

UPPER HEYFORD PARISH COUNCIL  
Jack Goodman Jr, Clerk to the Council,  
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## Minutes of Parish Council Meeting 8 February 2018

**Present:** Councillors: Jo Allen, Paul Weaver, Paul Smith, Carole Gother, Tim Coggins and Parish Clerk, Jack Goodman, County and District 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:** Cllr Corkin briefed on various District and County issues: District Council tax not changed for this year. County Council tax is raised by the maximum allowable to fund social care. Discussions are still on going on surgery for Heyford Park but new NHS Chief Exec. seems to have a sympathetic ear. £15K of Locality funding is being made available for community projects by OCC. Extra money has been made available for pothole repair.
4. **Approval of Minutes:** The minutes of the 11 January Parish Council meeting were approved without change.
5. **Standing Agenda Items:**
  - a. **Public Liability Review:** Log was reviewed with no updates. There was discussion on the condition of the road markings at the junction of New Road and Camp Road. A request for re-painting has been sent to Oxfordshire Highways by the Residents Association but there is some indication that the responsibility may lie with Dorchester Group. Clerk will follow up.

**Heyford Park Residents and Community Development Association (HPRA) Report:** Cllr Coggins presented the minutes of the last HPRA Committee meeting These will be available on HP Facebook page. The HPRA AGM is scheduled for the morning of Saturday, 24 Feb. Leigh McCarron will be stepping down as chairman after 2 years voluntary service due to imminent birth of his first newborn and tough work commitments in 2018.

- b. .
  - c. **Neighbourhood Plan Review:** The issue of a non-coalescence zone for Caulcott will be decided at a full Forum meeting on 13 February. The Upper Heyford Parish preference is for option D.
  - d. **Parish Re-organisation:** A meeting with Emma Faulkner of CDC is being organised to progress the re-organisation programme.
6. **Matters Arising:**
  - a. **Allotment Wall Project:** Contract let to Blenheim Dry Stone Waling. Allotment Trustees meet on 7 March to consider co-funding for the project.
  - b. **Cemetery Paths:** Contract let to G Hill
  - c. **Playground Ground Works:** Carpet tiles have been delivered and used but more carpet is needed. Project ongoing.
  - d. **Competitive Tender for Landscaping:** Still need quote from Green Scythe and others.
  - e. **Dog Bin for Heyford:** The Resident's Association has decided not to pursue moving of the dog bin. This item is closed.
  - f. **Traffic Calming:** Awaiting contact with OCC Highway Engineer to get approval for various initiatives such as village entry fencing and Vehicle Activated Speed (VAS) equipment. Heyford Park wants VAS as well as within the Village
  - g. **Additional Bust Stop on Camp Road:** Clerk has the necessary information and will send a request to Thames Travel and Bovis Homes. Cllr Coggins to provide updated point of contact for Bovis issues.
7. **Finance:**
  - a. **Payments:** The current account balance and transactions to date were reviewed.
  - b. **Current Financial Position:** Reviewed: The Clerk reported that with the recently initiated wall and cemetery projects the outturn for the year will be in line with budget.
8. **New Business:**
  - a. **Cemetery Grave Surrounds:** Contact will be made with those responsible for current gravesites in cemetery restating the "grass cemetery" policy, pointing out that when appropriate grave surrounds should be removed. Cllr Allen to liaise with I Lough-Scott.
  - b. **Storage Container at Green:** Cllr Allen briefed the proposal to replace the concrete storage shed on the green with a container in the northeast corner of the green where space has already been allocated. Councillors want to ensure that the new storage shed is of reasonable size and does not detract from the appearance of the green. The

Council agreed in principle to pursue this initiative in next Fiscal Year. The funds will be taken from the Joan Rhodes bequest.

- c. **Bin Pick Up Points at Bovis Homes:** Litter from bins left for pick up is a problem in Bovis area. HPRA has sent a letter to Cherwell requesting new pick up point. The possibility of a bin store was also discussed. Cllr Allen will follow up with Cherwell Planning.

9. **Planning Applications:** Log reviewed.

- a. **Camp Road Nursery Crossing Application:** The Council has no objection to this application.
- b. **Request to allow Motorised Vehicles on Aves Ditch Byway:** The Council agreed to voice objection to this request through Cllr Corkin. Cllr Allen will contact him.

10. **Deferred Item Review:** There are no updates on these issues.

- a. **Investment Account**
- b. **Phone Box Project**
- c. **Allen's Lane Verge**
- d. **Rules for Somerton Road Recreation Ground**
- e. **25A Bus Service**

11. **Any Other Business:**

- a. **Request for Funding Home Schooling Project:** Council declined to support
- b. **Information Signs at Blenheim Park:** Cllr Smith showed example of nice information signs for lawn areas at Blenheim Park. He agreed to try and get sourcing and pricing information.

12. **Date of Next Meeting:** 8 March in Reading Room

They're being no further business, the meeting adjourned at 9:45 PM

**Approved**

**8 March 2018**

**Mrs Josephine Allen**  
**Chair**

**Jack Goodman Jr**  
**Clerk to the Council**