

Minutes of the Old Marston Parish Council Annual Council Meeting held on the 16th May 2022 at the Mortimer Hall from 7:00pm.

CONFIRMED

Present:

Parish Council:

Duncan Hatfield (DH) – Chairman	Pat Hall (PH) – Vice-Chairman
Mary James (MJ)	Charlotte Vinnicombe (CV)
Skye Denno (SD)	Louise Milford (LM)
Peter Cox (PC)	Alistair Morris (AM)
Peter Williams (PW)	Mick Bates (MB)
Charlie Haynes (CH)	
Tim Cann (Clerk)	

Oxford City Council:

Mary Clarkson (M)

Members of Public: 7

22/05/01 Election of Chairman:

AM proposed DH. CV Seconded. It was **RESOLVED** that DH be elected Chairman. DH signed the declaration of office.

22/05/02 Election of Vice-Chair:

MJ proposed PH. CV seconded. It was **RESOLVED** that PH be elected Vice-Chair. PH signed the declaration of office.

22/05/03 Acceptance of Office from Councillors:

All councillors present signed the acceptance of office.

22/05/04 Intention to record the proceedings of the meeting: NONE.

22/05/05 Apologies for Absence: Parish Councillor Louise Upton – Away, County Councillor Mark Lygo – Mayoral commitments.

22/05/06 Website and social media: DH advised the meeting that the website is regularly updated along with other social media sites. Anything happening around the Parish please let him know.

22/05/07 Public, County & City Councillors & Thames Valley Police participation (if any requests received)

- a. **Thames Valley Police:** No report received.
- b. **County & City Councillor Reports:** Mary Clarkson reported that she met with Mark Lygo and a county officer with regard to the cycle markings on the road in Marsh Lane, which were added without consultation, and this is being looked into. The parking restrictions in Elms Drive which were reported to be reversed last September have not yet happened. Mary is investigating.
- c. **Public:** NONE.

22/05/08 Minutes of the Parish Council Meeting held on 4th April 2022.

- It was **RESOLVED** these are a true record.

22/05/09 Matters Arising (omitting those for which an Agenda heading follows):

- PW said about the proposed development in Marston Paddock. There was a strong delegation from the St Nicholas Park mobile home site at the last meeting. MC advised that she, nor Mark Lygo, were made aware that it was on the agenda of the Planning Committee. The Clerk advised that he had contacted planning and took advice from the OALC; however there had not been any breach in legal procedures. It was **RESOLVED** that the Clerk contact the City Council to ensure this does not happen again.

22/05/10 Operational Checks:

- The Clerk reported that the weekly checks on the defibrillator had been carried out with no faults found.
- The Clerk reported that the weekly checks on the play equipment had been carried out with no faults found. CH mentioned the 'NO DOG' sign in the Boults Lane play area was missing. It was agreed it will be replaced.

22/05/11 Queen's Platinum Jubilee:

It was **RESOLVED** that the Parish Council pay for the beacon torch at the Red Lion. The church event is on Saturday 11am to 2/3pm. The Clerk will check with the Red Lion to make sure events do not clash. Hanging bunting will be organised by a small working party.

22/05/12 Annual Parishioners Meeting:

It was **RESOLVED** this will be on Monday 30th May at 7pm in the Mortimer Hall.

22/05/13 Planning:

Applications considered between meetings: NONE.

Decisions:

22/00187/FUL – 140 Oxford Road – **REFUSED**

Awaiting Decisions:

20/02457/DEL – Willow Barn, Oxford Road

21/02580/FUL – St Nicholas Caravan Park/Marston Paddock

21/03294/FUL – 56 Marsh Lane

21/03100/FUL – Land to rear of 1 Cromwell Close

22/00434/FUL – 4 Southcroft

22/00627/FUL – 86 Arlington Drive

22/00359/FUL – Manor Farm, 15A Mill Lane

22/00404/FUL – 36 Cavendish Drive.

Applications to be decided:

- **22/00759/FUL – 69 Arlington Drive** – Erection of a first-floor side extension. Erection of a single storey front extension and formation of a front porch. Removal of 1 window and insertion of 2 windows to side elevation. – **NO OBJECTION.**
- **22/00869/FUL – 52 Mill Lane** – Demolition of existing garage/outbuilding and erection of a rear garage annexe to provide ancillary accommodation to main house. – **CONCERN WITH PARKING. ASKED IF THIS COULD BE CALLED IN.**
- **Update on former Jack Russell site:** Work ongoing. CH expressed how pleasant the development looked.

22/05/14 Finance: Bank balance as at 01/05/2022 –

Unity Trust A/c. £64,785.19 (including CiL £18,189.40) Petty Cash £179.74

Skipton Building Society A/c £5,036.09 Newbury Building Society A/c £86,950.84

The following accounts to be paid:	£ Incl. VAT
Clerk's Pay Including Expenses, Pension, etc. – April 2022	
Mr D. Hook (Removal of shower floor)	420.00
Total Pest Control (Quarterly Charge)	177.60
DM Payroll Services (Annual Charge)	120.00
Seiretto (Renewal of SSL Services)	46.80
SLCC (Themed Summit Training)	54.00

OALC (Annual Membership)	691.23
Wickes (Small Sander)	59.00
Staples (Ink & Staples)	91.84
Castle Water (Cemetery Use)	29.24
JDP Solutions (Elections Flier)	156.00
BGG (Grass Cutting & Litter Picking April)	462.00
TOTAL	£5,238.97
Petty Cash Expenditure:	No Expenditure
INCOME:	
Oxford City Council (First Half – Year Precept)	35,484.50
TOTAL	35,484.50

- It was **RESOLVED** to accept these accounts. It was also **RESOLVED** not to pay Sherfield Flooring Ltd until the kitchen repair had been completed.

22/05/15 Appointment of members onto existing Committees:

- Planning Committee: It was **RESOLVED** that PW, MJ, PH, MB, CV be elected to this committee. The meeting arrangements would remain 'when needed'.
- Recreation Grounds, Pavilion & Cemetery Committee: It was **RESOLVED** that PC, AM, PH, CH & MB be elected to this committee.
- Staffing & Standards Committee: It was **RESOLVED** that PW, DH, PC, PH be elected to this committee.
- Finance Committee: It was **RESOLVED** that PH, PC, MJ, LM, LU, CH be elected to this committee. It was **RESOLVED** that PH be elected as chair.
- Environment Committee: It was **RESOLVED** that AM, MJ, LM, CV, SD, LU be elected to this committee.

22/05/16 Review of representatives on, or working with, external bodies and arrangements for reporting back:

- Mortimer Hall: It was **RESOLVED** DH be the council representative.
- OXSRAD: It was **RESOLVED** SD be the council representative.
- Public Transport: It was **RESOLVED** MJ be the council representative.
- Green Belt Network: It was **RESOLVED** PW be the council representative.
- Parish Forum: It was **RESOLVED** CV be the council representative.

22/05/17 Appointment of any new committees: NONE.

22/05/18 Review of the terms of reference for committees:

- It was **RESOLVED** this would be discussed in the respective committees and proposals brought back to the council.

22/05/19 Review of the council's and/or staff subscriptions to other bodies:

- It was **RESOLVED** to continue with the Oxfordshire Association of Local Councils (OALC), Society of Local Council Clerks (SLCC), Oxfordshire Green Belt Network, Institute of Cemetery & Crematorium Management (ICCM), CommunityFirst Oxfordshire and Parish Online.

22/05/20 Policies:

- It was **RESOLVED** to adopt all current policies.
- Councillors Handbook: Some councillors had already emailed the Clerk with feedback which will be incorporated.

22/05/21 Calendar of Meetings:

DH stated that this was obviously a framework of meeting dates and others may be added when needed. It was **RESOLVED** to adopt the dates of the various meetings.

22/05/22 Pavilion, Recreation Grounds & Cemetery:

Tenders for replacement of the multi-play equipment in the Mortimer Hall Recreation Ground – There was some discussion on whether the slide should be open or enclosed. It was **RESOLVED** that SD ask the St Nicholas Primary School pupils what is preferred, although there is a deadline of the end of May.

Memorial for June Handley: It was **RESOLVED** to accept the request.

22/05/23 Local Council Awards Scheme:

It was **RESOLVED** for the council to go for the Quality Standards with a view to Quality Gold after that.

22/05/24 LOGO:

- DH thanked the one person who entered the competition. It was **RESOLVED** to readvertise.

22/05/25 Plus anything of an urgent nature which comes to the Clerk's attention since the agenda was set:

- NONE.

22/05/26 Information Sharing:

- CH stated that he had been invited by Marston Saints FC to look at the pavilion. After some discussion it was agreed this would be looked at by the Recreation Grounds, Pavilion & Cemetery Committee.
- AM asked about the Mortimer Hall roof. DH agreed to chase up with the Hall Committee.
- PH advised that there are dead trees in Marsh Lane.
- CV attended an online briefing on the bus gates. The Clerk will circulate her notes on this.
- AM had met with the County Council tree officer who felt trees along the Marston Ferry Road cycle track a good idea.
- SD thanked everyone who came to the Eco-Market.
- Dennis Ward advised that he has a meeting with the Oxford Preservation Trust on the 23rd May 2022 at 10:30 with regard to replacing the gates and restoring the ridge and furrow in the Victoria Arms playing field.
- Rural Services Network Digest etc,
- OALC Newsletter.

22/05/27 Date of next meeting:

Monday 6th June 2022 at 7pm in the Mortimer Hall.

MEETING CLOSED: 9:03pm

Signed:
Chairman

Date:

Please note: Minutes become CONFIRMED following resolution at the following Full Council Meeting.