

Minutes of Parish Council Meeting

18th January 2024

Meeting held at the Village Hall, Upper Heyford

Present: Chair: Paul Weaver, Councillors: Derek Burrows, Mark Hiles, Parish Clerk: Sarah Morgan-Harris

Apologies: Councillor Bryony Johnson

Code of Conduct: The Chair reminded Councillors of the code of conduct requirements under the Localism Act of 2011.

1. **Consideration of Dispensations:** None

Approval of Minutes: The Council approved the minutes of 9th November 2023 Parish Council meeting.

2. **Standing Agenda Items:** None

3. **Public Liability Review:** The PC need to review the latest RoSPA report that took place in July. The PC have received a quote for the zip wire of £3,310. A quote is needed for all remedial works and the PC will look to ask the amenities committee to share the cost of maintenance for the zip wire. A further inspection of the maintenance took place alongside Cllr Hiles but they were unable to open the RoSPA report. It was confirmed that the pulley system on the zip wire requires some work.
4. **Public Forum:-**Marc Thielke. Chris Coe and Charlie on behalf of Heat Upper Heyford (see below).
Marc Thielke has highlighted the need for a dog bin at the bottom of Allens Lock. Marc also highlighted that Allens Lane culvert is currently filled up with sand and needs some drainage, he is working down there to clear it.

Heat Upper Heyford – Chris Coe on behalf of Heat Upper Heyford (later joined by Charlie) updated the PC. The HUH representatives (Andy, Kelly, Chris) met today and confirmed that a social investment business are keen to make an investment (£600K) into HUH to help them to move the project forward and to improve grant funding options. The social enterprise business have an interest in community energy projects. HUH wish to move to the planning stage next. The PC confirmed that the planning documents have been looked at and are supportive with the process. Charlie confirmed that CDC will lend HUH some heat cameras to detect heat loss on the basis that HUH act as a pilot for CDC. HUH need to put a project plan together.

5. **Matters Arising:**

- a. **Resignation of Chair Cllr Jo Allen in December** – It was agreed by Cllr Hiles and Cllr Burrows that Cllr Weaver to take on the role of Chair and it was proposed that Cllr Burrows be appointed Vice Chair, all agreed.
- b. **Cemetery fence line** – A date to be confirmed to plant the leylandii, a date to be confirmed when the PC can get a team together.
- c. **Traffic Calming/S106 money** – The PC are continuing to chase OCC for an answer and are chasing costings to support S106 money application. Jo Allen has agreed with the agreement of the PC to continue the negotiations.
- d. **Football Pitch Hire** – Parish Clerk to check that the last invoice has been paid.
- e. **Cemetery mowing and hedges** –There is a part of the fence line that needs repair works. Cllr Burrows to look into repair works.
- f. **Memorial plaque for Vicky Neale** –The bench has now been placed in situ and secured. Awaiting details regarding the mounting of the plaque.
- g. **Wild Oxfordshire** –Whips have been delivered and are ready for the working party to go ahead and plant.
- h. **Somerton Rd Trees** – Cllr Ian Corkin has said that there is funding available. Nicholsons have provided a quote for cherry and maple trees along the Somerton Rd. The PC to ask the residents views for planting/taking down the ones that are dying. Still ongoing. Update needed from Jo Allen.
- i. **Reading Room door repairs** –A quote has been provided and agreed by the PC, PC to ensure that a weather board is included in the quote. Parish Clerk to chase a date for works to go ahead.
- j. **Pavillion Village Hall** –Parish Clerk to transfer and update contact and billing details into the Parish Council name and Cllr Weaver to liaise with glass company for window repairs. Ongoing
- k. **Litter Bin Church Walk** –Cllr Burrows has agreed to look at drilling holes to release the build up of stagnant water to allow CDC to empty efficiently. This has now been completed thanks to Cllr Burrows.
- l. **Replacement dogs on leads sign** –Cllr Hiles has completed.
- m. **MCNP settlement area** –The PC agreed the area for marking.

- n. **Neighbourhood Plan January** – A village consultation has been sent out for the revised plan. It was noted that Heyford Park Parish Council have left the MCNP forum and have instigated a separate application for their own designated plan area. This is currently under consultation with CDC and neighbouring parishes.
- o. **Nipikin Cottage** – The PC have not heard anything from Land Registry as yet and will be chasing this. The item will be deferred until there is further news.
- p. **Councillor vacancy** – The PC are awaiting for the official notification from CDC to expire before co-option.

6. **Correspondence:**

Mr Morley, High Street regarding the positioning of 20mph signs in High Street. The PC have contacted OCC and are currently awaiting their response.

Ian Lough-Scott regarding church funding. The Councillors agreed that they are not in a position this year to provide any funding for the Church.

7. **New Business:**

- a. Resignation of Councillor Deborah Jones – The PC would like to thank Cllr Jones for her service and support over the last 5 years. The PC will be advertising the vacancy.
- b. The PC agreed that Jo Allen will continue to liaise with Paul Silver and conclude the negotiations as well as continue to be a representative of the MCNP.
- c. Hedgerow planting – Will go ahead at 10am on 21st January.
- d. Fountain cemetery water – It has been reported to the PC that there is currently no water supply to the tap. It has been reported and is being investigated.
- e. Location of 20mph signs – Cllr Weaver has written to OCC to investigate.
- f. Noticeboard, Allens Lane, the noticeboard is rotten and needs replacing.
- g. MCNP engagement meeting – This is confirmed as the 13th February, details to be circulated around the village.

Current Financial Position:

Parish Clerk briefed the PC on current finances as well as a list of invoices for payment.

The Parish Precept of £11,674.54 was agreed.

8. **Planning:**

No planning applications to report.

9. **Deferred Item Review:**

Cemetery Project – Up to date records to be provided to the PC

Dogs off lead

Climate change project.

Village parking

Reading Room car parking

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

There being no further business, the meeting adjourned at 21.30

Meeting dates: 8th Feb, 14th March, 11th April, 9th May (AGM), 16th May, 13th June, 11th July, 12th Sept, 10th Oct, 14th Nov 2024

SMH

20/01/2024

Signed:

Paul Weaver

Chair

Sarah Morgan-Harris

Parish Clerk