

**Minutes of the Old Marston Parish Council Annual Meeting held on the 20<sup>th</sup> May 2019  
in the Mortimer Hall at 7:00pm.**

**Present:**

**Parish Council:**

**Duncan Hatfield (DH) – Chairman**

**Pat Hall (PH)**

**Peter Cox (PC)**

**Peter Williams (PW)**

**Michael Bates (MB)**

**Michael Cadd (MC)**

**Mary James (MJ)**

**Alistair Morris (AM)**

**Louise Milford (LM)**

**Michael O’Keefe (MO)**

**Tim Cann (Clerk)**

**City Council: Cllr Mick Haines (MH)**

**Thames Valley Police: None**

**Members of the Public: 1**

No Councillors declared any prejudicial interests and no one intended to record the proceedings of the meeting.

**19/05/01 Election of Chairman:** It was **RESOLVED** that DH be elected as Chairman.

**19/05/02 Election of Vice-Chairman:** It was **RESOLVED** that NB be elected as Vice-Chairman.

**19/05/03** The declaration of acceptance of office was signed by all Councillors and witnessed by the Clerk.

**19/05/04 Apologies for Absence:** Parish Councillor Nils Bartleet – Unwell, Parish Councillor Alan Spence – Prior Engagement, County Councillor Mark Lygo – Clash of meetings, City Councillor Mary Clarkson – Clash of meetings.

**19/05/05 Website, Facebook and other social Media:** DH said that the website was in the process of being updated and refreshed.

**19/05/06 Public, County & City Councillors & Thames Valley Police participation (if any requests received)**

- a. **Thames Valley Police:** The Clerk read out the report from Sergeant Andy Poole; Police have been enforcing cars blocking pavements on the Raymund Road, Arlington Drive area to try and reduce this issue which is causing considerable nuisance to local residents. The police will be taking the issue back to the Community Forum to see if they can look to assist for a longer term measure. As we move into the Summer months a reminder about security; reference burglary don’t go out with ground floor windows open, leave valuables out of sight. We have the Headington door knocker out again and continuing to offend, police know who he is and are actually looking to arrest and prosecute him again but can I ask residents that if you get any suspicious activity of persons knocking at your door to call the police. Any issues you have that are not urgent or can be dealt with slower time “please feel free to raise them and Tim can email me direct to assist.”

Signed by the Chairman.

**b. County & City Councillor(s)**

**City Councillor Mick Haines** reported that the post for the street light has been installed in Church Lane, however, no sign of the actual light, hopefully this will not take too long. There had been at least 13 accidents in and around the Marsh Lane junction and he had telephoned County Councillor Constance but nothing more has been done. A traffic survey was carried out on the 15<sup>th</sup> May between 7:30 and 9:30am: 934 cars and vans, 132 cyclists, 4 motorbikes came out of Old Marston and 1 bus and 94 cars and vans went in.

- c. Public:** A resident spoke about the proposed development near Elsfield which would be on the Green Belt. The South Oxfordshire District Council's consultation period had closed, however as there had been considerable changes in councillors at the recent elections there may be a change of heart. At the moment everything is uncertain, however, there should be some cause for optimism.

**19/05/07 Minutes of the meeting held on 1<sup>st</sup> April 2019.** It was **RESOLVED** these are a true record.

**19/05/08 Matters Arising (omitting those for which an agenda heading follows):** None.

**19/05/09 Operational Checks:** The Clerk confirmed that the weekly safety checks on the play equipment and operational check on the defibrillator had been completed.

**19/05/10 Swan School Update:** Thank you to everyone who came along to our archaeological day. We had a great turnout despite the weather. Archaeological works on site are now nearing completion. Elsewhere work is progressing well on site. Meadowbrook College's temporary school buildings are complete and are now in use by the college. Piling preparatory works for the Swan School sports hall and the new Meadowbrook College building have been completed, with piling now under way for the sports hall. Demolition work to the old Meadowbrook building is underway. As part of this process, all asbestos was safely removed under carefully controlled conditions. Work on the foundations for the school's cycle store are progressing and the site offices are in place. Work on drainage and the access road are also well under way, with temporary Section 278 works to the access point now complete.

**19/05/11 Recreation Grounds & Cemetery and Pavilion:**

- a.** The minutes of the joint meeting between the Pavilion Committee and Recreation Grounds & Cemetery Committee held on the 17<sup>th</sup> April 2019 where the following recommendations were made:
- To accept the electrician's tendering for old pavilion meter of £526.50 – It was **RESOLVED** to accept the tender.
- To have the following pieces of play equipment:
- Climbing frame including a slide,
  - 2 x swings
  - 2 x Junior/Baby Swings
  - Round-a-bout
  - Obligatory safety surfacing around each
  - No wooden equipment.

- It was **RESOLVED** to accept the recommendations for the above equipment. Now awaiting response from Oxford City Council planning, Sport England and the Football Foundation.

b. It was **RESOLVED** to accept Mrs Holvey's request to purchase two burial plots.

**19/05/12 Finance:**

a. Bank balance as at 07/05/2019 –  
 Current Account £38,560.04 Petty Cash £66.80  
 Business Reserve Account £3,751.39 Newbury Building Society Account £119,329.86

The following accounts to be paid:	£ Incl. VAT
Clerk's Pay Including Expenses, Pension, etc. – April 2019	
BGG (Litter Picking for March 2019)	66.00
OALC (Risk Management Course)	108.00
OALC (Strategic Planning for Parish Councils)	108.00
ICCM (2019/20 Membership)	95.00
Castle Water (Cemetery water use for March 2019)	12.62
DM Payroll Services Ltd (Annual charge)	81.00
Oxford Green Belt Network (Annual Membership 2019)	15.00
Staples (Stationery)	157.75
Total Pest Control (Quarterly Charge)	177.60
<b>TOTAL</b>	<b>£2,377.38</b>
<b>Petty Cash Expenditure:</b>	
Oxford City Bus (Clerk's Fare to Monitoring Officer meeting)	3.70
<b>TOTAL</b>	<b>£3.70</b>
<b>INCOME :-</b>	
Oxford City Council (Half Year Precept)	34,285.78
Reeves Memorials (Memorial for B.J. Bennett)	100.00
<b>TOTAL</b>	<b>£34,385.78</b>

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

Signed by the Chairman.

- b. Transport:** Last year the Parish Council gave a grant to Aspire for membership for parishioners with restricted mobility. Membership was £35 per year per member last year but has now increased to £50. It has been trialled previously at Bradlands, in Mill Lane, however, this stopped as only 1 resident used the service regularly and Aspire said it was unviable. Interest at Bradlands is still the same so for 6 parishioners the cost would be £500. Council need to decide whether it wishes to continue this service. It was **RESOLVED** not to continue with the Aspire service although this would be reviewed next year or if a more viable service became available.

#### **19/05/13 Appointments of members onto existing Committees**

- a. Planning Committee & Chairman : MC,PH,MJ, MB
- b. Recreation Grounds & Cemetery Committee : PC,MC,PH,AM, AS
- c. Pavilion Committee : MB, MC,AS,MO
- d. Staffing & Standards Committee : PW (Chairman),DH,PC,PH
- e. Finance Committee & Chairman : PH (Chairman),MC,LM,MJ

#### **19/05/14 Review of representatives on or working with external bodies and arrangements for reporting back:**

- a. Mortimer Hall Representative : MO
- b. OXSRAD Representative : MC
- c. Parish Forum Representative : AM
- d. Public Transport Representative : NB
- e. Green Belt Representative : PW
- f. Community Forum : AM
- g. OALC Executive Committee: If anyone interested to let the Clerk know.

**19/05/15 Appointment of any new committees:** AM proposed a Climate Change Committee. After some discussion AM withdrew his proposal and will give the Clerk a firm proposal, with terms of reference, to be discussed at the June meeting.

#### **19/05/16 Review of delegation arrangements to committees and staff:**

PW asked if the agendas could be better structured as some items only had a one line introduction while others had more details, yet both have similar importance. It was **RESOLVED** to accept the delegated arrangements.

**19/05/17 Review of terms of reference for committees:** It was **RESOLVED** to adopt the terms of reference for committees.

#### **19/05/18 Review of the council's and/or staff subscriptions to other bodies:**

It was **RESOLVED** to continue subscribing to:  
Oxfordshire Association of Local Councils (OALC),  
Society of Local Council Clerks (SLCC),  
Association of Local Council Clerks (ALCC),  
Oxfordshire Green Belt Network,  
Institute of Cemetery & Crematorium Management (ICCM),  
CommunityFirst Oxfordshire.

#### **19/05/19 Planning:**

##### **a. Potential Development of Lower Elsfield:**

PW spoke about the Christ-Church development; they had now obtained additional land and propose to build 1,000 houses. He feels it is a bad thing to remove the Green

Belt as it was made for a purpose, to prevent the urban sprawl. If allowed then the identity of the village would be swallowed up into a suburb and not only the village affected but the whole parish. Elsfield has done a very thorough report which can be found on their website. Sandhills have also formed their own pressure group in preparation. Although the consultation period closed there may still be a chance to influence the South Oxfordshire District Council via the new councillors who have recently been elected. PW spoke about the report he had done which had been circulated to Councillors, and said as a Council it needs to look at; 1. Lobby newly elected councillors to try and reverse decisions, 2. Sign up to the petition to preserve the Green Belt, 3. Hold an open meeting for the public to get support from the parishioners. PW suggested dividing the areas of Transport & Congestion, Threat posed to Green Belt, Flood Risk and Environmental Issues so as to get as much input as possible.

It was **RESOLVED** to hold an open meeting on 15<sup>th</sup> July so that the parishioners can be made aware and be involved.

**b. Applications considered between meetings:- NONE**

**Decisions:**

19/00234/FUL – 24 Ashlong Road – APPROVED

19/00288/FUL – 17 Haynes Road – APPROVED

19/00233/FUL – 60 Mortimer Drive – REFUSED

19/00239/FUL – 29 Mill Lane - WITHDRAWN

**Awaiting Decisions:**

18/01549/FUL – 20 Raymund Road

18/03048/FUL – Manor Farm, 15A Mill Lane

18/03385/FUL – Cumberledge House, Cumberledge Close

19/00220/FUL – 1A Mortimer Drive

19/00548/FUL – 2 Haynes Road

**Applications to be decided:-**

**19/00830/FUL – 120 Arlington Drive** – Conversion of garage to habitable space. Alterations to existing pitched roof to flat roof and alterations 1no. window to front elevation. – **NO OBJECTION.**

**19/00840/FUL – 13 Park Way** – Erection of a single storey front extension. – **NO OBJECTION.**

**19/05/20 Local Environment:**

- After some discussion it was **RESOLVED** that all tree work, unless urgent, should be completed by the end of March,
- It was **RESOLVED** to allow the Marston Community Garden Group to plant 6 fruit bushes in the Orchard Triangle,
- It was **RESOLVED** to allow more top soil and wood chip to be delivered to the Orchard Triangle,
- The mowing of the Orchard Triangle would be discussed at the June meeting,
- It was **RESOLVED** no trees could be planted in the Boults Lane Recreation Ground until the play equipment had been sorted,
- It was **RESOLVED** no trees could be planted in the Elsfield Road Cemetery.

Signed by the Chairman.

**19/05/21 Items of an urgent nature which have come to the Clerk's attention since the Agenda was set: NONE**

**19/05/22 Information sharing (including correspondence)**

Rural Services Network Digest etc,  
OALC Newsletter April,  
Marston Times Article

School Lane street lighting awaiting report from County Council,

- Newspaper clipping regarding the Jack Russell headlined "Owner of pub site says 'work will go on'"
  - Letter from Oxford City Council stating due to lack of funding the 'Community Noticeboard' service will stop,
  - Letter to the Post Office expressing the Council's concerns on it being closed and the effect on local residents,
  - Email from member of the Elsfield Parish meeting regarding Stowood Otmoor Bernwood Proposal,
  - Copy of the Council's response to the SODC Local Plan 2034,
  - Notification of Planning Appeal: 18/02315/FUL – 9 Gordon Close – Demolition of existing garage. Erection of a two storey side extension to create 1 x 1 bed dwelling (Use Class C3). Provision of bin and cycle store. – The applicant has appealed to the Secretary of State against the City Council's refusal.
  - Email from Lucy Murfett, chair of St Nicks TAG, with regard to School Lane parking & Clerk's response
  - Email from Anuj Bhatt regarding the missing bollard at the end of School Lane by St Nicks School
  - Email from Rebecca Hazel of MCG
  - Marston Community Gardening Group Annual Report
- DH informed the meeting that he had received a complaint from a resident of Marsh Lane about the state of the road surfacing. He wrote to Ian Hudspeth, leader of the County Council and received a reply.
- MH advised that he is having a meeting with Thames Water with regard to flooding risks.
- MH has a petition going asking for a multi-storey car park to be installed at the John Radcliffe Hospital.

It was **RESOLVED** to start meetings at 7pm instead of 7:30 in future. The Clerk to inform everyone.

MEETING CLOSED: 9:12pm

Signed by the Chairman.