

Minutes of Old Marston Parish Council Meeting 3rd May 2011

Present:-

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

Kate Stratford, Clerk (KS)
Cllr Mary Clarkson

1	Election of Chairman. PCllr NB proposed Charlie Haynes for Chairman. Seconded by BL. There being no other nominations, Charlie Haynes was elected unanimously.	ACTION
2	Chairman to Sign Declaration of Acceptance of Office. The Chairman signed the declaration of acceptance of office.	
3	Election of Vice-Chairman. PCllr WC proposed Duncan Hatfield for Vice Chairman. Seconded by PCllr GC. All in favour.	
4	Requests from Members of the Public to Speak. Mr Langton to speak on Highways.	
5	Apologies for Absence None received.	
6	Minutes of the Last Meeting. The minutes of the last meeting were accepted as a true and correct record with no additions or corrections.	
7	Matters Arising from Minutes Omitting Those For Which an Agenda Heading Follows: The Chairman attended the Mortimer Hall AGM. The Chairman, Vice Chairman and Clerk will attend future AGMs.	
8	Correspondence (Letters/Emails) <ul style="list-style-type: none">• PC has responded to consultation on proposed changes to Household Waste Recycle Centre.• OCC have asked PC to advise who is on charities – information supplied. Parish Councillors considered letter from Caroline Duffy requesting a grant from the PC to pay towards Headington Festival. It was agreed NOT to support this, as resources are needed to directly benefit the Parish. Clerk to write and advise. Confirmation received of the Parish Council's contribution to the electoral review.	KS

<p>OALC have sent new copies of the Good Councillor Guide. Clerk to order enough for every Councillor to have one (will have to pay postage).</p> <p>County have sent minutes of PTR meeting.</p> <p>Parish Councillor Representative invited to Mayor Making ceremony – CH to attend with PCllrs BL and RJ, if possible. Clerk to make request.</p> <p>OPT – invitation to attend a talk on the Localism Bill on 10th May. Clerk to circulate information to PCllrs CH, RJ and NB.</p> <p>Clerk/Parish Council have been invited to a consultation event at Headington School on 19th May.</p> <p>OALC inviting nominations for executive committee, also training offered for new councillors. Clerk to forward information.</p> <p>Invitation to next Development Control User Group on 11th May. Information provided to PCllr NB.</p>	<p>ACTION</p> <p>KS</p> <p>CH/BL/</p> <p>RJ KS</p> <p>KS</p> <p>KS</p>
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9 Planning

Applications to be decided:-

19 Lewell Avenue – Erection of single storey rear extension and retention of existing outbuilding. Objection on grounds of not enough information about the outbuilding and if it is to be used for accommodation.

20 Ashlong Road – application for demolition of existing rear single storey extension. Single storey front and rear extension and new summer house. No comment.

Applications considered between meetings:-

None.

Decisions

38 Lodge Close – approved.

2 Cotswold Crescent – approved.

40 Arlington Drive – approved.

88 Oxford Road – approved.

Awaiting Decisions

- 17 Beechey Avenue – still awaited.
- 2 Mortimer Drive – still awaited.
- 5 Cromwell Close – awaited.
- Colthorn Farm, Oxford Road. MRC advised this has been called in.

<p>Planning issues were sent to MRC in order for her to chase planning. Clerk to forward emails.</p> <p>Planning Enforcement have come back regarding 88 Oxford Road – no breach of planning.</p> <p>PCllrs CH, RJ and the Clerk have met the developers re plans for Bricklayers. Plans seem very nice and seem to enhance the area.</p> <p>Planning want the PC to advertise their Barton Area Action Plan. Agreed.</p> <p>Planning have advised they will not be sending out notifications of decisions any more. Clerk to write.</p>	<p>KS</p> <p>KS</p> <p>KS</p>
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10 Boults Lane Development Project **ACTION**

- Chairman to convene special meeting of Marston Saints and members of the PC. Clerk to arrange once MS have given information to PCllr CH.

KS/CH

PCllr WC distributed an article from the Oxford Mail about a recent pavilion for Barton. Clerk has contacted Sue Holden, who has given some information (in correspondence file). Clerk to contact asking if the PC can see a copy of the plans and specification. Many thanks to PCllr WC for bringing this to the PCs attention.

KS

11 Recreation Grounds

- Clerk has instructed Kamalara to do the works at Boults Lane as per their estimate. Work still to be completed.

PCllrs CH and BL have marked trees for removal. Clerk has passed details onto Planning for their approval – can go ahead after 30th May unless Planning contact us again. 7 trees to be removed.

Moles at Boults Lane – TPC advised.

Grant application has been submitted by FoOMPA. PC has been asked to confirm it is happy to pay for 11% of third party funding. Done.

OCC have asked the PC to assist them with dog control orders at Boults Lane and Mortimer Hall Recreation Ground. Information provided.

Annual invoice has been sent to Marston Saints.

Clerk has asked OCC what arrangements they have in place to control moles – they order works from TPC on a case-by-case basis.

PCllr RJ asked if there was a bye-law to prevent teenagers using the Oxford Road side of the Mortimer Hall Rec Ground for cricket as it was preventing younger children from using. There is no bye-law.

PCllr RJ reported that cyclists were riding in Mortimer Hall and were doing some damage to the grass. PCllr BL to speak to the PCSOs.

BL

12 Finance

- Typographical errors in minutes – to be corrected and signed.
- Bank balance as at 26th April 2011 – current account £45,797.10; deposit account £173,465.80. (Shows the precept, already moved money over).
- Came and Company – due to supply quote. Not received yet. Invite them to meet with the PC
- Richard James has written organising the audit – work being prepared for him.
- HMRC – Clerk has software for next financial year.

KS

KS

The following accounts to be paid:

		£ incl VAT
Jan Sanders	Advert for Marston Times	109.00
Kate Stratford	Postage of grant application to Wren	7.00
Kate Stratford	Reimbursement for phone April 2011	27.68
HMRC	Tax and National Insurance for April 2011	0.76
Oxfordshire County Council	Pension for Clerk April 2011	93.33
Kate Stratford	Salary for April 2011	555.29

Kate Stratford	Heating and electric weeks Thur 24 th Mar – Weds 27 th Apr) @ £3 per week	15.00	ACTION
Mrs R Cox	Work in the burial ground April 11	192.00	
Lyreco	Stationery	77.23	
Helping Hands Ltd	Litterpickers	152.74	

The following income has been received:

		£ incl VAT
Oxford City Council	Part payment of precept	30,500.00

BDO have sent notification of Audit and paperwork for completion.

AON have sent quote for next year's insurance. Quote is £2,052.59. Last year quote was dropped from £2,235.48 to £1,899.48. Still awaiting quote from Came and Co. Due on 1st June, so if quote comes in on time and is comparable, use; otherwise go with AON.

KS

The Clerk's salary to be put onto next month's agenda.

KS

Accounts unanimously ratified, subject to Audit.

KS

Marston Saints have been sent an invoice for the use of the pitch for 2010/11 season and half costs of alarm maintenance - £187.39.

13 Burial Ground

- Highworth have sent proposed memorial for Ellen Merriman – Clerk confirmed acceptable to go ahead.
- Clerk has contacted Ida Clements recommending strongly that she goes to an undertaker.

Memorial received for Alan Collins – unanimously accepted. Clerk to advise.

KS

Note letter from Trevor Jackson. The Clerk wrote to request an urgent meeting, but he phoned and said it was an impractical site and very unlikely to move forward. PCllr NB advised to get in writing. They have given assurance that the PC will be kept informed.

Clerk to contact Tony Hayward and request topped up graves now levelled off.

KS

14 Highways

- County has completed parking restriction work.
- BH chasing County over promised work at bus stops – this work is being progressed and has mostly been completed.
- County have met PCllrs and the Clerk in a separate meeting.
- Resident Hubert Allen to be provided with information regarding flooding in late 1969s/early 1970s. Clerk to contact Records Office once they reopen in May.
- Following suggestion from David Tole, the Clerk has put a note in Marston Times asking people to report on parking in their local area. 4 residents have so far come forward and are supplying information which the Clerk is passing on to County.
- BL has been taking photographs on behalf of the PC, which the clerk has emailed to County for action.

KS

- Clerk has confirmed with Parking that they are indeed intending to bring in parking charges at Court Place Farm. OMPC have made a complaint to Oxford City. **ACTION**

Parishioner Mr Langton of Gordon Close spoke regarding the problems with parking on Oxford Road and Old Marston Road. PCllr CH thanked him for raising the issue and advised him the PC is aware of the issues around the parish. PCllr NB agreed with Mr Langton and reported that a lady from Raymund Road was nearly hit by a bus. Also that cars are exceeding the 2 hour limit. Clerk to ask the County to enforce the locations. **KS**

PCllr RJ responded that he had attended the NAGs and had raised the issue. The Clerk suggested Mr Langton contact her so that she could forward details to the County. The Chairman thanked Mr Langton for attending.

Flytipping has been reported and removed.

County have produced a note on bus pass issuing – see correspondence file.

Resident has complained about tree outside 1 Boults Lane – Passed to Parks for action.

All Parish Councillors to consider a “top 5” shopping list of priority works to be done in Parish. Clerk to circulate a memo. So far on the list is resurfacing Raymund Road, Ponds Lane, Arlington Drive, get rid of traffic calming through the village, resurface Church Lane lading to St Nicholas Park. Adopt the road leading to St Nicholas Park and install a pavement at least as far as the burial ground on Elsfield Road. **KS**

Flyposting has been removed.

A resident has reported the bin outside the old post office appears to have been removed – OCC have said they will replace.

15 North East Area Committee

Nothing to report.

16 Parish Council Bulletin

Next issue is pending, but PCllr DH needs help. PCllrs CH/DH to discuss and will report back to next meeting.

17 Allotments

Allotments are busy.

18 Website

PCllr DH reported the website is still getting a hit number of hits. Many thanks to PCllr DH for running the website.

19 Proposed Closure of Old Marston Library

- CC has been asked to give a full breakdown of expenses.
- “Good neighbour” request – resident lives close to the Clerk who can probably help in personal time.

A meeting has been called for 11th May. All Parish Councillors welcome to attend **ALL**
– 1 Southcroft at 7:30pm.

20	Any Other Business <ul style="list-style-type: none">• Risk Assessment of Clerk's office – Clerk to correct as per report and then PCllr DH to sign off. <p>PCllr RJ queried if it was possible to get an identity tag as to who holds the key for Back Lane. It is possible, but not keen to promote people using as access. No further action.</p> <p>PCllr GC: Said that after exactly 24 years on the parish council, she would like to resign after this meeting. CH stated he was sorry to hear that, and thanked PCllr GC for all she had done on the Parish Council and added that the entire Parish Council was sorry to see her go. Unanimously agreed.</p>	ACTION KS/DH
21	Date of Next Meeting <p>Tuesday, 7th June at Mortimer Hall at 7:30pm</p>	