

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

21st June 2018 at 7.00 pm in the Church

Present:: Denise Ball (DB) (Vice Chair) , Lynnette Michaelides (LM), Chris Cox (CC)

Members of the public : There were no members of the public present

In attendance: Cathy Fleet, Clerk

06.18.01 Apologies: Apologies had been received from JJ Macnamara, Emily Daly and Bruce Eggeling

06.18.02 Declarations of Interest : There were no declarations of interest

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

06.18.04 Public Participation

06.18.05 Clerk's Report and actions from previous meeting

NO	ACTION	Update	To be Actioned by :
11.17.09.1	Clerk to obtain notice board quotes for next meeting	completed	CF
04.18.05	BE to supply CF with a copy of his list of email addresses. A system of numbering emails sent to councillors by the Clerk to be introduced	completed	BE
04.18.06	DB to write to Leigh Thompson	completed	DB
04.18.07	Clerk to write to Highways to apply for a speed limit to be introduced on the Kidlington to Portway/Lower Heyford Road Junction and also to widen the carriageway.	completed	CF
	Blocked drain in South Street, Caulcott, adjoining Caulcott Farm buildings causing problems in heavy rain.	reported	CF
04.18.11	Clerk to formally represent that LH wished to be the demo/pilot site for spending of S.106 monies and requesting that in any event a detailed plan be published as to the total quantity monies being spent on traffic calming along with an outline plan		CF
05.18.06	1. CC to find out why the SIDs are not working correctly 2. Clerk to escalate matter of lack of bus stop in Caulcott to Victoria Prentis.	completed	CC CF
05.18.07	Clerk to obtain folders in which to file the archived documents	completed	CF
05.18.08	BE to chase solicitor for outstanding paperwork	completed	BE
05.18.11	CC to speak to Ian Lough-Scott regarding a link to Valley News Clerk to send planning applications to CC for inclusion on the website.	A link to be set up to Valley News	CC CF
05.18.12	Clerk to inform the payroll bureau of the increase	completed	CF
	frequency of parish council meetings to be discussed at the next meeting.	Deferred to next meeting	CF

06.18.06 Highways/Footpaths

CC and his stepson will clear vegetation from around the SIDs and download the data.

DB will attend a meeting with TVP, Highways and Cllr Ian Corkin regarding the matter of a bus stop in Caulcott. Date as yet not known.

LM had established that the phone box is no longer operational and is in a state of disrepair and needs repainting. Red phone boxes are available for purchase for £1 but this would mean that the responsibility for maintenance would be on the PC.

ACTION : LM to find out what BT intends to do with the phone box and if the phone is to be repaired or removed.

06.18.07 Meetings

CF had attended the CDC Parish Liaison meeting and will circulate the slides and notes when received.

An exhibition and meeting regarding the Rousham and Heyford Conservation Area Appraisal is to be held in the Church on 28th June. Clerk had been provided with flyers which will be distributed around the village and put in the pub and at Kizzie's.

06.18.08 CoM

Work has commenced on the building project but the start was delayed. A cheque will be required from the PC for £10,000 once other funds have been received by the CoM. As this cheque will be required early September it will be necessary to sign and post date the cheque at the next meeting for the Clerk to hold until required.

06.18.09 KGF Lease

Sally Richmond at Brethertons Solicitors reported the following :

The issue that has arisen is that although the land known as King George Field, Freehold Street, Lower Heyford, Bicester has been registered at the land registry it only appears to have been registered in 2013 and at that time the lease dated 16 May 2013 was noted on the lease rather than being correctly registered which is the why the land registry have raised a requisition. Any lease that is over 7 year must be registered so that it can be given its own leasehold title number rather than just noting the lease against a freehold title.

What I have therefore done is apply to register the 2013 lease with the application to register the surrender and re-grant of a new lease and hopefully the land registry will accept this and register the documents and I will keep you advised as I hear further from them

06.18.10 MCNP

The consultation period has now ended and the document will now go to the Examiner .

06.18.11 Playground

The playground is in good condition with no problems reported. Carol Pook had asked if the inspections could be monthly instead of fortnightly, but as the ROSPA report is due to be done in July it was decided to await the outcome of the report before making a decision.

It was agreed that notices should be purchased to be fixed on the fence giving details of the Clerk's phone number etc. if any problems should arise.

ACTION : Clerk to obtain notices.

06.18.12 Website

CC continues to maintain the website and makes additions as required.

CC reported that he had met a man in the village who is training to acquire a licence to use a drone and that he had taken aerial photographs of the village which are now available to view on the website.

06.18.13 Planning

The following planning documents had been received :

- Amendments** 16/02446/F Heyford Park Erection of 296 dwellings and associated works.
- Approvals** 18/00113/TCA Treework, Follyview, Freehold Street
17/02576/F Demolition of conservatory and erection of new garden room Forge House, Freehold Street
- Applications** 18/00825/HYBRID Heyford Park 1175 new dwellings and others.

A large Bankers Box of documents had been circulated to all councillors. There were far too many documents for all to read and digest in the limited time available, but an objection will be submitted to CDC mainly objecting to the failure of S106 monies to be secured for Lower Heyford in view of the vast increase in traffic since the Heyford Park development began and the anticipated further increase in volume with an additional 1175 houses. Traffic calming measures are required on Station Road and at the Freehold Street crossroads. Additionally a Roundabout at the junction of Chilgrove Road where the HGV's are being shown to turn off in future – this is a dangerous junction and therefore a roundabout would lessen the danger – this is needed with the ever growing volume of traffic. A Roundabout is also required at the junction on the Middleton Stoney road where Heyford Park traffic meets the B4030 – this has claimed many accidents and with ever growing traffic this also should be addressed

06.18.14 Finance

The following accounts were approved for payment

Payee	Detail	Amount	Cheque No
Nigel Prickett	grasscutting	336.00	500442
HMRC	PAYE	154.60	500443
Cathy Fleet	Internal audit reimbursement	100.00	500444
Viking direct	Stationery	58.14	500445
BHIB	Insurance	436.00	500446
Cathy Fleet	Clerk expenses	10.80	500447

The Annual Return and Governance Statement were signed by the Chair and will be submitted, together with the year end accounts to the external auditor.

Date of next meetings : 19th July, 20th September, 18th October, 15th November

Signed **Mrs D Ball (Vice Chair)**

Date

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :
	frequency of parish council meetings to be discussed at the next meeting	CF
06.18.06	LM to find out what BT intends to do with the phone box and if the phone is to be repaired or removed	LM
06.18.11	Clerk to obtain notices for the Playground providing contact details	CF