

Minutes of Parish Council Meeting 4 February 2016

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

1. **Apologies for Absence:** Cllr Catherine Mullineux
2. **Code of Conduct:** The Chairman reminded Councillors of the code of conduct requirements under the Localism Act of 2011.
3. **Public Forum:** Prior to opening the floor for statements the Clerk read out a notice stating that due to a change in legislation, the Parish Council will no longer be pursuing imposing a Dog Control Order to ban dogs from the Playing Fields. Other avenues will be pursued to control dogs in this area. Two Parishioners attended and spoke against the proposal to ban dogs from the Playing Fields. They indicated they understood the problem and are willing to work with the Council on solutions. However their view is that an overall ban will punish responsible dog owners for the actions of others. It was also pointed out that there are Parishioners with old dogs to exercise and women who need to exercise their dogs after dark. The possibility of keeping dogs on leads in the Playing Fields was mooted as a possible compromise. The Chair thanked the Parishioners for their input, pointed out that the consultation period on proposals is still open, and stated that the Parish will be kept fully informed of the status.
4. **Consideration of Dispensations:** There were no requests for dispensation.
5. **Approval of Minutes:** The minutes of the 14 January 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. The open items were: Sightline at the western terminus of Camp Road. The Clerk still needs to progress this. The condition of Allen's Lane is still poor. It was agreed to defer action on this item until the Spring. The situation with construction on Camp Road is a continuing problem. Periodic liaison Dorchester will continue to be required. This item to remain open. Potholes on High Street have been reported to OCC for action. Condition of footpath on Camp Road has been added to the log. A working party to widen the footpath is tentatively scheduled for 13 March. The lack of lighting at the Heyford Park bus stop will also be added as a hazard as will the lack of night time markings for the speed bump ramps on Camp Road
 - b. **Heyford Park Residents Association (HPRA) Report:** Cllr Gother reported that the HPRA AGM is scheduled for the end of this month. The HPRA is working on the Engagement Day regarding Heyford Park developments and is in the process of delivering flyers to publicise the event.
 - c. **Revised Local Plan and Neighbourhood Plan:** Briefed by Cllrs Allen and Weaver. The Parish Council approved the latest draft of the MCNP Constitution for publication. Council representatives will sign the document at the next MCNP Forum. A special meeting of the Forum will be held next week to specifically discuss the Consultation documents on the Local Plan, including consultation on Oxford City overspill housing requirements. The outline of the plan for the Engagement Day at Heyford Park on 20 February is being coordinated now. The Clerk briefed that the Upper Heyford Parish Council has been asked to act as the Accountable Body for MCNP finances. The Clerk has agreed to act as interim Treasurer for the MCNP account being established. The Council approved this arrangement.
7. **Matters Arising**
 - a. **Dog Control Measures:** The Clerk briefed the options going forward given the cancellation of the Dog Control Order initiative. The available measures range from enactment by Cherwell District Council of a Public Space Protection Order (PSPO) which would have the same effect of a Dog Control Order, enforceable by the District Council, extension of the existing Dogs on Leads Control Order in Upper Heyford Village to include the Playing Field, or an unofficial programme to change behaviour. The Council will try and get a map showing available dog walking areas other than the Playing Field for display at the Engagement Day on 20 February. In addition, the Chair reported that discussions are ongoing with Dorchester Group to provide dog exercise areas on Heyford Park. The Council asked the Clerk to investigate these options and to continue to accept and collate

comments on the dog control issue. The Clerk was also asked to forward a formal letter to a known offender in the Parish.

- b. **Speed Signs at Heyford Park:** Cllr Gother reported that a final check of the requirements is being done. When the requirements are confirmed, Cllr Gother will have an invoice raised to bill the Parish Council for the order. The cost is likely to be in the region of £1,100, as previously approved by the Council.. .
- c. **Registration of Playing Field and Allotment Land:** The Council considered the submission by the Allotment Trustees for registration of the Allotment Land, and structure of the Allotment Charity going forward. They propose, registration of the Allotments in the name of the Parish Council with covenants to ensure continued use as allotments for the Parish, expansion of Trustees from three to five, replacing the out of date places reserved for New College, and changing of the Charity Charter to better reflect the charitable purpose of the Allotments today. The Council agreed with the Trustees recommendations and will work with the Trustees on the issues of Charity Charter and Trustee appointments. The Clerk was instructed to proceed with engaging a solicitor to register the allotments. It was the view of the Council that the cost of this should be born equally by the Allotment Fund and the Parish Council. The Clerk estimates the total cost further cost will be in the region of £1,500 to £2,000. The registration of the Playing Fields will also be pursued with this cost borne by the Parish Council
- d. **High Street Parking:** The Clerk reported he has contacted OCC Highways to query options for improving the parking arrangements on High Street in Upper Heyford Village and for introducing 20mph speed limits in the Village. He is awaiting a call back.
- e. **Historic Application, Minibus Garage:** The Clerk reported that Cherwell Planning Department has responded to the Clerk's query. A Planning Officer will visit the site next week and report back to the Council through the Clerk.
- f. **Lisgar Property, Orchard Lane:** The Clerk is still awaiting response from Cherwell Planning Department.
- g. **Kerbside Stones and Branches on Overhead Wires at Corner of School Lane:** Cllr Scarrott reported that some branches need trimming. He will organise that being done. The kerbstones are currently solid enough and should benefit if parking restrictions can be introduced allowing unrestricted access to School Lane (see 7d).
- h. **Toy Recycling Bin, Heyford Park:** These bins have now been taped up. Cherwell DC is aware of the problem and they will take action to have them removed if necessary. Currently they are expecting the re-cycling company to pick them up.
- i. **Valley News Funding:** The Clerk relayed a report from Cllr Mullineux stating that the Valley News currently has funding for four more issues. However, as advertising revenue is variable, she requested that the Parish Council continue to fund the Valley News next year at the same level as this. She also confirmed that other Councils involved have received the same request. The Council agreed. Councillor Gother reported that some funding has been provided to the Valley News from a grant given to the Heyford Park Residents Association for to facilitate integration of new Heyford Park residents into the community.

8. Finance:

- a. **Payments and Current Financial Position:** The Council reviewed and approved the ledger and current financial position. It was agreed to defer discussion of the landscaping budget until the next meeting.

9. Correspondence:

- a. **Thames Valley Police, Rural Policing Meeting:** A letter from Thames Valley Police invites Parish Council representatives to a meeting in Kidlington 16 March to receive a report on and discuss rural policing. The Clerk needs to know if any Councillors would like to attend and will remind the Council closer to the time.
- b. **Cherwell District Council Ltr, Planning Policy Consultations:** A Parish Council workshop is planned for Wednesday, 25 February for Parish Council representatives to learn more about the Local Plan Part 1 consultation on Oxford's unmet housing needs, and Part 2, consultation on policies and site issues. Cllrs Allen and Weaver tentatively plan to attend. Attendance to be confirmed by 17 February.

10. New Business

- a. **Village Hall Broadband:** The Clerk reported on the quote received from BT to install broadband in the Village Hall. At £44 per month, the Clerk felt that the cost outweighed potential benefit and recommended that this not be pursued at this time. The Council agreed

- b. **Payroll Management for Clerk:** The Clerk reported that Cllr Mullineux has agreed to manage the Parish Council payroll for the Clerk.

11. Planning Applications:

- a. The Council reviewed the Planning Logs. No issues were raised.

12. Any Other Business

- a. **Viridor Credits:** Cllr Gother reported that following some uncertainty as to whether the Landfill Communities Fund would continue, it now seems likely it will continue but at a reduced level of grant funding. In order to save on costs Viridor Credits has decided to do away with locally area Steering Groups and centralise these into three regional bodies. Cllr Gother will not be able to attend the regional meetings and has therefore tendered her resignation from the local review body. She will attend the final two meetings of the local Group but thereafter these will be held at their centralised locations.
- b. **Registration of Barley Mow:** Cllr Gother reported that the registration of restrictions on the Barley Mow pub on the Land Registry requires the services of a solicitor. The Clerk will action.
- c. **Projector for Community:** Cllr Weaver showed the new projector bought for community functions. For the time being Cllr Weaver will store the projector until permanent storage is provided. The Council will manage checking out the equipment for community use only.

13. Date of Future Meetings: The next Council Meeting is on 10 March at the Reading Room. Future meetings are: 10 14 Apr, 12 May (Annual Parish Council and Parish Meeting), 19 May, 16 Jun (to provide spacing from late May meeting), 14 Jul, 8 Sep, 13 Oct, 10 Nov

There being no further business the meeting adjourned at 9:40 PM

JLJ
6 Feb 16