

UPPER HEYFORD PARISH COUNCIL
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Minutes of Parish Council Meeting 15 October 2015

Present: Councillors Jo Allen, Chris Scarrott, Catherine Mullineux, Carole Gother, Derek Burrows, Paul Weaver, and Parish Clerk Jack Goodman.

1. **Apologies for Absence:** None
2. **Code of Conduct:** The Chairman reminded Councillors of the code of conduct requirements under the Localism Act of 2011.
3. **Public Forum:** No members of the public attended.
4. **Consideration of Dispensations:** No requests for dispensations were tabled.
5. **Approval of Minutes:** The minutes of the 17 September 2015 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. The Clerk noted that there have been some repairs to Allen's Lane, however it is the opinion of the Council that there is more to be done. The sight line at bottom of Camp Road also needs further action. These items to be kept open and Clerk to action. The conifer tree on Orchard Lane encroaching on electrical wires will be added to the log for action. The issue of poor housekeeping and safety during Camp Road construction was discussed. The Clerk raised the issue at a meeting with Dorchester Group on the 14th of October. Dorchester acknowledged the concern. A new point of contact for problems in the Dorchester area of responsibility was given. S McCready will provide the Clerk the point of contact for dealings with Bovis Homes.
 - b. **Heyford Park Residents Association (HPRA) Report:** Cllr Gother reported on the HPRA Committee Meeting. There were attendees from Heyford Leys with concerns about the state of Camp Road and the planning application for more mobile homes at Heyford Leys. Cllr Gother also reported that the HPRA has joined with Heyford Park School to assist with the bonfire night on the 5th of November. She noted that a Heyford Park Village closed Facebook page has been in place for some while for residents and workers of Heyford Park. There is also a newly launched Heyford Park Residents website that provides information. The link is: <http://www.heyfordparkresidents.org.uk/>
 - c. **Revised Local Plan and Neighbourhood Plan:** The next meeting of the Mid-Cherwell Neighbourhood Plan (MCNP) Executive is 4 November. The next full Forum meeting is 12 November. The Council agreed to convene a two-hour meeting to agree the Parish Council response to the draft MCNP. The Forum is still looking for an Administrator.
 - d. **Speedwatch Campaign:** Councillor Mullineux reported that four new monitoring sessions took place on Somerton Road, the confirmed results have not yet been returned by the Police. Speeding within the private Heyford Park estate is a problem. HPRA is in consult with Dorchester Group on possible options. Cllr Gother also reported that HPRA are pursuing better speed signage on the estate.

7. Matters Arising from 17 September Minutes

- a. **New Playground Project:** The contractor, Trevor Stewart has been contacted. He reports that off site building of apparatus is started, he anticipates being on site in four weeks. The first invoice for works and materials should be forthcoming.
- b. **Registration of Playing Field and Allotment Land:** No new information on this initiative.
- c. **Splitting of Parishes.** Cllr Allen contacted Cherwell DC and was informed that they are currently doing a financial analysis of the effect of splitting the Parishes. There will not be action before the elections in May of next year. The change is most likely to take place in 2017.
- d. **Car Parking in Village:** The problem with unknown cars parking in the Village seems to have subsided. In any case, the Clerk has been in touch with the family that may have been responsible.
- e. **Registration of Barley Mow Public House as Heritage Asset.** The Clerk briefed the status of this initiative. The original application, submitted by Cllr Burrows on behalf of the Parish Council was returned for further work. The application needs to be specifically authorised and sponsored by the Parish Council. The Upper Heyford Parish Council is the sponsor and requester for the registration of the Pub. Cllr Burrows is delegated responsibility to progress the application on behalf of the Council.
- f. **Heyford Park Traffic Issues:** See discussion para 6a

8. Finance:

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

9. Correspondence:

- a. **Lough-Scott E Mail, Cemetery Burials:** The Council agreed with the request from Mr Lough-Scott to use mini-diggers for double deep graves when conditions permit
- b. **Cherwell DC, Parish Liaison Meeting:** Meeting is scheduled for 11 November. The agenda was briefed. The Council can send up to three representatives. Councillors wishing to attend were requested to inform the Clerk prior to the 3 November deadline.
- c. **Parishioner E Mail, Litter at Canal:** A parishioner pointed out that litter is a major problem at Allen's Lock and dog bins are overflowing. The Council instructed the Clerk to contact the Canal and River Trust who have responsibility for the area.
- d. **Parishioner E Mail, Tree on Orchard Lane:** A parishioner reported that a conifer tree near bottom of Orchard Lane is encroaching on electrical wires. He related that he had reported this to OCC through the Fix My Street website and was informed that the tree is not on Council Property. Cllr Gother agreed to research the land registry to determine ownership and the Council will then follow up, initially with the Southern Electric.

10. New Business:

- a. Reading Room Maintenance and Improvements:** The Clerk initiated a discussion of worthwhile uses for the Joan Rhodes bequest to the Reading Room. It was agreed to investigate the possibility of an awning for the Reading Room patio. The Clerk will ask Mr Ray Funnell to investigate on behalf of the Council. Audio-Visual equipment for use of the community will also be considered. Cllr Weaver will look into this. There was further discussion of the need for a storage shed with no decision taken.
- b. Wall Repairs:** The Clerk was asked to confirm ownership of the Churchyard wall with a view to re-starting the wall repair project for the Parish.

11. Planning:

- a. Planning Log Review:** The updated planning log was reviewed.

12. Any Other Business

- a. Oxfordshire County Council Meeting with Parishes:** Cllr Allen briefed she attended this meeting. The only items of particular interest were that OCC can provide legal and audit services if required at competitive rates. Otherwise, focus was on severe cost cutting.
- b. Dorchester Group Residents/Community Meeting:** The Clerk attended this meeting. This meeting is held quarterly and is a good venue for getting information about what is going on at Heyford Park. Concerns about the Camp Road construction. Also, most of the leisure complex facilities are coming on line, pitches and tennis courts in particular. The Gym is now available for block booking from the wider community. Individual memberships will be available when staffing at the Gym is complete.
- c. Dusty Streets:** Cllr Mullineux asked that when Bovis contact is established the issue excessive dust from roads be addressed.
- d. Landscaping:** There was further discussion of the landscaping plans for next year. The Clerk was asked to do a cost analysis on landscaping for the next Council meeting. The possibility of including some portion of Heyford Park in the scheme will also be considered.

13. Date of Meetings:

- a. Date of Next Meeting:** The Council decided to reschedule the November meeting for **19 November**

There being no further business the meeting adjourned 10 pm

**JLGJ
17/10/15**