

Minutes of Parish Council Meeting 7th March 2024 Meeting held at the Village Hall, Upper Heyford

Present: Chair: Paul Weaver, Councillors: Derek Burrows, Mark Hiles, Tessa O'Brien, 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 Dispensations:** None

Approval of Minutes: The Council approved the minutes of 8th February 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 since been rectified. It was confirmed that the pulley system on the zip wire requires some work as well as the zip wire posts. Cllr Hiles is still chasing for a response to the works required. Parish Clerk to explore looking into other companies who will be willing to look at and quote for remedial works required.

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 Sagar 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** – It was agreed that Jo Allen will continue to chase OCC for a response regarding the S106 money. The PC will invite Jo to the next meeting to provide an update.
- d. **Football Pitch Hire** – An invoice has been sent to Heyford Veterans and the Parish Clerk is liaising with Cllr Hiles regarding the Brackley Under 18's hire and invoice.
- e. **Cemetery Fence Rail** – There is a part of the fence line that needs repair works. Cllr Burrows to look into repair works.
- f. **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. Cllr O'Malley has agreed to liaise with Jo Allen regarding the project.
- g. **Reading Room door repairs** – Cllr Burrows to look at the work required and meet with local handyman to discuss repairs to internal and external doors.
- h. **Pavillion Village Hall** – Parish Clerk to transfer and update contact and billing details into the Parish Council name. The glass in the window is now repaired and invoice paid
- i. **Neighbourhood Plan** – A meeting took place on the 13th February. Cllr Weaver and Cllr O'Malley are reviewing the comments made as a result of the meeting and to work together to construct responses on questions.
- j. **Appointment of new Councillor/Councillor vacancy** – The PC extended a warm welcome to new Councillor Tessa O'Brien. Parish Clerk to provide the necessary paperwork for Tessa to sign.
- k. **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. Cllr O'Malley to contact OCC regarding initial findings and to find a way forward.
- l. **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. The PC also wish to apologise to Mr Phillipson of for the omission of his communication to Cllr Weaver in the January minutes with regards to raising the issue of the location of the 20mph signs. The PC confirm that the location of the signs was discussed, including the complaint from Mr Phillipson. The PC can confirm that OCC have responded to Mr Phillipson directly to confirm that the signs comply with the legal requirements. Cllr Weaver is still chasing options for discussion on the potential relocation of some of the signs.

- m. **Code of Conduct** – Parish Clerk to send around the ‘Good Councillors Guide’ as well as remind Councillors of the Code of Conduct that is published on the website.
- n. **Village Hall Parking** – Cllr Burrows to look into the option of matting to extend the car park area.
- o. **Spring Clean 2024** – Parish Clerk has confirmed the date of 17th March and a few volunteers have come forward to help with the event.

6. **Correspondence:**

Mr P Burwell – Reading Room parking. The PC to send out another communication regarding the parking of vehicles overnight in the Reading Room car park.

7. **New Business:**

Control of dogs in the Village – The PC to contact the dog warden regarding the control of dogs in the village.

Current Financial Position:

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

The PC to agree the 3 year term from Green Scythe, Parish Clerk to respond agreeing to the rate of inflation increase.

8. **Planning:**

24/00379/TPO Mr Simon Phillipson, Glebe House, Mill Lane, works to T1 Walnut tree.

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

Bus Shelter, Somerton Road

Bus Shelter, Camp Road

Nipkin Cottage, PC land.

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

Bus Shelter, Camp Road – Contact CDC, the bus shelter is in a state of disrepair.

Reading Room, request for hot desking, can the PC explore this

Fibre in the Village – PC to explore

There being no further business, the meeting adjourned at 21.30

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

SMH

8/03/2024

Signed:

Paul Weaver

Chair

Sarah Morgan-Harris

Parish Clerk