

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 8th July 2021 Meeting held at the Village Hall, Upper Heyford

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

Apologies: Janet Tyson

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:** Simon Van Zwanenberg updated us on the new website, the photos need to be edited, headings need to be made simple and clear when naming documents with descriptive titles. On the whole it is compliant.
3. **Approval of Minutes:** The Council approved the minutes of 10th June 2021 Parish Council meeting.
4. **Standing Agenda Items:** None
5. **Public Liability Review:** Repairs to playground, follow up email to Trevor. The bin in the playground needs replacing. Cllr Burrows to check if the bin can be repaired. **Action JA/DB**
6. **Matters Arising:**
 - a. **Traffic Calming/Gates** – A thank you has been sent from the PC for the fundraising of the SID system it was agreed to publish names and not the amount raised. A meeting is being held on Monday to go over other locations for the system, the installation has been put into the work schedule but no firm date has been agreed yet. A notice to be placed in the Valley News.
 - b. **Port Way Crossing** – A solution has been provided and awaiting date to go ahead.
 - c. **Suspicious Activity** – Nothing to report.
 - d. **UHPC Website** – The website is now live, update on public forum above.
 - e. **SSE Update** – Allotment easement is now sorted. Lower Heyford is now holding up the process due to land ownership issues.
 - f. **Reading Room Window Repair** – Cllr Burrows met with contractor to survey, start date to be confirmed, **Action DB**
 - g. **Recreation Playground** – Look into CCTV approx. £800-£900 including installation. It is required as bins being filled, dogs still being exercised off lead on recreation ground, people going through the hedgerow and anti social behaviour. Cllr Allen to look into various companies. **Action JA**
 - h. **Village Celebration Event** – Cllr Allen agreed wording and sent to Bicester print and then distribute amongst households. **Action JA**
 - i. **Heat Upper Heyford** – All progressing surveys happening shortly and awaiting details of grant.
 - j. **Climate Change Projects** – Place under deferred items.
 - k. **School Lane Waste Bin** – Replacement needed, awaiting details from Bicester TC. **Action JA**
 - l. **Football pitch hire** – Pleased with facilities, invoice to be sent. **Action SMH**
 - m. **Reopening of Reading Room and Village Hall** – Wifi in the VH completed, router needs to be on all the time, electrician required to wire in socket. **Action Cllr Burrows** to source electrician
 - n. **Village Parking** – Notices to be placed on vehicles about considerate parking, wording agreed, need to laminate and circulate. **Action SMH**
 - o. **New Councillor** – Email advertise to Village email group.
 - p. **250 Bus Service** – No further update, place under deferred items.
 - q. **Allotment/Post** – A 6ft pole is required to place sign, Private No Public Right of Way. Cllr Burrows to source.
 - r. **Village Planters** – Traffic calming Potential purchase using S106 money, consult with villagers via a questionnaire.
 - s. **Ardley Rail Freight Terminal** – Send details to village email for comment.
7. **Correspondence:**
8. **New Business:**
9. **Current Financial Position:**
 - a. **Current Financial Position:** Parish Clerk briefed the PC and provided financial information.
10. **Deferred Item Review:**

Storage Shed – working parties needed
Cemetery Project – Up to date records to be provided to the PC
Bus Shelter Pop up ideas
Orchard Close Working Party – awaiting a date from residents

Proposed Mobile Phone Mast Camp Road

11. **Planning:**
12. **Any Other Business/Discussion Items:**
Meeting: 8th July, 9th September, 7th October, 11th November.

There being no further business, the meeting adjourned at 9.40pm

SMH
15/7/2021

Signed:
Jo Allen
Chair

Sarah Morgan-Harris
Parish Clerk