

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 6th October 2022 Meeting held at the Village Hall, Upper Heyford**

**Present:** Chair: Jo Allen, Chair, Councillors: Paul Weaver, Derek Burrows, Deborah Jones, Bryony Johnson, Mark Hiles  
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:** 250 Bus service Setareh Campbell (see 250 bus service below).
3. **Approval of Minutes:** The Council approved the minutes of 28<sup>th</sup> July 2022 Parish Council meeting.
4. **Standing Agenda Items:** None
5. **Public Liability Review:** Manhole cover, Allens Lane now repaired. Pot hole on High Street repaired. RoSPA playground maintenance ongoing at both playgrounds.
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 has been released to the PC to be paid into the Heyford Park account. It was agreed that the raffle money would be given to the Village Hall committee to then write a cheque to the Heyford Park account.  
Language course – To date there has been a very small number of people attending the language course.
  - b. **Heat Upper Heyford** – On the 26<sup>th</sup> September consultants for HUH conducted a desktop survey, following this survey the heat source system has now been confirmed and the next stages are to be confirmed shortly.
  - c. **Reading Room Car Parking** – Signage has been ordered, awaiting confirmation of delivery. Following a complaint regarding overnight parking at the Reading Room, it was also agreed to write to householders with a reminder regarding no overnight parking.
  - d. **250 Bus Service** – Setareh Campbell attended the public forum. She confirmed that she has been in contact with a group in Kirtlington who are actively counting numbers of people using the service. A petition will be presented on 19<sup>th</sup> October. It is our understanding that the 250 service has been extended until March 2023 when the service will be withdrawn through Lower Heyford and beyond.
  - e. **Traffic Calming/S106 money** – A meeting is being held at CDC to confirm allocation of funds.
  - f. **SSE Update** –The project is going through the final legals and will not be complete for another 12 months. A spring start date is looking likely.
  - g. **Queens Platinum Jubilee Celebrations** –The benches have now been placed in position and secured at the recreation ground.
  - h. **Recreation Ground CCTV** – No further updates, move to deferred.
  - i. **Football Pitch Hire** – Invoice to be sent for the latest usage.
  - j. **Village Parking** – This is still problematic, despite a recent communication highlighting the issues in parking particularly High Street, Mill Lane and Orchard Lane.
  - k. **Allotment Sign and Post** –The sign has now been erected and an invoice to be sent to the allotment committee for half of the costs.
  - l. **Reading Room Brickwork** – The work has now been completed.
  - m. **Lindh and McGuire 30<sup>th</sup> Anniversary** – A new date to be agreed with Jack Goodman to hold a memorial.
  - n. **New Parishioners Welcome Pack** – Now complete and ready to be handed out to new parishioners.
  - o. **Bus Shelter Usage, Somerton Road** – It was agreed to trial a book swap, starting with a small shelf. Cllr Johnson to source.
  - p. **Cemetery working party** –Hedges needing a tidy.
  - q. **Parish Council Fundraising** – Event to go ahead at the Village Hall in December.
  - r. **MCNP** – Requesting views of the council on the effectiveness of the neighbourhood plan. It was discussed that a possible friendship event could be organised and parishioners could be asked on their views of the policy.
  - s. **MCNP Briefing on Warehouse City** –The PC have responded to the consultation no further update.
  - t. **Tchure Maintenance** –It was agreed to look at obtaining quotes to maintain the Tchure.
  - u. **Lime Tress, High Street** – Works completed.

7. **Correspondence:**  
Speeding electric bike, High Street – It was agreed to monitor the activity.
8. **New Business:**  
**Lisgar, Orchard Lane** – unoccupied house. Cllr Johnson to write to the mortgage lender if any on the property.  
**Cost of living issues** – Links to help to be placed in the next Valley News.  
**Valley News PC article** – November, Cllr Johnson, January, Cllr Weaver, March, Cllr Burrows, May, Cllr Hiles  
**School House, Mr Allcraft** – Regarding ash trees and house subsidence, it was confirmed that the land does not belong to the PC, it is New College land
9. **Current Financial Position:**
  - a. **Current Financial Position:** Parish Clerk briefed the PC on current finances.
  - b. **Budget Meeting** – To be held 1<sup>st</sup> December.
10. **Planning** – The PC have written to Mill Lane residents regarding solar panels.
11. **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.**
12. **Any Other Business/Discussion Items:**  
10<sup>th</sup> November, 12<sup>th</sup> January 2022

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

**SMH**  
**9/10/2022**

**Signed:**  
**Jo Allen**  
**Chair**

**Sarah Morgan-Harris**  
**Parish Clerk**