

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**

### **20th April 2023**

### **Meeting held at the Village Hall, Upper Heyford**

**Present:** Chair: Jo Allen, Chair, Councillors: Paul Weaver, Deborah Jones, Bryony Johnson, Mark Hiles, Derek Burrows,  
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:** None
3. **Approval of Minutes:** The Council approved the minutes of 16<sup>th</sup> March 2023 Parish Council meeting.
4. **Standing Agenda Items:** None
5. **Public Liability Review:** RoSPA playground maintenance, Recreation Ground complete, a date of 20<sup>th</sup> May has been confirmed to complete works to Reading Room playground.
6. **Matters Arising:**
  - a. **Ukraine Support/Funds** – A breakdown has been given of funds spent. It was agreed to remove this item from the next agenda.
  - b. **Heat Upper Heyford** – A zoom meeting is to be held to update villagers. The PC are facilitating and backing with external funding the feasibility of a distributed heat network for the village.
  - c. **Reading Room Car Parking** – Notices have been placed on offending vehicles an improvement has been noticed and the PC will continue to monitor.
  - d. **Traffic Calming/S106 money** – The PC are continuing to chase OCC who are awaiting quotation sign off options.
  - e. **SSE Update** –Ongoing and no further update. The PC are continuing to chase.
  - f. **Football Pitch Hire** – The PC are working closely with the newly formed committee to clear the debt left from the previous committee. Cllr Allen sent a breakdown. Parish Clerk to send out the revised invoice. It was agreed to change the combination lock number.
  - g. **Village Parking** – This is still problematic, it was agreed to contact the Community Police Officer to see if we can utilise cones for areas of concern.
  - h. **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.
  - i. **Cemetery working party** –Awaiting date to go ahead when the weather is more stable.
  - j. **Tchire Maintenance** –Keith Probbitts has quoted a cost of £30.00 per cut, 3 times per year. The PC have agreed to this.
  - k. **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. It was agreed to place this item in deferred.
  - l. **Oak Tree, Somerton Road** – The PC to check that there is a tree preservation order. Cllr Allen commented that the electricity lines that were running through it were robust enough to not warrant a power failure.
  - m. **Green Scythe Quotation** – The quotation for the 2023 cutting period was agreed and the work has started.
  - n. **Spring Clean 2023** –Cllr Allen thanks everyone involved in the organisation and clearing.
  - o. **May Elections** –An updated list of Councillors to be made available on the website and noticeboards.
  - p. **Kings Coronation/Village Picnic** –It was agreed to start the picnic at midday, a budget was set for £250 to include scones/childrens activities/balloons/best dressed royal child.
  - q. **Church Clock** –The PC agreed to pay the invoice that was recently received for the Church clock, but have requested the PC be contacted in the first instance.
  - r. **Mower Service** –The PC agreed to the service costs of £430.00.
7. **Correspondence:**
8. **New Business:**

The Village Green shed has been fenced off for safety reasons, the structure is currently not safe. A price has been requested to demolish the shed.
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**

**250 Bus Service**

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

Reminder for Cllr Hiles to write the next article for the Valley News

There being no further business, the meeting adjourned at 21.58

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

**SMH**

**16/04/2023**

**Signed:**

**Jo Allen**

**Chair**

**Sarah Morgan-Harris**

**Parish Clerk**