

UPPER HEYFORD PARISH COUNCIL
Jack Goodman Jr, Clerk to the Council,
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Minutes of Parish Council Meeting 14 September 2017

Present: Councillors Paul Weaver, Derek Burrows, Carole Gother, Tim Coggins, Parish Clerk, Jack Goodman and two members of the public.

1. **Apologies:** Councillors Jo Allen, Paul Smith and OCC Councillor Ian Corkin.
Councillor Weaver assumed the Chair in the absence of Councillor Allen
2. **Code of Conduct:** The Chair reminded Councillors of the code of conduct requirements under the Localism Act of 2011.
3. **Consideration of Dispensations:** None requested
4. **Public Forum:** Mr Tom Beckett and Mr Dave Beasley who manage the Heyford Park Youth Group attended to answer questions concerning the project. They had submitted a letter to the Council outlining the programme and requesting funding for the Group. The Council asked several questions by way of clarification and congratulated Mr Beckett and Mr Beasley for their success in creating the Youth Group. The Council agreed to consider their funding request this evening along with the financial report. Mr Beckett thanked the Council for its attention and he and Mr Beasley left the meeting.
5. **Approval of Minutes:** The minutes of the 27 July 2017 Council Meeting were approved
6. **Standing Agenda Items:**
 - a. **Public Liability Review:** The log was reviewed and no new items were opened. The Clerk agreed to look into the possibility of a mirror at the corner of Soden Road and Camp Road to improve the sight line when exiting Soden Road.
 - b. **Heyford Park Residents and Community Development Association (HPRCDA) Report:** Cllrs Coggins and Gother that there has been no summer meeting of the HPRCDA and that there is nothing to report.
 - c. **Neighbourhood Plan Review:** Cllr Weaver reported that the consultation on the draft plan is continuing and has been extended for two weeks because of website downtime. The consultation now ends in mid October. It was also noted that Middleton Stoney Parish has voted to leave the Neighbourhood Plan group.
7. **Matters Arising:**
 - a. **Defibrillator/First Aid Training:** The Council reviewed the need for this training. Given that community groups have not come forward requesting the Council provide training and the fact that the Ambulance Service will provide on the spot instruction in CPR and operation of the defibrillator when activated, it was decided not to pursue training options at this time.
 - b. **Playground Ground Works:** Cllr Burrows reported that he and Mr Chris Scarrott have begun clearing debris and spreading wood chips at the playground. This process continues.
 - c. **Cemetery Clean-up:** Cllr Burrows reported that a work party is being scheduled to remove debris following the scheduled trimming of the cemetery hedge. Follow on work is needed to clean grave sites. A quote for renewing the paths in the cemetery was reviewed. Two further quotes are being requested.
 - d. **Derelict House on Orchard Lane:** The Clerk reported that Ms Todd from CDC is still pursuing this case. She has had no luck in contacting the owner as he has provided no alternative address. She can pursue the case without that after reasonable attempts to contact the owner. Ms Todd will keep us informed of progress.
 - e. **Speeding on High Street:** The Clerk briefed that OCC evaluation of the feasibility of 20 mph zone in the Village has been requested. This will include a survey of residents wishes if the request is progressed.
 - f. **Dog Bins for Heyford Park and Chilgrove Drive:** Cllr Coggins will confirm with the HPRCDA the new location to move existing bin near dog walking field. He will also re-visit the request for a dog bin on Chilgrove Drive given the expected construction in that area.
 - g. **Highway Verge Issues:** The Clerk briefed his continuing efforts to engage Sanctuary Housing and OCC Highways to prevent Somerton Road residents from driving over the verges to park their cars.
8. **Finance:**
 - a. **Payments and Current Financial Position:** The current account balance and transactions to date were reviewed.
 - b. **External Audit:** The Clerk presented the completed external audit report from BDO LLP. The Council noted the qualified opinion and approved acceptance of the audit.
 - c. **Heyford Park Youth Group Funding Request:** The Council agreed to grant £1,500 to the Youth Group to aid in setting up their premises and to defray current running costs. The Council also agreed to provide an additional line of credit of up to £500 for specific purchases.
9. **Correspondence:**
 - a. **Registration of Village Green:** The Clerk reported that an e mail has been received from Oxfordshire County Council confirming that the our Village Green has been registered such. A one month consultation period is

provided to see if there are any objections. Assuming all is well, the registration certificate will be produced. The Council wishes to specifically thank Mr Ron Hawkins for his efforts over many years to get the registration and Cllr Ian Corkin for his help over the last six weeks to get the registration completed.

10. **New Business:**

- a. **Rules for Somerton Road Playing Field:** Given the increase in picnics and parties in the Playing Field, including in one case a barbeque, the Council agreed to ask the Amenity Management Committee to consider whether a set of rules should be drafted for the playing field.
- b. **Allen's Lane Verge:** A resident of Allen's Lane reported that he can no longer manage to mow the verge on the east side of Allen's Lane. The Clerk produced photos of the effected area. The Council agreed to add this verge to the Green Scythe landscaping contract. Cllr Burrows will action this.
- c. **Daffodil Project:** Mr Burt who previously volunteered to buy and plant daffodils in the Village has reported that the cost of daffodils has doubled in the last six months. He requested Council support to buy daffodils. The Council agreed to purchase ½ of the required bulbs (2,000) at an ex vat cost of £280. The Council would require that daffodils, where practical be planted up Camp Road as far as the Portway as well.
- d. **25A Bus Service:** Cllrs Gother and Coggins reported on growing complaints over the punctuality of the 25A bus service. Cllr Coggins agreed to approach Thames Buses to get information on their performance record and progress a complaint. Dorchester Group will be advised as well.

11. **Planning Applications:** Log reviewed.

- a. **Soden Road Playground Application:** Council agreed to ensure no trees were affected and to object on the grounds of insufficient detail on siting and the type of apparatus to be installed.

12. **Deferred Item Review:**

- a. **Wall Project**
- b. **Registration of Playing Field and Allotments**
- c. **Traffic Calming:** MCNP Traffic Group being re-convened to work on master plan for neighbourhood area.
- d. **Investment Account**
- e. **Competitive Tender for Landscaping**
- f. **Phone Box Project**

13. **Any Other Business**

- a. **The Portway:** It was noted that the Portway is again overgrown. OCC will be notified.

14. **Date of Future Meetings,** 12 Oct (HP), 9 Nov

JLGJ

23/09/17