

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 10th February 2022 Meeting held at the Village Hall, Upper Heyford

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

Apologies: None

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:**

Mark Thielke - Memorial stone to mark the Lindh and Maguire anniversary, a suitable location is needed.

Sarah Burrows – Jubilee Celebrations plans, a working group/committee has been formed and in light of limited PC funds, a fund raiser is being organised by the committee on 2nd April, £5 per ticket for a drink and some food to contribute towards funds to the celebration and big lunch which will be held on the 5th June. A mug will be given to every child from the PC in the Village along with prizes.

Upper Heyford Village Residents were present to discuss the removal of the 250 service at the end of 2022. Cllr Allen briefed the residents on what action had been taken so far via the PC and what action Parishioners could take themselves via OCC as well as continue to write to the Parish Council to voice their concerns.
3. **Approval of Minutes:** The Council approved the minutes of 6th January 2022 Parish Council meeting.
4. **Standing Agenda Items:** None
5. **Public Liability Review:** Manhole cover missing in Orchard Lane, and street lighting Tchure/Church Walk report to fix my street.
6. **Matters Arising:**
 - a. **Traffic Calming/Gates** – There is a new allocation of S106 criteria, PC to ask how do we claim. **Action SMH**
 - b. **Port Way Crossing** – Now completed.
 - c. **SSE Update** – Legals to be completed in Lower Heyford before works can start.
 - d. **Recreation Playground/CCTV** – Installed and working, PC to continue to monitor activity.
 - e. **Heat Upper Heyford** – Claim has been submitted for the next stage of funding.
 - f. **Football pitch hire** – February games to invoice. **Action SMH**
 - g. **Village Parking** – Wording agreed need to distribute signs and monitor. **Action SMH**
 - h. **Allotment/Post** – It was agreed to go ahead and order. Parish Clerk to pay invoice. **Action SMH**
 - i. **Dog mess Church Walk** – PCC to place a notice.
 - j. **Antisocial Behaviour** – There has been a number of complaints regarding older children in the park swearing. PC to monitor.
 - k. **Reading Room Brickwork** – Quotes needed. **Action BJ**
 - l. **Village email distribution** – The PC now have 48 subscribers to a new system set up by Cllr Weaver that is GDPR compliant.
 - m. **Suspicious Activity** – PC monitoring.
 - n. **Village Hall Bins** – A sign has been placed on the VH bins, for VH use only.
 - o. **Queens Platinum Jubilee** – 5th June, a committee has been formed outside of the PC to organise Jubilee Celebrations (see public forum) the PC also discussed tree planting, lighting up the church as well as a flag pole.
 - p. **New Parishioners Welcome Pack** – Draft a letter and issue a welcome pack to new parishioners. Cllr Johnson to look into a design for a postcard/sketch as a welcome message and directing new parishioners to the website for information.
7. **Correspondence:**

Residents concern over Karaoke noise at the Barley Mow – the PC will monitor the situation.
8. **New Business:**

Protocol for death of a monarch – Book of condolences to be placed in the Village Hall

Upper Heyford Goal Posts Grants – Grants have been approved from the football foundation as well as local grants from Cllr Ian Corkin.
9. **AOB:** Village signs for Heyford Park and Upper Heyford.

Allens Lane – Thistles taken over from wild flowers.

Bryony Johnson to write article for the next Valley News.

10. **Current Financial Position:**
 - a. **Current Financial Position:** Parish Clerk to brief the PC on current finances.
11. **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**
 - Climate change project.**
12. **Planning:**
13. **Any Other Business/Discussion Items:**
 - Meeting:** 10th March 2022

There being no further business, the meeting adjourned at 21.55pm

SMH
20/2/2022

Signed:
Jo Allen
Chair

Sarah Morgan-Harris
Parish Clerk