

**Lower Heyford Parish Council**  
**Notice of meeting to be held on 20<sup>th</sup> July 2023**  
**at 7.00 in the King George's Field Community and Sports Centre**

**Agenda & Summons to Councillors and Invitation to Members of the Public**

- 1 To receive apologies for absence**
- 2 Declarations of Interest** - to receive any declarations of interest from Councillors relating to items on the agenda, in accordance with the Council's code of conduct.
- 3 To receive the minutes of the last meetings** 18<sup>th</sup> May 2023
- 4 Public Participation** - to receive submissions from members of the public relating to items on the Agenda. Variation of order of business may apply.

**5 Clerks Report and Actions from previous meeting**

No	Action	Owner	Update
Mar23.01	<b>Paines Field</b> - , RF to contact Bidwells to find out terms of the Lease	RF	On-going
Mar23.03	ED to speak to Clara James regarding the oak sapling which had been offered with a view to planting it in the field for the Coronation.	ED	ED proposed that it be sited in the field. SV said that there is a water main in the suggested position and suggested that it would be better sited by the horse chestnut. It is too late to plant now so a decision will be made later.
Mar23.04	<b>Playground fencing</b> - CF to send RF Joe Tosh's details	CF	Completed Quote received – quite expensive and the whole fence needs re-doing. Further quotes required SF to provide details of people who may quote.
May23.01	CF to inform Pat Owen of the decision to co-opt him	CF	completed
May23.01	RF will contact Cllr Nigel Simpson to find out what is happening to the bridge	RF	Awaiting response
May23.02	SF to send exact location of new dog bin to CF (using What Three Words) so she can inform CDC	SF	Completed
May23.03	CF to speak to CDC for suggestions of where to site additional dog bin and get criteria for site.	CF	
May23.04	RF to draft June Newsletter	RF	
May23.05	RF to draft questionnaire for Parish Plan	RF	Completed
	Bank signatories to be changed after the next meeting	CF	

**6 Co-Option of Councillor** to finalise co-option of Pat Owen

**7 FoHS** To receive update

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| <b>8 Highways / footpaths</b>                     | to receive update  |
| <b>9 Meetings</b>                                 | to receive reports on any meetings attended  |
| <b>10 Playground</b>                              | to receive update and make a decision on quotes received   |
| <b>11 LH Athletics football pitch maintenance</b> | to discuss the need for written confirmation of use of the field for 10 years so they can get a grant for maintenance of £20 000 |
| <b>12 Parish Plan</b>                             | to receive update  |
| <b>13 Spending of SEE money</b>                   | to discuss suggestions made previously   |
| <b>14 Planting of sapling</b>                     | to discuss location (by the horse chestnuts) and possible plaque   |
| <b>15 Dog bin in Market Square</b>                | to discuss   |
| <b>16 Communications</b>                          | To receive update on website, Facebook etc   |
| <b>17 Environmental matters</b>                   | To receive update from the Nature & Bio Diversity Sub Group  |
| <b>18 Planning</b>                                | To discuss any planning documents received   |
| <b>19 Finance</b>                                 | To approve payment of accounts received<br>To approve quarterly report   |

**Dates for 2023 3<sup>rd</sup> Thursday of the month**

21<sup>st</sup> September

19<sup>th</sup> October

16<sup>th</sup> November

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



Cathy Fleet, Parish Clerk Public & Press welcome