

## Minutes of Old Marston Parish Council Meeting 7<sup>th</sup> September 2010

**Present:-**

Charlie Haynes, Chairman (CH)  
 Duncan Hatfield, Vice-Chairman (DH)  
 Peter Cox (PC)  
 Michael Cadd (MC)  
 Roy Jones (RJ)  
 Wally Cox (WC)  
 Gill Cox (GC)  
 Barrie Lewis (BL)  
 Angie Tiwari (AT)

Kate Stratford, Clerk (KS)  
 Councillor Beverly Hazell (BH)

1	Requests from Members of the Public to Speak None.	ACTION
2	<p><b>Apologies for Absence</b>                  Mr Nils Bartleet, Cllr Mary Clarkson                  The Chairman welcomed the Parish Councillors back after their summer break and requested that Councillors declare any personal or prejudicial interests at any point on the agenda.                  The Parish Council considered Cllr Bartleet's request he be given leave of absence on the grounds of his current ill health. The Parish Council unanimously agreed to grant six months leave of absence and sent it's best wishes to him. Clerk to write to NB. Clerk noted activities usually undertaken by NB, including Standards Committee (due on 10<sup>th</sup> September), NAG meeting (16<sup>th</sup> September) and Transport Meeting (November 2010).                  The Chairman instructed that anyone wishing to deputise contact the Clerk.</p>	<p>KS</p> <p>ALL</p>
3	<p><b>Minutes of Last Meeting</b>                  The minutes of the last meeting were accepted as a true and correct record with no additions or corrections.</p>	
4	<p><b>Matters Arising from Minutes Omitting Those For Which an Agenda Heading Follows:</b></p> <ul style="list-style-type: none"> <li>• Proposed clock – the planning application has been passed and the work is being organised, probably to be carried out in October half term. WC agreed to confirm electrical work with Mortimer Hall and advise Clerk once clarified.</li> <li>• Co-option of two parish councillors to fill current vacancies. Parish Councillors discussed the correspondence. Agreed unanimously to invite Patricia Hall and Michael O'Keefe to the October meeting to discuss their possible co-option onto Parish Council. Clerk advised Peter Serac has already been contacted and asked to attend in October rather than September. The letter will invite them to introduce themselves and say why they would like to be Parish Councillors.</li> <li>• Meeting between OCC and Parishes – minutes received. Planning Officer to meet with Clerk and Chair. Next meeting to be held in November.</li> </ul>	<p>KS</p>
5	<p><b>Correspondence (Letters/Emails)</b>                  See Appendix A</p> <ul style="list-style-type: none"> <li>• OCC Democratic Services have sent Register of Interests for members to complete and return. These were all returned by end of meeting for Clerk to send off.                  Anonymous letter received regarding 52 Mortimer Drive – passed to OCC Housing Officer. Housing Officer has advised the tenant wants to put a gate in alleyway – does the PC have a view. The PC agreed no objection. Clerk to advise Housing Officer.                  PC invited to attend Over 50s Club to give a talk – Clerk and Chairman will attend on 21<sup>st</sup> February 2011. If any other Parish Councillor would like to attend, advise the Clerk.                  County have invited PC to participate in Oxfordshire Woodlands Project.</li> </ul>	<p>KS</p> <p>ALL ACTION</p>

OCC – inviting Parish Council on a tour on 8<sup>th</sup> September (NB: Most of the proposed route is outside the Parish) and on the 6<sup>th</sup> October, where the proposed route is all inside the Parish. Any Parish Councillor wishing to attend, advise the Clerk. The Clerk will attend on behalf of the PC.

**KS**

Oxfordshire County Council – Next Transport meeting will be held on 26<sup>th</sup> November – if anyone like to attend in place of Cllr Bartleet advise the Clerk

**ALL**

OCC – invitation to NAG on 16<sup>th</sup> September – RJ will attend on behalf of the PC if possible.

**RJ**

Standards Committee Agenda – Clerk to send apologies.

**KS**

## **6 Planning**

- 85 Oxford Road – objection sent.
- Mortimer Hall clock – sent no objection
- 45 Cherwell Drive – sent no objection.
- 49 Elms Drive – sent no objection.
- Clerk spoken to Planning regarding 7 Boults Lane – Planning has confirmed this complies with conditions of approval.
- Clerk encouraged people to use local facilities in Marston Times.

### Applications considered between meetings:-

42 Cherwell Drive – rear conservatory (retrospective) – sent no objection.

2 Mortimer Drive – two storey side extension and part two and single storey rear extension. Objected on grounds of overdevelopment of site, too close to existing buildings, inadequate parking. MRC had advised that she had called in this application.

10 Arlington Drive – part single storey, part two storey rear extension – no objection.

### Applications to be decided:-

The Friar – description of application has been amended – object on same terms as previous.

32 Ashlong Road – erection of single and two storey rear and side extension incorporating internal garage. Erection of porch. BH advised she had called in this application. Object on grounds of overdevelopment of site, infringement on neighbours, look of the proposal.

30 Arlington Drive – Dormer window to rear in connect with loft extension – no comment.

### Decisions

**ACTION**

85 Oxford Road – Refused.

Mortimer Hall, proposed clock – Approved.

45 Cherwell Drive – Approved.

49 Elms Drive – Refused.

Apple Tree House, 4 Ponds Lane – Approved.

3 Horseshoes – Approved.

Mallards, 4 Mill Lane – lost planning appeal.

Planning would like to meet PC on site following the meeting with OCC and Parishes – date being arranged.

Adrian Roche will be attending our next meeting (October 2010) to update the PC on the consultation process for the Barton Project. The Clerk has responded to the consultation on behalf of the PC. The PC has been contacted by a group outside of the area who are grateful to the PC for arranging and advertising the day at Mortimer Hall, if we had not done so, they would not have been aware of the consultation.

Letter of thanks received from Mrs Hall and Mrs Bennett re 85 Oxford Road.

Requested Clerk chase Planning Enforcement regarding 10 Mortimer Drive, as no differences noted and problems still remain.

**KS**

**7 Boulds Lane Development Project** **ACTION**

- Damage caused by Southern Electric – cheque received.
- Football Foundation monitoring and evaluation day – positive report received.
- Invoice sent to Marston Saints for their rent for the year – cheque received.
- Application to the Public Works Loans Board – OALC has agreed to scrutinise application prior to sending to the PWLB. Clerk to ensure this is done prior to next meeting.

**KS**

**8 Recreation Grounds**

- Tree survey – Graham King has sent an amended report highlighting only those trees which are in urgent need to removal due to health and safety or other issues. CH to consider and advise PC.
- Work completed to secure doors.

**CH**

Carter Jonas has confirmed they are responsible for the trees on OPT land.

Quote for replacing three vandalised step posts in Mortimer Hall Recreation Ground – Mr Hook has been invited to install and has agreed to source the posts as well.

PC noted and ratified notes from last FoOMPA meeting. Noted request from FoOMPA to fundraise to obtain a new climbing wall for Mortimer Hall Recreation Ground. Agreed FoOMPA can apply to Wren in the first instance. PC offered to pay for the 10% that Wren require proposed by CH. Agreed and ratified unanimously. Clerk to advise FoOMPA. Event was held in Mortimer Hall Recreation Ground on 1<sup>st</sup> September. Further event to be held during October half term on 26<sup>th</sup> October. Funding for these was received earlier this year.

**KS**

Burnt out bin in play area – reported to OCC.

Playground Services have advised Twin Fly will be amended at no cost to the PC.

Clerk to approach Garden Tidy to ask if they will quote for trimming Mortimer Hall hedge.

**KS**

**9 Finance**

- Clerk has written to HMRC. No letter received, although Clerk has been sent a personal cheque.
- Clerk continuing to survey who uses Rec Grounds.
- Paperwork completed and with bank to allow DH to become signatory – this has been chased. Bank confirmed in system.
- VAT return has been sent off. There had been some queries, which Clerk answered.
- Typographical errors in minutes – to be corrected and signed.
- Bank balance as at 2<sup>nd</sup> September 2010 – current account £2,887.02; deposit account £156,403.76.

**KS**

The following accounts to be paid:

		£ incl VAT
Mrs Peter Cox	Work carried out in cemetery in July – 24 hours @ £8.00 per hour	192.00
Garden Tidy	Work at the cemetery	200.00
Thames Water	Bill for 20 May – 5 Aug at Cemetery	9.26
Mrs Peter Cox	Work carried out in cemetery in August – 24 hours @ £8.00 per hour	192.00
Kate Stratford	Reimbursement for phone July 2010	34.15
Kate Stratford	Postage of VAT reclaim and stamps	18.70
Kate Stratford	Stamps	4.92
Kate Stratford	Petty cash	10.00
HMRC	Tax and National Insurance for August 2010	39.20

Oxfordshire County Council	Pension for Clerk August 2010	87.23	<b>ACTION</b>
Kate Stratford	Salary for August 2010	555.29	
Kate Stratford	Heating and electric week 24 (Thur 2 <sup>nd</sup> Sept – Weds 8 <sup>th</sup> Sept) @ £3 per week	3.00	
Kate Stratford	Reimbursement for phone August 2010	38.98	
Total Pest Control	Quarterly charge	511.13	
Andy Taylor	Repairs and maintenance to mowing equipment	30.00	

The following income has been received:

		£ incl VAT
Headington Co-op	Internment for Eileen Humphreys	600.00
BT Openreach	Wayleave payment	26.46
Marston Saints	Rent and half alarm costs	259.32
Headington Co-op	Reservation for Paula Blackstock	300.00
Headington Co-op	Ellen Merriman internment	1,000.00
Southern Electric	Payment for damaged quicks	125.00
Mortimer Hall Pre-School	Contribution to garden works/bird hide (repayment of loan)	500.00
Summertown Co-op	Internment for Irene Handley	500.00

Clerk to liaise with Mr Hook regarding purchase of posts.

**KS**

## 10 Burial Ground

- Quotes on Headstones – to be found. **KS**
- Shed door security – done.
- Eileen Humphreys interred 8<sup>th</sup> July in plot H3. Paula Blackstock has reserved plot H4.
- Clerk confirmed receipt for advanced purchases states exclusivity.
- Hedge was cut by Garden Tidy
- Note of thanks to be written to benefactor of mower. **KS**
- All funeral homes etc were sent new fees and conditions, however due to a problem which arose with the Handley burial, the clerk has suggested an amendment to the fees and conditions for discussion, agreement and ratification by the PC. Change puts onus of proof of advance purchase on individual, not the Parish Council. **KS**

Agreed unanimously. Clerk to send out.

Wendy Mazey has written asking to reserve a plot in the cemetery (a specific location). PC discussed and agreed that no one has the right to pre-book, even if all conditions are met, however agreed unanimously to allow Wendy Mazey to pre-book requested plot as this is available. Clerk to make arrangements. **KS**

Ellen Merriman was interred in B12.

Irene Handley to be interred on 9<sup>th</sup> September in plot H24.

Grave digger has asked if he can store a small amount of soil at the burial ground, to use when 'topping up' graves. Agreed.

Have asked him to top up two most recent graves.

## 11 Highways

- Proposed parking limitations – although we had been assured these would be installed by the time the schools went back, this has not yet happened. Clerk has emailed to ask for a revised implementation date but received no response to date. **ACTION**
- KS has agreed to proposed signage locations with the City Council and asked when

these will be installed. Awaiting sign erection.

- Damaged fence due to narrow barrier at Jessop's Close – done.
- Clerk to investigate noticeboard at 154 Oxford Road – Clerk has completed form, waiting to hear from OCC.

Received from Jane Madden re state of roads in the village. Sent to OCC.

Contacted OCC re 28 Salford Road overhanging vegetation after Clerk's letter to residents was ignored. A parishioner has written to the PC about this property. Other letters have been sent regarding vegetation overhanging and a comment was added to the Marston Times report.

Jenny Beardmore from the County has been in touch advising new gates have been installed.

County have sent us a satisfaction survey for completion – sent on behalf of the PC.

Resident of Oxford Road wrote in response to my letter re overgrowth of vegetation at phone box.

OCC – Road Safety Casualty report received.

Denis Ward contacted regarding repairing the damaged fence at extended Mortimer Hall Rec Ground.

Advised OCC of missing bollards on Elsfield Road, confirmed these are scheduled for replacement.

20 Lewell Avenue – overgrown vegetation – Clerk to write.

**KS**

Queried why some chicanes have reflectors but others do not. Reported a bus driver had said he finds it confusing.

**KS**

Would like to request county mark out bus stops without shelters in the village, as cars are parking on them and causing problems – outside church hall and by 3 Horseshoes.

**KS**

## **12 North East Area Committee**

- Request for a dog bin – waiting to hear from NEAC.

BH reported that as NEAC has given a grant to Oxsrade, it is unlikely the area will fund anything else in Old Marston this financial year.

## **13 Parish Council Bulletin**

Next issue planned for the Autumn, but may not be until late autumn/early winter.

## **14 Allotments**

Query received, which was passed to Mr Manson who confirmed the allotment association will deal with it.

## **15 Website**

Still very popular.

## **16 Any Other Business**

- Document storage – to be progressed by October meeting.
- Risk Assessment of Clerk's office – carried out but awaiting report.
- Mr Jones offering map of parish – this is continuing.
- Clerk contacted BT re phone box by traffic lights. RJ had seen workers at the location.
- 34B Oxford Road – DW has cut back the hedge.
- The blue plaque was unveiled at Normal Heatley's house.
- DH continuing to organise fun day.

**KS**

**DH**

**DH**

**DH**

Some problems with Clerk's computer – continue to monitor and take for repair if required.

**KS**

## **17 Date of Next Meeting**

Tuesday 5<sup>th</sup> October 2010 at Mortimer Hall at 7:30pm.