

UPPER HEYFORD PARISH COUNCIL
Jack Goodman Jr, Clerk to the Council,
Hillside Cottage, High Street, Upper Heyford, Bicester, OX25 5LE
Telephone: 07791-399823, Email: uhparishclerk@gmail.com

Minutes of Parish Council Meeting 12 October 2017

Present: Councillors: Jo Allen, Paul Weaver, Carole Gother, Paul Smith, Tim Coggins, Parish Clerk, Jack Goodman

Apologies: Councillors Derek Burrows and OCC Councillor Ian Corkin.

1. **Code of Conduct:** The Chair reminded Councillors of the code of conduct requirements under the Localism Act of 2011.
2. **Consideration of Dispensations:** None requested
3. **Public Forum:** There were no public presentations or comments.
4. **Approval of Minutes:** The minutes of the 14 Sept 17 Council Meeting were approved
5. **Standing Agenda Items:**
 - a. **Public Liability Review:** The poor condition of Camp Road, specifically badly eroded sections should be reported to OCC and added to log. Clerk to check on status of dislodged drain at junction of Camp Road and Somerton Road.
 - b. **Heyford Park Residents and Community Development Association (HPRCDA) Report:** Cllr Coggins stated that there is nothing new to report at this time.
 - c. **Neighbourhood Plan Review:** Cllr Weaver briefed that the responses from the consultation process for the draft plan have been received. 93 people responded. The Forum agreed to form five groups to analyse and recommend action on the responses.
6. **Matters Arising:**
 - a. **Playground Ground Works:** There has been no further progress on this initiative, Cllr Allen will contact Cllr Burrows for update.
 - b. **Cemetery Clean-up:** Cllr Smith reported that pea gravel graciously donated by Smiths of Bletchington has been received. 10 to 12 volunteers are expected to attend Sunday morning. Graves will be dressed and time permitting, wall ivy will be cleared.
 - c. **Speeding on High Street:** The Clerk confirmed that a request is with Oxfordshire County Council (OCC) to evaluate Upper Heyford village for introduction of 20 mph speed limits. The Council agreed that no further action will be taken at this time. However, it was suggested that North Aston be looked at for traffic calming ideas. Clerk will write to resident who raised issue.
 - d. **Dog Bin for Heyford:** Clerk reported that he has been in contact with Bovis Homes and they confirmed they have no objection to the moving of a dog bin at Heyford Park. The request still needs to be confirmed by Andrew Lewis at Cherwell District Council (CDC). There was discussion as to whether residents would be able to move the bin. Cllr Coggins will look. The idea of a dog bin on Chilgrove Drive was dropped as the area will be extensively redeveloped.
 - e. **Rules for Somerton Road Recreation Ground:** The Council has asked the Amenities Committee to consider whether rules should be established for the Recreation Ground. The AMC is scheduled to meet to consider the question.
 - f. **Allen's Lane Verge:** Cllr Burrows has been asked to add this to the schedule with Green Scythe. In the meantime, a one-time cutback of the growth is needed. Cllr Allen will approach Ron Varney to ask for his help. It was also noted that the hedge on the south edge of Orchard Close needs cutting. Cllr Allen will ask Mr Varney for that as well.
 - g. **Somerton Road Verge:** Portions of the verge on the Somerton Road access road are being damaged by cars that are driving over the verge to park on their front lawns. The law requires a drop curb and proper surfacing in that case. The Clerk informed the residents concerned by letter.
 - h. **25A Bus Service:** Cllr Coggins reported that an acknowledgement has been received from Oxford Bus Company on his request for reliability statistics for the 25A service. No information has been received yet. He also reported that a resident of Heyford Park who uses the bus regularly has agreed to keep a log on the service.
 - i. **Daffodil Project:** The Clerk reported that the daffodil bulbs have been ordered.
7. **Finance:**
 - a. **Payments and Current Financial Position:** The current account balance and transactions to date were reviewed.
 - b. **Clerk Payment:** The Clerk reported that he was overpaid in September. The overpayment will be deducted from his next salary payment.

8. **New Business:**

- a. **White Line across Driveway on High Street:** A complaint was received from a resident about the white line painted across the access to High Street property. The Council acknowledged that no permissions or consultation was undertaken prior to the line being painted. However, research has determined that the action is legal. The Clerk will inform the resident who complained.
- b. **PC Meeting Schedule 2018:** The Clerk pointed out that next month is the last meeting scheduled. He proposed a schedule for the next calendar year, with the Council meeting at Heyford Park (HP) quarterly, as follows:
2nd Thursday of each month, except August and December: 11 Jan HP, 8 Feb, 8 Mar, 12 Apr HP, 3-10/17-24 May, 14 Jun, 12 Jul HP, 13 Sep, 11 Oct, 15 Nov HP
This schedule was approved.

9. **Planning Applications:** Log reviewed.

10. **Deferred Item Review:**

- a. **Wall Project**
- b. **Registration of Playing Field and Allotments**
- c. **Traffic Calming**
- d. **Investment Account**
- e. **Competitive Tender for Landscaping:** This needs to get moving, return to matters arising in agendas
- f. **Phone Box Project:** Check on removal of old phone box and redundant pole
- g. **Parish Re-organisation:** Cllr Allen to get update from Emma Faulkner at CDC

11. **Any Other Business**

- a. **Valley News:** It was noted that a new Treasurer for the Valley News has come forward from Lower Heyford. Somerton is in arrears on their contribution to the Valley News. Also, not enough copies are being produced. It may be that financial contribution from Upper Heyford Parish will need to be increased.
- b. **Parking Places at Bovis Estate:** Cllr Coggins reported that Bovis are selling off parking places designated in plans for visitors parking.

12. **Date of Next Meeting:** 9 November.

There being no further business, the meeting adjourned at 8:55 PM

JLGJ 18/10/17