

# Minutes of the Old Marston Parish Council Meeting held on the 6<sup>th</sup> November 2023 at the Mortimer Hall from 7:00pm.

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## CONFIRMED

### Present:

#### Parish Council:

|                                 |                           |
|---------------------------------|---------------------------|
| Duncan Hatfield (DH) – Chairman | Charlotte Vinnicombe (CV) |
| Mary James (MJ)                 | Skye Denno (SD)           |
| Peter Williams (PW)             | Mick Bates (MB)           |
| Alistair Morris (AM)            | Charlie Haynes (CH)       |

**Oxford City Council:** Mary Clarkson

#### In attendance:

Tim Cann (Clerk)

Members of the Public: 5

**23/11/01 Intention to record the proceedings of the meeting:** NONE.

**23/11/02 Apologies for absence:** Parish Councillors Louise Milford & Pat Hall – Unwell, Oxfordshire County Councillor Mark Lygo – County Council commitments.

**23/11/03 Website and social media:** DH advised there is always new information being posted on website. Facebook followers have increased.

#### **23/11/04 Public, County & City Councillors & Thames Valley Police participation (if any requests received)**

**a. Thames Valley Police:** No Report received.

#### **b. County & City Councillor Reports:**

- **Report from City Councillor Mary Clarkson:** Mary confirmed the judicial review on Almond Farm had dismissed the appeal therefore the development can proceed. The street lighting along the stretch of the cycle route over the mesopotamia are not working. This has been reported and being investigated.
- **City Councillor Alistair Morris:** reported that the Local Plan through to 2040 was being discussed by the city council and there will be consultation.

#### **c. Public:**

No members of the public wished to speak.

**23/11/05 Minutes of the Parish Council Meeting held on 2<sup>nd</sup> October 2023.**

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

#### **23/11/06 Matters Arising (omitting those for which an Agenda heading follows):**

- Boults Lane Recreation Ground play equipment repair work has been completed.
- Right of Way: The clerk had heard nothing from Charlotte Richie with an update.

#### **23/11/07 Operational Checks:**

- The clerk reported that the weekly checks on the defibrillator had been carried out. All working correctly.
- The clerk reported that the weekly checks on the play equipment had been carried out.

### 23/11/08 Co-option to fill a casual vacancy:

- All members of the public and candidates left the room.
- Each candidate was asked to enter and give a brief resume of themselves and ask/answer any questions.
- Members of the public and all candidates returned.
- It was **RESOLVED** that Martin Smith be coopted as a parish councillor on Old Marston Parish Council until the next full election.
- DH thanked all candidates for applying. It had been a very difficult decision to make and hoped the unsuccessful candidates would stand in the future.
- The clerk will get the appropriate forms to Martin Smith along with a copy of standing orders, financial regulations and policies.

### 23/11/09 Planning:

**Applications considered between meetings:** NONE.

**Decisions:**

23/01314/FUL – 2 Broughton Close – APPROVED

23/01990/FUL – 82 Arlington Drive – APPROVED

**Awaiting Decisions:**

20/02457/DEL – Willow Barn, Oxford Road

21/03294/FUL – 56 Marsh Lane

22/03049/FUL – Land North of Bayswater Brook

23/02017/FUL – 21 Haynes Road

23/02155/FUL – 2 Mortimer Drive

**Applications to be decided:**

**23/01414/VAR – Marston Paddock** – Variation of condition 2 (Approved plans) of planning permission 21/02580/FUL (Full planning permission for the erection of 40 residential dwellings (Class C3), access arrangements and public open space, landscaping, associated infrastructure and works including pedestrian and cycle routes) to allow amendments to size of substation, units 01-10 and 25-40 and balconies on units 11-24, removal of rooflights, alterations to entrance undercroft to contain bin and bike storage, relocation of ASHP to rear of unit. Alterations to site level, paving and removal of footpath to rear of apartment block Units 11-24 (Amended Plans). – **NO OBJECTIONS**

**23/02294/DEL – 46 Oxford Road** – Erection of 1 x 2 Bed bungalow (use class C3) Provision of means enclosure, landscaping and bin and cycle storage. – **OBJECTION TO UNSUITABLE VEHICLE ACCESS: SIZE OF SITE FOR RESIDENTIAL PROPERTY. ASKED IF THIS COULD BE CALLED IN.**

- **23/02480/FUL – 32B Oxford Road** – Erection of a single storey rear extension. Removal of existing front porch canopy and formation of a front porch. Formation of a rear shed. Alterations to fenestrations. – **NO OBJECTION.**

**Decisions:** (Click to see reasons for refusal)

22/02983/FUL – 4 Haynes Road – **APPROVED**  
23/01076/FUL – 71 Cherwell Drive – **APPROVED**  
23/01216/FUL – 1 Harlow Way – **APPROVED**  
23/01218/FUL – 3 Rimmer Close – **APPROVED**  
23/01439/FUL – 60 Cherwell Drive – **REFUSED**  
23/01551/FUL – 33 Ashlong Road – **APPROVED**  
23/01428/FUL – 32B Oxford Road - **WITHDRAWN**

**Awaiting Decisions:**

20/02457/DEL – Willow Barn, Oxford Road  
21/03294/FUL – 56 Marsh Lane  
22/03049/FUL – Land North of Bayswater Brook  
23/01314/FUL – 2 Broughton Close

**23/11/10 Governance & Accountability:**

a. Meeting Protocol: It was **RESOLVED** to adopt the following:

**Protocol for Parish Council & Committee meetings**

- Members of the public and press are welcome to attend meetings unless precluded by the Parish Council by resolution during the whole or part of the proceedings.
  - They may address the parish council on any matter of council business during the time allotted at the beginning of the meeting for public participation.
  - Anyone wishing to speak must give prior notice with name and address to the Clerk before the meeting starts.
  - No member of the public or press shall speak for more than 5 minutes unless the Chairman so declares and the total time for public participation is 20 minutes.
  - There is no entitlement for members of the public to speak at any other time during the meeting, unless invited to by the chairman.
  - A record of public participation may be included in the Minutes and, if any actions are required, they will be reported on at the next meeting.
  - In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given.
  - A person, including councillors, shall raise their hand when requesting to speak.
  - A person, including councillors, who speaks at a meeting shall direct his comments to the chairman of the meeting.
  - Only one person, or councillor, is permitted to speak at a time. If more than one person wants to speak, the chairman of the meeting shall direct the order of speaking.
  - A person, or councillor, shall not interrupt or talk over a person speaking.
- b. **Register of Interest:** It was **RESOLVED** the clerk will circulate the current Register of Interest to each councillor for them to update and return.

**23/11/11 Finance:** Bank balance as at 29/10/2023 –

Unity Trust Account £41,852.65 (incl. CIL Money) £27,272.56

Newbury Building Society A/c £82,636.07,

Petty Cash £66.84

Skipton Building Society A/c £22,333.50.

| The following accounts to be paid:                          | £ Incl. VAT      |
|---|------------------|
| Clerks Pay Including Expenses, Pension, etc. – October 2023 |                  |
| Playdale Playgrounds Ltd (Repair damage to BL Equipment)    | 689.32           |
| Oxford City Council (Cemetery Business Rates)               | 105.00           |
| JDP Solutions) (Cycling Parking Signs)                      | 72.00            |
| BGG (Grass Cutting for September)                           | 264.00           |
| Total Pest Control (Quarterly Charge)                       | 177.60           |
| SLCC (Clerk's Membership)                                   | 222.00           |
| SLCC Enterprises (Training)                                 | 108.00           |
| <b>TOTAL</b>  | <b>£3,711.28</b> |
| <b>Petty Cash Expenditure:</b>                              |                  |
| Oxford Bus Company (Clerk's Ticket to County Hall)          | 4.00             |
| <b>INCOME:</b>  |                  |
| Skipton Building Society (Annual Interest)                  | 294.13           |

- a. Approval of payments
- b. Community Market: DH confirmed that it was a very good event and well attended. The organisers are looking at holding a further three events. The council reviewed the expenditure and it was **RESOLVED** the remaining balance of money would be kept by the organisers for future events.

#### 23/11/12 Oxfordshire County Council moving traffic offences:

- It was **RESOLVED** that all parish councillors are co-opted onto the planning committee. Any councillor not wishing to be on the committee needs to confirm to the clerk.
- It was **RESOLVED** that a planning committee meeting will be arranged to discuss the traffic implications of the Almond Farm development and potential future developments. The Clerk will try and get someone from Oxford City Council planning and Oxfordshire County Council highways to attend.

### 23/11/13 Pavilion, Recreation Grounds, Allotments & Cemetery Committee meeting:

- The draft minutes of the committee meeting held on Monday 30<sup>th</sup> October were reviewed and the following recommendations accepted:
  - To accept the tender of £3,250.00 to complete the patio, subject to the clerk getting the tender made out to the council.
  - To purchase three picnic benches for the Mortimer Hall Recreation Ground (locations to be confirmed).

### 23/11/14 Environment Committee meeting:

- The draft minutes of the committee meeting held on Monday 30<sup>th</sup> October were reviewed and the following recommendation accepted:
  - It was **RESOLVED** a tour of parish council owned land would take place on Saturday 3<sup>rd</sup> February 2024 at 2pm.

### 23/11/15 Clerk's Report:

- **The Clerk ran through various items where actions had been taken:**
  - Elsfield Road Bus Stop Noticeboard: The advertising application form has been returned as a location map, showing scale and compass direction, was needed.
  - Salford Road Noticeboard: The Clerk informed the council that he had spoken to the resident in Salford Road and he was happy for a noticeboard to be erected on the wall of his property.
  - Tree Stock Location Project: The local cub group had completed Boults Lane Recreation ground. Now waiting for the local scout group to do the Mortimer Hall Recreation ground trees.
  - Boults Lane CCTV: The Clerk had met with the intruder alarm company, who also install CCTV. He advised that there would be a safeguarding issue to have any cameras recording a recreation/play area.
  - The consultation process to remove the dead tree in the Mortimer Hall Recreation ground had now lapsed so the tree can be removed.

### 23/11/16 Report from members:

- MJ advised that the county council public transport meeting is tomorrow.
- CV advised that the Parish Forum meeting is next Monday.
- DH advised that the Mortimer Hall Management committee were meeting later in the month to discuss a five-year plan.

### 23/11/17 Youth Worker:

- DH stated about the various instances of antisocial behaviour and proposed the council investigate employing the services of a youth worker. Possibly in partnership with St Nicholas Church and/or county youth services. Designed to build links with local youths and find out if the parish council can do anything practical to meet local needs. After some discussion it was **RESOLVED** this would be deferred until the December meeting, when the Community Needs Survey results had been processed.

**23/11/18 Christmas Buffet:**

DH advised the council that he would like to invite members of the Mortimer Hall committee. It would give an opportunity to mix socially and, hopefully, rebuild bridges. It was **RESOLVED** that DH will invite members of the hall committee and it be at the Red Lion.

**23/11/19 Plus anything of an urgent nature which has come to the clerk’s attention since the agenda was set:**

- Wildflower strip in Boult’s Lane Recreation Ground: It was **RESOLVED** the clerk get quotes to prepare and resow wildflowers in the Spring.

**23/11/20 Information Sharing:**

- OALC Newsletter: Already sent.
- DH mentioned the security lights on the pavilion.
- CV advised that the rubbish bins were still not being emptied regularly.
- SD advised that there is a carol and mince pie in Bradland at 3pm on the 18<sup>th</sup> December.
- The Clerk informed the council that the half year accounts had been sent to the internal auditor for the interim review.
- The Clerk advised that he had been approached by Littlemore Parish Council to give them assistance with their budget setting and precept. This will be temporary and the clerk will be paid directly from Littlemore Parish Council.

**23/11/21 Date of next meeting:**

- Monday 4<sup>th</sup> December 2023 at 7pm in the Mortimer Hall.

**MEETING CLOSED: 8:42pm**

Signed: ..... Chairman

Date: .....

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