

UPPER HEYFORD PARISH COUNCIL
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Minutes of Parish Council Meeting 17 September 2015 Heyford Park Chapel

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:** Six members of the Parish attended the meeting. Three representatives from Letchmere Farm presented arguments for opposing the Pye Homes Planning Application for building of homes on the greenfield land adjacent to Letchmere Farm. The Council agreed to take their views into consideration in drafting the Council response.
- 4. Consideration of Dispensations:** No requests for dispensations were tabled.
- 5. Approval of Minutes:** The minutes of the 9 July 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 Council note that items on sight line on Camp Road, and the defaced Give Way sign at corner of Dow and Camp Roads remain open. The Clerk has reported the defaced sign to Dorchester Group and will follow up on the continuing problem with sight lines at the western terminus of Camp road. The Council also asked the Clerk to re-open the issue of the poor state of Allen's Lane leading to the canal. The unsafe traffic control measures for Camp Road works, particularly regarding access to Letchmere Farm and Larson Road – the Clerk will take up this specifically and the general issue of safety during Camp Road construction with Mr Justin Taylor, the Works Manager for Dorchester Group,
 - b. Revised Local Plan and Neighbourhood Plan:** Councillor Weaver reported on the set up of the Executive Committee for the Neighbourhood Plan and the MCNP Forum Meeting last night. Cllr Weaver reported that is clear that there is a huge amount of work to do. A framework for the plan has been released. The group is now organised and getting started. A Clerk from Bucknell is being considered to take on the role of Administrator for the MCNP with the cost to be shared by members of the MCNP Forum
 - c. Speedwatch Campaign:** Councillor Mullineux reported that seven sessions had been held. 56 drivers have been caught speeding, 33 on Camp Road and 23 on Somerton Road. Of those caught, 14 were local residents. It was suggested that in future the total number of cars checked should also be recorded to determine the percentage of offenders.

7. Matters Arising from 11 June 2015 Minutes

- a. **New Playground Project:** Councillor Mullineux reported that the pre-building phase would begin by the end of this month. The Clerk should be receiving an invoice for initial materials shortly. A site visit to discuss Phase II options is still to be arranged.
- b. **Mowing of Orchard Place:** It was agreed to have Green Scythe continue to mow Orchard Place pending a full review of landscaping arrangements in the Spring.
- c. **Registration of Playing Field and Allotment Land:** The Clerk reported our solicitors are investigating the issue of ownership of the land. New College has been approached to ascertain their legal interest.
- d. **Appointment of Allotment Trustees:** It was agreed to suspend action to re-appoint a Trustee until the legal situation is clear. In the meantime, the Clerk was asked to approach the Vicar, Reverend Griffiths to find out if he will fill the Trustee position reserved for the Vicar of the Parish.
- e. **Registration of Village Green:** The Clerk reported that the application has been approved; all that is required now is formal notification of the registration to include posters. This process will take about a month.
- f. **Splitting of Parishes.** The Clerk reported that he has followed up with Cherwell DC on the status of the investigations to determine the feasibility of splitting Upper Heyford Parish into two Parishes. He was informed this is still on going but that Cherwell should be in touch within a short time.
- g. **Review of Dog Control Measures:** Design for Dogs on Leads signs is approved and the Clerk will now order. It was agreed to post these signs initially and to continue to monitor the situation, particularly the use of the Playing Field by dog walkers.

8. Finance:

- a. **Payments and Current Financial Position:** The Council reviewed and approved the ledger and ~~current~~ financial position.
- b. **External Audit Findings:** The Clerk briefed that the external auditor, BDO, approved the Upper Heyford accounts for FY 14/15 with minor observations on administrative detail.

9. Correspondence:

- a. **Cherwell DC Development Management Workshop:** Councillor Weaver and the Clerk agreed to attend this workshop on Planning Policy scheduled for 24 September. Post meeting Note: This meeting has been cancelled, to be rescheduled in October.
- b. **Oxfordshire County Council (OCC) Household Waste Consultation:** OCC intends to reduce the number of household waste sites from seven to three. Consultation on the proposals is taking place until the 5th of October. The Council decided to lobby for the retention of the Ardley site, particularly in light of the major growth of Bicester and Heyford Park. The Clerk will draft the Council's reply.

10. New Business:

- a. **Car Parking in the Village:** Complaints continue to be received that a non-resident is parking cars in the village overnight. The Council believes they have identified the individual responsible. In the first instance, the Clerk was asked to contact the individual and request that he quits parking in the village.

11. Planning:

- a. **Planning Log Review:** The updated planning log was reviewed.
- b. **Pye Homes Application:** Application has been submitted to build 77 new homes on the greenfield site adjacent to Letchmere Farm to the east of Heyford Park. The Council agreed to strenuously object to this application. The Clerk will draft the objection for Council approval.
- c. **Bovis Homes Application:** Bovis has made application to build the next two phases of their approved allocation, 87 homes north of Camp Road, and 44 south of Camp Road. The Council reviewed the applications and has no comment.
- d. **Heyford Leys Camping Park:** An application has been submitted the change the use of this site for the extension of the mobile home park adjacent: The Council objects to this application. The Clerk was instructed to draft the objection for Council approval.

12. Any Other Business.

- a. **Several issues were discussed for future Council action:**
 - i. Kissing gate behind storage shed at Green reported as a hazard
 - ii. Outdoor furniture at Reading Room is being secured
 - iii. Parishioner Chris Coe, along with Cllr Burrows are pursuing registration of Barley Mow as a Heritage Asset
 - iv. 20 MPH speed limit on Heyford Park, proper signage is needed to aid enforcement. The Parish Council will be asked to help fund these signs A 20 mph speed limit for the streets of Upper Heyford Village will also be considered..
 - v. Bus Shelters in Upper Heyford village are very dirty and need to be cleaned up.
 - vi. A sign is needed to tell people that access to Heyford Park bungalows from Camp Road at the western roundabout is closed.
 - vii. It was noted that Gigaclear has postponed high speed broadband installation in Upper Heyford Village
 - viii. The Clerk briefed that there were several deferred items that will now be re-introduced to the agenda as matters arising from previous minutes.

13. Date of Meetings:

- a. **Date of Next Meeting:** The Clerk requested changed date for October meeting. It is now scheduled for **15 October**.

There being no further business the meeting adjourned at 9:25 PM

JLGJ 24/09/15