

**Minutes of the meeting of the Lower Heyford Parish Council held on
Thursday 19th November 2015 at 7.00 pm in the Church**

Present: - Mr. Macnamara (JJ) (Chair), Mrs. Ball (DB) (Vice Chair), Mr. Mortimore (CM) , Mr. Eggeling (BE), Mr. Thompson (LT), Mrs Turner (PT)

Members of the public: None

In attendance: Bruce Eggeling (standing in for Cathy Fleet)

11.15.01 Apologies: Apologies had been received from Cathy Fleet, David Dare

11.15.02 Declarations of interest: there were no declarations of interest

11.15.03 Minutes of the last meeting held on 15th October 2015 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

11.15.04 Public Participation: No public were present

11.15.05 Clerk's Report and actions from previous meeting

NO	ACTION	To be actioned by
06.10.15	Clerk to report overgrown footpath to OCC ✓	CF
06.10.15	Clerk to inform OCC of grasscutting arrangements and finalise contract ✓	CF
11.10.15	BE to create flyer for website and further distribution advertising the presence of the defibrillators and to arrange training ✓	BE

11.15.06 Highways/Footpaths: JJ reported that he had written as previously required to request appropriate notice in future for any bridge or roadway closures.

LT noted that he had noticed increased levels of traffic on Station Road specifically by vehicles of 'Donaldson Roof Trusses'. CF was asked to write to a letter to Dorchester complaining

11.15.07 Grass cutting: No further action required for time being

11.15.08 Defibrillator: BE reported that although the installations had gone well there had been issues regarding reporting new installations to the Ambulance Service. BE to send note to Dick Tracey of SCAS

11.15.09 Publicity: The fact that very few residents were on the Parish Clerk's circulation list was discussed and to be regretted. It was agreed to have a PC stall at the May Fete to try to get improved communications and more residents on our e-mail list.

11.15.10 Meetings: JJ reported briefly on his attendance at the Parish Liaison committee meeting

11.15.11 Playground: The safety report was considered and it was agreed that the report was too far reaching, covering as it did all facilities and not merely those within the children's playground. It was agreed that CF be asked to write to the preparers of the report constraining future reports and actions to the playground itself. PT agreed that the playground committee would put up a 'NO DOGS' sign. It was noted that there were some holes in the playground that required to be filled in. LT & BE agreed to do this.

11.15.12 Planning: The following planning applications had been received:

11/01882/F Paines Field : it was noted that there had been no objections raised

15/01967/F Land to the rear of May House : it was agreed that no objections should be raised save to request conditions as to protect neighbouring properties from vegetation overgrowth or light blocking

11.15.13 Finance - The following accounts were approved for payment and cheques were signed

Payee	Detail	Amount	Cheque No
Viking	Office supplies	78.47	500335 *
Playsafety	ROSPA report	261.60	500336 *
Roger Bowen	Weed clearance	50.00	500337
Bruce Eggeling	reimbursement	27.23	500338
Cathy Fleet	Clerk expenses	71.58	500339

* VAT reclaimable

Date of next meeting: 21 January 2016

Signed **Mr J J Macnamara** Date

ACTION LIST SUMMARY

NO	ACTION	To be actioned by
11.15.06	CF was asked to write to a letter to Dorchester complaining about Donaldson Roof Trusses vehicles using Station Road	CF
11.15.08	BE to send note to Dick Tracey of SCAS regarding registration of AED's	BE
11.15.09	PC to have stall at May Day Fete in 2016 to increase residents awareness of mailing of minutes etc.	All
11.15.11	CF be asked to write to the preparers of the report constraining future reports and actions to the playground itself	CF
11.15.11	PT agreed that the playground committee would put up a 'NO DOGS' sign.	PT
11.15.11	Some holes in the playground that required to be filled in. LT & BE agreed to do this.	LT & BE