

Minutes

Lower Heyford Parish Council

17 January 2019 at 19:00 hours

St Mary's Church, Church Lane, Lower Heyford

Present: JJ Macnamara, Chair (JJ), Denise Ball, Vice Chair (DB), Emily Daly (ED), Chris Cox (CC), Lynette Michaelides (LM), Bruce Eggeling (BE)

Public: Ric Fowles (RF), Peter Stoddart (PS)

01.19.01 **Apologies:** None. The Parish Clerk, Cathy Fleet, had sent her apologies due to family health issues. BE was asked to prepare minutes.

01.19.02 **Declarations of Interests:** None was declared

01.19.03 **Minutes of the last meeting** held on 29 November 2019 were not available to be signed and it was agreed that they would be signed at the next meeting.

01.19.04 **Clerk's Report:** in view of the absence of the Clerk there was no Clerk's report.

01.19.05 **MCNP** : PS briefed the meeting on the progress of the MCNP. It was noted that the plan had been 'examined' and passed substantially unaltered. PS noted that, regrettably, three of the designated green spaces proposed within the parish had been disallowed by the examiner, being the allotments, Dairy Ground in Caulcott and the area known as Payne's Field. The possibility of appealing was discussed but as such would mean a delay in proceeding with the overall approval of the MCNP it was decided not to proceed with this route. It was noted that the MCNP would be subject to a referendum which required a simple majority to be passed into effective planning law. **In view of the beneficial effects on planning control all councillors were asked to encourage any seeking guidance to vote for the MCNP.**

01.19.06 **Highways and Footpaths:** The meeting noted that the bus stop had been approved at Portway at its junction with Greenway.

The meeting further noted that BE had been informed that Church Lane drains had been jetted and it was hoped this would relieve the issue.

BE reported that it appeared that the entreaties made to OCC following his visit to the Deddington depot appeared to be bearing some fruit as it appeared that the B4030 between the Kingdom Hall and Portway was going to have some substantive remedial work done.

The meeting noted the work recently undertaken by ED on the subject of HGV volumes, the inaccuracy of volume estimates of traffic being used in planning decisions and the work she had done on endeavouring to put in place a weight limit on the Long Bridge. **ED was encouraged to continue with the excellent work.**

The meeting considered a paper circulated by CC, ED and BE proposing an application be made for consultation on a number of changes to positions of speed signs, some

revised speed limits and other measures to mitigate the speeding problems identified by recent traffic surveys. The meeting approved CC and BE to finalise the inputs to OCC and also noted and approved that the cost of consultation was to be £2,600. The meeting also noted and approved the commitment to approximately £150 per speed SID positioning base of which there were likely to be about 8. The meeting noted that OCC would provide installation of the SID bases free of charge. **CC and BE were asked to liaise with OCC as appropriate to expedite the implementation of these measures.**

- 01.19.07 **125 years of the Parish Council:** The meeting noted a paper from BE regarding the PC achieving the 125th anniversary of its formation in December 2019 and proposing that a book be written by Peter Deeley to record the principle events and reflect on the changes in the Parish during that time. The meeting noted the approximate costs of producing such a book and further noted that no costs would be incurred and then dependent only on how it was decided to distribute the book and whether or not a charge would be made. **BE was asked to confirm to Peter Deeley to now proceed with the drafting of a book for consideration later in the year by the PC.**
- 01.19.08 **Co-option of councillor:** The meeting noted that the paperwork to co-opt Ric Fowles could not be completed in view of the absence of the Clerk and that this would be done as soon as possible and as soon as he is eligible (resident 1 year).
- 01.19.09 **KGF Lease:** BE noted that as far as he was aware that this had still not been finalised despite having been signed almost a year ago. The meeting asked the **Clerk to chase this matter with the lawyers and to note that if it had not been resolved by the next meeting the PC would have to consider lodging a formal complaint to the lawyers concerned.**
- 01.19.10 **KGF CoM:** The meeting noted that the newly refurbished KGF Community and Sports Centre was almost finished and the work was scheduled to be completed on budget. It was noted that the delay in completion was due to ill health. The meeting's thanks were made to the KGF CoM as well as John and Barry Varney for the excellent work in achieving this fundamental change so quickly and cost effectively.
- 01.19.11 **Playground:** RF reported that regular inspections had not yielded any issues with the equipment.
- 01.19.12 **Election:** The meeting noted that there were required to be elections held if more than the stipulated number of Parish Councillors wished to be considered. **The Clerk was asked to issue the appropriate forms ASAP.**
- 01.19.13 **Planning:** The following planning matters were noted:

Applications:	18/00377/TCA 18/02169/F	Tollgate Cottage - treework Paragon Fleet solutions - change of use
Decisions:	18/00315TCA 18/01857/F 18/01715/LB 18/01562/F 18/00335/TCA 18/01670/LB	Ham House- Approved Heyford Manor - Approved Darville Cottage - Approved 25 Freehold Street - Approved Thames Water land at Mill Lane - Approved Darville Cottage – Withdrawn

- 01.19.14 **Finance – Payments:** There were no payments presented to be made as the Clerk was not present.
- 01.19.15 **Finance – Precept:** The meeting considered various papers prepared by the Clerk showing the prior year precept, current year expenditures to date and the precept proposed by the Clerk. After discussion at length it was agreed that although the envisaged expenditures would be greater in the year commencing April 2019 than prior years due to various factors, the reserves position was such that the precept should remain unaltered from 2018/19. **The Clerk was asked to submit the precept request in the sum of £8,113**
- 01.19.16 **Finance – Clerk salary:** The meeting approved the increase in Clerk’s salary as per NALC guidance.
- 01.19.17 **Date of next meeting:** was noted as 21st March 2019 unless urgent business required a meeting on 21st February. Councillors were asked to keep all dates, both firm and provisional, free.

Dates of Next Meetings

21st February, 21st March, 18th April, 16th May, 20th June, 18th July, 19th September, 17th October, 21st November

Annual Parish meeting and Annual Meeting of the Parish Council: Dates to be confirmed

N.B. Dates in RED are fixed dates whilst those in BLACK may be cancelled if no urgent business

Signed: Date

Mr. J J Macnamara, Chairman

ACTION LIST SUMMARY

Minute #	Action	Action by :
01.19.04	Councillors to encourage those in Parish to vote for MCNP in referendum	ALL
01.19.06	ED encouraged to continue work regarding traffic volumes etc.	ED
01.19.06	CC and BE to finalise inputs to OCC regarding traffic calming measures and limits	BE and CC
01.19.07	BE to give go ahead to Peter Deeley to write book on the 125 years of the PC	BE
01.19.09	Clerk to chase lawyers for finalised KGF lease	CF
01.19.12	Clerk to issue forms for PC elections ASAP	CF
01.19.15	Clerk to submit precept request in the sum of £8,113	CF