

**Minutes of the meeting of the Lower Heyford Parish Council held on 1st December
2022 in the Church**

Present: - Ric Fowles (RF) [chair] Chris Cox (CC), Sarah Varney (SV), Paul Wordsworth (PW)

Members of the public :

In attendance: Cathy Fleet, Clerk

12.22.01 Apologies: Stu Fox,

12.22.02 Declarations of Interest: JJ registered an interest in the Poors Land.

12.22.03 Minutes of the last meeting held on 27th September 2022 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair. The amended minutes from the July meeting were also signed.

12.22.04 Public Participation

12.22.05 Clerk's Report and actions from previous meeting

NO	Action	Owner	Update
05.21.14	Insurance - CF to cross reference Insurance cover with Risk Assessment	CF	CF to send Insurance schedule to Phil Cheshire (CoM), Gay Hawkins (Events Cttee) Completed, awaiting response
03.22.02	Bench in Market Square - SF will circulate quote	SF	SF to circulate quote and CF to get OCC to pay CF to chase
03.22.04	CF to find out costs of dog bins for the Bridleway	CF	SF to inform CF of location of bin on a map to be sent to CDC for emptying purposes. On-going
07.22.01	Weight limit on bridge - RF will again contact Victoria Prentice by mail (not email) to request a surgery appointment	RF	Letter has been written but no response received Face to face meeting arranged for 13/12/22
07.22.03	Bromeswell Close – CC to obtain quote from Nigel for cutting	CC	Awaiting response
07.22.04	Defibrillator – SF will arrange training	SF	On-going
07.22.05	Newsletter – RF will draft newsletter	RF	Completed
07.22.07	PW will search Land Registry to find the Deeds for the Poors Land	PW	On-going Land was given to people I of Heyford before LHPC was established so it could be rented to farmers and the question of ownership is unknown. The land is unregistered so ownership cannot be established. RF to speak to Liz Goodwin requesting that they register the land on behalf of the Trustees.

07.22.08	Caulcott Noticeboard – SV will research alternative suppliers	SV	Agenda item
09.22.01	Weight Limit on bridge - JJ to contact the Conservation Officer regarding the decline of the state of the bridge	JJ	New conservation officer – Emma Harrison, Joyce Christie is looking after the bridge. Is in capital programme to be completed by summer 2024. No intention for county council to provide weight limit. JJ to respond saying that Conservation should provide weight limit.
09.22.02	Lorries/routing agreement - PW and ED will monitor the situation and should it deteriorate evidence will be collected to forward to HS2	PW/ED	PW observed in 1 hour (2pm) large quantity of Earthline lorries. Survey was being carried out at Middleton Stoney who immediately went to LH to monitor. RF to write to Earthline Large pothole on bridge – PW to report on Fix my Street
09.22.03	Village gates – SF to obtain additional quotes	SF	Deferred until S106 money is obtained
09.22.04	Playground - CF to speak to a local handyman to obtain quote for mending the fencing	CF	Completed. Bigger job than first thought so he is unable to quote. RF to get quotes
09.22.05	Oak Saplings – ED to respond to email received	ED	

12.22.06 Highways / footpaths

The Lane/Freehold Street – overgrown foliage – to be in next newsletter
Footpath on Station Road - too dangerous to mow or litterpick
RF to respond to Bruce's letter

12.22.07 Clerk pay increase

NALC guidelines had been circulated and all agreed to approve. **RF to inform payroll**

12.22.08 Coronation of King Charles III

A fete will be held on Saturday 6th May by the event committee. The PC will ringfence £1000 for Coronation gifts/support

12.22.09 Defibrillator

No update available due to absence of SF

12.22.10 SSEN sub-station

The contracts have been signed and the money in the Solicitor's bank account. The project is tied with Upper Heyford and once finalized the money will be released

12.22.11 Meetings

Parish Liaison report is awaited

KGF nominations – Ric Fowles was nominated as CoM member from the parish council and Bruce Eggeling as CoM member for the Village Hall Fund.

12.22.12 MCNP

ED attended the MCNP meeting - ED is development task team and CC is environment task team. No changes to boundary of settlement area. CDC will respond on the call to sites after Christmas and a consultation will follow. The vision for Heyford Park was presented to MCNP. Martin Lipson is suggesting that a non-coalescence zone should be applied for between Heyford Park and Caulcott. The Environment group will obtain evidence from DEFRA regarding ancient hedges, woodland and wildlife in order to ascertain where the boundary should be. ED will circulate further information so the PC can formulate arguments. Green Spaces in Lower Heyford will also be reconsidered as part of the Neighbourhood Plan

12.22.13 Playground

RF to obtain quotes for repairing the fencing.

12.22.14 Communications

A letter had been received from Victoria Prentis regarding Digital Connectivity. RF to place information on the noticeboard and Facebook. The survey can be completed at www.victoriaprentis.com/digital-connectivity . All were encouraged to complete the survey.

Leaflets had been received regarding Schools Admission. **RF to put on Noticeboard and Facebook.**

12.22.15 Environmental matters

PW had drafted a letter to Peter Brown regarding farming of land in the village as he has taken on the lease from Corpus Christi. It was agreed that (with a slight amendment) that this should be sent.

12.22.16 Caulcott noticeboard

SV provided quotes and pictures of noticeboards. It was agreed to order from Greenbarnes £907 +VAT. CF to place order.

12.22.17 Community Emergency Plan

No update

12.22.18 Planning the following planning documents were discussed

Applications

22/03186/TCA	Manor Barn House, Church Lane	Treework
22/01606/F	The Gables, 1 Knaptons Croft	Solar Panels - APPROVED

Decisions

22/01841/F	Daisy Head Farm	APPROVED
22/01842/f	Daisy Head Farm	APPROVED
225/01843/F	Daisy Head Farm	APPROVED
22/02809/clue	60 GREENWAY	REFUSED

22/02830/TCA	Merrys Farmhouse, 6 The Lane	NOI of Treework
22/02856/TCA	Bridge House, Station Road	NOI of Treework
22/02580/Q56	Firtree Farm, Kirtlington Road	REFUSAL
22/02712/F	Glebe Cottage, 5 Market Square	WITHDRAWN

11.22.19 Finance - The following accounts were approved for payment:

Payee	Detail	Amount	VAT	Notes
Cathy Fleet	Clk sal Oct	261.41		S/O
Nigel Prickett	grasscutting	360.00	60.00	
Cathy Fleet	Clk sal Nov	261.41		S/O
MCNP	Admin fee	318.00		
CDC	Dog bins	253.97	42.33	

Dates for 2023 3rd Thursday of the month

12th January (date changed to accommodate Precept discussions)

16th February

16th March

20th April (KGF hall not available)

18th May

15th June

20th July

21st September

19th October

16th November

Signed (Chair) Date

ACTION LIST SUMMARY

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09.22.04	Playground - CF to speak to a local handyman to obtain quote for mending the fencing	CF	Completed. Bigger job than first thought so he is unable to quote. RF to get quotes
11.22.01	Foilage and footpath - RF to respond to letter from Bruce Eggeling	RF	
11.22.02	Clerk pay increase – RF to inform payroll	RF	
11.22.03	Playground – RF to obtain quotes for fence repair	RF	
11.22.03	Communications – RF to put details of Digital connectivity and Schools admissions on the noticeboard and Facebook	RF	
11.22.04	Letter to Peter Brown - PW to amend and send	PW	
11.22.05	Noticeboard – CF to place order	CF	