

**Minutes of the meeting of the Lower Heyford Parish Council held on
Thursday 19th September 2013 at 7.00 pm in the Church**

Present: - Mrs. Ball (Acting Chair), Mr Mortimore, Mr. Thompson, Mr. Eggeling, Mrs. Turner

Members of the public : Mr. Humberstone, Dr Clayton

In attendance: Cathy Fleet (Clerk)

Apologies: Apologies had been received from Mr. Macnamara

Declarations of Interest : Mrs Turner declared an interest in 108 Freehold Street

Minutes of the last meeting held on 18th July 2013 were read and amended and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Acting Chair in the absence of Mr. Macnamara.

09.12.01 Clerk's Report

- KGF lease returned to Cantelli
- Lease for reading room received for signature
- Widening of footpath by bus stop - OCC response no funding
- Clerk requested that all councillors sign the Register of Interests form and return to CDC

09.13.02 Matters Arising

- Clerk to request copy of KGF lease from Cantelli **ACTION : CLERK**
- Widening of footpath by bus stop to be taken off agenda until spring

09.13.03 - Highways - An email had been received from Hugh Potter, OCC, who has said that whilst funding is in place for a permanent bridge, he is unable to say when this will happen and in the meantime approval has been given for a temporary bridge, but again he is unable to say when this will happen either. Clerk to contact him to clarify the situation.

ACTION : CLERK

Mr. Peter John has again written to Maurice Sheehan, OCC, regarding the promised cutting back of vegetation on the longbridge which was promised in August and has not happened. Clerk to urge Cllr Fulljames to pursue on our behalf.

ACTION : CLERK

Lorries - Some 200 lorries per day are passing through the village from the quarry at Great Tew. It was agreed that Mr. Thompson creates a document to be sent with all planning application responses which may involve the need for lorries to reach for example, Upper Heyford, to ensure that such lorries do not travel through Lower Heyford. Clerk to write to Cllr Fulljames to ask her to again request that there be a weight limit on the B4030.

ACTION : CLERK

Crossroads - The house which was hit by a car in April remains unoccupied and barricaded off. Clerk to write to the owners' insurers asking that they progress the matter as the barricades are causing a hazard in that they restrict sight of traffic emerging from Freehold Street.

ACTION : CLERK

Gates to the village - The gates have become dilapidated. Mr. Mortimore to inspect and report back at next meeting as to an appropriate course of action **ACTION : CM**

09.13.04 Meetings - Mr. Thompson had attended the NAG meeting but had nothing of significance to report

09.13.05 Correspondence - Correspondence lists were circulated and discussed. Clerk had received a letter from Playbus offering to site a mobile grotto in the village at Christmas time for the children. Mrs. Turner to liaise with Clerk re possible position for siting the bus.

ACTION PT/CLERK

09.13.06 LHRINC - Mr. Eggeling proposed and Mr. Thompson seconded that the Chairman and Clerk be empowered to sign the lease for the Charity on behalf of the Parish Council. Cathy Fleet signed as Clerk and was witnessed by Mrs. Ball. In the absence of Mr. Macnamara Mr. Eggeling delivered the document to Mr. Macnamara's home for him to sign and have witnessed before returning to the Clerk to return to the solicitor.

Dr Clayton reported that a new tenant has been found who will take up occupancy on 7th October 2013.

09.13.07 Website - Clerk continues to supply information to Graham Wilson for inclusion on the website. It was agreed that once details of the playbus at Christmas are known this should be advertised on the website. **ACTION : CLERK**

09.13.08 - King George Field - Clerk to obtain copy of lease to pass to the Playground committee.

09.13.09 - Playground - Mr. Thompson proposed and Mr. Mortimore seconded that Mrs. Turner be appointed chair of the playground sub committee . Meetings will take place separately from the PC meetings with members of the already established Friends of the Playground Group. The parish council will apply for grants to fund the re-building of the playground and all monies raised by other means will be paid into the PC bank account.

09.13.10 Planning

- 13/009687/CAC Dorchester Group - demolish water tower and office block
- 13/00202/TCA Mr. N Crawley - tree work at Kingsclere Cottage, Station Road - APPROVED
- 13/01007/F Mr. DR Jones extension to provide ancillary accommodation at Caulcott Farm, South Street
- 13/01051/F Mr. Turner 108 Freehold Street - APPROVED
- 13/01192/F Mr. Cridland 48 Greenway - WITHDRAWN
- 13/01192/F Mr. McEneary 15 Bromeswell Close Two storey side extension
- 13/00169/TCA - Mr. McMeekin 101 Freehold Street - tree work - APPROVED
- 13/00176/TCA Mr. Eggeling , Yggdrasill, Freehold Street - tree work - APPROVED
- 13/00177/TCA 32 Freehold Street - tree work - APPROVED
- 13/01096/TPO Ms Handford - Bridge Cottage Mill Lane, tree work - APPROVED
- 13/01007/F - DR Jones & CO . Caulcott Farm, South Street APPROVED
- 13/01008/LB DR Jones & Co Caulcott Farm, South Street, APPROVED

09.13.11 Finance - The following accounts were approved for payment

Payee	Detail	Amount	Cheque No
CDC	Dog Bins	£174.35	500201
Cathy Fleet	Clerk Salary	£216.55	500202
Cathy Fleet	Clerk expenses	45.00	500203
OALC	Subs	133.07	500204

Clerk had received notification from NALC that Clerks had been awarded a 1% pay increase and it was agreed to approve this increase. Clarification is to be sought as to what Clerk is permitted to claim as expenses. **ACTION : CLERK**

09.13.12 AOB Clerk had purchased two memory sticks which she will use as back up for electronic data from her PC. She will retain one and the other to be kept by the chairman and to be updated and swapped over at each meeting

Mr. Eggeling and Mr. Thompson both offered their apologies in advance for the next meeting

Date of next meeting : 17th October 2013

The meeting closed at 8.29pm

Signed Mr J J Macnamara Date