

UPPER HEYFORD PARISH COUNCIL
Jack Goodman Jr, Clerk to the Council,
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Minutes of Parish Council Meeting Meeting held at Upper Heyford Reading Room October 11 2018

Present: Councillors: Jo Allen, Paul Weaver, Carole Gother, Derek Burrows, Tim Coggins, Paul Smith, and Parish Clerk, Jack Goodman,

Apologies: 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:** No members of public attended.
4. **Approval of Minutes:** The Council approved the minutes of the 13 September Parish Council meeting.
5. **Standing Agenda Items:**
 - a. **Public Liability Review:** Log reviewed. Damage to speed ramp at Izzard Road still needs to be added. In addition, a collapsed drain cover on Mill Lane needs to be logged and reported on Fix My Street. **Action Items**
 - b. **Heyford Park Residents and Community Development Association (HPRA) Report:** Nothing to report.
 - c. **Neighbourhood Plan Review:** Examiner for Neighbourhood Plan has been appointed.
 - d. **Parish Re-organisation:** Cherwell DC is discussing the new Parish with Dorchester Group today. A meeting is being arranged for late October, hopefully week of 29 October at latest, to form Heyford Park Shadow Council.
6. **Matters Arising:**
 - a. **Traffic Calming:** No further progress on the initiative for pilot project in Upper Heyford. The Clerk has queried OCC and is awaiting an update from them.
 - b. **Upper Heyford Village Meeting, 18 October:** Format of the meeting and designated briefers was discussed. In addition tables will be set up to encourage discussion and feedback on topics of traffic calming and volunteer opportunities.
 - c. **Camp Road Zebra Crossing:** Cllr Coggins confirmed this is scheduled for installation at Nursery area. Cllr Coggins will follow up.
 - d. **Cemetery Issues:** Grave Surrounds and Gravestone Repairs require attention. It was agreed to contract for the work. Cllr Smith will liaise with Ian Lough-Scott and present project plan at next meeting. Cllr Allen will revise cemetery rules to clarify the policy on grave surrounds. **Actions**
7. **Finance:**
 - a. **Payments:** The payments for period since 13 Sep PC Meeting were reviewed and approved by the Council.
 - b. **Current Financial Position:** The Clerk briefed the current financial position.
8. **Correspondence:**
 - a. **Valley News Funding Letter:** A letter from the Valley News Treasurer outlining the proposed funding for the publication following the establishment of Heyford Park Parish was reviewed. The plans and indicative funding costs for Upper Heyford were considered and agreed in principle by the Council
9. **New Business:**
 - a. **Speedwatch and Thames Valley Police Presence:** The Clerk reported that the Village Speedwatch team would like to have feedback from the Police on the actions resulting from their efforts and the need to have police speed checks from time to time. The Clerk will invite PCSO Beaumont to attend our next meeting. **Action**
10. **Planning Applications:** The application log was reviewed and no action required
Deferred Item Review:
 - a. **Storage Container at Green:** Not discussed
11. **Any Other Business:**
 - a. **Dog Warden:** The Clerk confirmed he has notified the Warden concerning the barnyard dog on Mill lane. The Clerk agreed to follow up on enforcement options for dog control issues.
 - b. **Gas Works:** It was noted that more ground repair is required from gas contractors when project for gas at St Mary's church is complete..
 - c. **Broken Branch at Cemetery:** Cllr Smith reported, Cllr Allen will organise removal for bonfire. The Clerk reported a commemorative sapling and plaque have been ordered to commemorate the 100th anniversary of the end of the 1st World War
12. **Date of Next Meeting:** 15 November at Heyford Park: venue to be determined

There being no further business, the meeting adjourned at 08:45 PM