

UPPER HEYFORD PARISH COUNCIL
Sarah Morgan-Harris, Clerk to the Council,
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Minutes of Parish Council Meeting

9th February 2023

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 Dispositions:** None
2. **Public Forum:** Paul Meaney on behalf of Heat Upper Heyford. Paul confirmed that the test bore hole had been dug, this will enable the thermal response testing to take place and will also determine how many bore holes are needed. The consultant is in the process of building a financial model to include tariff charges as well as looking into the governance set up. A village meeting will be held over the course of the next 4/6 months.
3. **Approval of Minutes:** The Council approved the minutes of 12th January 2023 Parish Council meeting.
4. **Standing Agenda Items:** None
5. **Public Liability Review:** RoSPA playground maintenance ongoing at both playgrounds a date in March has been set to look at the Reading Room playground.
6. **Matters Arising:**
 - a. **Ukraine Support/Funds** – ESOL classes have now been moved to Heyford Park due to the limited take up. The PC have requested visibility of purchases and receipts for the money donated to the Ukraine Support fund from the auction event and the money raised by Mr & Mrs Burt.
 - b. **Heat Upper Heyford** – Please see public forum notes.
 - c. **Reading Room Car Parking** – Following a complaint regarding overnight parking at the Reading Room, it was agreed to place notices on all offending vehicles.
 - d. **250 Bus Service** – Red Rose bus service starts on the 13th February until August, there is no Oxford service.
 - e. **Traffic Calming/S106 money** – Still ongoing, the PC are awaiting a meeting date with OCC/CDC to discuss. A discussion took place about the idea of a pathway along Lower Heyford Road along the left hand verge to connect Upper Heyford with Lower Heyford – Councillors agreed to apply for a feasibility study.
 - f. **SSE Update** – Cllr Allen has chased and the project is stuck with the legal team who are holding up the process.
 - g. **Football Pitch Hire** – Invoice sent and awaiting payment the football team will not be playing on a Sunday. The football team have requested the grass to be cut before their next match. PC agreed to do a one off cut using the remainder of the Football fundraiser money.
 - h. **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 emailed community enforcement. It was also agreed to place flyers through letterboxes regarding considerate parking.
 - i. **Bus Shelter Usage, Somerton Road** – It was agreed to trial a book swap, starting with a small shelf. Cllr Johnson to source. Still ongoing books have been donated.
 - j. **Cemetery working party** – Awaiting date to go ahead.
 - k. **Parish Council Fundraising** – The funds from the Elvis fundraiser evening have been received into the Parish Council bank account.
 - l. **Tchure Maintenance** – It was agreed to look at obtaining quotes to maintain the Tchure. Still ongoing. Cllr Allen and Cllr Johnson to speak to Keith Probbitt.
 - m. **Lisgar, Orchard Lane** – Cllr Johnson has written to the lender regarding ownership and maintenance.
 - n. **Cost of Living Issues** – Cllr Allen has put together a list of support and will email it around – add to noticeboards, website, village email group.
 - o. **War Graves Sign for Cemetery** – The sign is now in place.
 - p. **MCNP** – There are two groups meeting, environmental and development who are looking at the plan, this is work in progress, more information to follow.
 - q. **Friends of Heyford Station** – A request has been received for funding for repairs to the wall, the PC have agreed to donate £200 awaiting confirmation from FoHS.
 - r. **OCC Village tree planting** – A location has been agreed for the tree planting awaiting confirmation of a date to proceed.
 - s. **Parish Council Chairs Meeting** – A meeting was held with Victoria Prentis who has agreed to take up the lack of communication with OCC.

- t. **Heyford Park Sign, Camp Road** —Cllr Allen had a successful meeting to relocate the sign into the correct position.

7. **Correspondence:**

Mr Alcraft, School House regarding ash trees thought to be on Parish Council land. A site visit took place with the resident on 29th January. The PC advised Mr Alcraft to speak to New College as the trees are not on Parish Council land. The trees are thought to be causing subsidence to the property. Mr Alcraft was also advised to obtain a structural engineers report for the subsidence as well as speak to New College regarding the trees. This has potentially highlighted a safety issue for pedestrians using the walkway next to School House.

8. **New Business:**

Friendship/Cheese and Wine Evening – It was agreed to organise a cheese and wine evening on the 3rd March whereby the PC will provide village updates.

9. **Current Financial Position:**

- a. **Current Financial Position:** Parish Clerk briefed the PC on current finances as well as a list of invoices for payment.

10. **Planning** – Nothing to report

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:**

Cllr Burrows discussed the potential need for a defibrillator to be located at the Reading Room, it was agreed to discuss this at the next PC meeting in March.

There being no further business, the meeting adjourned at 21.50pm

Meeting dates: 9th March, 6th April, 18th May (AGM), 1st June, 13th July, 14th September, 12th October, 9th November.

SMH

17/02/2023

Signed:

Jo Allen

Chair

Sarah Morgan-Harris

Parish Clerk