

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 November 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:** Marc Thielke made the PC aware that to tackle the brambles at the bottom of Allens Lane there was a barbed wire fence that needed some attention as the barbed wire was not attached to a post and the area was in need of repair in order to maintain. Cllr Allen agreed to speak to the farmer regarding the maintenance required. Andrew Meaney on behalf of Heat Upper Heyford see below for Heat Upper Heyford.
3. **Approval of Minutes:** The Council approved the minutes of 9th October 2022 Parish Council meeting.
4. **Standing Agenda Items:** None
5. **Public Liability Review:** RoSPA playground maintenance ongoing at both playgrounds.
6. **Matters Arising:**
 - a. **Heat Upper Heyford** – Andrew Meaney confirmed that the first invoice for works had been paid. The next stage of the project is the bore hole testing, this will establish how responsive the ground is. Andrew confirmed that he was going to arrange a zoom meeting to talk about what the draft heat supply agreement between residents and the company managing the heat network might look like. Andrew also confirmed that over the next 9 months more information will come to light with regards to ownership of the system, what would happen if the heat system stops working and who will provide the maintenance as well as governance.
 - b. **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. The PC have asked to see receipts for all purchases of the allocated funds.
 - c. **ESOL Language course** – To date there has been a very small number of people attending.
 - 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** – Cllr Corkin has notified the PC that OCC are hoping to extend the service until the end of March but this has not been confirmed. The PC are still awaiting information from Dorchester on alternative any possible provision.
 - e.
 - f. **Traffic Calming/S106 money** – Still ongoing, the PC are awaiting a meeting date with OCC/CDC to discuss.
 - g. **SSE Update** –The project is going through the final legals and may not be complete for another 12 months. However, the PC are hoping for a spring start date. Cllr Allen to contact SSE to chase their legal team.
 - h. **Football Pitch Hire** – Invoice to be sent for the latest usage. The costs will be going up to £30.
 - i. **Village Parking** – This is still problematic, despite a recent communication highlighting the issues in parking particularly High Street, Mill Lane and Orchard Lane. Cllr Allen to email Community Police Enforcement.
 - j. **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.
 - k. **Bus Shelter Usage, Somerton Road** – It was agreed to trial a book swap, starting with a small shelf. Cllr Johnson to source. Still ongoing.
 - l. **Cemetery working party** –Hedges need a big cut back. Cllr Burrows has a quote of £550 for the work he will get confirmation and the PC have agreed to go ahead with the work.
 - m. **Parish Council Fundraising** – Event to go ahead at the Village Hall in December.
 - n. **Tchure Maintenance** –It was agreed to look at obtaining quotes to maintain the Tchure. Still ongoing.
 - o. **Lisgar, Orchard Lane** –Cllr Johnson to write to the lender regarding ownership and maintenance.
 - p. **Cost of Living Issues** – Cllr Allen to draw up a list of help and will email it around – add to noticeboards, website, village email group.
 - q. **Cemetery representative** –Cllr Burrows to represent.

- r. **War Graves Sign for Cemetery** –The PC agreed to having a commonwealth war graves entrance sign to the cemetery, Cllr Johnson to confirm with a photo the location.
- s. **MCNP** – the MCNP are engaging with a consultant and OCC with the effectiveness of the new plan to fit in line with the new local plan, this will be a 6-8 month process. Upper Heyford PC are the financial body for the MCNP and will manage payments from MCNP grant funds. The MCNP policies are effective however need to be more watertight and less open to ambiguity. It was agreed to pay subscription fees of £222.00.

7. **Correspondence:**

None

8. **New Business:**

None

9. **Current Financial Position:**

a. **Current Financial Position:** Parish Clerk briefed the PC on current finances.

b. **Budget Meeting** – To be held 1st December at 7.15pm

10. **Planning** – The PC have written to Mill Lane residents regarding solar panels no further news.

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.

Recreation ground CCTV

12. **Any Other Business/Discussion Items:**

12th January 2022

There being no further business, the meeting adjourned at 21.40pm

SMH

18/11/2022

Signed:

Jo Allen

Chair

Sarah Morgan-Harris

Parish Clerk