

**Minutes of the meeting of the Lower Heyford Parish Council held on
Thursday 18th July 2013 at 7.00 pm in the Church**

Present: - Mr Macnamara (Chair), Mrs. Ball (Vice Chair), Mr Mortimore, Mr Dare, Mr. Eggeling, Mr. Thompson

Members of the public : Mrs Hepworth, Patsy Makepeace, Petra Turner, Jenny Tamblyn

In attendance: Cathy Fleet (Clerk)

Apologies: No apologies had been received

Declarations of Interest : Mr Dare declared an interest in the boat yard and Station Road
Minutes of the last meeting held on 20th June 2013 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

07.13.01 Co-option of Councillor. Petra Turner and Patsy Makepeace individually made presentations to the Council outlining their lives and experience and demonstrating why they would like to become a councillor. After some considerable discussion during which they were not present, a vote was taken which resulted in 4:1 with one abstention in favour of Petra Turner and it was **RESOLVED** that Petra Turner be co-opted as Councillor . Both were very strong candidates, and Clerk to ascertain if it is possible to have more than 7 councillors. If not, then Patsy Makepeace to be asked to join sub-committees as required.

Clerk to provide Petra with all necessary documentation

ACTION:CLERK

07.13.02 Clerk's Report

- Letter sent to Cantelli re land registration & date of lease
- Letter sent to Corpus Christi re change of Clerk
- Advert placed for Trustee vacancy
- Notices placed for Councillor vacancy
- Email sent to highways re footpath near bus stop - no response as yet

07.13.03 Highways - Roger Bowen had reported that Footpath 5 is obstructed by crops and has requested that OCC clear it. Footpath 3 is also obstructed. Clerk to chase OCC

ACTION : CLERK

The road markings at the crossroads have been incorrectly positioned and a temporary correction made. Mr. Dare reported that this along with the cutting back of vegetation, high-viz signage and other measures promised by Peter Egwharry of OCC will be carried out as soon as possible.

The footpath by the bus stop which the Clerk had requested to be widened has received no response. Clerk to contact Cllr Fulljames to request her assistance. **ACTION : CLERK**

No progress has been made with regard to the flooding at the boatyard due to the fact that The Canal & River Trust & OCC appear to be at loggerheads. Mr. Dare to continue to chase.

ACTION : DD

No progress has been made with regard to the Rife Plank bridge and Mr. Dare reported that it is seriously effecting both his business and the use of the Circular Walk by residents and visitors to the area. Clerk to chase Sarah Aldous for a progress report. **ACTION : CLERK**

07.13.04 - Meetings - Mr. Thompson had attended the NAG meeting and suggested that TVP alerts be forwarded to Graham Wilson for inclusion on the website **ACTION : CLERK**

07.13.05 - Correspondence - Correspondence lists were circulated and discussed

07.13.06 - LHRINC - Mr. Eggeling reported that the lease has been found by Henmans. Mr. Eggeling had met with Trumans who suggested surrendering the lease and starting over again. The question of rent was raised. Rent had been £50 paid to the PC by the Charity, but it was suggested that a peppercorn rent of £1 would be more appropriate. It was requested that the revised Lease be available for signature at the next PC meeting, if not before. Work on the Reading Room is now complete and a suitable tenant being sought. Mr. Dare proposed and Mr. Mortimore seconded that Mr. Thompson be appointed as the PC's Trustee for the Charity.

07.13.07 Playground - It was questioned at the last meeting the legality of the PC claiming VAT back for any purchases made for the refurbishing of the playground. It was suggested

that further advice should be sought as the document obtained from NALC by the Clerk was somewhat ambiguous. The PC will maintain responsibility for the insurance of the playground equipment.

Clerk to confirm with Emma Mortimore that the annual ROSPA safety checks are being carried out.

ACTION : CLERK

It was agreed that the PC membership of OALC should be reinstated

ACTION : CLERK

07.13.08 - Parish Plan - Copies of the Parish Plan had been obtained by the Clerk and distributed to be placed in strategic locations throughout Lower Heyford and Caulcott. Notices to be placed on noticeboards and on the website indicating that copies are available from the Parish Clerk if required.

ACTION : BE/CLERK

07.13.09 - King Georges Field - The signed and dated copy of the lease has been returned to Cantellis after which a copy will be sent to the Trustees. Application has been made for registration of the land.

07.13.10 - Planning

- 13/00169/TCA 101 Freehold Street - Notice of Intent for tree work
- 13/006923/F Kingdom Hall - APPROVED
- 13/00139/TCA Bridge Cottage, Mill Lane APPROVED
- 13/00176/TCA Yggdrasill, Freehold Street - Notice of Intent for tree work

07.13.11 Finance - The following accounts were approved for payment :

Cathy Fleet	Clerk salary	£178.20	500193
Cathy Fleet	Clerk expenses	50.00	500194
AM/PM Printers	Printing of Parish Plan	TBC	500195
Cathy Fleet	Clerk salary (Post dated)	178.20	500196 **
Cathy Fleet	Clerk expenses	50	500197**
FoLHS	Grant	150	500198
Valley News	Grant	300	500199
St Mary's PCC	Grant	400	500160

** cheques postdated to August 2013 as no meeting in August

Concern was raised over the standard amount paid in expenses to the Clerk and it was agreed that in future Clerk would provide a breakdown of expenses

The meeting closed at 8.25pm

Date of next meeting : 19th September 2013

Signed Mr J J Macnamara Date