

Minutes of Old Marston Parish Council Meeting 1st September 2009

Present:-

Charlie Haynes, Chairman (CH)
Roy Jones (RJ)
Peter Cox (PC)
Michael Cadd (MC)
Duncan Hatfield (DH)
Barrie Lewis (BL)
Angie Tiwari (AT)
City Councillor Mary Clarkson (MC)
City Councillor Beverley Hazell (BH)
Kate Stratford, Clerk (KS)

1. Requests from Members of the Public to Speak

Jenny Beardmore, Oxfordshire County Council regarding Highways (Back Lane),
Dr Peter Williams and Professor Crisp, regarding Planning (Mallards, 4 Mill Lane)
Any member of the public wishing to speak must fill in a form and pass to the Clerk.

2. Apologies for Absence

Mr W Cox, Mrs G Cox, Mr N Bartleet, Mr G Smith, Cllr Altaf-Khan.
The Chairman requested that Councillors declare any personal or prejudicial interests at any point on the agenda.

3. Minutes of Last Meeting

The minutes of the last meeting were accepted as a true and correct record.

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

Report fly tipping in the brook at the back of Arlington Drive. Still to do.
Purchase new version of the Local Council Administration – Eighth edition - done.

5. Correspondence (Letters/Emails)

See Appendix A (available on request)

Invitation from Oxfordshire County Council to consult on Local Transport Plan 3.

NB attended the Parish Transport Representatives Meeting on 19th August 2009 and would like to report back at next meeting.

Received annual report from OCC Countryside Services.

Received guidance notes on finance arrangements from OCC (re double charging/council tax).

Go Active asked us to display posters on community noticeboards – done.

Oxford Green Belt Network – August 2009 newsletter received.

Letter from Dr Swift offering apologies for this meeting and later one(s) and asking if the council prefers he resign. CH proposed GS be allowed leave of absence and RJ seconded. Agreed. KS to advise Dr Swift of the Council's decision.

OCC Legal and Democratic Services – wanting to restart meetings between City Council and Parish Councils, suggesting a date and asking for any agenda items. CH stated he was in favour and would like to attend. RJ would also like to attend. The meeting to be held on Wednesday 23rd September at 7:00pm. Any items for the agenda, let CH or RJ or KS know. Also speak to WC to ask if he would like to attend.

Does the PC wish to renew Lexis Nexis confirmation service? Not sure what it provides.

See email from Linda Asberry – can the PC help or advise? KS to forward to DH, CH and RJ and they will liaise with her.

6. Planning

- 35 Horseman Close – erection of single storey garage extension. No objection as long as neighbours consulted.
- 77 Cherwell Drive – Erection of first floor side extension. No objection. Done
- 19 Haynes Road – Erection of single storey side extension. No objection. Done
- 14 Mortimer Drive – change of use from granny annex to separate one bedroom flat. Comment on the same objection as previously. Done
- Land adjoining 96 Cherwell Drive – erection of 3 bed bungalow and provision of 2 car parking space. New access from Cherwell Drive. No objection. Done

Applications Considered Between Meetings:-

- 2 Mortimer Drive – Retention of porch to annex. Retention of shed conversion for use by annex – objection as changing what was originally applied for and on grounds of over-development of site.
- 139 Oxford Road – subdivision of side garden and erection of 2 storey 2 bedroom dwelling with single storey front porch. Provision of 4 car parking spaces. Objection as no plan of what is proposed was sent.
- 3 Cotswold Crescent – erection of two-storey side extension. Objection on grounds of over-development. The City Council has passed this to NEAC with a recommendation that it is approved.
- 7 Haynes Road – erection of single storey rear extension, first floor side extension and extensions to front elevation including new porch. No objection.
- 44 Cherwell Drive – erection of garden building. Objection on grounds of overdevelopment.

Applications to Be Decided:-

Court Place Farm – Site of 3 portable buildings for a temporary period of 2 years. No objection.

Lower Flat 53 Rippington Drive – erection of rear conservatory. No objection.

Mallards, 4 Mill Lane – Demolition of existing dwelling and erection of 3 x 3 bed self-contained dwellings. This has already been called in. From the floor: Noted that previous applications failed, but has an impact on the residents, and also on the whole village, and its history, and the buildings adjacent which have architectural merit.

Not keen to object to development of the property, if there was an opportunity to improve it, but the developer is apparently trying to get as many properties onto the site as possible. The roof heights are improved in the current application, but the 3 proposed properties are not distinguished architecturally, and will have an impact on the hedge, and poor site lines it affords is an invitation to trouble with entry and exit onto the site - breaching the hedge to emit traffic (up to 6 cars), and, in addition, the amenity bench may act as a magnet for possible misuse.

The objections the residents have are: Why 3 houses, not 1. Why not a house of merit that adds to the area, why the bench, and the hedge (entrances/exits). Also queried who owns the plot. CH reported he had had a meeting with the developers a few months ago, and they had said at that time that they no plans for that little area of land. CH noted there was already an issue of parking at the location. PC resolved to object on grounds of overdevelopment, access (linking in to health and safety, and the quantity of horses who use Back Lane), and linking into Back Lane improvements generally. Too many cars already and, out of keeping with the area.

2 Southcroft – Erection of porch on side elevation and single storey kitchen extension with pitched roof and rooflights. No objection as long as neighbours consulted.

Decisions

3 Ashlong Road – Approved.

Colthorn Farm, Oxford Road – Withdrawn

19 Haynes Road – Approved

77 Cherwell Drive – Approved

14 Mortimer Drive – Approved

Oxford City Football Ground Court Place Farm Marsh Lane – Approved

Cromwell Close – Withdrawn

35 Horseman Close – Approved.

2 Southcroft – approved

96 Cherwell Drive – approved.

WC requested the issue of clarity of plans be raised, as per emails. CH will scrutinise plans before the sub-committee to ensure. BH suggested checking the planning website if plans appear to be missing from the pack sent out.

Erection of single storey storage shed at Elsfield Road – being considered by the city council.

38 Oxford Road – this has gone to appeal to the Secretary of State, any comments we made will be sent to the Planning Inspectorate, unless we choose to withdraw them, and we may make additional comments if we wish.

Planning Enforcement at the Red Lion. Suggested Clerk asks the county council (blocking the pavement).

7. Boults Lane Development Project

- Meeting with the parish – arranged for 15th September 2009 at 8:00pm at Mortimer Hall. This has been postponed. The Steering Committee will advise when it will be re-held.
- Marston Saints have agreed to get building regulations – steering group to report back.
- The Parish Council will need to carry out a survey on the trees in the parish. CH will progress.
- A unit plan is required showing the layout for the children's play area, and the play area has to be erected prior to the erection of the pavilion. CH has passed a map to FoOMPA.
- KS to confirm the terms of the lease.
- Steering group meeting. CH and GC will keep the PC informed. Next meeting will be arranged, and relevant people on the Steering Cttee will be advised of the date.

Have paid White Horse Contractors the outstanding money.

We have written to Sports Solutions GB Ltd instructing them to carry out a detailed funding review, at a cost of £1,000.

Solar Solutions Direct offers hot water via solar panels.

Note correspondence from E Aldworth – fee proposals from architect etc.

CH reminded the PC that the council had allocated £10,000 towards the project, but gave an indication of how much we might spend in order to progress the work, and it comes to more than £10,000, it may come closer to £15,000 to go for grant funding, and MC proposed this was permitted. PC seconded. Agreed.

8. Recreation Grounds

- Contact probation service and suggest they paint the play equipment at Boults Lane – KS has contacted the probation service and is awaiting a response.
- KS to ask FoOMPA if they are happy for Steering Group to do the fundraising for Boults Lane. They are delighted, but concerned that the fundraising may require a level of detail which is then fixed.
- Youth shelters – GC to report. No news.
- Amend FoOMPA constitution – to be done at FoOMPA AGM
- Continue to monitor who uses the recreation grounds at Mortimer Hall and Boults Lane.
- Grand opening of the Mortimer Hall Recreation Ground Park – the parish council praised a very successful day.
- There was an attempted break in at the recreation ground during recent work. The padlock was stolen during this operation, and was replaced by the City Council. The parish has been provided with keys.
- KS to confirm when last tree survey was carried out.
- Work on the Mortimer Hall Recreation Ground – completed and had grand opening.
- Sign and return Playday agreement – done.
- KS asked to ask the council regarding the recently pollarded trees – see emailed response.

The playground has received the post installation inspection, see attached report. A copy has been sent to Playground Services. There are some actions for the parish council to take, KS to liaise with MC.

Proposal that Steve Wooster spend an additional hour a week litter picking at Mortimer Hall. CH proposed, DH seconded. All agreed.

Report received from RoSPA on Boults Lane. Several items require attention. MC to action.

Thanks to Roy, Duncan and Gill for their input, together with the rest of FoOMPA. CH proposed the people involved are named in the report to Marston Times, and send each of them a thank you letter. Unanimously agreed.

9. Finance

- Letter of thanks to Mr Howard – sent.
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- Richard James may be our new internal auditor – in discussion.

The following accounts to be paid: £ incl VAT

NALC: Membership - £13.50
White Horse Contractors: Outstanding Money £2,061.00
Andy Taylor: Purchase of new strimmer - £414.50
Steve Wooster: Work at Burial Ground July 2009 - £224.00
Kate Stratford: Dell Cartridges - £77.96
The Play Inspection Company: Post Installation Inspection for Mortimer Hall - £419.75
Craft Decorators: Painting Play Equipment at Mortimer Hall Rec Ground - £650.00
Eddy Aldworth: Copying drawings - £11.00
Eddy Aldworth: Digger - £100.00
Kate Stratford: Expenses for Mortimer Hall Rec Ground open day - £177.34
Clare Finch: Expenses for Mortimer Hall Rec Ground open day - £53.10
Paula Coombs: Expenses for Mortimer Hall Rec Ground open day - £73.76
Gabby Allen: Expenses for Mortimer Hall Rec Ground open day - £43.94
HMRC: Tax and National Insurance August 2009 - £34.02
Oxfordshire County Council: Pension for Clerk June 2009 - £86.19
Kate Stratford: Salary for August 2009 - £562.48
WREN: For Mortimer Hall, TOE grant - £1,080.00
Kate Stratford: Reimbursement for the CAB books - £127.30
Oxfordshire Play Association: Unspent grant money - £18.86
Thames Water: 13th May – 11th August 2009 - £10.05
Steve Wooster: Petrol expenses for mower - £22.59
Steve Wooster: 4 hours per week for August 2009 - £32.00
RoSPA: Inspection at Boults Lane - £72.45

The following cheques have been received: : £ incl VAT

Oxfordshire Play Association: Grant for grand opening playday at Mortimer Hall - £367.00
BT Openreach: Wayleave registry - £20.46
HMRC: Repayment of VAT to 31/3/09 - £4,000.15
Charlie Haynes: Repayment of overpayment - £100.00

Note correspondence from WC regarding the TOE grant and request for parish council to pay the VAT. CH confirmed that the Clerk has spoken to OALC. KS to confirm finally with the OALC, the PC passed a resolution to this effect. RJ proposed the motion, DH seconded. Agreed.

We have received a bill from Playground Services for £64,460.95, which has been sent to Wren.

The Clerk has spoken to BDO following their letter, explaining why the annual return will be late. They have accepted this, but have warned it may mean there is a delay at the end of the process.

The annual return – Passed around the documents prepared by Roy Garner. This was ratified by the parish council and the accounts accepted as correct. Clerk to write to LG and thank him for what he has done. CH confirmed the figures were correct. MC proposed, RJ was seconded.

CH has obtained quotes for the proposed work to build at the burial ground. One quote is £13,600, and the other £16,700, so if we achieve planning, go ahead with the cheaper quote, by a known, local builder. Proposed by MC, seconded by RJ. Agreed. Need to pay the architect for doing the plans, so the builder will pay him, and we will reimburse (£600, as agreed previously).

10. Burial Ground

- New storage ongoing.
- Catrina Norris has confirmed that the plots she wants are for cremations.
- Steve Wooster working at the burial ground. Continuing to monitor.

Parish Council to review the proposal that children of parents already buried in the burial ground could have their ashes interred within the plot of their parent(s), with any plaque being placed with other ashes plaques, not on the plot. RJ proposed. MC seconded. KS cemetery rules.

CH proposed that the parish council nominates firms for approved suppliers for burial ground memorials and grave digger. Suggested Highworth memorials to be sole providers for memorials placed in Old Marston Cemetery, carry out interments of ashes and supply the plaque. And one person to dig the graves. We will write to the funeral directors and advise them that this will be who is used. Seconded by PC. Agreed to do and review after a year. KS to confirm these people to be sole suppliers, and let all the undertakers know.

Plans have been submitted to the council for the proposed new storage facility, and planning notice has been displayed.

11. Highways

- Monitoring parking on junctions – councillors to report. BL reported yellow lines will be put down and MRC has asked the PCSOs to monitor.
- Parking in Mortimer Drive – GC to report.
- Graffiti in bus shelter – chased again.
- KS to get confirmation that the trees that have been cut back to be replaced. And query on what's happening at Salford Road and when – email sent and chased. Awaiting response.

- Note the report from the meeting with Jenny Beardmore from the County Council.
- A copy of the county council's safety audit to be sent to the parish council.
- Progress the boards at the Red Lion.

Oxfordshire County Council has sent us their annual highways report.

Oxfordshire County Council has sent details of their consultation on the county's third transport plan, and welcomes our involvement.

Note the further correspondence from Jenny Beardmore from the County Council.

Raymund Road pot holes – BL to report back. BL provided press cuttings etc.

Jenny Beardmore from the County Council explained her post "Rights of Way Development Officer" and that her job is to try and secure funding.

Back Lane could be eligible for a "Places for People" grant. Money is currently available. Options include: Mowing more thoroughly and regularly, surfacing a 150m stretch (and there are two suggested options for the surface, "Cotswold Stone" is recommended and is preferred by the Parish Council). Jenny would like to see what kind of improvement the parish council would like for the area.

If we are to improve the lane is to improve the drainage. There are ditches, but these need work and improvement to try and get some of the water off the central strip. JB asked if any surface had previously been laid, the answer was only gravel as short-term fixes.

The Parish Council will provide a letter stating that we are happy for the work to go ahead. JB requested the council's views on exactly what the parish council would like to have done. The council said the drainage was the priority, and would like to have surfacing for as much as possible. Proposed by CH and seconded by MC. Agreed unanimously. Would also like to see the gate replaced with a newer one. MRC suggested that North East Area Committee might be able to provide a small quantity of money. MRC also asked if conservation officer at the city council had been consulted? JB confirmed she would be speaking to them. MC also suggested the path down Elsfield Road to the bypass – there is no path there whatsoever, and would be nice to link up through to the village. KS to progress.

JB also spoke about further work she is doing at footpaths leading from the Victoria Arms, and is also hoping to improve the footpath from the Marston Ferry Road to Rainbow Bridge.

The meeting thanked Jenny Beardmore for her attendance at the meeting.

RJ: Bottom of Elsfield Road there used to be a small sign saying Old Marston, which has been replaced with one that looks home made. KS to chase a new sign.

MC commented the chicane outside the church hall – a bollard has been removed, and it has been replaced without screwing into place. KS to chase.

12. North East Area Committee

Nothing to report.

13. Parish Council Bulletin

- Map of the parish for the bulletin. DH to report. No action at this time.

14. Allotments

Nothing to report.

15. Website

Thanks to Duncan.

16. Any Other Business

Noticeboard at Mortimer Hall – still difficult to use. CH reported it was a challenge to find someone to carry out this work.

Tree outside Walnut Tree House – to chase.

Two trees with overgrown branches, School Lane (access from Oxford Road, on the corner). Opposite the school. KS to write.

16. Date of Next Meeting

Tuesday 6th October 2009 at Mortimer Hall at 20:00hrs. Councillors note change in time.