

## Minutes of Parish Council Meeting 8th February 2024 Meeting held at the Village Hall, Upper Heyford

**Present:** Chair: Paul Weaver, Councillors: Derek Burrows, Mark Hiles, Chris O'Malley, Parish Clerk: Sarah Morgan-Harris

**Apologies:** Councillor Bryony Johnson (maternity leave)

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

1. **Consideration of Disputations:** None

**Approval of Minutes:** The Council approved the minutes of 18<sup>th</sup> January 2024 Parish Council meeting.

2. **Standing Agenda Items:** None

3. **Public Liability Review:** The PC are still reviewing the latest RoSPA report that took place in July 2023. 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, this has now been rectified. It was confirmed that the pulley system on the zip wire requires some work as well as the zip wire posts.

4. **Public Forum:** None.

5. **Matters Arising:**

- a. **Heat Upper Heyford** – There has been no further update since the last meeting other than HUH are pressing forward with the draft busters scheme to investigate homes for heat loss.
- b. **Cemetery fence line** – Due to a change in Parish Councillors nothing has happened in regard to replacing the fence line. Parish Clerk to make contact with Mr & Mrs Seagar to measure the gap in the fence line with a view to planting when the weather improves and a team can be put 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 provide a balance sheet of monies still owed and latest invoice situation.
- e. **Cemetery Fence Rail** – There is a part of the fence line that needs repair works. Cllr Burrows to look into repair works when the weather improves.
- f. **Memorial plaque for Vicky Neale** – The bench has now been placed in situ and secured and the plaque is now in place.
- g. **Wild Oxfordshire** – The PC would like to thank Wild Oxfordshire, Sue Blunsdon, Jo Allen and the army of volunteers that gave up their time to help with the successful planting of the whips.
- 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** – Cllr Burrows to meet with local handyman to discuss repairs to internal and external doors
- 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. **Neighbourhood Plan** – A meeting is scheduled in the Village Hall for Tuesday 13<sup>th</sup> February where Martin Lipson will chair and brief parishioners on the neighbourhood plan details.
- l. **Appointment of new Councillor/Councillor vacancy** – The PC extended a warm welcome to new Councillor Chris O'Malley. There is currently another position that has become available as a result of the resignation of Councillor Deborah Jones. It was confirmed that two applications have been received and the Parish Council are awaiting the official notification period to expire before conducting interviews.
- m. **Cemetery fountain water** – The water feed to the cemetery fountain has ceased working. Investigations are taking place as to what the cause of the problem is.
- n. **20mph speed signs update** – There has been no response to Cllr Weavers email regarding the location of the signs to Cllr Ian Corkin, Cllr Weaver to chase.
- o. **Noticeboard Allens Lane** – The noticeboard is in need of repair. The PC confirmed that this is not an official PC noticeboard and will not be replaced imminently.

6. **Correspondence:**

7. **New Business:**

- a. Car parking Village Hall, Cllr O'Malley asked if there were any plans to extend the parking space at the Village Hall. Cllr Weaver explained that in the past the PC have looked to put in matting to strengthen the ground. The PC to look at costs again to see if the project is viable.
- b. Cllr O'Malley discussed PC representation at Village events – Cllr Weaver said that this needs to be monitored and discussed where representation was needed.
- c. Code of Conduct – This has been uploaded to the website and Parish Clerk to send around to Councillors.
- d. Spring Clean 2024 – The PC agreed the date of 17<sup>th</sup> March, Parish Clerk to organise equipment and send out a call for volunteers for the event.

**Current Financial Position:**

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

Valley News subscription agreed

8. **Planning:**

23/02827/F – PC to submit comments.

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**

**Nipikin Cottage, PC land.**

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

There being no further business, the meeting adjourned at 21.30

Meeting dates: 7<sup>th</sup> March, 11<sup>th</sup> April, 9<sup>th</sup> May (AGM), 16<sup>th</sup> May, 13<sup>th</sup> June, 11<sup>th</sup> July, 12<sup>th</sup> Sept, 10<sup>th</sup> Oct, 14<sup>th</sup> Nov 2024

**SMH**

**10/02/2024**

**Signed:**

**Paul Weaver**

**Chair**

**Sarah Morgan-Harris**

**Parish Clerk**