

Minutes of the meeting of the Lower Heyford Parish Council held on

Thursday 18th June 2015 at 7.00 pm in the Church

Present: - Mr Macnamara (JJ) (Chair), Mrs. Ball (DB) (Vice Chair), Mr Mortimore (CM), Mr Dare (DD) , Mr. Eggeling (BE)

Members of the public : No members of the public were present

In attendance: Cathy Fleet (Clerk)

06.15.01 Apologies: Apologies had been received from Mr Thompson and Mrs Turner

06.15.02 Declarations of Interest : there were no declarations of interest

06.15.03 Minutes of the last meeting held on 14th May 2015 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

06.15.04 Public Participation There was no public participation

06.15.05 Clerk's Report

VAT claimed to year end

Provided Village Hall trust with comparables for Defibrillator prices

Provided DD with details of grass-cutter

Chased BHF re application for defibrillator

Requested information re road closure be put on website

Attended meeting with internal auditor

06.15.06 Actions from previous meeting

NO	Action	Actioned by
05.15.07	BE to edit Welcome pack	BE
05.15.08	Clerk to chase OCC re flooding issues - OCC report they are monitoring the situation	Clerk
05.15.10	Clerk to provide additional quotes for defibrillators to Village Hall Trust - email sent to Roger Bowen	Clerk
05.15.13	Clerk to accept best quote for Insurance and arrange payment - amended quote from AON received and verbally accepted	Clerk

06.15.07 Highways/Footpaths

Clerk had circulated information regarding stickers which could be placed on . Wheely Bins encouraging drivers to reduce their speed. After some discussion it was decided that this would not be suitable for use in Lower Heyford Discussion followed about road signs '20 is plenty' which BE had seen in use. BE to establish price and availability. **ACTION : BE**

DD had met with contractors and received 2 quotes for grasscutting in the village. A map of the areas cut had been provided by OCC and OCC will continue to cut twice a year or will provide a grant for the PC to use its own contractors more frequently. After some discussion it was agreed that it was economically sound to make use of contractors. DD to provide contractors with a detailed specification and will draw up a contract based on 6-10 cuts per year and request a firm price from them. He will then request that they carry out a trial cut (which will be paid for) prior to appointing a contractor for the next 3 years. Clerk to establish from OCC when the next cut is scheduled. Clerk to provide DD with contract template. Clerk will line manage the appointed contractor Thanks were extended to DD for his work so far. Comments on the proposed arrangements would be welcome from villagers and they should contact either the Clerk or David Dare by phone or email. **ACTION: DD/CLERK.**

The recent closure of the road whilst cabling work was carried out had not been either notified to the PC not gone to consultation and DD requested that JJ contact the Director of Highways requesting that the PC be consulted on all future road closures in the village **ACTION : JJ**

- 06.15.08 Meetings** JJ had attended the CDC Parish Liaison meeting and reported :
- CDC are currently investigating Gigaclear who are pressuring residents to sign up to their Broadband services
 - There will be council elections next year
 - Bounday changes for electoral purposes have changed and Lower Heyford is in the ward which includes villages such as Fritwell & Kirtlington
 - Safeguarding was discussed and in particular Child Protection. Clerk to provide draft Child Protection Policy as an Agenda item for the September meeting of LHPC **ACTION : CLERK**
 - The Local Plan has been approved. It includes a 5.1 year housing supply and CDC believe it also includes an 8 year housing supply relating to Romanys and travelers
 - The CDC Planning Team has been re-organised with Bob Duxbury no longer being the main point of contact for Planning matters
- 06.15.09 Neighbourhood Plan/Dorchester Living** The next meeting with Dorchester Living is on 3rd July..Ian Corkin from Ardley with Fewcott has resigned from the Parish Council and therefore Ardley in Fewcott are no longer willing to act as lead council. Upper Heyford have expressed interest in sharing the lead with another council and discussions are on-going. Some discussion took place with regard to the advantage of being involved with the Neighbourhood Plan, and it was agreed that Leigh and Petra would continue to attend the various working groups.
- 06.15.10 SID** The SID has been delivered to DD as arranged, and as it is equipment of high value DD has housed it in his house rather than in the yard but would like it removed as soon as possible. It was agreed that DD will provide some of the equipment necessary and BE and CM will install the device at the crossroads at the earliest opportunity. **ACTION : DD/BE/CM**
- DD is also housing the dog bin and litter pick equipment. and would like to get rid of them. It was agreed that CM would obtain a quote for installing the dog bin. DD will donate the litterpick equipment which has not been collected by CDC to the FoLHS, ensuring that it will be available for use for future litter picks in the village. **ACTION: DD/CM**
- DD also reported that the rock salt stored at his yard in sacks have burst and that he will transfer the contents into a Hippo Bag but that smaller sacks will not be available to residents. Residents requiring salt will have to make their own arrangements to put it into smaller bags for transporting.
- 06.15.11 Website** It was agreed that the website has much improved recently, and it fully up to date and a useful tool for residents and visitors alike. All councilors to provide a photograph of themselves and a brief resumé to the clerk for submission to graham Wilson to include on the website. **ACTION : ALL**
- 06.15.12 Playground** Mrs Turner had provided an update on the playground, reporting that she had met with representatives from Viridor to finalise the paperwork. They are pleased with the outcome. She has also been in touch with HAGS SMP and obtained 2 tools for adjusting playground equipment if necessary which will be given to LT for use during his safety inspections if necessary. It was agreed that Agenda items for September should be Grass cutting in the Playground, ground maintenance and committee status **ACTION : CLERK**

06.15.13 Planning The following planning applications had been received :

- 15/00598/F Ham House - APPROVED
- 15/00905/TPO&15/00943/TPO Tree work at The Beech House, Station Rd
- 15/00944/F White Horse Cottage studio outbuilding
- 15/111028/LB Owls Nest, Market Square replacement windows and doors

06.15.14 Finance - The following accounts were approved for payment

Payee	Detail	Amount	Cheque No
Radarlux	SID	3746.60	500322
AON	Insurance	469.96	500323
Thirsk	Payroll	45.75	500324
Cathy Fleet	Internal Audit Reimburse	100.00	500325
Cathy Fleet	Clerk expenses	71.24	500326

The Year End accounts, Annual Return and Governance Statement, having been approved by the internal auditor were approved and will be submitted to the external auditor.

The meeting closed at 8.20pm

Date of next meeting : 16th July 2015

(Clerk will be unable to attend – Mrs turner has offered to minute the meeting)

Signed **Mr J J Macnamara** **Date**

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :
06.15.07	BE to source road signs	BE
	DD/Clerk to progress grass cutting contract	DD/CF
	JJ to contact director of Highways requesting that LHPC to consulted when road closures are proposed	JJ
06.15.08	Clerk to draft Child Protection Policy for September meeting	CF
06.15.10	DD/BE/CM to install SID	DD/BE/CM
06.15.11	All to provide clerk with photos and resumé for website	All
06.15.12	Playground grasscutting, maintenance and committee to be on September Agenda	CF

