

UPPER HEYFORD PARISH COUNCIL
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Minutes of Parish Council Meeting 14 July 2016

Note: Prior to the formal opening of the Council meeting the Councillors interviewed Mr Paul Smith of Upper Heyford to fill the Council seat vacated by Mr Chris Scarrott. Subsequent to the interview Mr Smith was invited to join the Council. He agreed, signed the Declaration of Acceptance of Office and took his seat on the Council.

Present: Councillors Jo Allen, Carole Gother, Catherine Mullineux, Paul Weaver, Paul Smith, and Parish Clerk Jack Goodman.

1. **Apologies for Absence:** Cllr Derek Burrows
2. **Code of Conduct:** The Chairman reminded Councillors of the code of conduct requirements under the Localism Act of 2011.
3. **Public Forum:** Attendees: Rev'd Stephen Griffiths, Team Rector of Cherwell Valley Benefice CofE; and Mr Leigh McCarron, Chairperson of Heyford Park Residents and Community Support Association (HPRA). Rev'd Griffiths appealed to the Council for support in the community effort to retain Children's Centre Services at Heyford Park. He outlined options for continuing the service with available funding and grant support. The first step will be to apply for grant funding. Initially the Council is asked to draft a letter of support for this initiative. The Council agreed to support this initiative and Cllr Mullineux agreed to act as liaison with Rev'd Griffiths and organisers of the campaign.
4. **Consideration of Dispensations:** There were no requests for dispensation.
5. **Approval of Minutes:** The minutes of the 16 June 2016 Parish Council Meeting were approved by the Council and signed by the Chairman and Clerk
6. **Standing Agenda Items:**
 - a. **Public Liability Review:** The Hazard Log was reviewed. There were no new items to report. The potholes on High Street have been repaired and some work has taken place to repair the damage to Church Walk. However, there is more to be done on Church Walk and Allen's Lane. This and other items on the log remain open.
 - b. **Heyford Park Residents Association (HPRA) Report:** Mr McCarron was invited to brief on the HPRA as Cllr Gother was not present at last HPRA Meeting. He reported that Mr Tim Bigelow has resigned as Vice Chair of the Association, but he remains on the Committee. He briefed that Dorchester is planning a major public event on the 27th August, a BBQ and Fete to bring the Community together and update people on the development of Heyford Park.
 - c. **Parish Reorganisation:** : Cllr Allen briefed that she, along with Mr Philip Digby from the HPRA and the Parish Clerk met with Mr James Doble and Ms Emma Faulkner from the Elections and Democracy unit at Cherwell DC to discuss reorganisation of Upper Heyford Parish by separating into two separate parishes. Mr Doble confirmed they have no qualms about the ability of a new Heyford Park Parish to function effectively but he was concerned about the financial viability of a smaller Upper Heyford Parish. The Clerk talked through alternative proposed budgets and precept requirements for the new, smaller, parish and Mr Doble accepted that these were sufficient to demonstrate viability. He briefed that the process would take at least 18 months and starts with a Governance Review that encompasses an information gathering, the dissemination of informative literature to the electorate and finally a referendum on the proposal. Mr Doble stated that Cherwell DC would now begin this process.
 - d. **Revised Local Plan and Neighbourhood Plan:** Cllr Weaver briefed that over 300 questionnaires have been returned as part of the engagement exercise commenting on the draft objectives of the Mid-Cherwell Neighbourhood Plan (MCNP). He also reported that Lower Heyford Parish Council was forming a lobbying group to resist further house-building proposals in their Parish and has asked the MCNP to be represented on that group. Cllr Weaver also explained that meetings have taken place at Cherwell regarding the Masterplan (or

Framework Document) for Heyford Park. There is still debate about the legal status of this document and it's future. Hopefully there will be consultation on the plan.

7. Matters Arising:

- a. **Dog Control Measures:** The Council is awaiting a reply from the Cherwell DC on enforcement for our existing Dog Control Order and information on Public Service Protection Orders (PSPO).
- b. **Wall Repairs:** The Council noted that the rebuild of the Church wall was complete and the standard of work was excellent. The Council authorised payment of the Contractor. The Clerk was also asked to investigate options to control the growth of ivy at this and other village walls to preclude future damage.
- c. **High Street Parking:** The Council reviewed a selection of polite notice signs for possible use in the village. "20's Plenty" and Children Playing signs were highlighted. It was also pointed out that the existing Children Playing sign on Somerton Road is washed. The Council agreed to ask Cllr Burrows to pursue the polite notice options along with his existing brief to renew existing signs in the Village.
- d. **Funding for Heyford Park Chapel:** The Clerk reported that Rev'd Griffiths has received a letter on behalf of the Council inviting him to submit quotes for needed items in support of the Chapel programmes. It was also noted that an agreement has been reached between Dorchester Group and The Cherwell Benefice on maintenance of the fabric of the Heyford Park Chapel. The terms of this agreement still need clarification.
- e. **Repair of Village Signs:** Deferred for report from Cllr Burrows
- f. **WW1 Commemoration Funding:** Deferred pending liaison with Ian Lough-Scott

8. Finance:

- a. **Payments and Current Financial Position:** The Council reviewed and approved the ledger and current financial position.

9. Correspondence:

- a. **Children's Centre Services, Ltr. from Rev'd Griffiths:** This item was addressed in Public Forum, see above. The Council has pledged its' support and will write a letter of support for the campaign to save the services

10. Planning Applications:

- a. **Planning Log Review:** The Council reviewed the Planning Logs. No issues were raised
- b. **Request of Council Approval, alteration to Bunny Row:** The Council was asked to provide approval on behalf of resident to OCC Highways for the use of verge in front of Bunny Row housing on High Street to open up an entrance door to existing property. The Council expressed some concern about the degree of encroachment onto the existing verge. Decision was deferred pending discussions with the resident.

12. Any Other Business

- a. Cllr Gother pointed out that the footpath sign on the public right of way at the southern entrance Jones' Farm land west of Lower Heyford road is missing, The Clerk agreed to query OCC on who has responsibility for public right of way and how to report issues.
- b. J Goodman, in a private capacity reported that he would like to have the unused phone box in the Village removed. He will investigate the feasibility of this and report back to the Council.
- c. The Clerk pointed out that the bus shelters are in need of cleaning. He was advised to progress options for getting this done.

13. Date of Future Meetings:

Future meetings for the year are: 15 Sep, 13Oct, 10 Nov (Heyford Park)