

Minutes of Parish Council Meeting 9th November 2023 Meeting held at the Village Hall, Upper Heyford

Present: Chair: Jo Allen, Vice-Chair Paul Weaver, Councillors: Derek Burrows, Bryony Johnson, Mark Hiles, Parish Clerk: Sarah Morgan-Harris

Apologies: Councillor Deborah Jones

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 October 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.

4. **Public Forum:**—Mr & Mrs Phillipson, Glebe House, Mill Lane – Mr & Mrs Phillipson briefed the PC on their planning application for a wind turbine as a result of lots of comments on the application. Details of height, noise pollution and safeguards for high winds were provided and the PC confirmed that they had no objections to make.

Heat Upper Heyford —Representatives of HUH briefed the PC on where they were at with the project. They confirmed that they were at the end of the Stage 2 funding and thanked the PC for managing the grant and payments and advised that with the final grant payment and after consultation with the PC and village community they would like to apply for planning. They also said that if HUH had their own solar and wind system, that they could get very close to what householders currently pay for oil and gas currently. The project is still a long way off completion (years) but are still confident that a viable scheme is out there. The PC to discuss planning implications (if any).

5. **Matters Arising:**

- a. **Cemetery fence line** – The PC have discussed the request for planting and as a gesture of goodwill can offer 2 leylandii trees with the offer of support to plant them possibly during the hedgerow planting date (20th January) subject to having enough volunteers. Details of the date to be circulated in December with a call for volunteers.
- b. **Reading Room Car Parking** – The PC have noted occasional parking is still happening and will continue to monitor and place notices on vehicles. It was agreed to place this under deferred items review.
- c. **Traffic Calming/S106 money** – The PC are continuing to chase OCC for an answer and are chasing costings to support S106 money application. Ongoing.
- d. **SSE Update** —The ground works phase of the project has been successfully completed in Upper Heyford but there is still some work in Lower Heyford which is ongoing. The siting of the transformer in Lower Heyford is the final hurdle to allow completion for both villages. The PC would like to thank Chris Coe for his liaison work which has been an enormous help.
- e. **Football Pitch Hire** – Parish Clerk to liaise with Cllr Hiles regarding the next invoice for payment.
- f. **Cemetery mowing and hedges** —There is a part of the fence line that needs repair works. Cllr Burrows to look into repair works.
- g. **Memorial plaque for Vicky Neale** —The bench has now been placed in situ but requires securing before the plaque (which has been provided by Vicky's family) can be mounted.
- h. **Wild Oxfordshire** —there is no grant funding but WO will provide hedgerow whips for the 290m stretch of the allotment side of Portway. The whips will be delivered on 18 January. A large working party is needed for planting on Saturday 20th January at 10am.
- i. **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.
- j. **Amenities Committee Village Hall** —Kim has resigned and a new Chair/team is/are required for the AMC.
- k. **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.
- l. **Pavilion 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.

- m. **Bonfire Night** —A huge success, the PC would like to thank Duncan Hedley for organising the fireworks and the soup kitchen for the soup and bread.
- n. **Post Office, Village Hall** – The PC have noted that this has been a success so far for the village.
- o. **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.
- p. **Replacement dogs on leads sign** —Cllr Allen has given 4 to Cllr Hiles for fixing.
- q. **MCNP settlement area** —The PC agreed the area for marking, Martin Lipson queried whether we should include the property or exclude.
- r. **Neighbourhood Plan January** – A village consultation will come out in January date tbc. It was noted that Martin Lipson has voluntarily done all of the work that sits behind it.
- s. **Remembrance Parade** – It was confirmed that the silver band will be assembled at the Church for a 10am start this year.
- t. **Nipikin Cottage** —The PC have not heard anything from Land Registry as yet and will be chasing this.
- u. **Resignation of Chair, Cllr Allen** —Cllr Allen has agreed to stay in role until December. The PC agreed to advertise a Councillor role and Vice Chair Cllr Paul Weaver will automatically take on the Chair role in the interim. The PC also wish to thank Cllr Jo Allen for her passion, dedication and time during her role as Councillor and Chair.

6. **Correspondence:**

7. **New Business:**

Current Financial Position:

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

8. **Planning:**

Christmas Cottage – no objections to planning application.

9. **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

Village Parking

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

There being no further business, the meeting adjourned at 21.44.

Meeting dates: 9th November.

SMH

12/11/2023

Signed:

Jo Allen

Chair

Sarah Morgan-Harris

Parish Clerk