

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

Thursday 19th May 2016 at 8.00 pm in the Church

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

Members of the public : Roger Bowen, Alan Humberstone, Jenny Tamblyn, Peter Stoddart, Eric Ball

In attendance: Cathy Fleet, Clerk

05.16.01 Apologies: Apologies had been received from Cllr Ian Corkin and Cllr Barry Wood, Mr. Eggeling

05.16.02 Declarations of Interest : there were no declarations of interest

05.16.03 Minutes of the last meeting held on 21st April 2016 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

05.16.04 Public Participation

The public were invited to participate at any time.

05.16.05 Clerk's Report and actions from previous meeting

NO	ACTION	Update	To be Actioned by :
05.04.16	PT to collate attendance list.	Completed	PT
08.04.16	Clerk to ask Mark Probbitts to cut the grass as soon as possible	Completed	CF
	Clerk to contact Bob Bickley and ask him to weed spray and clarify quote	Awaiting response	CF
	Clerk to contact Highways re broken sign on South Street	Completed Ref 823469	CF
	JJ to chase David Nimmo-Smith for a response	Completed	JJ
09.04.16	BE to obtain 2 further quotes from Highways Consultants		BE
10.04.16	Clerk to invite TVP to next PC meeting	Awaiting response	
11.04.16	Clerk to contact Martin Lipson to confirm that Lower Heyford will join with Steeple's meetings		CF

05.16.06 Highways/Footpaths

The matter of grasscutting was raised and questioned whether Market Square should have been cut. After consulting the maps it appears that Market Square should have been cut, but that Church Lane is not included on the map. This was clearly an oversight and clerk will ensure that the contractor cuts Market Square next time.

ACTION : Clerk to contact Mark Probbitts and ensure that Market Square is cut next time.

Long Bridge - The Steeple Aston end of the bridge had again been hit by a vehicle and more damage caused.

ACTION : Clerk to report damage to the bridge via Fix My Street

Millennium Seat - the stone seat has been removed for safety reasons and is currently in the churchyard. It was decided that quotes should be obtained for a replacement seat to be positioned around the tree in Market Square and that consideration be given as to where the stone seat could be used. Some suggestions were the churchyard, the canal, the green, the playground, but no decision was made. Clerk to request suggestions via email.

ACTION : Clerk to request suggestions as to where to place the stone seat.

ACTION : Clerk to obtain quotes for a suitable seat

05.16.07 Meetings

No meetings had been attended

05.16.08 Planning

Following last month's meeting when Corpus Christi and Bonnar Allen made a presentation of proposals for development in Lower Heyford, a letter was received from John Harrison, Bursar of Corpus Christi informing the PC that they were no longer working with Bonnar Allen. He has not confirmed that another developer would not be engaged and the interest is still registered with CDC.

The following planning applications had been received :
16/00396/F Damson Cottage, Freehold Street - **APPROVED**

05.16.09 MCNP

Peter Stoddart asked for clarification regarding the Neighbourhood Plan and JJ explained that the MCNP has to comply with Part 1 of the Local Plan and that it will become part of the Local Plan Part 2 when completed. Part 1 of the Local Plan supports villages by concentrating development in urban areas. Community engagement meetings will take place in June at which everyone will be provided with further information to enable them to vote for or against the Neighbourhood Plan.

05.16.10 Data Protection

Following the collection of data from the last PC meeting and the setting up of a database, investigations had been made as to whether the PC was required to register with the Information Commissioner. It was decided that there was no risk associated with the data collected and that it would not be shared and therefore it was **RESOLVED** that registration was not necessary.

11.15.13 Finance - The following accounts were approved for payment

Payee	Detail	Amount	Cheque No
St Marys PCC	Grant	400.00	500354
FoLHS	Grant	150.00	500355
Valley News	Grant	350.00	500356
Cathy Fleet	Clerk expenses	73.76	500357
Mark Probbitts	grass cutting	285.00	500358

The End of Year Accounts audited by Helen White, Governance Statement and Annual Return were presented, signed and approved

Date of next meeting : 16th June 2016

Signed Mr J J Macnamara Date

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :
05.16.06	Clerk to contact Mark Probbitts and ensure that Market Square is cut next time.	CF
05.16.06(2)	Clerk to report damage to the bridge via Fix My Street	CF
05.16.06(3)	Clerk to request suggestions as to where to place the stone seat.	CF
05.16.06(4)	Clerk to obtain quotes for a suitable seat	CF