

**Minutes of the Old Marston Parish Council Annual Meeting held on the 14<sup>th</sup> May 2018  
in the Mortimer Hall at 7:30pm.**

**Present:**

**Parish Council:**

<b>Duncan Hatfield (DH) – Chairman</b>	<b>Tony Greenfield (TG) – Vice-Chairman</b>
<b>Michael Bates (MB)</b>	<b>Michael Cadd (MC)</b>
<b>Peter Cox (PC)</b>	<b>Patricia Hall (PH)</b>
<b>Mary James (MJ)</b>	<b>Alistair Morris (AM)</b>
<b>Michael O’Keefe (MO)</b>	<b>Anjana Tiwari (AT)</b>
<b>Tim Cann (Clerk)</b>	

**City Council: Cllr Mick Haines (MH) Cllr Mary Clarkson (M)**

**Thames Valley Police: None**

**Members of the Public: 3**

**18/05/01** No Councillors declared any prejudicial interests and no one intended to record the proceedings of the meeting.

**18/05/02 Election of Chairman:** It was **RESOLVED** that DH be elected as Chairman.

**18/05/03 Election of Vice-Chairman:** It was **RESOLVED** that TG be elected as Vice-Chairman.

**18/05/04** The declaration of acceptance of office was signed by all Councillors and witnessed by the Clerk.

**18/05/05 Apologies for Absence:** Parish Councillor Nils Bartleet – Prior Engagement, Parish Councillor Peter Williams – Holiday, County Councillor Mark Lygo – Clash of meetings.

**18/05/06 Public, County & City Councillors & Thames Valley Police participation (if any requests received)**

- a. **Public:** Tony Baker thanked TG and MH for all the help they gave with the recent robbery at Salford Stores. However, the lack of response from TVP must raise great concern for public safety, not to mention the upkeep of law and order. A regular gang of youths gather in the underpass making people avoid going there; various acts of vandalism, the damage to the bus shelter outside the Mortimer Hall, all with the knowledge that PCSOs are nowhere to be seen so culprits unlikely to be caught. It was **RESOLVED** that the Clerk writes to TVP making them aware of the Council’s concerns.
- b. **County & City Councillors Report(s)**  
**City Councillor Mick Haines:** Confirmed he would be doing another school presence with a PCSO. He is still asking for a pump station at Barton Park to alleviate possible dangers of Marston flooding, He had given the County Council his latest traffic survey and he has also been advised that there is no pollution monitoring being done in the Marsh Lane/Cherwell Drive area. He had asked for the cost of a lamp post outside 55 Church Lane.
- c. **Thames Valley Police:** No Report received.

Signed by the Chairman.

**18/05/07 Minutes of the meeting held on 9<sup>th</sup> April 2018.** It was **RESOLVED** these are a true record.

M arrived 7:57

**18/05/08 Matters Arising (omitting those for which an agenda heading follows):**

- The Clerk has spoken to the Mortimer Hall about possibly changing the time/day of Council meetings. They have asked if this could be left with them for the time being so they can review their bookings.
- Local Council Award Scheme: Out of the 18 items needed for Foundation status we currently have 12, of which 8 are already on the website. If you agree to the calendar of events and action plan tonight this will bring it up to 14. Once all of the items are approved Council then needs to pass a resolution for them to be posted on the Council website.
- Pavilion Electric Meter – Still awaiting SSE to reply. A further possible company was met on site and awaiting a tender.
- The gentleman requesting permission to metal detect on Council land: he has sent maps of where exactly he wishes to work. These being Boults Lane Recreation Ground and Elsfield Road Cemetery.

**18/05/09 Social Media:** DH advised that he was updating the website.

**18/05/10 General Data Protection Regulation (GDPR) Update:**

- a. It was **RESOLVED** to accept the consent & privacy forms.
- b. It was noted that the Government had accepted the proposal amending the Data Protection Bill, meaning all Town and Parish Councils are exempt from appointing a Data Protection Officer.

**18/05/11 Action Plan for 2018/19:** It was **RESOLVED** to accept the Action Plan circulated with the agendas which would be regularly reviewed for progress.

**18/05/12 Review of Terms of Reference of Committees:** PH believed committees should be allowed some expenditure to allow for small maintenance work to be done without delay obviating the need having to go back to Council for approval. After some discussion it was **RESOLVED** those committees with a budget can spend up to £1,000 without referring back to Council.

**18/05/13 Review the calendar of meetings:** It was **RESOLVED** to accept the calendar.

**18/05/14 Nominations on to Committees & Outside Bodies**

- a. Planning Committee & Chairman : AT,MC,PH,MJ
- b. Recreation Grounds & Cemetery Committee : TG (Chairman),PC,MC,PH,AM
- c. Pavilion Committee : MC,TG,MO,MB(Chairman)
- d. Staffing & Standards Committee : PW,DH,PC,PH,AT
- e. Finance Committee & Chairman : MC,PH (Chairman),AT,NB,MJ
- f. Mortimer Hall Representative : MO
- g. OXSRAD Representative : MC
- h. Parish Forum Representatives (2) : AM
- i. Public Transport Representative : NB
- j. Green Belt Representative : PW
- k. Community Forum : AM
- l. Old Marston Charities Trust (2) : DH,MC

**18/05/15 Recreation Grounds & Cemetery**

- a. TG confirmed that the weekly safety checks had been done.
- b. The draft minutes for the Recreation Grounds & Cemetery Committee were reviewed.

**18/05/16 Highways:**

Signed by the Chairman.

- a. It was noted that Marston Ferry Road will be closed for resurfacing from the 28<sup>th</sup> July for 5 days.
- b. Tree removal along Cherwell Drive outside shops: MH stated how scandalous it was cutting down trees in full bloom and questioned whether necessary. M agreed.

**18/05/17 Finance**

- a. Bank balance as at 08/05/2018 –  
 Current Account £39,846.46 (including £8,087.26 CIL money) Petty Cash £99.50  
 Business Reserve Account £3,746.65 Newbury Building Society Account £113,536.24

The following accounts to be paid:	£ (Incl. VAT)
Clerk's Pay Including Expenses, Pension, etc. – May 2018	
Mr M. Bates (Repair to MH Recreation Ground Fence)	250.00
Total Pest Control (Quarterly Charge for MH Rec)	177.60
ICCM Membership (Inst. of Cemetery & Crem Management)	90.00
BGG (Litter Picking for March 2018)	61.80
DM Payroll Services Ltd (Annual Payroll Charge)	81.00
GDT Fire Alarms Ltd (Fault Fixed)	108.00
<b>TOTAL</b>	<b>£2,181.48</b>
<b>Petty Cash Expenditure:</b>	
<b>TOTAL</b>	<b>£00.00</b>
<b>INCOME :-</b>	
Oxford City Council (First half-year Precept)	32,973.01
Came & Co (Refund for removal of old pavilion from policy)	450.53
Oxford City Council (CiL Payment)	8,855.03
<b>TOTAL</b>	<b>£42,278.57</b>

It was **RESOLVED** unanimously to accept the above payment of accounts.

It was **RESOLVED** to transferring £25,000 from the NatWest current account to the Newbury Building Society.

- b. The Clerk went through the budget v expenditure and pavilion expenses for the year.
- c. The Clerk went through the Income Analysis for the year.
- d. It was **RESOLVED** that a grant of £350.00 is given to Aspire for 10 users within the Parish.

Signed by the Chairman.

- e. It was **RESOLVED** to defer any decision on giving any financial assistance to ArchOxfordshire until a response is received from St Nicholas Primary School.

**18/05/18 Planning:**

**Applications considered between meetings:-** NONE

**Decisions:**

18/00029/FUL – 35 Rippington Drive - APPROVED

**Awaiting Decisions:**

18/00546/CT3 – Garages Rear of 18 – 34 Mortimer Drive

18/00631/FUL – Colthorn Farm

18/00645/FUL – Victoria Arms

18/00571/FUL – 11 Horseman Close

18/00799/FUL – 20 Raymund Road

**Applications to be decided:-**

**18/01010/FUL – 12 Oxford Road** – Erection of a single storey extension to garage to provide bin and cycle store and erection of a single storey extension to west elevation. – NO OBJECTION.

**18/01019/FUL – 4 Cavendish Drive** – Formation of decking to rear garden (Retrospective) – NO OBJECTION.

**18/01029/FUL – 10 Cromwell Close** – Erection of two storey side and rear extension and erection of front porch. Alterations to fenestration and removal of 1no. door to side elevation. Provision of private amenity space, car parking and bin and cycle stores. – NO OBJECTION.

**18/01021/FUL – 17 Cavendish Drive** – Demolition of existing garage and erection of a two storey side extension to create a 1 x 3 bed dwellinghouse (Use Class C3). Erection of a single storey rear extension. Provision of private amenity space and bin storage and car parking. – OVER DEVELOPMENT. ASKED M TO CALL IN

**18/01080/FUL – 38 Mortimer Drive** – Sub-division of rear garden and erection of 1 x 2 bed detached dwelling (Use Class C3). Provision of amenity space, car parking, bin and cycle store. – OBJECTION ON LIMITED ACCESS FROM RAYMUND ROAD.

**APPEAL 17/01456/FUL – 44 Mortimer Drive** – Erection of 1 x 1 bed dwellinghouse (Use Class C3). Provision of private amenity space, new vehicle access from The Link with car parking for 1No. vehicle and bin and cycle store. – The Clerk advised that the Parish Council had made no objections when first viewing this application and after some discussion it was agreed not to make any further comments.

**18/05/19 Items of an urgent nature which have come to the Clerk's attention since the Agenda was set:**

Invitation to meet with the Oxfordshire County Council: TG, MJ

**18/05/20 Information sharing (including correspondence)**

Rural Services Network Digest etc,

OALC Newsletter April 2018,

Email from SNG with schedule of closure for Cowley Road while essential gas main

Signed by the Chairman.

replacement takes place,  
Email from Tony Greenfield regarding 4 Cavendish Drive,  
Email from Yasir Hussain regarding elections of Old Marston Parish Council,  
Emails regarding state of property in Arlington Drive,  
Emails from Colin Dobson re Parish Council candidates & Clerk's response,  
Welcome letters sent to all 12 Parish Councillors and thank you letter sent to Barrie  
Lewis-Canham.

- DH reminded people about the Parish Fete at the Victoria Arms 23<sup>rd</sup> June
- AM advised that there was another pop up pub event to try and save the Somerset  
Pub on the 23<sup>rd</sup> June 7pm in the New Marston Scout Hut,
- TG reminded people about distributing the play grounds survey,
- AT advised that the telephone kiosk was still in Salford Road.

MEETING CLOSED: 9:25pm

Signed by the Chairman.