

Minutes of Old Marston Parish Council Meeting 2nd October 2012

Present:-

Charlie Haynes, Chairman (CH)
 Duncan Hatfield, Vice-Chairman (DH)
 Peter Cox (PC)
 Roy Jones (RJ)
 Barrie Lewis (BL)
 Patricia Hall (PH)
 Peter Sarac (PS)
 Nils Bartleet (NB)
 Michael Cadd (MC)
 Peter Williams (PW)
 Anjie Tiwari (AT)

Caroline Duffy, Clerk (CD)
 City Councillor Mary Clarkson (MC)
 City Councillor Mick Haines (MH)
 County Councillor Altaf-Khan (A-K)
 5 members of the public

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|----------|--|---------------|
| 1 | Requests from Members of the Public to Speak
One request was received – Dr Masha Unkovskaya | ACTION |
| 2 | Apologies for Absence
PCllr Michael O’Keefe | |
| 3 | Resolution to approve revised Standing Orders and Financial Regulations
Resolved to approve and adopt revised Standing Orders and Financial Regulations. | CD |
| 4 | Minutes of Last Meeting
Approved | CD |
| 5 | Matters Arising from Minutes Omitting Those For Which an Agenda Heading Follows:

None | CD |

6 Correspondence (Letters/Emails)

	Sender	Agenda item	Subject
a.	BDO	10	Result of Audit
b.	ORCC		AGM 10 October
c.	Dan Weeks Footpath officer Oxon CC	7	Footpath Elsfield Road
d.	Rob Fowler Planning enforcement OCC	7	Footpath Elsfield Road
e.	Kate Stratford	6	Parish Council mail
f.	OCC Planning	7	F O I request land adjacent cemetery Elsfield Road

g.	OCC Planning	7	Delay with plans – Colthorn Farm
h.	OM Charities Trust		Annual Return form 2012
i.	FoOMPA	9	Grant request for picnic bench
j.	O CityC Law and Governance		OCC rep on Old Marston Charities Trust
k.	O City C		NAG meeting 17 October
l.	O City C Parks	8 and 9	Consultation on Parks and the Pitch
m.	ORCC		News bulletin
n.	O Playing Fields A	8 and 9	AGM 17 Oct 7.30 Holton
o.	Jane Maddon	7	Comments about planning issues
p.	OM Mill Lane allotments	15	AGM
q.	Maria Illett	14	Thanks Library 50 th celebrations
r.	Tim Cann, OXSRAD		Request for grant aid (deferred until next meeting)

7 **Planning**

Applications to be decided:-

a. 12/02385/FUL Land to rear of 14 Mortimer Drive
 Objections: overdevelopment of site, not in keeping with other properties, changes the street scene.

Requested that City Councillors call this item in.

b. 12/01860/FUL Colthorne Farm

Objections: Too large a building over the development of the site, the building would be overbearing to the neighbours adjoining the site, too limited access to support another property

Applications considered between meetings:-

None

Decisions

- a. 5 Boults Lane – appeal dismissed
- b. Land outside Pond Close, 2 mill Lane - approved
- c. 63 Cherwell Drive – approved
- d. 30 Purcell Road – approved
- e. 9 Haynes Road – approved
- f. Bradlands - approved

Awaiting Decisions

4 Boults Lane
New Marston Primary School
8 Broughton Close
At Last, 31 Church Lane
1 Elsfield Road

8 Boults Lane Development Project

- a. The Chairman reported that he had passed 3 files onto the Clerk. The next meeting of the steering group would be in 4 to 6 weeks. £7900 remains of the development funding. There is a 2 year time scale on this stage of the project

9 Recreation Grounds

- a. A grant request has been received for a picnic bench from FOMPA. To be brought to next meeting **CD**
- b. 2 quotes for painting railings have been received (Hook £1600, Panjacik £1250). Additional detail on quotes needs to consider clearing away branches and ivy, clean down railings to bare metal, and to paint with a one coat Hammerite system. Agreed that the most competitive quote would be accepted. PCllr PS to oversee.
- c. Council agreed that one evening in August 2013, a walk of the parish council owned premises across the parish as a whole would be organised.

10 Finance

- a. Bank balance at 24 September 2012 – current account £49,235.30;
Business reserve account £168,576.67
- b. BDO financial accounts audit detailed to Council as follows:. Issues raised by BDO for financial year audit for the year ended 31 March 2012
 - I. Fidelity Guarantee – level of cover insufficient in light of bank balances held
 - II. Minuting of approval of the Annual Return – did not specifically minute council’s approval of section 1 and 2 and yes/ no answers to Section 2
 - III. Risk assessment – no financial risk assessment undertaken in 2011/2012.
 - IV. Financial regulations and standing orders need updating
- c. All issues have been addressed by council. Council accepted and approved the results of the BDO financial audit for 2011/2013.
- d. Mid year audit for April to October 2012. Council resolved to approved Richard James as the internal auditor for the financial year 2012/2013.
- e. The Audit Commission has appointed BDO as the external auditor for 2012/13 financial year.
- f. The following accounts to be paid:

		£ including VAT
Caroline Duffy	Salary September 2012	518.40
Rita Cox	Cemetery maintenance September	192

HM Revenue and Customs	Tax and NI C Duffy July - Sept	406.53
BDO	Audit fee Year end 31 March 2012	516.00
Total Pest Control	Quarterly Charge	522.00
Playsafety Limited	Annual safety inspection	180.00
ORCC	Annual subscription	30.00
Victor C Brown	Architect fee – new pavilion	550.41
Thames Water	Standpipe, cemetery	11.23
Caroline Duffy	Phone, heat, light Mar – Aug 12	210
Charlie Haynes	Phone/ broadband Sept 12	20
Wise Serve	PC support	81.60

g. The following income has been received:

Precept 2nd instalment Oxford City Council 30,500.00

11 Burial Ground

- a. Correspondence received from Mrs McLarnon will be addressed by the Chair. **PCllr CH**
- b. Chair to meet PCllr PH to discuss proposed plot for local resident on site. **PCllr CH**
- c. PCllr PC reported that there are 2 overgrown plots. Agreed to ask relatives to do themselves, or the council will do work and charge.
- d. Tractor needs a 50 hour service.
- e. Honda repair – Barretts will be submitting a bill.

12 Highways

- a. Mr Langton and Mr Ripping have been in touch with the clerk regarding parking problems relating to Brookes students. David Tole of Oxfordshire County Council will be invited to a future meeting. Councillors discussed the concept of part funding a controlled parking scheme from 11am – 3pm. **CD**
- b. Problems highlighted with Charlton Services coaches parking in the area. **CD**
- c. PCllr RJ reported that the abandoned telephone box on Marston Ferry Road by school is becoming even more vandalised and dangerous. **CD**
- d. PCllr RJ asked that the bus stop sign outside the Three Horseshoes be called Three Horseshoes rather than Oxford Road. Clerk to contact Stagecoach **CD**

13 Area Forum

No report

14 Library

Thank you letter from Library received. Open day went well, although disappointing that there was no mention of the Parish Council support in the Oxford Mail report.

15 Allotments

On behalf of the Old Mill Lane allotments association, Dr Unkovskaya thanked the Parish Council for its grant, and reported the installation of the water was complete. She also invited parish councillors to the AGM on 31 October 2012. Clerk and Chair to attend

**CD and
PCllrCH**

16 Website

No report.

17 Any Other Business

a. Issues with Back Lane ownership to be followed up by the Clerk. Committee resolved to revert to the 1959 minutes when Mr Jennings was the Chairman.

CD

18 Date of Next Meeting

Tuesday, 6th November 2012 at Mortimer Hall at 7:30pm

