

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 March 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:** Christabelle Davy (Nipkin Cottage) see item c. below and Steve Beard (Barley Mow) see item p. below.
3. **Approval of Minutes:** The Council approved the minutes of 10th February 2022 Parish Council meeting.
4. **Standing Agenda Items:** None
5. **Public Liability Review:** Manhole cover missing in Orchard Lane. Camp Road signpost missing. Mill Lane signpost broken.
6. **Matters Arising:**
 - a. **250 Bus Service** - Cllr Allen has asked Cllr Ian Corkin for a meeting with OCC regarding the 250 bus service which will be taken off at the end of this year to which he has agreed. Cllr Allen also had a positive conversation with Paul Silver of Dorchester who thinks that something can be done to continue some kind of provision when the service ceases to operate. Cllr Allen has also been in contact with the community bus service who have also said that something could be worked out. We are awaiting dates for the meeting with Cllr Ian Corkin.
 - b. **SSE Update** – Upper Heyford legals completed still waiting for Lower Heyford legals regarding access rights. The Chair of Lower Heyford is hoping to progress legals for spring/early summer to complete the works for the underground cabling.
 - c. **Nipkin Cottage** –The PC have received a letter from a Parishioner regarding the newly fenced off and gated area to the land next to Nipkin Cottage. Christabelle Davy who has recently bought the cottage was present at the public forum with her Mother. The Parish Council have previous evidence that they have allowed the owners of Nipkin to use the land as a parking space for over 20 years. Christabelle has been advised by her Solicitor to fence off the area as there is no evidence of ownership on the land registry. Cllr Johnson to look into legals, draft a formal letter from the PC and to write to the land registry. **Action BJ**
 - d. **Traffic Calming/Gates** – There is a new allocation of S106 criteria, PC to ask how do we claim. **Action SMH**
 - e. **Recreation Playground/CCTV** – Installed and working, PC to continue to monitor activity and order a rack for the CCTV equipment. **Action SMH**
 - f. **Heat Upper Heyford** – Another trip to look at North Aston is planned to see how sufficient their heating system has been during the Winter months. Everything is looking very positive in receiving the next allocation of funding
 - g. **Football pitch hire and parking/Goalposts grants** – February games to invoice. Steve Beard has reminded footballers not to park in front of driveways following a complaint. The PC are awaiting delivery of new goal posts **Action SMH**
 - h. **Village Parking** – Wording agreed need to laminate signs and monitor. **Action SMH**
 - i. **Allotment/Post** – It was agreed to go ahead and order. Parish Clerk to pay invoice. **Action SMH**
 - j. **Antisocial Behaviour** – To be monitored.
 - k. **Reading Room Brickwork** – Quotes have been received and we are currently awaiting one more.
 - l. **Village email distribution** – The PC now have 53 subscribers to a new system set up by Cllr Weaver that is GDPR compliant.
 - m. **Suspicious Activity** – PC monitoring.
 - n. **Queens Platinum Jubilee** – 5th June, a committee has been formed outside of the PC to organise Jubilee Celebrations. It was agreed to plant a tree in the Recreation ground and to possibly place a plaque somewhere. Cllr Burrows to look at costs for the flagpole.
 - o. **New Parishioners Welcome Pack** – Draft a letter and issue a welcome pack to new parishioners. Cllr Johnson has organised a sketch that has been produced for the postcard, wording to be agreed with PC email and website details.
 - p. **Barley Mow Noise** – Steve Beard who is the landlord was present at the public forum. He advised that he is trying to appease any resident issues and is turning the speakers off at 9pm. The PC advised that as we have received a few complaints, we monitor and record any issues.

- q. **Bus Stop Usage** – The PC talked about putting a pop up library in there. It was also mentioned that there are currently swifts nesting annually. Village children still use the bus stop while waiting for school buses/or to be collected after bus drop off.
 - r. **Spring Clean** – A spring clean has been arranged for 10th April meeting at the Reading Room at 10.30am. Parish Clerk to co-ordinate. **Action SMH**
 - s. **Review of MCNP** – It was agreed to place this under deferred items with a request to include the Paddock on Camp Road in the policy.
7. **Correspondence:**
Email from a Parishioner regarding the newly fenced off and gated area next to Nipkin Cottage, please see C above.
8. **New Business:**
Lock up oil tanks following a hike in prices.
Bryony Johnson to write article for the next Valley News.
9. **Current Financial Position:**
a. **Current Financial Position:** Parish Clerk to brief the PC on current finances.
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
Climate change project.
11. **Planning:**
12. **Any Other Business/Discussion Items:**
The PC to thank Chris O'Malley for keeping the area outside of the Village Hall tidy and to also thank Pete James for his volunteer work in keeping the church grounds mown and looking tidy.

Meeting: 10th March 2022, 12th May (AGM & APM), 19th May 2022

There being no further business, the meeting adjourned at 22.01pm

SMH
16/3/2022

Signed:
Jo Allen
Chair

Sarah Morgan-Harris
Parish Clerk