

UPPER HEYFORD PARISH COUNCIL
Jack Goodman Jr, Clerk to the Council,
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Minutes of Parish Council Meeting 9 November 2017

Present: Councillors: Jo Allen, Paul Weaver, Derek Burrows, Paul Smith and Parish Clerk, Jack Goodman **Apologies:** Councillors Carole Gother and Tim Coggins. OCC Councillor Ian Corkin

1. **Code of Conduct:** The Chair reminded Councillors of the code of conduct requirements under the Localism Act of 2011.
2. **Consideration of Dispensations:** None requested
3. **Public Forum:** Mr Tom Beckett attended and briefed the Council that the Heyford Park Youth Group has now taken possession of their clubhouse. Renovation works are ongoing. Mr Beckett invited the Council to hold their next meeting in January at the newly refurbished Youth Club.
4. **Approval of Minutes:** The minutes of the 12 October 2017 Council Meeting were approved
5. **Standing Agenda Items:**
 - a. **Public Liability Review:** Log was reviewed. There are no new entries. The Council agreed to group the myriad problems with Camp Road under one heading called Camp Road Issues, details are on Fix My Street for these problems. It was agreed that Camp Road should be added to the request for 20 mile per hour speed limits currently with Oxfordshire Highways. Action: JLG
 - b. **Heyford Park Residents and Community Development Association (HPRCDA) Report:** No report
 - c. **Neighbourhood Plan Review:** Cllr Weaver briefed that the responses to the consultation have been analysed. There is a difference of opinion regarding non-coalescence zone for Caulcott, options will be presented at next Forum meeting. A letter has been sent to Middleton Stoney PC arguing that it would be advantageous for them to remain in the MCNP. It was agreed to consider submitting the meadow west of the canal in Upper Heyford as a further local green space. The Clerk agreed to mark up a map. Action JLG
6. **Matters Arising:**
 - a. **Playground Ground Works:** It was agreed to try and organise a team to complete spreading of chippings next weekend: Action PS, DB and JA
 - b. **Cemetery Clean-up:** Paul Smith will purchase replacement hedging for the cemetery perimeter. He is authorised to spend up to £200. The Clerk reported he is getting three quotes for the repair of the cemetery paths.
 - c. **Competitive Tender for Landscaping:** Green Scythe to meet with Cllr Burrows next week. Nigel Pritchett will also be asked to quote and Nicholsons will be approached as well.
 - d. **Dog Bin for Heyford:** Cherwell DC has responded to the request to relocate a dog bin. There suggestions have been passed to Cllr Coggins for review. Action pending.
 - e. **Rules for Somerton Road Recreation Ground:** Cllr Allen reported that there was a mixed reaction to the idea from the Amenities Committee. Cllr Allen is still investigating what is in place at other recreation grounds. The idea of fencing off the recreation ground was discussed. This idea will be passed to the Amenities Committee for their opinion.
 - f. **Allen's Lane Verge:** Cllr Allen confirmed that Mr Varney trims this hedge. Green Scythe and other bidders for the landscaping contract need to be briefed on this new requirement for maintenance.
 - g. **Somerton Road Verge:** Portions of the verge on the Somerton Road access road are being damaged by cars that are driving over the verge to park on their front lawns. The law requires a drop curb and proper surfacing in that case. The Clerk informed the residents concerned by letter.
 - h. **25A Bus Service:** Cllr Coggins will report back at next Parish Council Meeting on the HP resident's log and response from Oxford Bus Company.
 - i. **Daffodil Project:** The Clerk reported that the daffodil bulbs have been ordered.
7. **Finance:**
 - a. **Payments:** The current account balance and transactions to date were reviewed.
 - b. **Current Financial Position:** The Clerk presented a projection of the outturn at year-end projecting normal spending without use of money set aside for discretionary items. There are still considerable funds available for projects within the Parish. Several possible areas of need were discussed. As well as the cemetery paths and the hedging discussed above, the possibility of Vehicle Activated Speed signs and fencing at the entrance to the Village was discussed, The Clerk was asked to price entrance fencing. Action JLG
8. **New Business:**
 - a. **Criminal Activity in Parish:** Cllr Allen briefed that she and the Clerk met with our Rural Policing PCSO, Louise Beaumont concerning the recent robberies and criminal damage incidents in the Parish. Mrs Beaumont related that there is an ongoing investigation into a group who have been active over a wide area.

She outlined some common sense measures that people can take to minimise the risk and how to report incidents. Cllr Allen agreed that the Council would disseminate the information to the Parish. Action: JA

This schedule was approved.

9. **Planning Applications:** Log reviewed. The Council agreed not to object to the three story housing on Camp Road. There was also discussion on how to progress Planning issues Councillors want considered for comment. It was agreed that the Councillor advocating action should prepare a form of words for the comments that will be circulated for comment or concurrence.
10. **Deferred Item Review:**
 - a. **Wall Project:** It was agreed to re-price the Allotment Wall project with a view to doing the work in stages. The Clerk was asked to get new quotes for the bottom section of the wall (the western section up to the farmers entrance). Action JLG
 - b. **Registration of Playing Field and Allotments**
 - c. **Traffic Calming:** Entrance Fences to be priced. Action JLG
 - d. **Investment Account**
 - e. **Competitive Tender for Landscaping:** This needs to get moving, return to matters arising in agendas
 - f. **Phone Box Project:** Clerk reported he has asked CDC about the timescale for removing old phone box. Nick Garner still progressing this.
11. **Any Other Business**
 - a. A Parishioner reported concerns about youth congregating on the Playing Field. The Council wishes to thank all of those who supported Paul Smith in the clean up of the Cemetery. In addition, thanks to Duncan Hedley, Jo Allen, Chris Scarrott and all of those acting as Marshalls and fireworks helpers for a very successful Bonfire Night. Thanks also to Hugh Jones for the donation of a bale of hay.
12. **Date of Next Meeting:** 11 January 2018 on Heyford Park.

There being no further business, the meeting adjourned at 9:30 PM

JLGJ 20/11/17