

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 16 June 2016

Present: Councillors Jo Allen, Carole Gother, Catherine Mullineux, Paul Weaver, 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: District Cllr Ian Corkin and Leigh McCarron, President of the Heyford Park Residents Association; Cllr Corkin noted the frustrations with consultation on the Masterplan being developed for Heyford Park. He noted that the Council has a meeting with Andrew Lewis from Cherwell to get more information on the status of the planning. There are now planning issues on housing policy with the 5 year land supply and the affordability of “affordable housing”. It is not profitable for builders to build affordable housing. A policy change for a lower proportion of shared ownership homes might help. He remarked that EP Barrus is still looking for premises in our area. Cllr Corkin asked if our Council had any particular protocol for his attendance at our meetings. He was told there is no specific format or reporting requirement on his part. Mr McCarron reported that Andrew Lewis has complained about lack of communication with the Mid Cherwell Neighbourhood Plan (MCNP) Forum. Mr McCarron reported that in conversations with Paul Silver of Dorchester, he was assured that the green buffer proposal is in Dorchester’s plans
4. **Consideration of Dispensations:** There were no requests for dispensation.
5. **Approval of Minutes:** The minutes of the 19 May 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. Cllr Gother requested inclusion of a new item, the poor sight line at the Kirtlington Road turn off of Camp Road.
 - b. **Heyford Park Residents Association (HPRA) Report:** Cllr Gother reported speed signs on Heyford Park will be put up by work party on 9 July. Volunteers welcome. examples to Cllr Gother. Dog waste bins have been ordered for Carswell Circle and the dog walking area. £231 of HPRA’s original grant money is still available.
 - c. **Parish Reorganisation:** : Cllr Allen related that a fact finding meeting with Mr Doble and Ms Faulkner from Cherwell DC is schedule for 30 June.
 - d. **Revised Local Plan and Neighbourhood Plan:** A Masterplan framework meeting with Andrew Lewis and David Peckford on MCNP process is scheduled, also special MCNP Forum on 5 July for a Dorchester presentation of the Masterplan framework. Engagement sessions are ongoing. Housing and demographic surveys coming in.
7. **Matters Arising:**
 - a. **Minibus Garage:** There has been no further contact with Cherwell DC on this issue. The situation will continue to be monitored.
 - b. **Dog Control Measures:** Signs are in place announcing the extension of the Dog Control Order to include the Playing Fields.
 - c. **Wall Repairs:** The Council confirmed the award of the contract to repair the church wall to Aaron Whittingdon.

- d. **Registration of Playing Field and Allotment Land:** The Clerk confirmed that the necessary documents for the application have been obtained. A package is being put together for submission to the Solicitor
- e. **High Street Parking:** The Clerk reported that he has not yet investigated the option of polite notice signs e.g. '20s plenty'.
- f. **Funding for Heyford Park Chapel:** Cllr Mullineux circulated a letter from Rev'd Griffiths requesting financial support for a variety of programme and equipment requirements as well as help with the maintenance of the Chapel complex. The Council agreed to consider help for specific items based on quotes being submitted by the Benefice. The Council also will be asking the Benefice to consider self-funding items. The Council believes that maintenance of the Chapel is the responsibility of the landlord and will be approaching Dorchester in this regard.
- g. **Repair of Village Signs:** Deferred for report from Cllr Burrows
- h. **Allen's Lane and Church Walk Repairs:** The Council has received confirmation from Oxfordshire Highways that they have received the request for repairs and that they will act on the request.
- i. **WW1 Commemoration Funding:** Deferred pending return of Ian Lough-Scott
- j. **HP Village Green Consultation:** The Council has been made aware of an internal Heyford Park consultation and "Masterplan" for the Heyford Park Village Green. The Council will approach Dorchester for information and inclusion in this process.

8. Finance:

- a. **Payments and Current Financial Position:** The Council reviewed and approved the ledger and current financial position. The Clerk was queried on the funding for the Valley News. This has not yet been actioned.

9. Correspondence:

- a. **Resignation of Councillor Scarrott:** The Council regrettably accepted the resignation of Chris Scarrott and acknowledged the tremendous contributions he has made to the Council and community. Councillor Allen will write to Mr Scarrott on behalf of the Council. The Clerk briefed the procedures for replacing Mr Scarrott on the Council.
- b. **Update on Dog Bins for Heyford Park :** The Clerk reported the bins have been ordered.

10. New Business

- a. **Parking in Layby on Somerton Road:** The Clerk was asked to monitor the situation and talk to the residents if necessary.
- b. **Queen's Birthday Coins:** There are still coins available for presentation for worthy recipients.

11. Planning Applications:

- a. **Planning Log Review:** The Council reviewed the Planning Logs. No issues were raised

12. Any Other Business

- a. The Council recognised the outstanding work of Brenda Cooper as the Reading Room Booking Clerk for the last three years. The Clerk was asked to get a gift for Brenda by way of thanks.
- b. Councillor Gother briefed on her attendance at the Cherwell Parish Liaison Meeting and the content.
- c. There was discussion and agreement that the Council should publicise its work in the Valley News.

13. **Date of Future Meetings:** Future meetings for the year are: 14 Jul (Heyford Park), 15 Sep, 13Oct, 10 Nov (Heyford Park)

There being no further business the meeting adjourned at 10:15 PM