

UPPER HEYFORD PARISH COUNCIL
Sarah Morgan-Harris, Clerk to the Council,
Appledaune, Orchard Lane, Upper Heyford, Bicester, OX25 5LD
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Minutes of Parish Council Meeting 11th March 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: Vicky Alesbury

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:** None
3. **Approval of Minutes:** The Council approved the minutes of 11th February 2021 Parish Council meeting
4. **Standing Agenda Items:** None
5. **Public Liability Review:** Repairs to playground in response to RoSPA report. Parish Clerk to contact Richard Townsend based in Ardley and Cllr Allen to email MCNP to ask around for contact details.
6. **Matters Arising:**
 - a. **Traffic Calming/Gates** – Awaiting information from Cllr Ian Corkin and request that he attend our next Zoom meeting in April. **Action Cllr Allen**
 - 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.
 - 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 at the weekend. **Action DB**
 - e. **Suspicious Activity** – Dog theft survey to be emailed to Parishioners. **Action SMH**
 - 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** – Signs are now in place Farmer Hugh Jones to mow once more then get a working party together. Seeds to be sown in April and everyone from the working party to bring along whatever seeds they have. **Action DB**
 - 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 spoke to parishioner to suggest residents get together and the Council will support. Another resident suggested a wildflower meadow, the PC were supportive of the idea.
 - k. **Covid Update/Recreation Playground** – A number of complaints have been received from local residents re. too many people at the same time using the children's play area and not adhering to Covid rules along with dog poo and dogs off the lead in the Recreation ground. It was agreed to put a reminder in the Valley News and to padlock the gates over the weekend and trial a closure for 2 weeks. The pedestrian gates are to remain open for playground access and the situation will be reviewed after the trial period.
 - l. **Mower Service** – It was agreed by all that Cllr Burrows go ahead with the quote that he provided. **Action DB**
 - m. **Recreation Park Hedge** – Whips have been planted, fence and signs put up. PC to thank Cllr Jones for organising and supplying and to Nick, Rich and Janet for helping.
 - n. **Winter Contingency Plan** – Parish Clerk emailed a contingency plan, comments required by 17th March. **Action ALL**
 - o. **Village Celebration Event** - All agreed a village event would be a good way to celebrate this year, on the Green. Possibly bring your own picnic and chairs. We can put up marquees with sides off. We can socially distance if required. Could have it as ticket event if numbers too high and spread throughout the day. A date of 4th September was agreed, an article to be placed in Round the Fountain to ask for help and ideas.
 - p. **Ground Source Heating Scheme** – Cllr Burrows confirmed that a meeting took place with the allotment committee who were supportive.
 - q. **Recreation Ground Kissing Gate** – The gap has been assessed, whilst it is small, it was agreed that children who could squeeze through would be supervised by parents, so in essence the gap would not pose a problem.

- r. **Climate Change Projects** - £1,000 has been granted to us by Cllr Ian Corkin for trees, hedgerows and wildflowers.
 - s. **School Lane Waste Bin** – The bin has now completely disappeared, problem of CDC not emptying it has resolved itself – clerk will follow up on why bin has been removed. **Action SMH**
7. **Correspondence:**
Orchard Close Working Party – An email has been received regarding wildflower planting, please see j above. The PC are supportive, Parish Clerk to email resident on preferred scheme. **Action SMH**
Dog Mess in Recreation Ground – see also k. above, resident complaints regarding dog mess and dogs off lead in the recreation ground. A notice to be placed in Valley News and trial locking the gates.
Recreation Ground Football Hire – All were supportive of a local resident request to hire the pitch for a local team.
Action Cllr Allen to issue considerations to Cllr Weaver to pass onto resident.
Reopening of Reading Room & Village Hall – All supportive. Cllr Weaver to look into wifi installation at the village hall
Action PW
8. **New Business:**
CDC Local Review Plan – Cllr Allen filled in the form, comments required.
Village Parking – Cars parked at the top of High Street and Somerton Road causing a blind obstruction. Parish Clerk to email Louise Beaumont for advice.
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. There is a deficit this financial year due to loss of Reading Room income.
10. **Deferred Item Review:**
Climate Change Tree Planting Project/Wildflower Planting – working parties needed
Storage Shed – working parties needed
Cemetery Project
Spring Clean up – defer 2021
11. **Planning:**
Rowley House – no objections, Cllr Burrows declined to comment and muted due to vested interest.
Bunny Row – no objections
Portway Footpath – no objections, but needs a stop ending. Action by 14th April
12. **Any Other Business/Discussion Items:**
Cllr Burrows – to continue to get landscaping quotes
Cllr Weaver – fix my street – new bulb replaced but very bright
Cllr Jones – Cllr Alesbury has moved to a new Village do we need to recruit for a new Councillor?
Cllr Tyson – Ideas for a bus shelter pop up, comments welcome.
Meeting: 8th April 2021, 6th May (AGM) 20th May, 10th June, 8th July, 9th September, 7th October, 11th November.

There being no further business, the meeting adjourned at 10.03pm

SMH
20/3/2021

Signed:
Jo Allen
Chair

Sarah Morgan-Harris
Parish Clerk