

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

9th March 2023

Meeting held at the Village Hall, Upper Heyford

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

Apologies: Derek Burrows, Mark Hiles

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:** Kate Henderson, Heyford Park Parish Council
3. **Approval of Minutes:** The Council approved the minutes of 9th February 2023 Parish Council meeting.
4. **Standing Agenda Items:** None
5. **Public Liability Review:** RoSPA playground maintenance, Recreation Ground complete, a date is tbc for Reading Room playground.
6. **Matters Arising:**
 - a. **Ukraine Support/Funds** – Parish Clerk to email requesting a list of purchases and receipts for the funds that were raised.
 - b. **Heat Upper Heyford** – The bore hole drilling was successful and the latest invoice to the contractor has been paid. More information will be available in due course.
 - 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 and to monitor the situation.
 - d. **250 Bus Service** – Red Rose bus service has commenced and is now the 25 service. The service is positive so far and it was agreed to now place this item into deferred.
 - e. **Traffic Calming/S106 money** – A meeting has been scheduled for the 23rd March with OCC.
 - f. **SSE Update** – Cllr Allen and Chris Coe had a meeting with James King of SSE, James talked through the plan and confirmed that funds are there.
 - g. **Football Pitch Hire** – Invoice has not been paid.
 - 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. Parish Clerk to contact community police regarding the turning circle on Somerton Road as cars are parking in the turning circle a letter to be drafted to residents.
 - i. **Bus Shelter Usage, Somerton Road** – It was agreed to trial a book swap, starting with a small shelf. Cllr Johnson has sourced. Still ongoing books have been donated.
 - j. **Cemetery working party** – Awaiting date to go ahead.
 - k. **Tchur Maintenance** – It was agreed to look at obtaining quotes to maintain the Tchur. Still ongoing. Cllr Allen and Cllr Johnson to speak to Keith Probbits.
 - l. **MCNP** – There are two groups meeting, environmental and development who are looking at the plan, this is still work in progress, more information to follow in due course.
 - m. **Cheese & Wine evening** – The event took place on the 3rd March, it was well attended and donations were received to the value of £95.60. Cllr Johnson to be reimbursed for the cost of the evening.
 - n. **Defibrillator, Reading Room** – It was agreed not to pursue a defibrillator for the Reading Room at this current moment in time.
7. **Correspondence:**

Mr Willis, The Acorns, Somerton Road regarding the oak tree on Somerton Road and a silver birch tree at Three Horseshoes, Somerton Road. The trees are requiring maintenance works as a result of a mains overhead power cable running straight through them. The PC are investigating if the oak tree has a preservation order on it. Cllr Allen agreed to speak to her contact within SSE regarding the maintenance/trimming works.

Green Scythe quotation – It was agreed to revisit the 2023/24 quote to see where savings could be made before making a decision to go ahead.
8. **New Business:**

Spring Clean April 2023 – A date has been set for the 16th April for the annual village spring clean/litterpick. An email will be sent around the parish council email distribution list with a call for volunteers.

Kings Coronation – Cllr Allen to book the Village Hall and a leaflet to be distributed inviting villagers to ‘Bring a Picnic’, it was agreed to speak to the marquee team in case of bad weather.

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:**

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

Meeting dates: 20th April, 18th May (AGM) 1st June, 5th July, 14th September, 12th October, 9th November.

SMH

11/03/2023

Signed:

Jo Allen

Chair

Sarah Morgan-Harris

Parish Clerk