

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 28th July 2022 Meeting held at the Village Hall, Upper Heyford

Present: Chair: Jo Allen, Chair, Councillors: Paul Weaver, Deborah Jones, Mark Hiles Parish Clerk: Sarah Morgan-Harris

Apologies: Bryony Johnson, Derek Burrows

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

1. **Consideration of Dispersations:** None
2. **Public Forum:** 250 Bus service Mrs Bunce and Mrs James, Councillor Allen confirmed that she has a meeting with OCC and Dorchester on the 29th July regarding the service and will feed back the information to Mrs Bunce and Mrs James.
3. **Approval of Minutes:** The Council approved the minutes of 16th June 2022 Parish Council meeting.
4. **Standing Agenda Items:** None
5. **Public Liability Review:** Cllr Hiles to report manhole cover, Allens Lane to Thames Water. Pot hole on High Street.
6. **Matters Arising:**
 - a. **Ukraine Support** -The funds that had been raised by Mr & Mrs Burt have been paid into the Village Hall account, these need to be released and paid into the Heyford Park account. The raffle money that was raised from the auction has been given to the community fund, this also needs to be released and paid into the Heyford Park fund. Cllr Allen to email Mr & Mrs Burt to confirm that the money will go to the Heyford Park Ukranian charity. ESOL lessons will start at the Reading Room on the 13th September and will run through to December.
 - b. **Heat Upper Heyford** – Awaiting funding and details of the next stage in the process.
 - c. **Reading Room Car Parking** – Signage, wording (no parking access required), location and size agreed, A4 white background, black writing.
 - d. **250 Bus Service** – See public forum above.
 - e. **Traffic Calming** – Still awaiting details of access to S106 money from Jacqui Cox.
 - f. **SSE Update** –The project is going through the final legals and will not be complete for another 12 months.
 - g. **Queens Platinum Jubilee Celebrations** –The location for the benches has been agreed and will be placed in their location shortly.
 - h. **Recreation Ground CCTV** – CCTV rack has been ordered and delivered and the camera is now working.
 - i. **Football Pitch Hire** – The goalposts have now been moved to allow for the grass to be cut, Parish Clerk to confirm dates of last invoice.
 - j. **Village Parking** – It was confirmed that an email was needed to highlight the issues in parking and to be mindful of emergency vehicles that may be needed to get through problematic areas such as High Street, Mill Lane and Orchard Lane.
 - k. **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.
 - l. **Reading Room Brickwork** – A local builder has been appointed with a commencement date of September.
 - m. **Lindh and McGuire 30th Anniversary** – There will be a memorial service at the cemetery and a picnic has been arranged for the 18th September at the Reading Room. A leaflet will go out to households.
 - n. **New Parishioners Welcome Pack** – Ordered and awaiting delivery. **Action BJ**
 - o. **Bus Shelter Usage, Somerton Road** – It was agreed to trial a book swap, starting small with a small shelf.
 - p. **Cemetery working party** –A tidy is needed before the picnic anniversary.
 - q. **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.
 - r. **Operation London** –Speak to Ian Lough-Scott regarding a condolence book in the Church. Action: JA
 - s. **MCNP Briefing on Warehouse City** –The PC have responded to the consultation.
 - t. **Tchure Maintenance** –The hedge on the pedestrian side of the Tchure needs cutting back and maintaining
 - u. **Reading Room overnight parking** –The PC to send an email regarding the overnight parking as it affects the evening rentals.
7. **Correspondence:**

Mr Burwell – Suggestion of a defibrillator at the Reading Room with the funds from the village auction. It was agreed that it was a good idea, but there were not enough funds to purchase the unit.

Limes trees, High Street – OCC are going to put them into their planned works to top them.

8. **New Business:**
Lisgar, Orchard Lane – unoccupied house, it was agreed to defer until the next meeting when Cllr Johnson is present.
9. **Current Financial Position:**
 - a. **Current Financial Position:** Parish Clerk briefed 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:**
The PC are querying whether planning permission is needed for solar panels and are emailing CDC for clarification on the rules in a conservation area.
12. **Any Other Business/Discussion Items:**
8th September, 13th October, 10th November, 12th January 2022

There being no further business, the meeting adjourned at 21.45pm

SMH
30/7/2022

Signed:
Jo Allen
Chair

Sarah Morgan-Harris
Parish Clerk