

UPPER HEYFORD PARISH COUNCIL  
Jack Goodman Jr, Clerk to the Council,  
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## **Minutes of Parish Council Meeting September 13 2018 Meeting held at Upper Heyford Reading Room**

**Present:** Councillors: Jo Allen, Tim Coggins, Paul Smith, Paul Weaver and Parish Clerk, Jack Goodman,

**Apologies:** County and District Councillor Ian Corkin, Cllr Burrows, Cllr Gother

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:** Rupert Alesbury from Orchard Cottage on Camp Road attended and stated his objections to the application for house building at the Paddock on Camp Road, Application 18/01436/F. He drew the Councils attention to the Public Forum on the 24<sup>th</sup> of May where four households, himself included, from the existing Camp Road development objected to the application on the basis of traffic, environmental and wildlife damage and loss of green field space.
4. **Approval of Minutes:** The Council approved the minutes of the 19 July Parish Council meeting.
5. **Standing Agenda Items:**
  - a. **Public Liability Review:** The Clerk will liaise with OCC on the type of chicane to be installed at the Nursery area on Camp Road – the Council preference will be for the designated right of way type. Cllr Coggins reported on massive pothole on Camp Road and damage to speed ramp adjacent Izzard Road. This will be added to hazard log and Fix my Street. **Action Items.**
  - b. **Heyford Park Residents and Community Development Association (HPRA) Report:** Nothing to report.
  - c. **Neighbourhood Plan Review:** Process of choosing independent examiner for the Neighbourhood Plan document is on going. Once designated it is anticipated their report will be submitted in 8 to 10 weeks.
  - d. **Parish Re-organisation:** A meeting will be held with Cherwell in late September to designate members for the Shadow Council. At least two members of the Heyford Park Community have already volunteered to sit on the Shadow Council.
6. **Matters Arising:**
  - a. **Traffic Calming:** The Parish Council, Upper Heyford Village Group and the MCNP Executive are negotiating with OCC Highways to devise a pilot scheme for traffic calming in Upper Heyford Village.
  - b. **Additional Bin for Dog Walking Area at Heyford Park:** Dorchester Group has approved the installation at the corner of Izzard Road. Tim Coggins will check that there is no location restriction based on the planned phase 9 housing developments. When siting is confirmed, the Clerk will purchase a large pole mounted bin and arrange its placement. **Action Item**
  - c. **Upper Heyford Village Meeting, 18 October:** Meeting is planned to brief UH villagers on the implications of the Parish separation into two for the new Upper Heyford Parish. It was agreed that an A5 notice will be distributed with the next edition of the Valley News as an insert for Village residents. Posters will also be displayed. **Action Item**
  - d. **Church Grant Request:** Councillors expressed the desire to review the request documentation. The Clerk will re-circulate all relevant correspondence and Councillors will confer and decide online. **Action Item**
  - e. **Parking at Heyford Park Specialism Campus:** Cllr Coggins noted that parking is already inadequate at the Specialism Campus. Provision needs to be made in conjunction with the Phase 9 Housing Development to provide additional parking. The Clerk will correspond with Cherwell DC and Dorchester Group. **Action Item**
7. **Finance:**
  - a. **Payments:**-The payments for period since 19 July PC Meeting were reviewed and approved by the Council.
  - b. **Current Financial Position:** The Council reviewed the financial summary for the year to date.. The availability of reserve funds for wall repairs was acknowledged. It was agreed that further grant requests should be pursued. **Action Item**
8. **Correspondence:**
  - a. **E Mail from OCC E&E – Winter Salt Requirements:** The Clerk confirmed that all existing salt bins will be topped up by OCC in October. The Council concluded that no further bins or supplies are required.
  - b. **Commemorative Tree Offer:** OCC, in conjunction with the Woodland Trust is offering saplings and a plaque to commemorate the end of the First World War. The Council agreed to take up the offer. The Clerk will order items: **Action Item**

9. **New Business:**
  - a. **Dog Fouling on Camp Road:** Reports of a local dog fouling verges and properties on Mill Lane continue. The Council was informed that a resident has contacted the Cherwell Dog Warden. The Council agreed that the Clerk should also contact the Dog Warden on behalf of the Council. **Action Item**
10. **Planning Applications:**
  - a. **New Dwellings on Camp Road, Application 18/01436/F** The Council decided to object to this application. This type of housing is not required in the village, takes up valuable green space with great biodiversity and leads to coalescence with Heyford Park. Cllr Allen will draft the council's response: **Action Item**
  - b. **Application Log Review:** The log was reviewed and no action required.
11. **Deferred Item Review:.**
  - a. **Cemetery Grave Surrounds:** Gravestones are falling over. Way forward needs to be discussed with Mr Lough-Scott and monumental stone -mason may need to be employed.
  - b. **Playground Ground Works:** This Item is closed with thanks for the work done by Cllr Allen, Cllr Burrows and Mrs Goodman.
  - c. **Storage Container at Green:** No progress
12. **Any Other Business:**
  - a. **British Gas Works at Church:** British Gas needs to make good the ground they disturbed
  - b. **Wild Flower Verges:** Cllr Allen will liaise will broach this subject at the Village Meeting on 18 October.
13. **Date of Next Meeting:** 11 October

There being no further business, the meeting adjourned at 09:05 PM

**JLGJ**

**18/09/18**