

# Minutes of Old Marston Parish Council Meeting 4<sup>th</sup> September 2007

**Present:-**

Charlie Haynes, Chairman (CH)  
 Duncan Hatfield (DH)  
 Michael Cadd (MC)  
 Nils Bartleet (NB)  
 Roy Jones (RJ)  
 Michael Cadd (MC)  
 John McGinn (JMcG)  
 Angie Tiwari (AT)

Cllr. Mary Clarkson  
 Cllr. Caroline vanZyl  
 Cllr. Altaf Khan  
 Mr. LeRoy Garner, Clerk (LG)  
 Mrs. K Stratford, Minutes Secretary

1	<b>Apologies for Absence</b>	<b>ACTION</b>
	<p>Mr Wally Cox, Vice Chairman, Mrs. Gill Cox, Mr. Peter Cox, Dr. Graham Swift</p> <p>The Chairman welcomed the committee back after the summer break, and requested that Councillors declare any personal interests at any point on the agenda.</p>	
2	<b>Minutes of Last Meeting</b>	
	<p>The minutes of the Meeting held on 3<sup>rd</sup> July 2007 were confirmed with one amendment and signed.</p> <p>The Chairman is authorised to sign off minutes once they are placed into the book.</p>	
3	<b>Matters Arising from Minutes</b>	
	<p>LG noted he had had no reply to his letter of 14<sup>th</sup> August to the licensee. Agreed to go ahead with the new notice boards – LG to contact Mr, Hook for installation</p> <p>Code of conduct                      Resolved:</p> <ul style="list-style-type: none"> <li>(a) the mandatory provisions in the Model Code of Conduct set out in the Statutory Instrument 2007/1159 be adopted as the Old Marston Parish Council Code of conduct to be effective from the passing of this resolution subject to :                             <ul style="list-style-type: none"> <li>(i) the inclusion of the “general principles” as an Annex to the Code with a footnote to explain that it is not a part of the Code but is included as an Annex because of the requirement in paragraph 1(2) of the Code for members to have regard to the principles; and</li> <li>(ii) the addition of paragraph 12(2) of the Model Code, but excluding the words in brackets, each as recommended by</li> </ul> </li> </ul>	<b>LG</b>

	<p>the Standards Board for England and Oxford City Council</p> <p>(b) the Clerk to the Council be requested to notify the Monitoring Officer of the Oxford City Council of the passing of this resolution</p> <p>Members of the public will be allowed to speak at Parish Council meetings in future if they wish. As at Area Committee, members of the public will contact the Clerk if they wish to address the meeting; and the Clerk will give them a form to complete and they may then address the meeting on their chosen issue for up to 5 minutes.</p> <p>The forms will be retained as part of Council records (to comply with freedom of information). NB noted that the public may speak for up to 5 minutes, at the discretion of the Chairman. Agreed</p> <p><b>4 Correspondence</b></p> <p>Two that do not appear elsewhere; Streets for People day on 22/09. Minutes and agenda for Standards Committee on 7<sup>th</sup> September.</p> <p><b>5 Planning</b></p> <p><b>Application determined between meetings</b></p> <p><u>2 Ponds Lane</u> – erection of side extensions, extension to garage – no comment.</p> <p><u>33a Oxford Road</u> – replacement of barn with a 2 b/r dwelling – no comment.</p> <p><u>3 – 13 Cavendish Drive</u> – erection of four flats – objections – the Council supports any valid claim from residents of the estate to use the complete area at the rear of the properties for parking. Objection to the development is made since it will reduce the area available for off street parking that could be displaced on to the highway to the detriment of residents of existing houses.</p> <p><u>Bricklayers Arms</u> – extension of perch to form outside covered area – no objection.</p> <p><b>Other Application</b></p> <p><u>15 Mill Lane</u> – stable block to 2 b/r dwelling – no comment.</p> <p><b>Decisions</b></p> <p>53 Rippington Drive – extra off street parking space – approved.</p> <p>33a Oxford Road – new dwelling – approved</p> <p>1 Cavendish Drive – conversion into 4 x 1 b/r flats – approved</p> <p>13 Lewell Avenue = conversion and extension to form 2 x 2 b/r flats – approved</p> <p><b>Other Issue</b></p> <p>The City Council published a review consultation document considering the balance to be struck between the provision of new flats and houses.</p>	<p><b>ACTION</b></p>
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<p>The Council’s opinion is that the provision of houses with small gardens is the predominant need providing for families with space for children to play under supervision rather than in open uncontrolled spaces usual when flats are built. Off street parking is essential.</p> <p>The Westgate redevelopment has been stated to provide up to 1,000 new jobs within ten years, the probably timetable for the occupation of a significant number of houses required. It follows that the houses should be in easy reach of the jobs, on an extended local bus service and in reach of amenities, in other words, in close proximity to the jobs. The Green Belt then comes into the picture but the question why the sacrifice of a green patch for a house on the edge of a county town is less damaging, to the area as a whole, to a similar patch on the edge of the City has not been answered, except by those already comfortably housed. The need for “affordable” housing is also considered. At present it is provided by the developer being required to provide a significant proportion of dwellings constructed, at a low cost to the housing agencies, for letting at “affordable” rents. There is no such thing as low cost housing. A house costs what a house costs no matter who is the eventual occupier. Therefore if a developer is forced to sell, below market value, a house to a housing agency he can be expected to share the potential loss by adding it to the cost of the remaining properties. The cost of the houses sold on the open market is therefore higher, possibly excluding those on a mortgage restricted by low income. Surely the fairer way is for housing agencies to buy on the open market, charging rents based on the market but subject to rent allowances generally available. Those are paid for by the community at large. The hope is that when the assisted tenant’s incomes increase so the need for subsidies reduces.</p> <p>The Council agreed to the submission.</p>	<p><b>ACTION</b></p>
<p>Consultation on Draft supplementary Planning Document. Councillors encouraged to record their comments and any objections queried position on this once it has gone to the City Council. Cllrs. vanZyl and Clarkson agreed consultation results would be taken into account and any changes made from those would be flagged on final version. Noted it carries weight once adopted, but can not be taken into account at this stage. Cllrs. encouraged all Parish Councillors to make their views known.</p>	<p><b>CH</b></p>
<p>SE Regional Office Strategy for SE England produced. DH to read.</p>	<p><b>DH</b></p>
<p>Jack Barton of 15 Clays Close has written to Parish Council objecting to recent extension to house in Jessop’s Close. The house is being rented out to tenants (in contradiction of planning consent), two cars are being parked in the turning area and one is a taxi being run as a business from the property. The Chairman noted the Parish Council does not enforce parking; but to go and look at the property.</p>	<p><b>LG</b></p> <p><b>ACTION</b></p>

<p><b>6</b></p>	<p><b>Boult Lane Development Project</b></p> <p>Not had a meeting since it was agreed the drainage work was to be done. Will call another meeting to move the project on. Mr. Brown to liaise direct with Mr. Parsons, keeping the Parish Council informed.</p> <p>Noted still waiting for revised plans from architect. The Clerk has chased but not yet received. Architect to be invited to the development board's next meeting.</p>	
<p><b>7</b></p>	<p><b>Recreation Grounds</b></p> <p>Had report from ROSPA from inspection that is carried out annually. In outline: Boult Lane:</p> <ul style="list-style-type: none"> <li>• Padlocked gate/access for emergency vehicles was noted, but given a low priority.</li> <li>• Self-closing gate requires adjustment.</li> <li>• Obstruction at bottom of fireman's pole to be removed.</li> <li>• Cradle seat damaged, and</li> <li>• Swings and roundabout acceptable.</li> </ul> <p>Mortimer Hall</p> <ul style="list-style-type: none"> <li>• Consider installing an owners sign,</li> <li>• Fencing panel loose.</li> <li>• Roundabout due for replacement.</li> <li>• Games Unit sign "Do not play on equipment or hang from the loop".</li> <li>• Multi-play equipment needs a bar above the slide, bridge slats require refixing.</li> <li>• Missing safety tiles need to be re-instated.</li> <li>• Loose nuts on a swing, and</li> <li>• New cradle seat in infant's cradle.</li> </ul> <p>The Clerk noted some of this work had previously been ordered but had not yet been carried out. The ROSPA report was only received today; the Clerk will visit and assign priorities to the work and place orders to ensure the work is completed.</p> <p>The Chairman reported had gone back to the mole catcher who is charging approximate £315 per quarter. The mole catcher will call in when he is passing or can be phoned if a problem is spotted. So far he has caught 9 (5 in Boult Lane, 4 at the cemetery).</p> <p>Had a meeting with Mr Parsons and Total Turf Solutions and the following snag list was confirmed: Boult Lane</p> <ul style="list-style-type: none"> <li>• Hollows still remain along the following trench lines <ul style="list-style-type: none"> <li>○ Across the field following the 'main' from Silt Trap to</li> </ul> </li> </ul>	<p><b>LG</b></p> <p><b>LG</b></p> <p><b>ACTION</b></p>

8	<p>Playground.</p> <ul style="list-style-type: none"> <li>○ Along the ‘main’ from Silt Trap to Soakaway</li> <li>○ Across the corner of the Playground</li> </ul> <p>(These areas seems to have been ‘rounded off by the larger turf tyres).</p> <ul style="list-style-type: none"> <li>● A couple of ‘holes’ still need filling in at the top of the field.</li> <li>● The ‘tees’ in the area of “Charlie’s Hollow” seem to be feet long and not meters long as expected.</li> <li>● Re-seeding of soakaway area and playground trenches seem to have been missed.</li> </ul> <p>Small Field</p> <ul style="list-style-type: none"> <li>● Overflow Ditch needs fully clearing (including the Rat Trap).</li> <li>● Loose branches on Oak still need removing.</li> <li>● Hawthorn quicks and wild grass seed need planting in corner ‘hill’.</li> </ul> <p>(although once St Giles’ fair people have moved on, would like a 3m access from Crab Apple tree in the corner leveled through so that we can put an additional kissing gate in that corner).</p> <ul style="list-style-type: none"> <li>● ‘Style corner’ not acceptable in its current form, although not part of the playing area would still like it leveled and seeded to fence line in some way.</li> <li>● Tree roots still need to be removed from footpath side of the field.</li> </ul> <p>Noted all work in hand. Clerk noted possible missing fencepost, CH to look.</p> <p>The Chairman noted the work done was wonderful. The turf looks like a bowling green and stiles and kissing gates being installed.</p>	<p>CH</p> <p>LG</p> <p>CH</p>
	9	<p><b>Burial Ground</b></p> <p>It was resolved that the following be added the Burial Conditions:-  “Approximately one year after an interment the undertaker shall, at his own expense, probably funded as part of the funeral costs, reinstate the grave at match the surrounding grass area”.</p> <p>Regarding the installation of a seat at the base of the tree, no second quote from Mr Ward. Mr. Hook has quoted £780 for base. It is necessary to clarify the exact details of the quotation, but once clarified the quote to be accepted and the work to be carried out with all due haste.</p> <p><b>Highways</b></p> <p>Noted that when Parish Council submitted application for establishment of footpath across allotments the PC was told it would take 2 years to consider; after waiting more than 2 years the Parish Council have chased the application, to be told it will take several more years as there are 49 applications to be considered first. The Chairman declared this was unacceptable, and requested Cllr. Khan to take on and report back. LG to provide Cllr. Khan with copies of all</p>

<p><b>10</b></p>	<p>correspondence and to write to Cllr. Robertson.</p> <p>Parking Zones – noted that signs had been altered to get more short-term parking by the shops on Old Marston Road.</p> <p>Cllr Khan reported that he had been invited to a meeting to consider 3 more CPZs, one in Old Marston North, although details (such as the boundary) are not yet known. Also reported Richard Kingshot was happy to come and talk to the Parish Council on the issue. Agreed for next meeting. Cllr. vanZyl noted it would be a while before the impact of the current CPZ was known.</p> <p>It is important views are fed into the consultation period.</p> <p>The Chairman noted the Parish Council would have a special council meeting if required to discuss the issues.</p> <p>AT noted overgrown vegetation in School Lane. Had hoped it would have been cut back before the start of the school term.</p> <p>Mill Lane also very overgrown,</p> <p>RJ noted very pleased with the hedge and verge on Marston flyover that has been cut back.</p> <p>Noted the road has changed priorities which make it much harder to navigate the corner of Park Way and Lodge Close. LG to speak to the County as considered dangerous now the priorities have changed. There have been several near misses.</p> <p>Noted work being done to kerb stones in Arlington Drive.</p> <p>Cllr. Khan noted that drivers were trying to use White Hart .as a cut through. He had arranged for “No entry” signs to be installed.</p> <p><b>North East Area Committee</b></p> <p>Two meetings had taken place since the last Parish Council meeting. 17/07 – Nicholas Avenue application was refused at the meeting. Cavendish Drive was considered. Cllr. Clarkson spoke. The Engineer reported there was good access and a good view. Parish Council disputes this as entrance and exit is on a bend, but can not discuss because officer was not in attendance. Permission was granted. Cllr. Khan agreed to take concern over Engineer’s comments back.</p> <p>Cllr. vanZyl noted with the application for Cavendish Drive it was only permitted to consider specific grounds and this was why the application was passed.</p> <p>The Chairman confirmed that if nothing appeared on the agenda that</p>	<p><b>LG</b></p> <p><b>LG</b></p> <p><b>LG</b></p> <p><b>LG</b></p> <p><b>LG</b></p> <p><b>AK</b></p> <p><b>LG</b></p> <p><b>AK</b></p> <p><b>ACTION DH</b></p>
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affected the parish council, it was not required that Parish Councillors attend. The Clerk confirmed he alerts Councillors if there is an item on the agenda regarding Old Marston parish.

**11 Parish Council Bulletin**

This has been distributed – many thanks to HD, and to those who have helped or who are helping to deliver. Noted that the bulletin appears to be printed too frequently, and will reduce to producing twice each year (Proposed by HD, Seconded by RJ and carried).  
DH to produce a brief update for the website.

**HD**

Next issue to be produced by end of January and then end of July.

**12 Finance**

Auditor has approved the accounts for 2006/7.  
The Auditor considered that the amount of the fidelity guarantee should be increased to £200,000. Agreed.

**Accounts**

The following accounts were passed for payment:

Paid between meetings

		£
D.S. Manson	Audit fee re 2006/7	240.00
BDO Stoy Hayward	Audit fee re 2006/07	493.50
Acord Design & Print	Bulletin December	143.94
Acord Design & Print	Bulletin September	194.47
Lyreco	Stationery	58.41
Whitehorse Contractors Ltd	Land drainage Boults Lane	33,218.15

Paid at Meeting

P.Cox	Fuel etc. Burial Ground	26.32
Playsafe Ltd	Amusements survey	144.53
D. Hatfield	Computer accessories	41.89

**LG**

**LG**

Grant Applications to be invited for the current year

**All  
LG/CH**

Local Auditor's resignation:

It was agreed to ask Mr. Brian Carrington to serve as a replacement

**LG/All**

It was noted the Parish Council is shortly to be involved with considerable sums of money. Suggest we look to develop a 5-year business plan. Before next precept meeting, send the Clerk average expense of normal items (e.g. Burial grounds over past 5 years). The Clerk and the Chairman will look at the figures and take averages of exceptional expenses and from this will be able to develop a plan for the next 5 years. The Chairman will write the plan and discuss with

	<p>the Clerk and the Vice-Chairman.</p> <p><b>Allotments</b></p> <p><b>13</b> The Chairman has reviewed the boundary that was damaged in an accident. Bob Ward owns the wall and the Parish Council has no power to compel him to mend the wall. The other boundary is very overgrown. Suggest this is left as it is.</p> <p>Some years ago the Parish Council received a request to have a reptile/amphibian survey. This has been completed and the results sent to the Council. Nothing of interest was found.</p> <p><b>Web Site</b></p> <p><b>14</b> It has taken 2 months to write the specification, but the Clerk will undergo training. The Council has purchased an appropriate machine. The procedure was circulated to Councillors for comment. The new computer will be brought to meetings. The aim is also to reduce paper used. The Council will project onto a screen. The Council thanked DH for all his work.</p> <p>It was agreed the website is first class with some 1,000 visits per month</p> <p>DH requested that if anyone had pictures or old articles about the village to pass on to him for inclusion on the website.</p> <p>DH proposed to join Oxford Green Belt Network. A good source of information. For £15 per year it networks with other Parish Councils. CH seconded. Agreed.</p> <p><b>Burial Ground</b></p> <p><b>15</b> It was resolved to add the following to the Burial Conditions  “Approximately one year after an interment the undertaker shall at his own expense, probably funded as part of the burial costs, reinstate the grave excavated and restore the flat turf</p> <p><b>Any Other Business</b></p> <p><b>16</b> RJ: Bus shelter by church needs a seat. Clerk to arrange.</p> <p>AK: stated that they are reviewed after 18 months.  There are various aspects to the traffic calming in Old Marston that the Parish Council would like to see repositioned.</p> <p>C vanZyl The mobile police unit came to Cherwell Drive on Sunday. The new Local Beat Officer was keen to come along and meet Parish Councillors. Neighbourhood Policing appears to be coming back with some good work and a good success rate for activities such as marking</p>	<p><b>LG</b></p>
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	bikes, handing out and fitting number plate screws, etc. C. van Z. to circulate his email address to the Chairman. His name is Jon Shaw.	
	<b>Date of Next Meeting</b>	
	Tuesday, 2 <sup>nd</sup> October at 7:30pm. Agenda to be agreed.	