Crescent has been approved.

MRC has supplied copy of her submission to planning inspectorate regarding Mallards. There is an application from Tesco for The Friar. Agreed the PC will object to this, although it is outside our area, as we did previously. MRC noted this has already been called in.

KS

10 Boulds Lane Development Project

- Received three copies of Carter Jonas valuation report. See finance. The sub-committee now needs to reconvene. There may be a problem obtaining finance – the bank declined to give the PC a mortgage.

Estimate received from Kamalara for works at Boults Lane - £2,106.70 + VAT. KS to ask Barry Parsons to obtain a second quote in accordance with financial regs.

KS

Southern Electric caused some damaged – KS has contacted them to invite them to make good.

11 Recreation Grounds

- Tree survey – has been carried out by Graham King. Report awaited. City Council advised in case they have a view, or any trees have conservation orders, but have not responded.
- Proposed open day – went very well. Beautiful day, lots attended, including Mayor. Thank you to all those involved, especially Angie.
- Chasing Parks regarding recently felled trees – Parks have confirmed this will be done by end of March and most have now been replaced, but chasing on one which has not been replaced yet.
- Parks quote for emptying dog bin – although this was headed “Dog Bin” the quote was actually for grounds maintenance in our recreation grounds (grass cutting etc), and is cheaper than last year. See finance.
- FOI request for Dog Bins – done, response received.

Chris Sreeves from Davies Group has been in contact regarding a liability claim for 15 Clays Close.

Quote received for new swing seats – on order. MC will install once they arrive.

Report was received of a gang of youths attempting to vandalise the Mortimer Hall Play Area. Inspected this morning. Slight damage to a sign, MC has already made this safe and taped it up (many and sincere thanks to MC from Clerk). The Clerk contacted City Works and asked them to urgently remove the metal bars the youths were using, and they did this immediately, so thanks to them also.

12 Finance

- Dog bin – WC to approach NEAC to ask if they will fund it’s replacement (see under NEAC).
- Valuing the council’s assets – Carter Jonas to provide report - done.
- BDO – audit for completion – the Clerk has done this in draft and it is with the auditor now for his assessment.
- AON – queried cost of renewal. They agreed to reduce the renewal fee from £2,235.48 to £1,899.48. Cheque raised!
- Bank balance as at 05/05/2010 – current account £9,029.75; deposit account £165,883.76
- The bank has refused request for a loan (pavilion).

WC

The following accounts to be paid:

ACTION

		£ incl VAT
Mr Elms	Overpayment of ashes plot reservation.	200.00
Denis Ward	Work completed in parish 2009/10	690.00
Carter Jonas	Valuation report	1,771.03
MP Security	Alarm contact and maintenance	74.79
AON	Renewal of insurance	1,899.48
Kate Stratford	For postage stamps	18.17
Kate Stratford	Heating and electric weeks 1 – 6 (Thur 1 st April 10 – Thur 6 th May) @ £3 per week	18.00
Lyreco	Office paper	£18.80
Steve Wooster	22 hours worked in April	176.00
Steve Wooster	Petrol for mower	6.10
Steve Wooster	Petrol for mower	6.14
Steve Wooster	Petrol for mower	6.20
Kate Stratford	Reimbursement for phone Apr 2010	31.33
HMRC	Tax and National Insurance Apr 2010	39.00
Oxfordshire County Council	Pension for Clerk April 2010	87.21
Kate Stratford	Salary for April 2010	594.49
Angie Tiwari	Refreshments for open day	20.44

The following income has been received:

	£ incl VAT
None in this month	

Oxfordshire County Council has sent 'end of year' return for pensions. Done, although the County have been in touch suggesting there may have been an error. Clerk will advise the PC once this is confirmed, but the Parish Council may have underpaid on this.

Richard James, PC Auditor has been in touch regarding the audit he will carry out in May. This is taking place now.

The quote for Grounds Maintenance is less than the bill received last year, but the Council advised they are reviewing the way the bills are calculated, so we can expect this to be different again next year.

PAYE for end of year sent to HMRC

Small Business Rate Relief will be increased from October 2010

13 Burial Ground

- The Clerk has written to Mrs Dibsall to advise she may use Reeves. Unfortunately, the memorial was made before PC approval was given. This has been installed.
- Ride-on mower. CH chasing. Quote received from S.R.Barrett - £3,300.46. Other quotes have been received. DH proposed that this is purchased. Seconded by NB, all agreed.
- KS has written to Mr Elms reimbursing him £200.00 and giving permission to use Reeves.

	<ul style="list-style-type: none"> Mr Watson has been advised the PC will allow his wife's ashes to be interred at burial ground, providing permission is granted by Home Office. Quotes on Headstones – to be found Steve Wooster continuing to work at cemetery – PC to monitor Denis Ward has started works on the land beyond the fence; this means that this land can no longer be used for grass clippings, etc. This is looking good. 	ACTION
	Mr and Mrs Parish have written requesting reserving an ashes plot for the future. Agreed. KS to advise.	KS
	A number of graves now have planting on them, including two ashes plots with a fence. PC to discuss. A letter has been drafted and will be sent. Memorials will be looked on sympathetically, as long as the area is well maintained. Otherwise it will be necessary to remove them.	
	Approval sought for memorial for Mrs Elms. Agreed unanimously. KS to advise Reeves.	KS
14	Highways	
	<ul style="list-style-type: none"> Proposed parking limitations – Clerk has responded to consultation. Consultation is ongoing. KS to ask council about installing signs on parish boundaries – Map has been provided with suggested locations – OCC will pay to provide and install. Unanimously agreed. Clerk to advise the city council. KS to advise council on state of grass verges once BL has provided information of locations. 	KS
	Reported narrow barrier causing damage to a fence at Jessops Close to council for action. They have agreed to deal with this.	KS/BL
	MRC has provided information of proposed blue plaques in Old Marston – 12 Oxford Road (Norman Heatley) and Cromwell's House.	
	MRC has passed on request for extra street lamps in Old Marston for information.	
	Clerk has written to Jenny Beardmore at the County asking when Back Lane is likely to happen. No response yet received.	
	Abandoned (burnt out) bike in subway – reported for removal and removed within 12 hours.	
15	North East Area Committee	
	<ul style="list-style-type: none"> Request for a dog bin – WC reported that the NEAC had looked on this favourably, although GC noted it's exact location should be reviewed. WC also spoke to the officer dealing with proposed works at Barton, and the Clerk has now spoken to the officer and they will attend the next meeting. Also noted that planning is a problem for some developments. 	WC
16	Parish Council Bulletin	
	A complaint received that Park Way was not included in list of streets. Many thanks to Duncan for his work.	
17	Allotments	
	There is no current link between the Parish Council and the allotments. The Clerk contacts Mr Manson when there is a need.	
18	Website	
	Getting a lot of hits, and lots of people requesting their information or group is on our website. People from overseas are contacting the Parish after seeing the website.	
19	Any Other Business	
	<ul style="list-style-type: none"> Document storage – on hold until after Open Day on 18th April but now to be progressed. Amendment to groups and sub-committees parish councillors attend – done. Elections – as less than 12 councillors stood for election, all 10 parish councillors standing are elected and take office automatically on 10th May 2010 for a four-year 	KS
		ACTION

term. There are two vacancies.

- 2% pay rise for Clerk – done (with thanks from Clerk).
- Mr Jones offering map of parish – this is continuing.

DH

DH to carry out RA of Clerk's office.

DH

RJ reported that it was raised at the open day that there used to be a noticeboard by 154 on Oxford Road. GC commented that this is replaced by the one at the Jack Russell.

Nevertheless, as parishioners have raised this, RJ proposed in principle that this is replaced.

NB seconded. Agreed in principle. Clerk to find out the cost, who owns the land, etc to see if this is viable.

KS

DH reported positive feedback from open day, but some people had asked for a more 'adult friendly' day. Perhaps a BBQ, maybe with music. Suggested could be a fete. KS to mention in Marston Times. May be too late for this year, but perhaps next summer. Local organisations could have a stall. DH offered to organise.

KS

20 Date of Next Meeting

Tuesday 1st June 2010 at Mortimer Hall at 7:30pm.