

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 26th May 2022 Meeting held at the Village Hall, Upper Heyford

Present: Chair: Jo Allen, Councillors: Paul Weaver, Derek Burrows, Deborah Jones, 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:** Andrew Meaney – Heat Upper Heyford, Mr & Mrs Burwell, Oldwell Cottage, The Green
3. **Approval of Minutes:** The Council approved the minutes of 14th April 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** – Andrew Meaney gave an update on Heat Upper Heyford. It was confirmed that Upper Heyford do have a viable scheme to progress to Phase 2 of the study. An invitation to tender out the work is going in shortly and works will start soon after.
 - b. **Reading Room** – Mr & Mrs Burwell were present at the meeting to discuss their concerns over pictures being taken of their house opposite the Reading Room due to Mrs Burwell asking for cars to be moved that were blocking the access to their house. There is guidance on parking for hirers. A common sense approach needs to be adopted as well as reminding hirers of considerate parking. A suggestion was put forward to cone off the area for parking and suggestions for a maximum amount of cars to be parked on The Green as well as erecting a post by the gate stating No Parking, 24 access required. It was agreed that the PC would order and agree a suitable location. **Action SMH**
 - c. **250 Bus Service** – Still awaiting a meeting with OCC Transport Planner and Dorchester.
 - d. **Traffic Calming** – Still awaiting details of access to S106 money from Jacqui Cox. The PC to relook at data from the current SID system with a view to making Upper Heyford a 20mph zone.
 - e. **SSE Update** –Upper Heyford legals completed still waiting for Lower Heyford legals regarding access rights and then the project will commence with two sources of electricity coming into the village, if one source fails, then the second will kick in automatically. The hope is that this will be completed within the next few months. No further update.
 - f. **Queens Platinum Jubilee Celebrations** –It was agreed to place a flagpole in the cemetery and Village Hall. A location needs to be agreed for placement of the benches, planting of trees to be agreed along with the plaque.
 - g. **Ardley Interchange** –We need to look at what the MCNP are doing and encourage people to write in and have their view – comments need to be in by 4th July.
 - h. **Recreation Ground CCTV** –Rack needs to be ordered to house CCTV monitor. **Action SMH**
 - i. **Football Pitch Hire** – SMH to send last invoices sent to Vets and Bure Boys team to JA to check both are paid up to date.
 - j. **Village Parking** – Need to look at problem areas such as top of High Street, Orchard Lane, signs to be placed on offending vehicles.
 - k. **Allotment Sign and Post** –Need to agree a date with Farmer Varney to put it up.
 - l. **Village Email Distribution List** –The number of villagers who have signed up to the distribution list is looking positive and still rising.
 - m. **Lindh and McGuire 30th Anniversary** – PC to organise and advertise a picnic on the green 18th September 12-4pm to commemorate the 30th anniversary. Invitation to be extended to a representative from Croughton, Cllr Allen to ask Jack Goodman if he can organise. **Action Cllr Allen.**
 - n. **New Parishioners Welcome Pack** – A quote is needed for the drawing that Cllr Johnson organised together with a mock up of wording. **Action BJ**
 - o. **Bus Shelter Usage, Somerton Road** – Email villagers to see if they have any suggestions for usage. **Action BJ**
 - p. **Nipkin Cottage** –The PC have sent a letter to the owner of Nipkin Cottage regarding the parking space and fenced off area along with a letter to the land registry regarding ownership.
 - q. **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.

- r. **Councillor Vacancy** —There are two candidates who will both be interviewed on 1st June 2022
 - s. **Cemetery Working Group** —The removal of spoil needs to be in the rules. A village walk around is also needed
Action Cllr Allen to send wording to Parish Clerk
 - t. **Parish Council Fundraising** – Suggestions were put forward for fundraising ideas, open garden, car boot, plant sale., Art display. It was agreed to ask villagers what their thoughts are.
 - u. **Dogs off lead** —The PC to seek advice from the rural policing team to come and talk to us.
 - v. **Operation London** —Speak to Ian Lough-Scott regarding a condolence book in the Church. Action: JA
 - w. **MCNP Briefing on Warehouse City** –
7. **Correspondence:**
None
8. **New Business:**
Bicester Athletics Football Club Hire Request – We are unable to accommodate the request for hire due to it clashing with the current football team dates.
Weeds outside Reading Room – Need to be removed.
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:**
Westerley Cottage – The PC are happy with the application providing that it doesn't compromise the existing parking designated area.
12. **Any Other Business/Discussion Items:**

Meeting: 16th June, 21st July, 8th September, 13th October, 10th November, 12th January 2022

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

SMH
29/5/2022

Signed:
Jo Allen
Chair

Sarah Morgan-Harris
Parish Clerk