

## Minutes of Old Marston Parish Council Meeting 4<sup>th</sup> October 2011

### Present:-

Charlie Haynes, Chairman (CH)  
Duncan Hatfield, Vice-Chairman (DH)  
Peter Cox (PC)  
Roy Jones (RJ)  
Barrie Lewis (BL)  
Patricia Hall (PH)  
Angie Tiwari (AT)  
Michael Cadd (MC)  
Peter Sarac (PS)  
Michael O'Keefe (MOK)

Kate Stratford, Clerk (KS)  
Cllr Mary Clarkson (MRC)

<b>1</b>	<b>Requests from Members of the Public to Speak</b> None	<b>ACTION</b>
<b>2</b>	<b>Apologies for Absence</b> PCllr Nils Bartleet The Chairman requested that Councillors declare any personal or prejudicial interests at any point on the agenda.	
<b>2a</b>	<b>Co-optioin of New Parish Councillor</b> Mr Anthony Greenfield and Dr Peter Williams had put themselves forward for co-optioin and were in attendance. They addressed the meeting individually. Dr Williams told the meeting that he had been a resident in Old Marston for 30 years. He had been a GP which allowed him to know the area and its needs. He retired two years ago, and now wanted to be more active in the village. He advised he had a job in London which might have some time implications, however he would be free most evenings. He viewed the village as being under threat – important services such as the post office had been withdrawn, and the library was now under threat of closure. Not good for village life. Land was sought by developers, less open spaces and more overcrowding. PCllr CH asked whether his job commitments would cause an issue. Dr Williams replied it should not cause a problem most of the time. PCllr RJ asked his view on allocation of council houses in the village. Dr Williams replied he felt the obligation had to be dealt with sensitively. There are implications on traffic and other dwellings. Dr Williams left the room and Mr Greenfield entered. He told the meeting that he had lived in Old Marston since 1968. He had two children, now grown up and he ran a gas and plumbing business. Now easing off and had more time. He has an allotment. His hobbies include bowling, computer, and gadgets. He viewed himself as a general dogsbody. He was happy to do anything. PCllr CH asked if he had any strong views. Mr Greenfield said he was not political, although he used to run the Neighbourhood Watch for 10 years. He was open to persuasion on any issue. PCllr PC asked whether he had thought about joining the PC before. Mr Greenfield replied he had attended a meeting in the past (when a planning issue was being discussed), but he always reads Marston Times. PCllr RJ asked his view on the allocation of housing on the Carter Estate. Mr Greenfield replied he had noted that more and more properties were brought by landlords, which had previously been owned by families. This was all right, as long as there is a mix. Both Mr Greenfield and Dr Williams left the room for the PC to discuss. The Parish Council took time to discuss the candidates, both of whom had good qualities to offer. Mr Greenfield appeared very open and approachable, and	

willing. Dr Williams articulated strong understanding of planning issues. The Chairman noticed that there are currently 6 PCllrs which live in the village and 4 which live outside it. PCllr RJ proposed Dr Williams is co-opted onto the Parish Council, seconded by PCllr MC. PCllr MO'K proposed Mr Greenfield is co-opted onto the Parish Council, seconded by PCllr AT. Following discussion a vote was taken. 7 PCllrs voted in favour of co-opting Dr Williams and 2 voted in favour of co-opting Mr Greenfield. There was 1 abstention. Dr Williams was invited to join the Parish Council and signed the Declaration of Office. New Members were given notes and paperwork on the workings of the Parish Council. Mr Greenfield was thanked very much for offering his services. If a vacancy arises in the future, the Parish Council will contact him to see if he is still interested in serving on the Parish Council.

**ACTION**

### **3 Minutes of Last Meeting**

The minutes of the last meeting were accepted as a true and correct record with no additions but two corrections – Member of the public in attendance was not accompanied by his spouse, but by a Ms Bartlett and under Any Other Business it recorded Wally Cox had served on the Parish Council for 8 years, but he had served for 5. With these corrections, the Chairman signed the minutes.

### **4 Matters Arising from Minutes Omitting Those For Which an Agenda Heading Follows:**

The Chairman proposed that the Parish Council appoints a solicitor and proposed Nick Morgan, who was known to him and would not be tied to time recording and was experienced with charities. Seconded by PCllr RJ and all agreed. The Chairman to invite Mr Morgan to a future meeting so Parish Councillors can meet him.

**CH**

PCllr NB sent a report that he had attended the last Local Transport Planning meeting. No issues relevant to the parish had arisen and he will update at the next meeting or would talk to Members at their convenience.

### **5 Correspondence (Letters/Emails)**

- Helping Hands advertising on our website – Clerk has sent them details of new procedure.
- OCC – next NAG meeting to be held on 5<sup>th</sup> October and Have Your Say meetings occurring throughout October and into November.
- PCllrs PS, PH and BL booked on New Councillor course – paperwork was taken in readiness for course on October 12<sup>th</sup>.

Victoria Arms have requested installing A-Boards – Chairman has responded no. Oxford Safer Communities Partnership have written urging the PC to take part in current consultation.

County have invited PC to a Snow Day event on 8<sup>th</sup> and 29<sup>th</sup> October, and provided a winter brochure.

OGBN have provided an extremely useful breakdown of the changes to Planning Laws – Clerk to forward to all Members.

**KS**

Geoff Hale had contacted the PC requesting help for the maintenance of the memorial garden. Dennis Ward has offered to do this on a voluntary basis.

ORCC - invitation to AGM.

Oxford Playing Fields Association – invitation to AGM on 17<sup>th</sup> October.

DMUG user group meeting on 23<sup>rd</sup> November.

A resident queried the Parish Council's finances. Clerk has responded.

Oxsrad has written requesting a grant for between £500.00 and £1,000.00 to make up for a grant from the council which has been cut. The meeting discussed the

<p>issue in detail, and agreed to support Oxsrads on a one-off basis. PCllr MC proposed we grant them £1,000.00. Seconded by PCllr PH. All in favour, as long as it is emphasised this is a one-off.</p> <p>OALC offering training in Planning in December, but recommend PCllrs wait until Localism Bill becomes law.</p> <p>MRC has forwarded information on a new initiative – Playing Out In Oxford, which she is keen to see implemented in Old Marston. Clerk to pass on to FoOMPA.</p> <p>CPRE have written urging the PC to object to proposed changes in Planning Laws. Clerk to forward to all PCllrs.</p> <p>Gill and Wally Cox have written to thank the PC for the farewell do.</p> <p>Councillor Beverley Hazell has given birth to a boy. Clerk to write and congratulate her.</p>	<p><b>ACTION</b></p> <p><b>KS</b></p> <p><b>KS</b></p> <p><b>KS</b></p> <p><b>KS</b></p>
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## 6 Planning

### Applications to be decided:-

85 Oxford Road – single storey rear extension. No objection.

Mallards, 4 Mill Lane – part single and part two storey side and rear extension. No objection.

49 Church Lane – replacement conservatory, side extension and windows. Three velux roof lights and replacement garage doors. No objection.

65 Oxford Road – alterations including erection of stone chimney stack and removal of brick infill to existing fire place. No objection.

Bricklayers – conversion and alteration to the existing public house to form a four bedroom dwelling, together with erection of five dwellings and garages, parking, landscaping and alterations to existing access. No objection.

### Applications considered between meetings:-

None

### Decisions

69 Cherwell Drive – refused.

20 Ashlong Road – granted.

1 and 1C Salford – granted.

32 Ashlong Road – granted.

### Awaiting Decisions

- 2 Mortimer Drive
- Colthorn Farm, Oxford Road
- 19 Lewell Avenue
- Bricklayers Arms, 39 Church Lane
- 9 Haynes Road
- St Nicholas school
- 5 Boults Lane

1A Mortimer Drive – Clerk has written to Planning Enforcement regarding the precedent. No response yet received. Clerk to chase.

The clerk has contacted all the relevant groups regarding Emergency Operations Centre. No group has finally confirmed they are happy to have their building used, other than Tony Prices; who has confirmed the church and church hall may be used. St Nicholas School, Mortimer Hall and Scouts have yet to confirm and no response was ever received from Marston Saints or Oxsrads. To be chased.

Planning will be in attendance at the November meeting to discuss the impact of the proposed development at Barton through the village. In the meantime, we have

**KS**

**KS/CH**

been sent minutes of their working group meeting. Much attention is given to the impact on Northway in the minutes. Marsh Lane is mentioned once and that is the only reference to the parish.

**ACTION**

## **7 Boults Lane Development Project**

- Chairman to convene special meeting of the Marston Saints and members of the PC. Clerk to ascertain suitable times and dates. Clerk to chase Anna Kockrane/Sports England. Contact has been made with Sports England, but Anna Kockrane has not returned calls.

**KS**

Pcllrs PS and CH visited the Pavilion at Barton. Although ugly from the outside, once inside this is a quality building, that delivers all that is required. It cost around £325,000.00 and would be just as useful in Old Marston. PCllrs PS and BL to join the steering committee and suggest to Marston Saints that this is the route that we should go. All agreed. It was noted that if further planning applications are required, then Marston Saints will have to fund this themselves.

## **8 Recreation Grounds**

- “no dogs” signs have been ordered.
- Clerk has written to ACH flooring requesting they come back to varnish a section of unvarnished wood. Mortimer Hall management committee have requested this is chased and also request we are given a guarantee for the work as none has been received. The Clerk has written.
- Plans for a new kitchen at Mortimer Hall are still awaited.
- Dennis Ward to cut back all the PC-owned hedges – to be done over next week or so.
- WREN have given approval for the work to start at Mortimer Hall Rec, and Playground Services have been authorised to start work. The Clerk met Dennis Ward and Paula Coombs from FoOMPA at the Bricklayers to select benches to install at Mortimer Hall. Unfortunately, none were in a safe enough condition. Dennis Ward has taken two which he is holding on his land in case WREN insist the benches are installed. The Clerk has written to WREN asking how they wish us to proceed. In the meantime, Playground Services have been asked to provide quotes for benches. PCllr BL to ask a contact he has for a quote.

**KS**

**BL**

Note report from RoSPA – Clerk is asking Mr Hook to carry out required works.

## **9 Finance**

- Typographical errors in minutes – to be corrected and signed.
- Bank balance as at 27<sup>th</sup> September 2011 – current account £4,350.00; business reserve account £168,489.65. The Clerk has moved £10,000.00 from the reserve to the current as there are a lot of cheques to pay this month. The next instalment of the precept has since been received.
- Richard James recommends the PC monitors the actual expenditure of the PC against the budget projections with reasons for any significant variances recorded in the minutes – Clerk to provide information.
- Cheque and paperwork has been sent to Came and Company. They have returned the cheque with the request this is made out differently. Clerk to send once signed. The cost will be £2,017.91, which is a commitment to remain with them for 3 years in exchange for a 5% discount.
- Dennis Ward was paid £500.00 for completing works at burial ground.

**KS**

**KS**

**KS**

The following accounts to be paid:

**ACTION**

		£ incl VAT
RoSPA (Play Safe)	Report on Play Areas	180.00
Eamon Kelly	Railings at Back Lane	900.00
WiseServe Ltd	Repairs to Chairman's Computer	122.40
Kate Stratford	Reimbursement for phone for September 2011	25.33
Mrs R Cox	Work in the burial ground September 11	192.00
HMRC	Tax and National Insurance for September 2011 (owed a refund)	0.00 7.33R
Kate Stratford	Heating and electric weeks Thur 1 <sup>st</sup> September – Wednesday 21 <sup>st</sup> September) @ £3 per week	12.00
Kate Stratford	Salary for September 2011	594.48
Oxfordshire County Council	Pension for September	114.80
Came & Company	Re-issue of cheque	2,017.91
Charlie Haynes	Petrol for mower	46.00

The following income has been received:

		£ incl VAT
Oxford City Council	Second part of the precept	30,500.00

The Clerk made a typographical error on the P11 form in August. However, the correct salary was paid. Letter sent to HMRC.

The ½ yearly audit is due in October. Clerk will arrange with Richard James.

**KS**

Grants – these will be advertised in the next issue of MT and the Clerk to write to those who received a grant last year. Amend the letter to state that the deadline is the December meeting.

## 10 Burial Ground

- PCllrs PC/CH considered moving the tree – not to be moved.

A volunteer at the burial ground witnessed a lady known to the volunteer dumping waste bags at the burial ground and on the land opposite it. The volunteer spoke to the lady and asked her not to dump her waste. The waste was dumped and the lady left. The volunteer took the bags away and disposed of them responsibly. The Clerk to write.

**KS**

It was agreed the site looks wonderful. There have been no breakdowns of the equipment this year, which has saved the Parish Council money, and only approx £100.00 has been spent on fuel for the mower. Many thanks and congratulations to all those who work to make it look so lovely. The cemetery is much admired.

**ACTION****11 Highways**

- Resident Hubert Allen is asking for information about flooding in the late 1960s/early 1970s. Clerk to look in archived minutes as their offices are now open. **KS**
- Clerk to write requesting the unadopted and by the side of the Bricklayers is adopted. **KS**
- Menu of parking choices to be discussed and ratified, as per memo sent to Parish Councillors. Clerk to adapt this to the form of a survey, and request it is sent out in the Marston Times – Jan Sanders has agreed and the clerk has quotations from Royal Mail. Once the memo looks more like a survey, PCllr DH to upload to the website. The clerk requested this was examined in more detail at next meeting. **KS  
DH**
- Barrier at the bottom of Back Lane has been installed.
- PC to note artworks for heritage signs. These are in the process of being ordered.
- Chairman to confirm that the Red Lion may be allowed access to their facilities after 12 o'clock to allow subway painting to go ahead. **CH**
- Unemptied bin at the corner of Horseman Close – this was paid for by NEAC, and there may be an issue regarding the emptying of it.
- Clerk has advised the officer for the Highways of the priorities on the PC wish list.

Back Lane gate has been opened to owners of 4 Mill Lane with the approval of the Chairman.

PCllr RJ has been investigating a portaloo at the new house on Elsfield Road. As there has been no rain, there has been no repetition of the problem, but there have been no more complaints and he will continue to monitor. **RJ**

Resident has written querying the new barriers on Back Lane – responded.

Letter sent to owners of the Willow on Fane Road asking them to cut back. Also write to owners of the willow on Salford Road. **KS**

Resident has written objecting to new fence installed at 5 Boults Lane – Clerk to respond. **KS**

PCllr RJ raised the issue of the hedge on Oxford Road which is overgrown. The Chairman has tried to contact the residents and will try again. **CH**

PCllr PH queried who owned the shrubbery on the path leading up from the Harlow Centre, as these are overgrown making the path very narrow. Clerk to investigate. **KS**

PCllr AT asked what action had been taken regarding tree on end of Salford Road. Clerk reported she had sent photos to Parks. As no action has been taken, it can be assumed there is no issue with this.

Land behind Salford Road shops has been broken into and the lock broken. Clerk to report. **KS**

PCllr RJ reported there was an issue with the phone box by Barns Hay. Despite reports this phone can only be used for emergency calls only. If it were in use, the box would be used, and the nearest phone box is a long walk from here. Clerk to contact BT. **KS**

PCllr MC reported bollards outside his house were destroyed. He rang the council who eventually attended.

**12 Area Forum**

MRC reported the next meeting was on 12<sup>th</sup> October at Headington Baptist Church. The Clerk advised that she was no longer notified of these meetings or received notes from them. MRC to pass onto the council. **MRC**

<b>13</b>	<b>Parish Council Bulletin</b>	<b>ACTION</b>
	<ul style="list-style-type: none"> <li>PCllr DH was provided with a cheque to reimburse him for computer software he purchased.</li> </ul> <p>PCllr DH reported the website continues to get a lot of hits, and there are links other sites. New PCllrs asked to provide a biography for the website. Many thanks to PCllr DH for all his work.</p>	<b>MO'K/ PW</b>
<b>14</b>	<b>Allotments</b>	<b>KS/CH</b>
	PCllrs invited to their AGM on 26 <sup>th</sup> October at 7:30pm. Clerk and Chairman to attend.	
<b>15</b>	<b>Website</b>	<b>KS</b>
	<p>The scale of charges was discussed. The Chairman proposed we charge £75.00 per year for an advertisement. BL seconded. All agreed. Clerk to complete the procedure.</p> <p>PCllr DH reported that Mortimer Hall have requested that he sets up a website for them. The cost would be a little over £20 per year. PCllr DH to ask Mortimer Hall to put their request to the PC in writing.</p> <p>PCllr DH requires payment for software he needed to purchase. Clerk to organise.</p>	<b>DH</b> <b>KS</b>
<b>16</b>	<b>Proposed Closure of Old Marston Library</b>	
	<ul style="list-style-type: none"> <li>Consultation has now closed. The County have written to say what will happen next.</li> <li>SOML Group organised an event at the library on the 20<sup>th</sup> September, which was well attended. PCllr RJ was in attendance. The event was covered by the Oxford Mail, which also contained a quote from the Chairman.</li> </ul> <p>SOML provided a statement to the County, which argues well for the library to stay open.</p>	
<b>17</b>	<b>Any Other Business</b>	<b>DH</b>
	<ul style="list-style-type: none"> <li>PCllr DH to progress purchase of a new laptop for the Clerk. Budget of £1,000.00 including colour printer.</li> <li>Chairman to report back on residents allowing Dennis Ward to cut their hedge 43/44 Oxford Road.</li> </ul> <p>Parish Councillors to confirm their contact details are correct.</p>	<b>CH</b> <b>ALL</b>
<b>18</b>	<b>Date of Next Meeting</b>	
	Tuesday, 1 <sup>st</sup> November 2011 at Mortimer Hall at 7:30pm	