

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 9th September 2021 Meeting held at the Village Hall, Upper Heyford

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

**Apologies:** Jo Allen

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

1. **Consideration of Dispensations:** None
2. **Public Forum:** Marc Thielke, congratulated the PC on the speed sign. Fix my street, traffic calming measure missing give way triangle on the approach to HP. Can the PC contact Dorchester to cut the brambles at the Somerton Road Memorial there side of the fence.  
Alex Gregory noise issues, see below.
3. **Approval of Minutes:** The Council approved the minutes of 8<sup>th</sup> July 2021 Parish Council meeting.
4. **Standing Agenda Items:** None
5. **Public Liability Review:** Repairs to playground, completed, need to chase up invoice. Manhole cover missing in Orchard Lane, fix my street.
6. **Matters Arising:**
  - a. **Traffic Calming/Gates** – Cllr Weaver has downloaded the first lot of data, 17,000 vehicles have passed through the Village so far (from the Somerton direction), the average speed is 30.2 mph with a car passing through at 65 mph, the majority of speeding cars come in during the morning peak period. It was agreed to issue data on the PC website. **Action PW**  
It was agreed to hold off with the gates until S106 money is established.
  - 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, and will be updated with PC agenda, minutes etc.
  - e. **SSE Update** – No update - Lower Heyford is now holding up the process due to land ownership issues.
  - f. **Reading Room Window Repair** – The window has now been replaced with thanks to Cllr Burrows for organising. Village email to be sent asking for volunteers to paint.
  - g. **Recreation Playground/CCTV** – The PC have received some quotes and await a final quote before proceeding.
  - h. **Village Celebration Event** – The event was a success and it was agreed to make this an annual event going forward.
  - i. **Heat Upper Heyford** – Grant of £40,000 has been approved, await payment in PC bank account.
  - j. **School Lane Waste Bin** – Replacement needed, awaiting details from Bicester TC. **Action JA**
  - k. **Football pitch hire** – A new team Upper Heyford veterans will now be playing.
  - l. **Reopening of Reading Room and Village Hall** – Bookings are now starting to commence again, new cleaner is required. **Action JA**
  - m. **Village Parking** – Notices to be placed on vehicles about considerate parking, wording agreed, need to laminate and circulate. Contact Dave from Highways to ask for advice and to see if anything can be done. **Action SMH/PW**
  - n. **New Councillor** – A candidate has come forward, interview to take place before the next PC meeting 7<sup>th</sup> October at 6.30pm.
  - o. **Allotment/Post** – A 6ft pole is required to place sign, Private No Public Right of Way. Cllr Burrows to source.
  - p. **Ardley Rail Freight Terminal** – Send details to village email for comment. **Action SMH**
  - q. **Bus Shelter outside of the Barley Mow** – The PC have been approached by the Landlord of the BM re. demolition of the bus shelter to allow extra outside seating. Land Registry documents were requested and the Bush shelter doesn't belong to the BM.
  - r. **Antisocial behaviour in the Village** – The PC have been made aware of various incidents in the Village regarding antisocial behaviour disturbing residents as a result of revellers leaving the BM. Parishioners have also complained about the noise levels late at night. A Parishioner attended the public forum to voice concerns of the noise levels. Parishioner has spoken to the Manager of the BM who advised that they have a late licence to play music. Pc to draft a letter regarding the complaints to the Landlord. **Action SMH**
  - s. **Bonfire Night** – It was agreed that the event go ahead this year. Parish Clerk to contact Duncan Hedley who will organise fireworks.
  - t. **Remembrance Sunday** – Parish Clerk to find out details regarding the brass band.

- u. **Flooding Notice** – A letter from CDC was issued regarding land dredging, it was unclear as to responsibilities as current policies are also unclear. Contact Cllr Corkin for advice and clarification.
  - v. **Wildflower Planting** – A £400 grant has been agreed to contribute towards planting, working party needed and Marc Thielke offered help and support for hedgeway.
  - w. **Orchard Close Working Party** – A date of the beginning of October will be put forward to the Residents of Orchard Place.
7. **Correspondence:** Sue Adamson regarding near miss on High Street, see Village Parking above.
8. **New Business:**  
A builder is needed to look at brickwork issues and missing tiles at the Reading Room.  
Dogs on leads in the Village – on the increase again with dogs seen on the Village Green and Recreation Ground.
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** – Upto date records to be provided to the PC  
**Bus Shelter Pop up ideas**  
**Orchard Close Working Party** – awaiting a date from residents  
**Climate change project.**  
**250 Bus service.**  
**Village Planters**
11. **Planning:**
12. **Any Other Business/Discussion Items:**  
**Meeting:** 8<sup>th</sup> July, 9<sup>th</sup> September, 7<sup>th</sup> October, 11<sup>th</sup> November.

There being no further business, the meeting adjourned at 10.15pm

**SMH**  
**12/9/2021**

**Signed:**  
**Jo Allen**  
**Chair**

**Sarah Morgan-Harris**  
**Parish Clerk**