

Minutes of the Annual Meeting of Lower Heyford Parish Council
Thursday 14th May 2015 at 8.00pm in the Church

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

In attendance: Cathy Fleet (Clerk)

Apologies: Apologies had been received from Mr Thompson

1. **To elect a Chairman for the forthcoming year**
Mr Dare proposed and Mrs Ball seconded that Mr Macnamara be elected as Chair for the forthcoming year
2. **To elect a Vice-Chairman for the forthcoming year**
Mr Mortimore proposed and Mr Eggeling seconded that Mrs. Ball be elected as Vice Chair for the forthcoming year.
3. **The Chair and Vice Chair to sign the Declaration of Acceptance**
Mr Macnamara and Mrs Ball duly signed the Declaration of Acceptance
4. **To appoint the Responsible Financial Officer for the forthcoming year**
Mr Macnamara proposed and Mr Dare seconded that Cathy Fleet be appointed Responsible Financial Officer for the forthcoming year.

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Thursday 14th May 2015 at 8.10pm in the Church

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

Members of the Public : Chris Daley

In attendance: Cathy Fleet (Clerk)

05.15.01 **Apologies** Apologies had been received from Mr Thompson

05.15.02 **Declarations of Interest** - DD declared an interest in FoLHS

05.15.03 **To receive the minutes of the last meeting** The minutes of the meeting held on 16th April were read and it was agreed that subject to correcting the date they are a true record of the meeting and were duly signed by the Chair.

05.15.04 **Public Participation** - to receive submissions from members of the public relating to items on the Agenda

05.15.05. **Clerks Report**

Vandalised phone box reported to BT Ref SM9JB86

Letters sent to LHRINC and VH Trustees re defibrillator

05.15.06 **Actions from previous meeting**

NO	ACTION	To be Actioned by :
04.15.06	Clerk to write to LRRINC and VH Trust re defibrillator funding	Clerk

	JJ to find out about listed building consent for pubs	JJ
15.04.07	BE to contact SSE regarding street light	BE
	DD to prepare paper for Annual meeting re street lighting policy	DD
Other	Clerk to report vandalised phone box	Clerk

05.15.07 Matters arising from Annual Parish Meeting

Street Lighting - DD had presented a paper to the Annual Parish Meeting and had previously conducted a survey round the village to find out where additional street lighting in Station Road is favoured. The result of the survey and the opinion of those present at the Annual Parish Meeting clearly indicated that due to cost and light pollution the majority are against additional street lighting and DD proposed that no additional lights be considered for Station Road. This was seconded by BE. DD also proposed that the cost of an additional street light in Freehold Street is prohibitive and this was supported by the majority therefore no additional street light will be provided in Freehold Street.

Welcome pack The matter of the Welcome Pack had been discussed at the Annual Parish Meeting and it was generally felt that it was a good idea but not in its present form as it is too large and cumbersome. It was agreed that BE should edit it so that it contains minimum information. **ACTION : BE**

Valley News It was agreed that as the grant payment for 2015/16 has been made no action should be taken until such time as the editor/treasurer of Valley News have made a decision as to its future and the grant for 2016/17 will then be reviewed.

05.15.08 Highways / footpaths DD reported that despite heavy rain over the last few days there is no sign of flooding at any point on Station Road. The flooding still persists at Portway and Church Lane. Clerk to chase with Highways. **ACTION : CLERK**

05.18.09 Meetings The parish Liaison Meeting with CDC will be held on 10th June. DD reported that a meeting had taken place with himself as landowner of Station Yard and First Great Western with a view to them purchasing the land in order to increase the size of the car park.

05.15.10. Defibrillator Letters have been sent to the Village Hall Trust and LHRINC requesting funding for the purchase of 2 defibrillators for the village. The Village Hall Trust have approved the request in principle and have requested additional quotes for the machines. Clerk to provide quotes **ACTION : CLERK**

05.15.11 Planning 15/00563/F Change of use from haulage yard to scaffolding business, The Depot, Lower Heyford Road, Caulcott

05.15.13 Insurance The renewal of the Insurance had been received from AON at a premium of £ 659.82. The Clerk had obtained a further quote from Zurich at a premium of £527.15 , a considerable saving, and has reverted to AON asking if they can match the quote. This information has not yet been received and as the renewal is due on 1st June it was agreed that the Clerk should accept the best quote and obtain cheque signatures in time for the renewal on 1st June. **ACTION : Clerk to accept best quote and arrange cheque**

05.15.14 Finance

To approve payment of accounts received

Payee	Detail	Amount	Cheque No
Cathy Fleet	Clerk expenses	68.72	500320
FoLHS	Donation	150.00	500321

The meeting closed at 9.10pm

Date of next meeting 18th June 2015

Other matters It was suggested that a brief resume and photograph of each councillor be provided to the clerk for submission to the website. If possible the website to be looked at every meeting to monitor and discuss its use.

ACTION LIST SUMMARY

NO	Action	To be actioned by
05.15.07	BE to edit Welcome pack	BE
05.15.08	Clerk to chase OCC re flooding issues	Clerk
05.15.10	Clerk to provide additional quotes for defibrillators to Village Hall Trust	Clerk
05.15.13	Clerk to accept best quote for Insurance and arrange payment	Clerk