

UPPER HEYFORD PARISH COUNCIL
Sarah Morgan-Harris, Clerk to the Council,
Appledaune, Orchard Lane, Upper Heyford, Bicester, OX25 5LD
Email:parishclerk@upperheyford.com

Minutes of Parish Council Meeting 8th April 2021 Meeting held via Zoom Conference

Present: Chair: Jo Allen, Councillors: Paul Weaver, Derek Burrows, Deborah Jones, Janet Tyson, Parish Clerk: Sarah Morgan-Harris

Apologies

Code of Conduct: The Chair reminded Councillors of the code of conduct requirements under the Localism Act of 2011.

1. **Consideration of Dispensations:** None
2. **Public Forum:** Andrew Meaney on behalf of Heat Upper Heyford provided an update. Resident Mark Hiles joined to reiterate his objections to the closure of the recreation ground gates. Cllr Ian Corkin joined to provide an update on S106 money and traffic calming.
3. **Approval of Minutes:** The Council approved the minutes of 11th March 2021 Parish Council meeting.
4. **Standing Agenda Items:** None
5. **Public Liability Review:** Repairs to playground in response to RoSPA report. Cllr Allen to contact Bicester Town Council and Cherwell District Council **Action Cllr Allen**
6. **Matters Arising:**
 - a. **Traffic Calming/Gates** – Cllr Corkin has asked Jackie Cox from OCC to identify where the S106 funding is. He has also asked for Phase 9 £50+k traffic mitigation to be brought forward. Cllr Corkin also suggested asking OCC for traffic monitoring, he stated that funding is available for traffic regulation order to reduce mph to 20. The Cllr priority fund will start again in May 2021.
 - b. **Port Way Crossing** – A solution has been provided using S106 funding and scheme to be progressed. Awaiting Engineer to contact us when they do their site survey. Awaiting update.
 - c. **Bus Shelter Repairs** – Bus stop improvements currently on hold, a new contractor is being appointed, and no purchase order will be approved until further notice. Cllr Allen to contact Simon Fry re. 250 Service. No update.
 - d. **Playground signs** – Cllr Burrows to put up the signs on the play area fence along with the new dogs on lead signs up. **Action DB**
 - e. **Suspicious Activity** – A resident has highlighted that cars are parking down High Street and Allens Lock with people approaching them around 5.30pm. Cllr Allen to email Louise Beaumont with details. **Action Cllr Allen**
 - f. **UHPC Website** – Website has had an uplift, Cllr Weaver to upload the Parish Council information and liaise with the Parish Clerk **Action PW/SMH**
 - g. **Allen's Lane Grass Verge Parking** – Cllr Burrows to strim and then a working party needed to sow seeds early May, all to bring seeds.
 - h. **SSE Update** – Projects should be completed by Autumn 2021. Check to see if School Lane sub station is on PC land or is the land leased. **Action**
 - i. **Reading Room Window Repair & Recreation Ground Wall** – It was agreed that Cllr Burrows follow up the quote that was provided for £1300 + £200. Cllr Burrows agreed to recheck the quote to ensure that it covers what we require. **Action DB**
 - j. **Orchard Close Working Party** – Cllr Burrows to meet with residents to move the project forward. **Action DB**
 - k. **Recreation Playground** – PC to review the impact and any suggestions over the coming months. Cllr Corkin said that due to a lack of play facilities and green space on Heyford Park has led to more people using the village facilities – he confirmed that he had a meeting with Dorchester re bringing forward HP play areas. Carswell & Roper play areas to open soon. Parish Clerk agreed to collate responses from residents. **Action SMH**
 - l. **Mower Service** – Mower service is now complete thanks to a resident based on Heyford Park.
 - m. **Village Celebration Event** - A date of 4th September was agreed. Location the Village Hall or Reading Room.
 - n. **Ground Source Heating Scheme** – Update provided via public forum, grant will go in early May
 - o. **Climate Change Projects** - £1,000 has been granted to us by Cllr Ian Corkin for trees, hedgerows and wildflowers. Measure length of hedgerow, visit Nicholsons who can provide suggestions of types of hedgerow and how many whips and trees to plant. **Action JA/DJ**
 - p. **School Lane Waste Bin** – Replacement needed, awaiting details from CDC. **Action JA**
 - q. **Football pitch hire** – All going well.
 - r. **Reopening of Reading Room and Village Hall** – There is a 49 page government guideline. Barry Parsons, Mary Goodman and Jo Allen to meet to draw up paperwork for both.

- s. **Village Parking** – Parish Clerk to email Louise Beaumont photos of cars on High Street and Somerton Road causing a vision problem, place on fix my street for yellow lines request. **Action SMH**
 - t. **Bus Shelter pop up** – Cllr Tyson to think of some ideas, place on deferred item for now.
7. **Correspondence:**
Recreation Gates emails – PC statement was sent out to all who emailed. PC to review
8. **New Business:**
9. **Current Financial Position:**
a. **Current Financial Position:** Parish Clerk briefed the PC and spreadsheet circulated regarding financial position along with a list of payments for authorisation.
10. **Deferred Item Review:**
Storage Shed – working parties needed
Cemetery Project
Spring Clean up – defer 2021
11. **Planning:**
12. **Any Other Business/Discussion Items:**
Councillor Vacancy
Bank Account – Possible change
Email & Facebook – Thank you to all the residents in the village who have put on events etc over the past year.
Lead Councillor Valley News Copy – Cllr Burrows May/June
Meeting: 6th May (AGM) 20th May, 10th June, 8th July, 9th September, 7th October, 11th November.

There being no further business, the meeting adjourned at 9.38pm

SMH
20/4/2021

Signed:
Jo Allen
Chair

Sarah Morgan-Harris
Parish Clerk