

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 16th June 2022 Meeting held at the Village Hall, Upper Heyford

Present: Chair: Jo Allen, Chair, Councillors: Derek Burrows, Bryony Johnson, Mark Hiles Parish Clerk: Sarah Morgan-Harris

Apologies: Paul Weaver, Deborah Jones

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:** Esther Brown from Ukrainian support -discussed what HP doing and what council could offer.
3. **Approval of Minutes:** The Council approved the minutes of 26th May 2022 Parish Council meeting.
4. **Standing Agenda Items:** None
5. **Public Liability Review:** Orchard Lane manhole cover. Camp Road signpost missing. High Street damaged path following building works, all need to be reported on fix my street.
6. **Matters Arising:**
 - a. **Heat Upper Heyford** – Awaiting details of next stage in the process.
 - b. **Reading Room Car Parking** – Signage, wording (no parking access required), location and size to be agreed for car parking. It was agreed the sign needs to be on a white background with black writing.
 - c. **250 Bus Service** – Cllr Ian Corking emailed dates for availability for a meeting. Dorchester are still looking into the possibility of putting on their own service
 - d. **Traffic Calming** – Still awaiting details of access to S106 money from Jacqui Cox.
 - e. **SSE Update** –Upper Heyford legals completed still waiting for Lower Heyford legals regarding access rights, no further update.
 - f. **Queens Platinum Jubilee Celebrations** –It was confirmed that after the purchase of the picnic benches there was around £600 left over along with VAT receipts that need to be reclaimed. There is still the purchase of a tree and plaque to come out of the funds also. The locations for the placement of the picnic benches was agreed at the meeting and when placed in their location will need securing to the floor. **Action DB** to purchase the postcrete for fixing.
 - g. **Recreation Ground CCTV** – CCTV rack still to be ordered for the equipment. One of the cameras is not working, there is currently a delay in procuring the parts.
 - h. **Football Pitch Hire** – It was noted that the grass was not currently being cut around the goal posts, Cllr Burrows to speak with Steve.
 - i. **Village Parking** – Need to look at problem areas such as top of High Street, Orchard Lane, signs to be placed on offending vehicles, Cllr Burrows to give laminated signs to SMH.
 - j. **Allotment Sign and Post** –Need to agree a date with Farmer Varney to put it up and ask the allotment committee for half of cost.
 - k. **Reading Room Brickwork** – A third person has agreed to quote for the works, awaiting cost.
 - l. **Lindh and McGuire 30th Anniversary** – PC to organise and advertise a picnic on the green 18th September 1pm-4pm to commemorate the 30th anniversary. There will be a small act of remembrance in the cemetery and a representative from Croughton will be present in uniform. A flyer needs to be produced for the picnic event and advertised in the Valley News. Cllr Allen to provide wording. **Action JA**
 - m. **New Parishioners Welcome Pack** – Ordered and awaiting delivery. **Action BJ**
 - n. **Bus Shelter Usage, Somerton Road** – Villagers are in favour of a pop-up library, books and shelving required. **Action BJ**
 - o. **Nipikin Cottage** –A letter of acknowledgment has been received from the Land Registry regarding ownership of land, awaiting further contact.
 - p. **Ukrainian Support** – The PC to email Nikki Feeney regarding the money that was raised from the open gardens of Mr & Mrs Burt, and to let Mr & Mrs Burt know where the money will be going.
 - q. **Councillor Vacancy** –Mark Hiles has been welcomed onto the Council.
 - r. **Cemetery Working Group** –The removal of spoil needs to be in the rules. A village walk around is also needed.
 - s. **Parish Council Fundraising** – Cllr Burrows has booked the Village Hall for a fundraising event. Cllr Johnson to look at providing artwork to advertise the event and more information will be available soon.
 - t. **Operation London** –Speak to Ian Lough-Scott regarding a condolence book in the Church. Action: JA
 - u. **MCNP Briefing on Warehouse City** –Martin Lipson is putting together a list of reasons to suggest that it is in wrong place. Dorchester are also against the proposal.

7. **Correspondence:**
Orchard Place overgrown area – The grass area at the bottom of Orchard Place is not classed as a public area and therefore the PC agreed that it not within the remit to maintain.
8. **New Business:**
Tchure overgrown – A villager has agreed to chop back to make it easier for people to navigate.
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
Dogs off lead
Climate change project.
11. **Planning:**
12. **Any Other Business/Discussion Items:**

Meeting: 21st July, 8th September, 13th October, 10th November, 12th January 2022

There being no further business, the meeting adjourned at 22.05pm

SMH
29/6/2022

Signed:
Jo Allen
Chair

Sarah Morgan-Harris
Parish Clerk