

Minutes of the Old Marston Parish Council meeting held on Monday 11th May 2026 at Mortimer Hall from 19:00.

CONFIRMED

Present: Parish Council:

Duncan Hatfield – Chairman	Louise Upton	Jackie Osman
Charlotte Vinnicombe (Vice-Chair)	Kevin Jones	Peter Cox
Charlie Haynes		

In attendance: Tim Cann

Members of Public: 2

Oxford City Councillor: Kate Robinson

26/05/01 Election of Chair & Declaration of Office:

Cllr Upton proposed Cllr Hatfield. Cllr Vinnicombe seconded. Cllr Hatfield voted in as chair and signed the declaration.

26/05/02 Election of Vice-Chair & Declaration of Office:

Cllr Hatfield proposed Cllr Vinnicombe. Seconded by Cllr Upton. Cllr Vinnicombe voted in as vice-chair and signed the declaration.

26/05/03 Acceptance of Office of Councillors & Declaration.

All councillors present signed the acceptance of office.

26/05/04 Intention to record the proceedings of the meeting:

None.

26/05/05 Apologies for Absence:

- Parish Councillor: Martin Smith – prior engagement
- Parish Councillor: Mark Lygo – prior engagement
- Parish Councillor Mickey Bates – family member unwell
- City Councillor Mary Clarkson – prior engagement

26/05/06 Co-Option of Vacancy:

Bede Constantinides gave a brief resume of himself.

Cllr Hatfield proposed and Cllr Haynes seconded. Carried unanimously. Cllr Constantinides signed the acceptance of office.

26/05/07 Website and social media:

Cllr Hatfield went through the social media platforms currently held by the parish council. There was some discussion over keeping X (formally Twitter). It was agreed to review this.

26/05/08 Public, County & City Councillors & Thames Valley Police participation (if any requests received):

a. Thames Valley Police:

Unfortunately, the team are working earlies tomorrow so I will not be able to attend.

In relation to the dog incidents in Marston, I have provided a number of responses now in writing, to both Kate ROBINSON and Mary CLARKSON. I am happy for these updates to be passed in order to reassure the community.

Thank you for your email, and for raising these concerns following the recent incidents. I fully recognise the significant impact that dog attacks have on victims, owners, and the wider community, and the understandable need for reassurance.

In terms of police and partner agency response, there is a broad spectrum of measures available to address dangerous or aggressive dogs. The approach taken is case-specific, with each incident reviewed on its own merits, taking into account the available evidence, risk factors, prior history, and any identifiable owner responsibility. As such, it can be difficult to provide a single, blanket position.

By way of overview, the following options are commonly considered:

*** Out of Court Disposals (OOCs):**

Where appropriate, matters may be dealt with proportionately through conditional cautions or community resolutions. These can include specific conditions such as requiring the dog to be muzzled, kept on a lead, or managed in a particular way to mitigate risk.

*** Community Protection Warnings (CPWs) and Notices (CPNs):**

Under the Anti-Social Behaviour, Crime and Policing Act 2014, these provide a mechanism to address ongoing behaviour that is having a detrimental effect on the community. A CPN can impose enforceable conditions on an owner, including requirements to control a dog (e.g. muzzling, keeping on a lead in public, securing property boundaries). Breach of a CPN is a criminal offence.

*** Criminal Investigation and Charges:**

Where the evidential threshold is met, offences under the Dangerous Dogs Act 1991 or related legislation may result in court proceedings. The courts have wide-ranging powers, including:

- * Destruction orders
- * Disqualification from dog ownership
- * Requirements for muzzling, leads, and insurance
- * Destruction orders for dogs posing a significant risk

Decisions around imposing conditions such as muzzling and leads in public will depend on factors including the severity of the incident, prior behaviour, owner compliance, and assessed ongoing risk.

You will appreciate that individual case details cannot generally be discussed, but please be assured that where dogs are identified as posing a risk, appropriate and proportionate measures are pursued to protect the public.

We continue to work closely with partner agencies, including the local authority and dog legislation officers, to ensure a coordinated response and to provide reassurance to communities such as Marston.

Caseworker
Office of the Police and Crime Commissioner
Thames Valley

b. County Councillor Report: No report received.

c. City Councillors Report:

Kate Robinson:

I hope to be at the meeting tonight – for the minutes here is the detail:

“Police have now completed a full review of all relevant reports, evidence, and investigative actions linked to this matter. Having assessed the available evidence against the required legal thresholds, I can confirm that the most recent report has been filed as No Further Action (NFA). This decision has been made on the basis that there is no realistic prospect of conviction,

primarily due to inconsistencies in the evidence and the inability to definitively identify the dog responsible for the reported incident.

While no further formal action is being taken at this time, the individual concerned has been advised regarding their responsibilities. The owner has been:

- Spoken to directly and provided with a clear explanation of police actions,
- Warned regarding her responsibilities,
- Advised that any future incidents will be subject to robust investigation, which may include seizure of dogs and consideration of court orders, including destruction or disqualification from ownership.

We are mindful of the wider community concern and reassurance in matters of this nature. Although enforcement action is not appropriate on this occasion, this does not diminish the seriousness with which reports of dangerous dogs are treated. Police will continue to respond to and investigate any future incidents and appropriate prosecution will be taken where the evidential threshold is met.

I would encourage you to share this update with your constituents, and, where appropriate, circulate it within relevant local community groups (such as the Marston 'Doggo's' WhatsApp group) to provide clarity, avoid rumour/ gossip, and support community reassurance."

Mary Clarkson sent a report by email which the clerk read out.

I have mandatory planning training tonight - I think Kate is involved too- so I may not get to Mortimer Hall much before 8pm.

The main things locally you know about:

- The dangerous dogs' issue.
- Continuing breaches of the Construction Management Transport Plan by Bellway Homes, for which a formal complaint has been made to Planning.

d. Members of Public:

No member of the public wished to speak.

26/05/09 Approval Of The Minutes Of The Meeting Held On The 13th April 2026:

It was RESOLVED these are a true record

26/05/10 Operational Checks:

- Weekly operational checks on the defibrillator have been carried out. Councillor Smith confirmed checked and ok.
- Weekly operational checks on the play equipment have been carried out. Councillor Smith confirmed checked and ok.

26/05/11 Planning:

Applications considered between meetings:

None.

Decisions:

- 25/00274/FUL - 44 Arlington Drive – REFUSED
- 25/01436/FUL – 32 Oxford Road – APPROVED

Awaiting Decisions:

- 20/02457/DEL – Willow Barn, Oxford Road
- 25/00634/FUL – 24 Haynes Road
- 25/02371/FUL – 56 Cherwell Drive
- 25/02487/FUL – Ibstocks, 1 Pond Lane
- 26/00544/FUL – 24 Ashlong Road
- 26/00594/VAR – 66 Arlington Drive
- 26/00496/FUL – 1A Mill Lane
- 26/00743/FUL – 7 Southcroft

Applications To Be Decided:

- **26/00819/FUL – 13 Salford Road** – Conversion of ground floor from vacant shop (Use Class E(c)(iii) to 1 x 1 bed flat (Use Class C3). Alterations to fenestration to front and side elevations. Provision of bin and cycle storage and private amenity space. – **NO OBJECTION.**
- **26/00927/FUL – 60 Mortimer Drive** – Demolition of existing garage. Erection of a part-single, part-two storey rear extension. Removal of 1no. chimney. Installation of solar panels and 1no. EV charger. Provision of bike store. – **NO OBJECTION.**
- **26/00923/FUL – 15 Salford Road** – Change of use of dwellinghouse (Use Class C3) to a House in Multiple Occupation (Use Class C4). Insertion of 1no. door to ground floor at rear. Provision of cycle and bin storage. (Retrospective). – **NO OBJECTION.**
- **26/00968/FUL – 3 Cotswold Crescent** – Erection of a first-floor rear extension. Formation of 1no. rear dormer. Insertion of 1no. door to rear elevation. Insertion of 2no. rooflights to front roof slope. – **NO OBJECTION.**
- **26/00522/FUL – 59 Cherwell Drive** – Demolition of garage. Change of use from dwellinghouse (Use Class C3) to a large House in Multiple Occupation (Sui Generis). Erection of a single storey side and a first-floor rear extension. – **asked if this could be called in. Object due to policy H6 of the oxford local plan 2036 which recognises the importance of houses of occupation (HMO) play in meeting housing needs I Oxford. However, it also identifies that in some areas of oxford, high concentration of HMO's are resulting in changes to the character of the local area, leading to concerns that communities are becoming unbalanced. Policy h6 also supports the change of use of a dwelling in use class c3 to an HMO where specified criteria are met. Criteria (a) of the policy requires that the proportion**

of buildings used in full or part as an Hmo within 100 metres of the street length either side of the applicant site does not exceed 20%.

- **Consultations:** None.

26/05/12 Review of Committees:

- Planning Committee:** At present all parish councillors are members of the Planning Committee. Cllr Upton requested not to be on committee due to her involvement in District Council.
- Staffing & Standards Committee & Chair:** Cllr Hatfield, Haynes, Vinnicombe (Chair), Smith & Cox.
- Finance Committee & Chair:** Cllr Haynes (Chair), Smith, Cox & Constantinides
- Pavilion, Recreation Grounds, Allotments & Cemetery Committee:** It was RESOLVED Pavilion, Recreation Grounds, Allotments & Cemetery Committee and Environment Committee be merged and renamed Community Amenities & Environment Committee. Cllr Cox (Chair), Vinnicombe, Constantinides, Haynes, Osman, Smith & Bates.

26/05/13: Review of representatives on, or work with, external bodies and arrangements for reporting back

- Mortimer Hall – Cllr Hatfield,
- OXS RAD – Cllr Upton
- Public Transport – Cllr Vinnicombe.
- Green Belt - Disbanded
- Parish Forum – All Councillors invited.
- Marston area anti-social behaviour group – Cllr Hatfield.

26/05/15 Review of the Council's and/or staff subscription to other bodies:

- Oxfordshire Association of Local Councils (OALC) – CONTINUE

Society of Local 26/05/14 Review of Terms of Reference for Committees:

- With two committees merging the clerk to bring proposals to June meeting. Council Clerks (SLCC) – CONTINUE
- Institute of Cemetery & Crematorium Management (ICCM) – CONTINUE
- Community First Oxfordshire – CONTINUE
- ParishOnline – CONTINUE.

26/05/16 Policies:

The council RESOLVED to adopt all policies with the understanding that, with new legislation coming in, some will need changing which will be brought to a future meeting as and when.

26/05/17 2026-2027 Calendar of Meetings

With the merging of two committees, it was RESOLVED the clerk will issue a revised calendar for June meeting.

26/05/18 Powers of Competence:

The clerk confirmed that the council still meets the criteria so it was RESOLVED Old Marston Parish Council will adopt the Powers of Competence.

26/05/19 Finance:

Correct as at 30th April 2026

Unity Trust Current Account	£3,204.68
Newbury Building Society	£42,738.90- 2.90%
Skipton Building Society	£59,187.24- 2.05%
Petty Cash	£1.89
TOTAL	£105,132.71
CiL Money (included in above figures)	£27,272.56
The following accounts to be paid:	£ Incl. VAT
Clerk's Pay, Expenses, Pension, etc. (April 2026):	£
Reeves Memorial (Repair to Mr Dibsdall Memorial):	£420.00
ODS (Waste Management Cemetery):	£33.84
Mr Ward (Groundwork under Cemetery Hedge):	£600.00
Mr Ward (Work at The Orchard Triangle)	£2,850.00
ICCM (Annual Membership):	£110.00
Total Pest Control (Quarterly Charge):	£189.14
DM Payroll (Annual Service Charge):	£144.00
TOTAL:	£5,562
Petty Cash Expenditure:	£0.00
Income:	
Oxford City Council (First-Half Precept):	£38,809.74
Reserves:	
Total Balances:	£105,132.71
General Reserve:	£31,216.00
Fixed Asset Reserve:	£10,000.00
Emergency Reserve:	£10,000.00
Unallocated Reserve:	£53,916.71

a. It was resolved to accept payments:

26/05/20 Clerk's Report.

- **Grass Cutting Contract:** The clerk explained the contract is for 7 cuts each year per site. It was RESOLVED to accept contract.
- **Bin Emptying:** The clerk stated that he was still in negotiation with contractor. Council RESOLVED to allow chair and clerk to decide.
- **End of Year Accounts:** The clerk advised that the 2025/26 accounts had been completed and are will the Internal Auditor.
- **Orchard Triangle:** Clerk to purchase a bin.

26/05/21 Reports from Members:

Cllr Vinnicombe informed the meeting that there was a speed safety meeting at St Nicholas School. Ideas such as the council employing a traffic marshal during opening and closing of the school day, promotion about safe parking around the school. Further details will be brought to a future meeting for discussion.

26/05/22 Information sharing (including correspondence):

- OALC Newsletter
- Rural Services Network Digest etc,
- Oxford Half Marathon Sunday 11th October 2026.
- Annual Parishioners Meeting 19:00 Thursday 14th May 2026
- Speed Watch training 19:00 Thursday 21st May 2026
- Councillors review of traffic data 19:30 Thursday 21st May
- Marston Art Day - Saturday 16th May 10:00 to 13:00 at Mortimer Hall.
- <https://www.thamesvalley.police.uk/area/your-area/tvp/oxfordshire/oxford-north-east/about-us/our-priorities>

26/05/23 Date of next meeting:

Monday 1st June 2026 in Mortimer Hall

MEETING CLOSED: 20:35

Signed.....Chairman

Date.....

Please note: Minutes become CONFIRMED following resolution at the following full council meeting.