

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

21st September 2017 at 7.00 pm in the Church

Present: - Mrs. Ball (DB) (Acting Chair) , Mr. Thompson (LT), Mrs Daley (ED), Mr. Eggeling (BE), Mrs Michalides (LM)

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

In attendance: Cathy Fleet, Clerk

09.17.01 Apologies: Apologies had been received from Mr. Macnamara

09.17.02 Declarations of Interest : There were no declarations of interest

09.17.03 Minutes of the last meeting held 11th august 2017 on were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

09.17.04 Public Participation

No public present

09.17.05 KGF Lease

It was confirmed that BE has been nominated and accepted as the PC representative on the Committee of management of KGF. the terms of the lease were discussed at a meeting following the parish council meeting

09.17.06 Clerk's Report and actions from previous meeting

NO	ACTION	Update	To be Actioned by :
08.17.07	BE to commission the seat to be made and installed in Market Square CF to research prices of benches	Completed completed	BE CF
08.17.08	BE to draft letter inviting trustees to attend a meeting regarding the terms of the Lease	completed	BE
08.17.14	ED to do letterbox drop re Buffer Zone	Will be completed 23/09/17	ED

09.17.07 The matter of co-option of a councillor was discussed and two possible candidates were identified and will be approached by LT and LM.

ACTION : LT and LM to approach possible candidates for co-option

09.17.08 Highways/footpaths

FoLHS are unable to cut back the overgrown brambles on the bridge for insurance reasons

ACTION : Clerk to contact Rousham Farm Manager requesting action

The Bromeswell Close footpath still requires attention

ACTION : Clerk to contact Sovereign Housing requesting that the footpath is cleared.

09.17.09 Meetings

LT had attended the meeting of the Committee of Management of KGF and reported that it was a productive meeting where the trustees and members of the committee were decided upon.

09.17.10 Playing Field Committee

This committee will now be known as the Management Committee of KGF. Committee members and trustees have been identified and a meeting with the PC followed this meeting which will be minuted separately.

09.17.11 MCNP

ED reported that the date for consultation on the draft plan has been extended to 3rd October. She also reported that Middleton Stoney have pulled out as a participating village for the plan and that a letter had been received from Bernard Wyatt of Caulcott who is in favour of development in Caulcott.

09.17.12 Playground

All is in order and nothing to report.

09.17.13 Planning

The following planning applications had been received :

17/00298/TCA 93 Freehold Street - NOI treework

17/00311/TCA Forge House - NOI treework

17/01498/F White Horse Cottage - approved

17/00439/DISC Paines Field - discharge of conditions

11.15.13 Finance - The following accounts were approved for payment

Payee	Detail	Amount	Cheque No
John Harron	Payroll	45.75	500410
Cathy Fleet	Clerk expenses	15.02	500411
HMRC	PAYE	57.90	500412

Date of next meetings : 19th October 2017. 16th November 2017

Signed Mrs D Ball (Acting Chair)

Date

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :
09.17.07	LT and LM to approach possible candidates for co-option	LT/LM
09.17.08	Clerk to contact Rousham Farm Manager requesting pruning on the bridge	CF
	Clerk to contact Sovereign Housing requesting that the footpath is cleared.	CF