

UPPER HEYFORD PARISH COUNCIL
Jack Goodman Jr, Clerk to the Council,
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Minutes of Parish Council Meeting November 15, 2018 Meeting held at Upper Heyford Reading Room

Present: Councillors: Paul Weaver, Derek Burrows, Carole Gother and Parish Clerk, Jack Goodman,

Apologies: Councillors Allen, Coggins and Smith

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 the public attended
4. **Approval of Minutes:** The Council approved the minutes of the 11 October Parish Council meeting.
5. **Standing Agenda Items:**
 - a. **Public Liability Review:** Cllr Weaver noted that trench across Camp Road still needs repair. He agreed to re-open the item on "Fix My Street" Sunken drain cover noted at entrance to Rectory on High Street. Clerk will report on Fix My Street: **Action Items.**
 - b. **Heyford Park Residents and Community Development Association (HPRA) Report:** Cllr Gother reviewed the most recent Resident's Association meeting minutes and confirmed there are no action items for the Council.
 - c. **Parish Re-organisation:** The first meeting of the Heyford Park Shadow Council was held. Emma Faulkner presided. Community representatives were Carole Gother, Tim Coggins, Philip Livings, Jenna Styles, Tia McGregor, Brian Moss, Alan Harris and Ian Sloan. Next meeting is scheduled for 4 December.
6. **Matters Arising:**
 - a. **Traffic Calming:** The Clerk briefed meeting with OCC Highways today to plan Upper Heyford traffic calming demonstration project promoted by the Mid Cherwell Neighbourhood Plan Forum (MCNP). The meeting was attended by Ben Smith and Anthony Kirkwood from OCC, and Martin Lipson, Jack Goodman and Alan Hedges representing MCNP and Upper Heyford. It was acknowledged that £50,000 is available for the project but it was pointed out this won't go far. The proposed scheme for the Mill Lane intersection was discussed. Ben Smith indicated that more funding may be forthcoming from further Dorchester development. In the first instance, OCC will conduct a traffic survey in Upper Heyford village and Kirkwood will make another site visit. Further meetings will be set up.
 - b. **Village Meeting 18 October:** Cllr Allen summarised the meeting. There was good attendance from the community and the practical steps and the implications of the separation of the Parish into two was briefed. The Clerk briefed the financial implications resulting in the new Upper Heyford Parish having considerably less income. Cllr Allen followed by saying that self-help volunteers and fund raising for specific causes will need to be relied upon. Parishioners were invited to sign up for volunteer work and there was a good response. The attendees were very supportive of the traffic calming effort centred around treatment of the Mill Lane intersection and initiatives at the entrances to the village. The Parish Council is working with OCC to progress this. See 6a above.
 - c. **Speed Watch and Thames Valley Police Presence:** Cllr Allen has been in touch with PCSO Louise Beaumont requesting follow up discussion on the results from the ongoing Speed Watch campaign in Upper Heyford Village. PCSO Beaumont reported that the statistics are compiled by a volunteer and issuance of letters to offenders is the goal. A meeting with PCSO Beaumont is being arranged.
 - d. **Status of Gas Works at Church:** The gas supply at the church still needs to be connected and remedial groundwork cannot be completed until then. Regarding the issue of grants to the Church, there is some question as to whether it is legal for a Parish Council to make such grants. The Clerk will investigate and report to Council: **Action Item**
 - e. **Payments:** The payments for period since 19 July PC Meeting were reviewed and approved by the Council. The Clerk pointed out that setting of the Precept for 2019/20 will be required by Cherwell District Council early in the New Year. The Clerk will prepare strawman budget with suggested precept levels for the new financial year.
 - f. **Current Financial Position:** the Council reviewed the current financial position.
7. **New Business**
 - a. **Donation for Heyford Park Community Christmas Party.** The Council agreed to grant £100 towards the cost of the Community Christmas Party at Heyford Park. **Action Item**
 - b. **Parish Council Meeting Schedule:** The Council agreed that the Parish Council meeting schedule for calendar year 2019 would be on the second Thursday of each month. There will be no planned meeting in August or December.

- c. **Pedestrian Crossing of Camp Road for access to Heyford Park Nursery:** Cllr Coggins submitted a request that the Council follow up with Planning and Dorchester on the progress in providing a pedestrian crossing for access to the Heyford Park Nursery. The Clerk will correspond with the stakeholders. **Action Item**
8. **Planning Applications:**
 - a. **Application Log Review:** The log was reviewed and no action required.
9. ~~**Deferred Item Review:-**~~
 - a. **Cemetery Grave Surrounds:** No action. Awaiting availability of Ian Lough-Scott to progress this.
 - b. **Storage Container at Green:** No progress
 - c. **Church Grant Request:** See item 6d
10. **Any Other Business:**
 - a. **Donation for Cost of Wreath at Heyford Park:** Grant towards Christmas Party suggested instead. See item 7A
 - b. **Cemetery for Heyford Park:** It was confirmed that the newly assigned Clerk for Heyford Park, Lorraine Watling, will progress this with Dorchester Group
 - c. **Death of Gilbert Brain:** The Council noted the death of Mr Gilbert Brain, a lifetime resident of Upper Heyford Village. The Council extends its' sympathy to all of Mr Brain's family and friends.
11. **Date of Next Meeting:** 10 January 2019

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

JLGJ

27/11/18