

Minutes of the meeting of the Lower Heyford Parish Council held on 16th September 2021 in the King George's Field Community and Sports Centre

Present: Bruce Eggeling (BE) (Vice Chair), Emily Daly (ED), Chris Cox (CC), Sarah Varney (SV), James Macnamara (JJ)

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

In attendance: Cathy Fleet, Clerk

09.21.01 Apologies: Apologies had been received from Ric Fowles and Stu Fox

09.21.02 Declarations of Interest: There were no declarations of interest

09.21.03 Minutes of the last meeting held on 15th July 2021 were read and it was agreed that they would be revisited in order to further clarify the structure of the Nature & Bio Diversity sub-group and the main Environmental committee at the next meeting,

09.21.04 Public Participation

There were no members of the public present.

09.21.05 Clerk's Report and actions from previous meeting

NO	ACTION	Owner	Update
03.21.22	Weight limit on bridge - ED to follow up	ED	Update at next meeting
05.21.07	Highways - ED to obtain Fol request from OCC regarding the routing agreement	ED	Update at next meeting
05.21.08	SF will contact Ian Corkin to arrange a meeting to discuss the bus service	SF	To remain open
05.21.12	SF will contact Hugh about the Environmental Land Management scheme.	SF	On-going
05.21.14	Insurance - CF to cross reference Insurance cover with Risk Assessment	CF	On-going
07.21.06	SF will remove old SIDs CC will have data relating to speed and volume of traffic available at the next meeting SF will find out about composite gates.	SF CC SF	Outstanding Agenda item 6 outstanding
07.21.09	BE will look at options on how to spend the money from SSE and report back at the November meeting. RF will speak to immediate neighbours affected by the sub-station	BE RF	On-going. Will be discussed by CoM and a bulletin send out the villagers canvassing opinion. Completed
07.21.11	CC will create new grasscutting maps for Nigel Prickett CC will look into the wording required to for the PC to declare a Climate Emergency ED will discuss options for trees for the orchard with Nicholsons	CC ED	Outstanding Next Agenda On-going
07.21.12	ED to draft a response to the Great Wolf appeal to be sent by CF.	ED	Completed

09.21.06 Highways/footpaths

- SID data had been analysed and was available on the G-drive but councillors were unaware of this. CC to present the data in a more useable format.
- CC is in the process of creating grass cutting maps for Nigel Prickett.
- SID - some difficulties have been experienced when placing the SID on the pole in Caulcott - **CC to speak to OCC to see if the pole can be replaced.** Some very high speeds have been recorded (in excess of 300mph) indicating that the SID is not working as it should in some positions. **CC to discuss with OCC the possibility of re-siting the devices.**
- No update had been received from Victoria Prentis

09.21.07 Meetings

ED had attended the MCNP meeting and reported that Dorchester Living had 3 representatives attending. Ed reported that Dorchester area agnostic toward the Rail-freight Interchange proposal at Ardley but would prefer to get what they can out of the proposal (a passenger station at the Terminal) than oppose it.

The OCC cabinet member for transport strategy at a recent meeting said they are taking the 20mph speed limit proposal in villages much more seriously than the previous administration. They would like 20mph limit in all urban areas and across villages in Oxfordshire. They are intending a mass consultation over the county for all that have expressed an interest and then roll them out. Martin Lipson is doing this on behalf of all villages in the MCNP Forum.

The s.106 money for traffic calming (£50K) has still not been allocated by OCC. Lower Heyford was not mentioned in the traffic assessment. ED has asked OCC for evidence to justify the decision to exclude Caulcott from S106 funding and is waiting a response. It was noted that if s.106 money is not paid out within 10 years then the money will revert to the developer. **ED will point this out to OCC.**

ED has asked OCC for Traffic Assessment evidence to justify their decision in relation to S106 funding for Phase 9 at Heyford Park and is awaiting a response

09.21.08 Playground

The ROSPA report had been received. The equipment is showing some signs of rust which RF will attend to.

09.21.09 SSE Substation on KGF

CC questioned the removal of the hedge in order to re-site the sub-station. BE explained that the chosen site was the best option and that the Heads of Terms had been exchanged and were now in the hands of the solicitors.

09.21.10 Re-building of Heyford Station

In 1985 the old Heyford Station building was dismantled and stored at Didcot Heritage Rail Centre. It will now be renovated and re-constructed as part of the display. BE will be visiting the Centre next week to discuss in his capacity as Friends of Heyford Station representative and will report back to the next meeting.

09.21.11 Communications

The website and Facebook are working well. CF and RF are now able to edit the PC pages of the website.

09.21.12 Environmental matters

- The Nature & Bio Diversity Sub Group (NBDSG) meeting minutes were available on the G-drive but councillors were unaware.

- It was suggested at the NBDSG meeting that noticeboards could be placed around the village showing information about footpaths, wildlife, flora and fauna. It was agreed that noticeboards were very expensive and it was suggested that existing noticeboards and/or leaflets might be a more cost effective solution.
- Allotments - TOE grants are available but are not suitable for this project. Allotment rent is £20pa - CC to send email to CF requesting payment if this project is to go ahead.
- CC and ED are researching the purchase of trees. Dry rooted trees can be planted Oct-March while potted trees (more expensive) can be planted at any time. **CC to submit a firm proposal to the next meeting.**
- CC reported that each tree will require 75L of water per week throughout the first summer and that as there is no mains water on the allotments and therefore requested help with keeping the trees watered. It was questioned if this was a viable solution and the discussion ended with a question to CC as to whether or not we should first be looking into the cost of installing a water supply to the allotments. **CC to look into the costs and advise the next meeting.**

09.21.13 Community Emergency Plan

It had been suggested that the PC purchase sandbags for use in an emergency, particularly in Mill Lane and South Street Caulcott. The issue of storage was briefly discussed and the item deferred to the next meeting.

09.21.14 Planning

The following planning applications had been received :

Applications

21/02812/F 35 Freehold Street
21/02853/F May House, Station Road

Decisions

21/01671/F Darville House - Approved
21/02313/TCA 17 Market Square - Notice of Intent of treework
21/02510/TCA 72 Freehold Street - Notice of Intent of treework
21/02107/TCA KGF Field - Notice of Intent of treework
21/01402/F 48 Greenway - Approved
21/01557/TCA 16 the Lane - Notice of Intent of treework

11.15.13 Finance - The following accounts were approved for payment

Payee	Detail	Amount	VAT	Notes
Nigel Prickett	Inv 1440 (May)	£342.00	57.00	
Nigel Prickett	Inv 1471 (July)	£390.00	65.00	
Nigel Prickett	Inv 1498 (Aug)	£342.00	57.00	
Cathy Fleet	Clk sal (Aug)	£257.23		S/O
Cathy Fleet	Clk sal (Sept)	£257.23		S/O
HMRC	PAYE	173.40		
Playsafety	ROSPA report	£90.60	15.10	
KGF	Hall hire	£157.56		
Foursquare Health	defib pads	£126.00	21.00	

It was agreed to amend the Financial Regulations to reflect the need to enable low value purchases (less than £500) to be made without tender. Regulations to be revised accordingly for adoption at the next meeting. **CF to revise**

The quarterly financial report was received and signed, showing a bank reconciliation of £20,987.92

Dates of 2021 meetings - 3rd Thursday of the month

21st October, 18th November

Proposed dates for 2022

20th January
17th February
17th March
21st April
19th May
16th June
21st July
15th September
20th October
17th November

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

These dates to be agreed at the next meeting

Other matters

It was noted that there is some chain link fencing on KGF which was never removed when the fencing was replaced. It has now become overgrown and is unsightly and required recycling if possible. To be on the CoM agenda for their next meeting.

It was agreed that in future, if papers are added to the G-drive councillors should be emailed to let them know.

It was agreed that for future meetings, if councillors have an item for discussion or a proposal to be considered, a paper should be made available with as much information as possible for consideration by councillors ahead of the meeting which can be circulated with the meeting papers and enable informed discussion. **BE to develop proposal to effect this.**

Signed.....**Bruce Eggeling (Acting Chair)**

Date

ACTION LIST SUMMARY

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07.21.11	CC will create new grasscutting maps for Nigel Prickett CC will look into the wording required to for the PC to declare a Climate Emergency	CC CC	
09.21.02	ED will point out to OCC that if S106 money is not paid within 10 years it will revert to the developer.	ED	

09.21.03	CC to submit a firm proposal regarding trees on the allotment to the next meeting.	CC	
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