

**Minutes of Old Marston Parish Council Meeting 5<sup>th</sup> May 2015 at 7:30pm.**

**Present:**

**Parish Council**

<b>Charlie Haynes (CH) - Chairman</b>	<b>Duncan Hatfield (DH) – Vice-Chairman</b>
<b>Patricia Hall (PH)</b>	<b>Michael Cadd (MC)</b>
<b>Angie Tiwari (AT)</b>	<b>John Batey (JB)</b>
<b>Barrie Lewis (BL)</b>	<b>Tony Greenfield (TG)</b>
<b>Peter Cox (PC)</b>	<b>Peter Williams(PW)</b>
<b>Michael O’Keefe(MO)</b>	<b>Tim Cann (Clerk)</b>

**City Council**

**Cllr Mary Clarkson (M)**                      **Cllr Mick Haines (MH)**

**Members of the Public : 2**

**CH asked if anyone intended to record the proceedings of the meeting. None.**

**CH asked Councillors to declare any prejudicial interests. None**

**15/05/01 Election of Chairman**

<b>AT Proposed JB</b>	<b>TG Seconded</b>	<b>4</b>
<b>DH Proposed CH</b>	<b>PC Seconded</b>	<b>7</b>

**CH elected as Chairman**

**15/05/02 Election of Vice-Chairman**

<b>PW Nominated DH</b>	<b>PC Seconded.</b>	<b>All in Favour.</b>
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**15/05/03 Apologies for Absence:**

**ACTIONS**

**Nils Bartleet**

**15/05/04 Minutes of the last meeting held on 7<sup>th</sup> April were approved.**

**15/05/05 Requests from members of the public to speak : None.**

**15/05/06 Matters Arising (omitting those for which an agenda heading follows) None**

**15/05/07 Boults Lane Development Project**

JB proposed that “This Council replaces the existing pavilion building with one of a similar size on the same site. To facilitate this, the process will be managed by Old Marston Parish Council. Projected costings are envisaged to be between £350 and £400,000. To be made up of £150,000 from Parish Council existing funds and the remainder from grants and a public works loan.”

Seconded MC. All in favour

**15/05/08 Planning**

**Applications to be decided**

15/00918/FUL – Land to the rear of 48 Oxford Road – Overdevelopment of site, unacceptable access. City Councillor Mary Clarkson calling in.

Signed by the Chairman.



CH proposed transferring £40,000 from the Current Account to the Newbury Building Society account. JB Seconded. All agreed. TC

The following accounts to be paid:

	£ Incl. VAT
Elizabeth Howlett (Openness Training)	300.00
BGG (Litter Picking March 2015)	60.00
AuthSMTP (Annual renewal of Clerk's email address)	20.00
Charlie Haynes (Phone/BB Service April 2015)	20.00
HMRC (Clerk's Tax & NI for 4 <sup>th</sup> Quarter 2014/15)	
Clerk's Pay including expenses & pension - April 2015	
Staples (Stationery)	94.66
Petty Cash	200.00
<b>Petty Cash Expenditure:-</b>	
Bus Fare for Clerk to Parish Forum	3.50
Petrol for Mowing surrounding Cemetery areas	22.54
Key cut to Victoria Arms Field	8.00
<b>INCOME :-</b>	
Oxford City Council Precept (1 <sup>st</sup> Half)	31,282.50

**b.** The Clerk informed the Council that all the accounts were now with the Internal Auditor and hopefully should hear from him next week.

**c. i.** JB read the Finance Committee's recommendation of Kamalara but only for one year. MC Seconded. All agreed.

JB brought to the Council's attention the comment NB made regarding the accounts review in which he said the Clerk needs some form of secure unit to store the petty cash, cheque books etc. CH said about the safe which was purchased by Roy Garner and stored in his garage, however it was very large and was too big to house upstairs. PH proposed that the Clerk purchases a small safe to be securely fixed in the Clerk's house. MC seconded. All agreed.

Signed by the Chairman.

ii. JB proposed that as the Clerk's salary was going to be discussed the Council should go into closed Committee. CH seconded. All agreed.

## **15/05/11 Nominations to Committees & Other Bodies**

### Oxford City Council

Development Control User Group – No one serves

Public Transport - Nils Bartleet (Proposed : JB Seconded: DH)

NAG (Neighbourhood Action Group) - Mr T. Greenfield (Proposed : JB Seconded: DH)

Parish Forum - Mr C. Haynes, Mr P. Cox (Proposed: JB Seconded: DH)

### Nomination Rights

Old Marston Charities Trust (Two Trustees serving four years) -

Mr. C. Haynes. Appointment due October 2016.

Mr. D. Hatfield. Appointment due July 2018.

Mortimer Hall Management Committee - Annual appointment - Mr. N. Bartleet (Proposed: JB Seconded: MC)

### Courtesy Appointments

Oxsrad Committee - Annual Appointment - Mr. M. Cadd (Proposed: CH Seconded: DH)

### Committees.

The Pavilion Committee - Joint Committee, three members each -

Mr. C. Haynes, Mr. M. Cadd, Mr. J. Batey, Mr. B. Lewis (Proposed en Bloc DH Seconded MO)

Planning Committee - Mrs. A. Tiwari, Mr. B. Lewis, Mr. M. Cadd(Chairman), Mrs. P. Hall. (Proposed CH Seconded: DH)

Finance Committee - Mr. J. Batey(Chairman), Mr. M. Cadd, Mrs. P. Hall, Mrs A. Tiwari (Proposed: DH Seconded: CH)

Internal Reconciliation Reviewer - Mr. N. Bartleet (Proposed: CH Seconded: JB)

Recreation Grounds Committee – Mr T. Greenfield Mr B. Lewis Mr P. Cox Mr M. Cadd (Proposed: CH Seconded: DH)

Burial Ground Committee – Mr P. Cox Mr C. Haynes Mrs. P. Hall (Proposed: MC Seconded: PW)

Staff Committee - Mr P. Cox Mr C. Haynes Mr P. Williams Mr D. Hatfield (Proposed DH Seconded: PW)

## **15/05/12 Highways**

### **a. Parking Questionnaire including Survey**

After some discussion CH proposed that the Clerk writes a letter to present to the next meeting. Seconded TG. All agreed.

### **b. Road & Footpath Conditions**

The Clerk advised that he had met with the engineer while working on the pumps, who said that the problem seemed to be with the surrounding brooks and ditches as pumps working fine. The engineer would contact Oxfordshire County Council to clear surrounding waterways. TG reported that it was still a problem with flooding. The Clerk to chase. **TC**

c. BL stated that there were a lot of bikes being chained to lampposts. CH advised that, as they were not breaking the law there was not a lot the Council could do.

Signed by the Chairman.

- d. BL stated that the surface of many roads is breaking up, even when the streetsweeper goes over it in places it sweeps up part of the surface. M said she would mention it to Highways to investigate. AT stated the wooden post on the corner of Mortimer Drive/Raymund Road was broken. TG said he reported on-line the underpass which was attended to within hours.

### **15/05/13 Website, Facebook, Twitter & Streetlife**

DH informed the Council that there are now over 460 followers on Twitter, development of the website was ongoing.

### **15/05/14 Information Sharing (including correspondence)**

#### **County & City Councillors Reports**

MH reported that he had done another traffic survey in Marsh Lane on the 21<sup>st</sup> April between 7:30 and 9:30am and there were 1240 cars, 48 motorbikes, 53 bicycles, 20 large lorries, 2 tractors and 3 Ambulance and on the 22<sup>nd</sup> April in Old Marston Village, between 7:30 and 9:15am, there were 760 cars, 134 cycles, 7 motorbikes and 4 lorries & 2 buses.

Rural Services Network – Weekly Email Digest 7 April  
Rural Services Network – Rural Vulnerability Service – Broadband  
Rural Services Network – Weekly Email Digest 13 April  
Public Sector Executive – 13 April  
Email from OALC regarding funding for condition report on war memorials  
Rural Services Network – Vulnerability Service Fuel Poverty  
Email from Tony Greenfield & Mary Clarkson regarding parking questionnaire  
Rural Services Network – Weekly Email Digest 20 April  
Email from Tony Greenfield & Mary Clarkson reply regarding Jack Russell Pub  
Rural Services Network – Bulletin  
Email Oxfordshire County Council regarding temporary speed restrictions from 70mph to 30mph on A40 Northern Bypass (eastbound)  
Email from Mary Clarkson regarding tree work in Barns Hay  
Rural Services Network - Weekly email digest 27 April  
Letter from St Nicholas Society of Bell ringers thanking for grant  
Rural Services Network – Weekly Email Digest – 27 April  
OALC – Updates, National & Local News, Employment Updates, Training & Development, Vacancies.

Meeting closed: 22:05

**Date of Next Meeting:** Parish Council meeting Tuesday 2<sup>nd</sup> June 2015 in Mortimer Hall at 7:30pm.

Signed by the Chairman.

**Whilst in Committee – Confidential**

Clerk's Annual Salary Review

The Clerk's current salary was read out.

JB proposed a 1.5% pay rise. Seconded MC

Back Dated to the 1<sup>st</sup> April 2015

JB asked about overtime?

CH stated that 20 hours in total balances out, not to complete timesheets and to claim all expenses.

All Agreed.

Signed by the Chairman.