

Minutes of the Old Marston Parish Council Meeting held on the 5th September 2022 at the Mortimer Hall from 7:00pm.

CONFIRMED

Present:

Parish Council:

Duncan Hatfield (DH) – Chairman

Charlotte Vinnicombe (CV)

Alistair Morris (AM)

Peter Williams (PW)

Louise Upton (LU)

Pat Hall (PH) – Vice-Chairman

Mary James (MJ)

Peter Cox (PC)

Charlie Haynes (CH)

Tim Cann (Clerk)

Oxford City Council:

Mary Clarkson (MC)

Alistair Morris (AM)

Oxfordshire County Council:

Mark Lygo (ML)

Members of Public: 15

22/09/01 Intention to record the proceedings of the meeting: NONE.

22/09/02 Apologies for Absence: Parish Councillor Louise Milford – On Vacation, Parish Councillor Mick Bates – Family Commitments.

22/09/03 Website and social media: DH advised that the website is kept up to date with council activities and agendas, etc.

22/09/04 Public, County & City Councillors & Thames Valley Police participation (if any requests received)

a. Thames Valley Police: No report received.

b. County & City Councillor Reports:

County Councillor Mark Lygo reported that he had specifically asked for a public drop-in session to be in Old Marston on the traffic consultation. He believes measures should be taken in the city centre, to assess the effects then, if needed, act further out. There needs to be visible evidence that bus gates will make a difference before blindly ploughing ahead. The Living Conference will be held virtually on the 7th October and Domestic Abuse strategy on the 10th September. He also reported that he, MC and the Clerk went round with officers looking at a safety audit on the Access to Headington cycle ways; the report will follow.

City Councillor Mary Clarkson reported she was of the same opinion as Mark with the bus gates. Within the city councillors there are some differences of opinion, some for, some against. It would put added pressure on Marsh Lane and Cherwell Drive. She has asked for vehicle licence plate recognition in Elsfield Road to curb rat running. Traffic flow is fine when schools are out so need to look at that rather than a blanket ban with bus gates. She is aware of incidences of antisocial behaviour around Church Lane/Elsfield Road and working with TVP to help resolve.

City Councillor Alistair Morris reported that the planting of trees along the bank of the Marston Ferry Road is moving slowly within the county council so hopefully by Autumn he will have some positive news.

c. Public:

A group of residents spoke about antisocial behaviour around the Church Lane/Elsfield Road area. Stones being thrown at houses and passing cars, broken glass on pavements: - about thirty incidences. A flyer was proposed making people aware how they can report incidences and the importance of reporting to the police as it makes them aware of any possible areas needing resources.

22/09/05 Minutes of the Parish Council Meeting held on 4th July 2022.

It was **RESOLVED** these are a true record.

22/09/06 Matters Arising (omitting those for which an Agenda heading follows):

- It was **RESOLVED** to keep the logo colour as blue.
- It was **RESOLVED** changing 'Residents of St Nicholas Park had held a protest for the last four Sundays but only MJ and DH from the Parish Council had attended' to 'Residents of St Nicholas Park had held a protest for the last four Sundays, MJ, CV, PC, SD and DH from the Parish Council had attended.'

22/09/07 Operational Checks:

- The Clerk reported that the weekly checks on the defibrillator had been carried out with no faults found.
- The Clerk reported that the weekly checks on the play equipment had been carried out with no faults found.

22/09/08 Planning:

Applications considered between meetings:

The Planning Committee met on the 12th August 2022 and made the following comments:

- **22/00960/FUL – 21 Haynes Road** – Subdivision of existing dwellinghouse (Use Class C3) to create a 1 x 2 bed and 1 x 4 bed dwellinghouses (Use Class C3). Formation of 1no. rear dormer in association with a loft conversion. Alterations to 2no. windows and 1no. door to rear elevation. Alteration to 1no. door to front elevation. Alteration to 1no. window to side elevation. (Retrospective). – **Asked to be called in – overdevelopment.**
- **22/01801/FUL – 10 Nicholas Avenue** – Formation of 1no. rear dormer and insertion of 2no. rooflights to front roof slope in association with loft conversion. Alterations to outbuilding fenestration in association with conversion into office. – **No Objection**

- **22/01718/FUL – 19 Arlington Drive** – Change of use from dwellinghouse (Use Class C3) to House of Multiple Occupation (Use Class C4). – **Asked to be called in – overdevelopment.**
- **22/01607/FUL – The Red Lion, 40-42 Oxford Road** – Partial change of use from Public House (Sui Generis) to allow the stationing of a caravan dwellinghouse (Use Class C3). (Retrospective) – **No Objection**
- **22/01812/FUL- 33 Church Lane** – Erection of a single storey rear extension. – **No Objection**

Decisions:

21/02580/FUL – St Nicholas Caravan Park/Marston Paddock – **APPROVED**

22/00404/FUL – 36 Cavendish Drive – **APPROVED**

22/01168/FUL – 76 Cherwell Drive – **WITHDRAWN**

Awaiting Decisions:

20/02457/DEL – Willow Barn, Oxford Road

21/03294/FUL – 56 Marsh Lane

21/03100/FUL – Land to rear of 1 Cromwell Close

22/00627/FUL – 86 Arlington Drive

22/01403/FUL – 21A Oxford Road

Applications to be decided: NONE.

- **Land North of Bayswater Brook:** PW has spoken to Lisa Buchan who is coordinating responses. It is felt the impact reports and modelling has not considered mitigating effects on surrounding parishes and villages. CV stated that the County Council may now look more favourably at opening Mill Lane in some way.
- **Update on Land West of Mill Lane** – No further information received.

22/07/09 Finance: Bank balance as at 31/07/2022 –

Unity Trust Bank Account £47,050.49 CiL Money £25,354.60

Newbury Building Society A/c £86,950.84

Skipton Building Society A/c £5,036.09 Petty Cash £152.24

The following accounts to be paid:	£ (Incl. VAT)
Clerk's Pay Including Expenses, Pension, etc. – July & August 2022	
WKH Development Services Ltd (Interim Payment: Pavilion work)	12,000.00

BT (Quarterly Office Phone Charge)	134.25
BGG (Litter Picking & Grass Cutting for July)	462.00
MP Security Installations (Annual Service)	138.41
JDP Solutions (Handbook printing)	162.00
Total Pest Control (Quarterly Charge)	177.60
BGG (Litter Picking for June)	84.00
SLCC (Themed Summit – Finance)	54.00
Clerks & Councils Direct (Additional Annual Subscription)	12.00
Playsafety Ltd (Annual RoSPA Report)	205.80
ICO (Annual Fee)	40.00
TOTAL	£17,269.86
Petty Cash Expenditure:	NONE
Openreach (Wayleave payment)	26.46
INCOME:	£26.46

a. It was **RESOLVED** to accept these accounts.

22/09/10 Underpass Project:

- DH advised the Oxford Direct Services started preparation work on the walls today. The Chief Engineer at the County Council had approved the design put forward and Meadowbrook College students will start painting next Monday.

22/09/11 Insurance:

It was **RESOLVED** to accept the quote of £2,062.69 from BHIB and enter a 3 year long term agreement.

22/09/12 Upgrade of the MUGA in the Mortimer Hall Recreation Ground:

- The Clerk read out an email from Lucy who had contacted St Nicholas School:

'I got St Nick's to send out a basic questionnaire, and there's been almost 20 responses. All of these people said they'd like to see some options about what sort of things could be installed in the playground, and three people have provided their contact details and said they'd like to join a working group with the

parish council to look into this. There were also quite a lot of interesting ideas about what sort of thing the playground needs. Responses are still coming in gradually. I'm currently trying to get Mortimer Hall Playgroup to send out the same questionnaire, as I thought probably this is the group of parents that are most involved with the playground at the moment, and will be for the next few years. Once they've done this I'll be in touch with all those people who want to be further involved.'

After some discussion it was **RESOLVED** to look at repairing the MUGA. A working group could work with the Pavilion, Recreation Grounds & Cemetery Committee to look at future projects.

22/09/13 Old Marston Library:

- DH advised that the open day on Saturday 3rd September was well attended. Susanne Pressel, the Leader of Oxfordshire County Council, attended as well as Mark Lygo, the county councillor. Thanks were given to all involved, including DH for organising.

22/09/14 Boults Lane Carpark Update:

- It was **RESOLVED** the Clerk get tenders to resurface.

22/09/15 Pavilion Update:

- The Clerk advised that the work is scheduled to be completed this week. It was **RESOLVED** that once completed the Pavilion, Recreation Grounds & Cemetery Committee will meet with Marston Saints FC to move things forward.

22/09/16 Governance & Standards:

- **Adoption of the new Code of Conduct:** It was **RESOLVED** to adopt the new code.
- **Setting of 2022/23 Action Plan:** It was **RESOLVED** to add having a more social Annual Parishioners Meeting with local groups involved. After this it was **RESOLVED** to adopt the Action Plan.
- **Four Year Business Plan:** It was **RESOLVED** to adopt the Four-year business plan.
- **Thank You Award:** It was **RESOLVED** to adopt the Thank You Award. It will be on the October Agenda as criteria, judging etc needs agreeing.
- **Training Opportunities:** The Clerk read out the training opportunities available to Councillors and anyone interested to contact the Clerk.
- **Clerk's holiday and time off procedure:** After some discussion it was **RESOLVED** that the Staffing & Standards Committee would review this at its next meeting. It was also **RESOLVED** that the Clerk would put an 'Out of

Office' notice on the email system stating that he was on holiday and to contact the chairman if anything urgent.

- **Social Prescribing Partnership between Old Marston Parish Council and OXSRAD:** It was **RESOLVED** to adopt the partner agreement.
- It was **RESOLVED** that all documentation is in place to apply for the Quality Council Standard award.

22/09/17 Climate Emergency:

- Council has discussed in the past but have never actually declared a Climate Emergency. As a parish council obviously the actions you can take are limited, however, it will show the county and city council's as well as residents that you are taking it seriously by declaring a climate emergency, and registering that declaration at - <https://www.climateemergency.uk/blog/map-of-local-council-declarations/> It was **RESOLVED** that Old Marston Parish Council declares a Climate Emergency.

22/09/18 Tendering/Procurement Criteria: Oxford Living Wage:

- After some discussion it was **RESOLVED** to become an Oxford Living Wage employer.

22/09/19 Bike Doctor:

- The Clerk advised that as a council it cannot pay someone direct, it would be classed as trading which for a council opens it up to various trading laws and regulations. SD advised that the EcoHub were advertising for a bike repair service so is in hand with them.

22/09/20 Proposal to examine the reporting procedure for antisocial and criminal behaviour.

- DH advised that he had approached the youth service and he and the Clerk would be meeting with a representative tomorrow.
- LU informed the council that it can also report issues through saferoxford@Oxford.gov.uk . It was **RESOLVED** that the flyer would be amended, to include the safer Oxford details, the Clerk get printed and sent out as a separate A5 flyer to all dwellings.

22/09/21 Proposal for Noticeboard in St Nicholas Park:

- It was **RESOLVED** the Clerk make enquiries about getting a noticeboard in or around St Nicholas Park.

22/09/22 Plus anything of an urgent nature which has come to the Clerk's attention since the agenda was set:

- The Clerk said about the Oxfordshire County Council transport consultation. As County Councillor Mark Lygo had said earlier there were no consultation

sessions planned by the County Council for Marston. It was **RESOLVED** to organise a joint drop-in session with ML.

- It was **RESOLVED** that the stiles from the cemetery to Mr. Baker's land and from Mr. Baker's land through to Court Place Farm allotments would be replaced by kissing gates by Mr. Ward. He will also remove the trellis from Boults Lane Recreation Ground carpark.

22/09/23 Information Sharing:

- OALC Newsletter: Already sent
- Correspondence
- **Changes to number 13 Bus route from 4th September:** The route of this service will be revised to start at Northway, Halliday Hill rather than the John Radcliffe Hospital. From Oxford City Centre, rather than operating on to the Oxford Rail Station.
- SD informed the council that the Giving Garage and Community Larder are open every Saturday 9am until 11am. It is not a Food Bank so no data is collected. There is also a book library.
- AM informed the council that Marston Community Garden Group are hosting a free Community Garden Feast at the Red Lion on Monday 26th September from 6:30pm until 9:30pm. Numbers are limited to 45.

22/09/24 Date of next meeting:

Monday 3rd October 2022 at 7pm in the Mortimer Hall.

MEETING CLOSED: 9:04pm

Signed:
Chairman

Date:

Please note: Minutes become CONFIRMED following resolution at the following Full Council Meeting.