

## Minutes of the Old Marston Parish Council Meeting 2<sup>nd</sup> October 2017 at 7:30pm.

### Present:

#### Parish Council

**John Batey (JB) – Chairman**

**Michael Cadd (MC)**

**Michael O’Keefe(MO)**

**Peter Cox (PC)**

**Anjana Tiwari (AT)**

**Peter Williams(PW)**

**Duncan Hatfield (DH) – Vice-Chairman**

**Barrie Lewis (BL)**

**Nils Bartleet (NB)**

**Tony Greenfield (TG)**

**Pat Hall (PH)**

**Tim Cann (Clerk)**

#### City Council

**Clr Mick Haines (MH)**

**Thames Valley Police Sargent Andrew Poole (AP)**

### Members of the Public: 2

JB reminded the Council that the Clerk had been doing a training course and he was pleased to announce that the Clerk had passed the CiLCA course, giving him the Certificate in Local Council Administration.

**17/10/01** No Councillors declared any prejudicial interests and no one intended to record the proceedings of the meeting.

### **17/10/02 Apologies for Absence:**

Charlie Haynes – Clash of meetings  
City Councillor Mary Clarkson – Clash of meetings.

County Councillor Mark Lygo – Clash of meetings.

### **17/10/03 Public, County & City Councillors & Thames Valley Police participation (if any requests received)**

**a. Public Participation:** None.

### **b. County & City Councillors’ Reports:**

**City Councillor Mick Haines:** Informed the meeting that he had spoken to the tree officer of the City Council with regard to the replacement for Roy Jones memorial tree being planted in a different place. He had another safety cycle session with PCSO Kerry Yaxley at St Nicholas School as there is still concern with parking around the area. Tomorrow he is attending a flooding meeting and will bring up about potential flooding on Carter’s estate.

19:41 DH arrived.

**c. Thames Valley Police:** Sargent Andrew Poole introduced himself as the new neighbourhood Sargent for the Marston area. He explained that the team had experienced an approximate 50% cut in their workforce but hopefully there shouldn’t be any more. However, the team now covers Headington, Risinghurst, Barton as well as Marston. He had worked as a constable for a time in Marston so, to a degree, knows the area.

AT informed AP that there were a large number of young people gathering outside Salford Road shops before school and late afternoon.

TG informed AP about traffic congestion and parking issues around St Nicholas School at the

Signed by the Chairman.

School end of Raymund Road and the junction with Arlington Drive.  
AP advised that he had made a note and intends to visit all the schools in the area.

**17/10/04 Minutes of the meeting held on 4<sup>th</sup> September 2017.** It was RESOLVED these are a true record.

**17/10/05 Matters Arising (omitting those for which an agenda heading follows):**

JB asked about the noticeboard in Elsfeld Road. The Clerk advised that he was waiting for a response from Communities of the City Council whether it had to be a City Council noticeboard or if the Parish Council could install one. BL advised that he had spoken to the gentleman who lives in the premises next to the hairdressers in Salford Road and he confirmed that a noticeboard could be installed on the outside of his property.

**17/10/06 Planning Applications to be decided:**

17/02171/FUL – 46 Mortimer Drive – Erection of front porch – NO OBJECTION.

**Applications considered between meetings:** None.

**Decisions:**

17/01620/FUL – 4 Rimmer Close – APPROVED

17/01783/FUL – 96 Oxford Road – APPROVED

17/01456/FUL – Land adjacent 44 Mortimer Drive – REFUSED

**Awaiting Decisions:**

17/02057/FUL – 96A Oxford Road

17/01929/FUL – 118 Oxford Road

17/02201/FUL – 21 Haynes Road

17/02154/FUL – 16 Cavendish Drive

17/01737/FUL – Church Farm, Church Lane

**17/10/07 Highways**

- a. **Reminder of the Oxford Half Marathon on Sunday 8<sup>th</sup> October 2017:** JB felt that it had been better publicised this year. PC stated that he had not received any notification. PW asked about cars which are parked in Oxford Road and Marston Road. It was noted that residents in Elms Drive had been advised that cars in road during race would be removed. JB proposed the Parish Council write to the County Council asking if there is compensation available for residents. NB proposed including the fact that there had been no discussion with the Parish Council beforehand and the decision on the route had again been decided without any consultation.
- b. **State of area between Salford Road and Mortimer Drive where the City Council garages used to be.**  
NB informed the meeting that there were a lot of weeds and rubbish being dumped on this land. MH advised that there was talk of the City Council putting 5 bungalows there, but nothing further discussed recently.  
BL stated that the road surfacing and footpaths around Salford Road and Fairfax Avenue are in a very poor state. JB asked MH if he could find out the program of work for road surfacing.

**17/10/08 Recreation Grounds & Cemetery**

- a. TG confirmed that the weekly safety checks had been done

Signed by the Chairman.

- b. Minutes of the Recreation Grounds & Cemetery Committee meeting held on Tuesday 19<sup>th</sup> September 2017: TG gave a resume of the minutes advising that it was agreed to form a working party which met at the Mortimer Hall Recreation Ground on Sunday 1<sup>st</sup> October. A copy of the list of actions to be passed to the Clerk.

#### 17/10/09 Boulds Lane Development Update:

The Clerk went through the updates:

- Footpath has been installed,
- Fire Alarm System now working,
- Intruder Alarm System now working,
- New Fence installed,
- Professional Cleaning completed,
- Building Control Officer had finally visited, but only last Thursday, and had concern about the drainage system. Adam Stanley had emailed confirming the system was complete and met all the requirements which the Clerk had forwarded to the Building Control Officer. He was now awaiting the Officer's response.

MC thought the Roy Garner sign should be above the double doors. MC asked if Roy Garner had been contacted.

JB stated that once the building had been signed off then all this could be organised. It was RESOLVED to delegate to the Pavilion Committee to go through the Occupational Licence, a maintenance manual and fixing a date for the official opening.

MC asked about a gate on the opening to the new footpath.

JB advised that we were waiting for advice from the fencing company.

TG mentioned various leaks in roof and, therefore, would eventually need resurfacing.

JB stated that there were several issues which will need resolving in the long term however the priority is to get it passed by Building Control and used by MSFC.

#### 17/10/10 Finance

- a. Bank balance as at 25/09/2017 –  
 Current Account £50,127.50 (including £6,057.73 CIL money) Petty Cash £100.10  
 Business Reserve Account £3,745.69 Newbury Building Society Account £71,961.14

<b>The following accounts to be paid:</b>	<b>£ Incl. VAT</b>
Clerk's Pay Including Expenses, Pension, etc. – September 2017	
Total Pest Control (Quarterly Charge)	390.00
MP Security (Final System Payment)	582.00
BGG (Grass cutting & litter picking Aug 2017)	427.20

Signed by the Chairman.

Kidlington Fencing (Install new footpath for Pavilion Project)	1,250.00
GDT Fire Alarm Ltd (Repair & Annual Charge)	1,066.40
Argos (6 x folding chairs for meeting)	72.00
Castle Water (Cemetery Usage)	11.49
<b>TOTAL</b>	<b>£5,647.26</b>
<b>Petty Cash Expenditure:-</b>	
Homebase (Blank Plate & Vent for new Pavilion)	2.28
<b>TOTAL</b>	<b>£2.28</b>
<b>INCOME:-</b>	
<b>TOTAL</b>	<b>£0.00</b>

It was RESOLVED unanimously to accept payment of accounts.

- b. Budget v Expenditure for August 2017: The Clerk went through the spreadsheets for income and expenditure in August and the latest pavilion listing.
- c. The Clerk advised the Council that the contract for Richard James, the Council's Internal Auditor, is due for reviewed. He recommended that this was renewed for a further term of three years. It was RESOLVED to accept Richard James as the Internal Auditor for a further three years..

**17/10/11 Firework Display:** It was RESOLVED to hold the annual Firework Display at the Red Lion at a cost of £1,750 including VAT.

**17/10/12 Calendar 2018:** It was generally felt a good idea. Last year, however, TG advised that although only 55 were ordered he was still out of pocket. It was RESOLVED that it will be discussed further at the November Council meeting.

**17/10/13 Swan School Update:** JB informed the meeting of the latest situation. The announcement of the contractor and read through the calendar of events sent with the agenda. NB stated that there had been no mention of any Environmental Impact Report. There would be a great deal of impact on pollution with traffic movement and congestion as well as sewage.

It was RESOLVED to write to the County Council asking about the Environmental Impact Report.

It was RESOLVED to put the question of the Environmental Impact Report to the Parish Forum meeting in November.

**17/10/14 Oxford Airport Commission:** NB advised the Council that, although the airport is in Kidlington, it is important as it employs local people and is a very busy facility with various activities taking place. The City Council has never sent any representative and local Parish Councils are entitled to send representatives but never do. It has a main helicopter route going over the area.

Signed by the Chairman.

Section 106 limits the number of flights annually to 150,000 but with 28,360 movements happening last year there is the potential for a massive increase. The Clerk asked for confirmation of a 'movement' NB advised that a movement was a landing or take off. NB advised that several of the District Authorities were looking at building development in some areas which the Commission has made clear would be strongly opposed with future flight paths to consider.

**17/10/15 Oxford Transport Forum:** NB stated that the County Council has no input to the Forum now; they allow a room in County Hall to be used but that's all of their involvement. However, the members of the Forum have agreed to continue with the view that they may be able to influence future public transport decisions. However, there had been no details of any future meetings for a while.

**17/10/16 Mortimer Hall Management Committee Report:** TG reported on their meeting of the 13<sup>th</sup> July advising that they looked around the building highlighting work that needed doing. A new sign on the front of the building is planned as well as new fencing around the building.

**17/10/17 Sound System:** The Clerk went through the report he had done which had been sent out with the Agenda. MC asked why the system at the Hall could not be used. Tony Baker advised that he was not sure of the state of the Hall's system but would find out and advise. If the Hall system is working then it may be a case of the Council just needing a mixer and microphones. It was RESOLVED to put this item on the November agenda.

**17/10/18 Website, Facebook & Twitter**

DH advised that the Council website and email system are getting busier which is resulting in us go over our limits. PC asked what would happen if we continue going over the limits. DH stated that you would not be able to send or receive emails and would lose access to the website. It was RESOLVED to pay an additional £50 approximately to increase our space on the server. JB thanked DH for all the work he does on the website.

**17/10/19 Information Sharing (including correspondence)**

Rural Services Network Digest etc,

- Email from Sam White, MSFC Vice-Chairman, advising that John Page had resigned as Chairman with immediate effect,
- Email from Charlie Haynes asking if the new fencing would have a barrier to stop children from running onto the road,
- Email from Sharon Hulbert with regard to the lack of a footpath in Elsfield Road,
- Clerks & Councils Direct.

**17/10/20 Items of an urgent nature which have come to the Clerk's attention since the Agenda was set:** None.

MEETING CLOSED: 21:10

Signed by the Chairman.