

Minutes of the meeting of the Lower Heyford Parish Council held on 19th November 2020

Present: - Ric Fowles (RF) [Chair], Mr Macnamara (JJ) Bruce Eggeling (BE) (Vice Chair) , Emily Daly (ED). Chris Cox (CC), Sarah Varney (SV)

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

In attendance: Cathy Fleet, Clerk

11.20.01 Apologies: Apologies had been received from Stu Fox

11.20.02 Declarations of Interest : There were no declarations of interest

11.20.03 The minutes of the meeting held on 17th September 2020 were not signed as they require amendment and will be signed at the next meeting.

11.20.04 Public Participation
There were no members of the public present

11.20.05 Clerk's Report and actions from previous meeting

NO	ACTION	To be Actioned by :	Update
09.20.06	CF to provide Stuart Fox with necessary paperwork for co-option as councillor.	CF	Completed. Action closed
09.20.09	CF to inform payroll and inform them of change of Chair.	CF	Completed
09.20.10	ED to respond to 18/00825/HYBRID	ED	Completed
	Environmental matters will be a standing agenda item in future	CF	Completed
	RF to circulate draft newsletter	RF	Completed on-going
	Insurance to be Agenda Item for January	CF	

11.20.06 Highways/footpaths

SID - The SIDS have been received and are being stored at BEs house. The posts have been ordered and waiting delivery. 6 out of the 7 sockets have been installed. BE will liaise with CC when the posts arrive.

Caulcott Flooding - further flooding has occurred at Caulcott. There has been no response from Mr. Jones to the letter written regarding Riparian responsibilities. **Clerk to revert to Artur Mielczarek, Drainage Officer for**

OCC Highways for further advice. BE to speak to OCC Highways.

Rousham Bridge - The closure of the bridge for repairs planned for 16th November was cancelled. The PC was not informed. **RF to email Cllr Ian**

Corkin expressing the PC's dissatisfaction with not being informed and ask the reason why and to ask him for confirmation of the application for a weight limit on the bridge.

Road resurfacing - This is now mostly complete and is a great improvement. Drains have also been cleared and the broken drain cover at the top of Freehold Street has been replaced. - **BE to provide a list of remaining drains to be**

cleared to Highways. The bench around the tree in market Square has been damaged by a Highways vehicle and will be repaired. The maker of the bench will extend the legs of the bench and **SV to ask Barry to liaise with the maker of the bench to re-set it deeper in concrete.**

Thanks to BE for his work on this project.

Traffic calming - There is a long list of requirements, the most important being the weight limit on the bridge - RF to confirm with Ian Corkin that it has been applied for. Suggestions for traffic calming in Caulcott include lines on the road and red tarmac, but data from the SID is required in order to build a case. **CC to draw up a plan of movement of SIDS and a log of locations.**

250 bus - It is proposed that the 250 bus will no longer operate to Upper Heyford and Lower Heyford from December 2021; Heyford Park will have 4 buses an hour to Bicester. **ED to write to Dorchester to register disagreement with this proposal.**

Canal Footpath - Communication had been received from a resident complaining that the footpath is overgrown and unpassable. It is not known if this is responsibility of OCC or the landowner. To be reported on Fix My Street.

11.20.07 Meetings

JJ had attended the Parish Liaison meeting and reported that the emphasis of this meeting had shifted from how CDC can help parishes to how parishes can help CDC. The meeting mostly focused on the Covid situation. Also discussed was Emergency Plans, The census which will take place in March 2021 and the elections in May.

BE and RF had attended the CoM meeting.

11.20.08 Playground

Playground inspections continue and no problems are reported.

11.20.09 Defibrillators

BE carries out regular checks on the defibrillators at The Bell and The Horse and Groom and both appear to be in good order. The defibrillator at the Social Club does not appear to be registered with the NHS - **BE to ensure it is registered immediately. CF to send checklist used in another village to BE.**

11.20.10 Communications

The new website is under construction and a link to it was sent to councillors. All agreed it is a great improvement and look forward to its completion. It was agreed that a gift should be purchased for Elliott Nichol in recognition of his work on the website since 2017. **BE to purchase suitable gift.**

The Facebook page is well used. Responses to queries to the PC should be responded to as the PC rather than individuals - **RF to find out how to do this.**

The second draft of the newsletter will be circulated to councillors and will be published as soon as possible. **Action RF**

11.20.11 Community Emergency Plan

There does not appear to be an electronic version of the Emergency Plan which now requires updating. **CF to send details of the snow plough owner to all.**

11.20.12 Environmental matters

Areas of concern within the village are tree/hedge management, use of chemicals, flood management, use of pesticides and grass verge management. CC is leading on this topic and it was suggested that he puts together a paper to be discussed at length at the next meeting. **CC to submit a paper**

11.20.13 125th Anniversary Book

The book is ready to be published. The PC agreed that it should be made available online free of charge, with a print option available at personal cost. BE to contact editors to confirm that each would be equally credited for their work and that copyright remains with the PC as per previous correspondence with both editors.

CC to investigate digital and print options and costs.

11.20.14 Planning - The following planning applications were discussed:

Heyford park Pharmacy - the PC will not submit a response

Great Wolf Liesure complex - Leaflets have been distributed throughout the village. the matter of a donations was discussed and it was agreed to donate £500. **ED to send letter of objection to the Inspector.** All were encouraged to submit letters to the Inspector as it is the volume received which will make a difference.

Planning documents received:

20/02829/TCA Garden House, Station Road - Notice of Intent

20/0224/TCA Old Steam Mill Cottage - Approved

20/02658/TCA 108 Freehold Street - Notice of Intent

20/02516/TCA 25 Freehold Street - Notice of Intent

11.20.15 Finance - The following accounts were approved for payment

Payee	Detail	Amount	VAT	Notes
Stocksigns	SID	4854.90	809.00	paid 07.10.20
Elliott Nicholl	webite hosting & update	87.32		
Nigel Prickett	grasscutting	342.00	57.00	
Cathy Fleet	clk exp	8.80		
MCNP	2020 fee	35.00		

A meeting to discuss the precept will be held on 7th January at 7pm by Zoom videoconference.

Other matters

JJ reported that due to railway works, Network Rail may be using the yard this weekend.

The Traveller site Enforcement in Caulcott is on-going

Gigabits to be on January agenda

Dates of next meetings :

The dates of 2021 meetings were agreed - 3rd Thursday of the month

21 January, 18 February, 18 March, 15 April, 20 May, 17 June, 15 July, 16 September, 21 October, 18 November

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

Dates in RED are fixed dates, those in BLACK may be cancelled if no urgent business

Signed Ric Fowles (Chair) Date

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :
	Insurance to be Agenda Item for January Gigabits to be Agenda item for January	CF CF
11.20.06	Caulcott Flooding Clerk to revert to Artur Mielczarek, Drainage Officer for OCC Highways for further advice. BE to speak to OCC Highways.	CF BE
11.20.06	Rousham Bridge - RF to email Cllr Ian Corkin expressing the PC's dissatisfaction with not being informed and ask the reason why and to ask him for confirmation of the application for a weight limit on the bridge.	RF
11.20.06	Road resurfacing - BE to provide a list of remaining drains to be cleared to Highways. SV to ask Barry to liaise with the maker of the bench to re-set it deeper in concrete.	BE SV
11.20.06	Traffic calming - . CC to draw up a plan of movement of SIDS and a log of locations.	CC
11.20.06	250 Bus - ED to write to Dorchester to register disagreement with the proposal to discontinue the bus in Upper and Lower Heyford	ED
11.20.09	Defibrillators - BE to ensure the defibrillator at the Social Club is registered with the NHS immediately. CF to send checklist used in another village to BE.	BE CF
11.20.10	Facebook - RF to find out how responses can be made from the PC BE to purchase4 suitable gift for Elliott Nichol	RF BE
11.20.11	CF to send details of the snow plough owner to all	CF
11.20.12	CC to submit a paper regarding environmental Matters for the next meeting	CC
11.20.13	125th Anniversary Book - CC to investigate digital and print options and costs.	CC
11.20.14	ED to send letter of objection to the Inspector regarding the Great Wolf proposal	ED

