

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 July 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 Dispensations:** None
2. **Public Forum:** None
3. **Approval of Minutes:** The Council approved the minutes of 15th June 2023 Parish Council meeting.
4. **Standing Agenda Items:** None
5. **Public Liability Review:** RoSPA playground maintenance now completed at both sites.
6. **Matters Arising:**
 - a. **Reading Room Car Parking** – The PC have noted occasional parking is still happening and will continue to monitor and place notices on vehicles.
 - b. **Traffic Calming/S106 money** – The PC are continuing to chase OCC for an answer. Ongoing
 - c. **SSE Update** –Ongoing and still with legals.
 - d. **Football Pitch Hire** – Parish Clerk to be notified of dates going forward for invoicing. New hoses to be ordered for the shower rooms. Smashed window needs fixing.
 - e. **Village Parking** – Still problematic in High Street, Mill Lane, Orchard Lane and Somerton Road. Cllr Allen has contacted OCC for advice.
 - f. **Bus Shelter Usage, Somerton Road** – It was agreed to move this item to the deferred list.
 - g. **Tchure Maintenance** –Cllr Burrows to clarify the maintenance agreement for the Tchure.
 - h. **Kings Coronation/Village Picnic** –The event was a success and the Parish Council would like to thank everyone who attended as well as the volunteers.
 - i. **Mower Service** –Awaiting the invoice for payment.
 - j. **Village Green Shed** –The shed has now been safely removed. The PC would like to thank Cllr Burrows for the removal and clearance. It was agreed to site a bench in the area.
 - k. **Website Update** –The Parish Council need to ensure that the website is upto date and compliant.
 - l. **Abandoned vehicle, High Street** –The PC have checked the vehicle and it is taxed and MOT'd.
 - m. **Cemetery fence line** –The PC to acknowledge the correspondence from The Cottage, Church Walk regarding the fence line. The fence line was trimmed as it was overhanging in the cemetery, the space is required for future graves.
 - n. **Memorial plaque for Vicky Neale** –The PC have agreed to support the idea of a memorial plaque for Vicky Neale who recently passed away. The PC to confirm the size of the plaque and provide the bench to site it on.
7. **Correspondence:**

Dawn Bunce – Parking on Somerton Road. The PC are monitoring the situation and are in discussions with OCC as per 6e above.
8. **New Business:**

Cllr Allen had a meeting with Jessica from Wild Oxfordshire regarding possible grant funding for dying trees on Somerton Road.
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.
 - b. The PC approved the late finances from Whitley Stimpson to be forwarded to Moore Stephens as part of the AGAR process.
10. **Planning** – Nothing to report
11. **Deferred Item Review:**

Cemetery Project – Up to date records to be provided to the PC
Dogs off lead
Climate change project.
Recreation ground CCTV
250 Bus Service

Heat Upper Heyford

12. Any Other Business/Discussion Items:

There being no further business, the meeting adjourned at 21.50

Meeting dates: 14th September, 12th October, 9th November.

SMH

21/07/2023

Signed:

Jo Allen

Chair

Sarah Morgan-Harris

Parish Clerk