

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

Thursday 15th September 2016 at 7.00 pm in the Church

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

Members of the public : Cllr Mrs Catherine Fulljames

In attendance: Cathy Fleet, Clerk

09.16.01 Apologies: Apologies had been received from Mr. Eggeling (BE) , Mr. Thompson (LT), Mrs Turner (PT), Mr. Dare

09.16.02 **Declarations of Interest :** There were no declarations of interest

09.16.03 Minutes of the last meeting held on 21st July 2015 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

09.16.04 **Public Participation**

Cllr Mrs Fulljames, being the only member of the public present, briefly reported on the plans for a Unitary Council. She also said that the Fire Brigade are arranging checks on electric blankets and anyone wanting more information should contact them on 01865 815000.

Two items of correspondence had been received after the agenda was published

1. Cllr David Dare had written to JJ tendering his resignation and it was reluctantly agreed to accept it and commence the process for recruiting a replacement councillor

ACTION : Clerk to inform CDC of DD's resignation and commence the recruitment process

2. A letter had been received from Victoria Prentis MP regarding the Community Transport Minibus fund. It was decided not to pursue this but to find out about the Barton Bus.

ACTION : Clerk to find out about the Barton Bus

09.16.05 **Clerk's Report and actions from previous meeting**

NO	ACTION	Update	To be Actioned by
07.16.06(1)	Clerk to report blocked footpath to Sarah Aldous	completed	CF
07.16.06(2)	Clerk to contact Mr. Jones (Upper Heyford) regarding brambles in The Lane	outstanding	CF
07.16.06(3)	DB to source suppliers of benches	completed	DB
07.16.07	Clerk to contact Mark Probbitts regarding grasscutting in Caulcott	Completed	CF
07.16.09(1)	Clerk to complete map and sent to Martin Lipson	Map returned to JJ for changes	CF
07.16.09(2)	Clerk to re-circulate spreadsheet	Completed	CF
07.16.10	Clerk to complete and return Fields in Trust Form to Football Club	completed	CF
07.16.12	PT to report the matter to police and	completed	PT

	arrange for cleaning of the playground equipment		
07.16.12(2)	PT/CF to arrange purchase of lawnmower	completed	PT/CF
	Bank Mandate to be signed when all councillors present	Next agenda	All

09.16.06 Highways/Footpaths

It was agreed that Mark Probbitts should be offered the grasscutting contract for a further 2 years.

ACTION : Clerk to negotiate contract.

Parking in Mill Lane/Freehold Street has increased to the extent that some residents are unable to get out of their driveways and should an emergency vehicle require access it would be impossible for it to get through.

ACTION : Clerk to put notice on noticeboards and Valley News requesting that residents park with consideration and use their driveways where possible.

CDC have sent a survey regarding open spaces in the village. **ACTION: Clerk to complete survey**

09.16.07 Meetings

No meetings had been attended

09.16.08 Playground

The lawnmower for use in the playground by the Social Club has been purchased. . The ROSPA Report has been received.

ACTION : Clerk to circulate ROSPA Report

09.16.09 LHRINC

A letter had been received from Dr Clayton tendering his resignation.

Action: Clerk to write accepting Dr Clayton's resignation and thanking him for his work with the charity. Clerk to place adverts in Valley News, website and noticeboards for applications for a Trustee.

09.16.10 MCNP

The map of the settlement boundary was amended for submission to MCNP.

ACTION : Clerk to pass map of settlement boundary to Martin Lipson

09.16.11 Planning

The following planning applications had been received :

16/01529/F Social Club

16/00184/TCA Forge House treeworks - APPROVED

16/01273/F Caulcott House - APPROVED

16/01546/TPO treework at The Beech House

09.16.12 Finance - The following accounts were approved for payment

Payee	Detail	Amount	Cheque No
Carters of Swanwick	Lawnmower	399.00	500366 *#
Playsafety	ROSPA report	88.20	500367
Ubico	Playground cleaning	67.20	500368 *
Cathy Fleet	Clerk expenses	44.56	500369

* VAT reclaimable

Agreed at previous meeting, cheque signed outside of meeting

Date of next meeting : 20th October 2016

Dates for 2017 :

26 Jan, 23 Feb. 23 March, 20 April, 18 May, 22 June, 20 July, 21 Sept, 19 Oct, 16 Nov

Signed Mr J J Macnamara Date

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :
09.16.04(1)	Clerk to inform CDC of DD's resignation and commence the recruitment process	CF
09.16.04(2)	Clerk to find out about the Barton Bus	CF
09.16.06(1)	Clerk to negotiate grasscutting contract with Mark Probbitts	CF
09.16.06(2)	Clerk to put notice on noticeboards and Valley News requesting that residents park with consideration and use their driveways where possible	CF
09.16.06(3)	Clerk to complete Open Spaces survey	CF
09.16.08	Clerk to circulate ROSPA Report	CF
09.16.10	Clerk to pass map of settlement boundary to Martin Lipson	CF