

**Minutes of the meeting of the Lower Heyford Parish Council held on 18th March 2021  
by Zoom videoconference**

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

Members of the public : Hugh Spencer

In attendance: Cathy Fleet, Clerk

**03.21.01** Apologies: Apologies had been received from Stu Fox.

**03.21.02** Declarations of Interest: There were no declarations of interest

**03.21.03** Minutes of the last meeting held on 21st January 2021 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Clerk (pp'd for the chair)

**03.21.04 Public Participation**

Hugh Spencer was attending the meeting to advise of his findings and recommendations in relation to agenda item 13.

**03.21.05 Clerk's Report and actions from previous meeting**

NO	ACTION	Owner :	Update
11.20.06	<b>Traffic calming</b> - . CC to draw up a plan of movement of SIDS and a log of locations once the SIDs are operating	CC	Completed
01.21.10	Caulcott flooding - RF will write to home owners pointing out their Riparian Responsibilities	RF	Completed
01.21.11	RF will update Clerk's contract	RF	Agenda item
01.21.12	BE will examine insurance documents to avoid overlap with other organisations in the village	BE	On-going
01.21.18	BE will speak to Bicesterprint and obtain a quote for the 125 Anniversary Book .	BE	Completed
01.21.20	CF to submit precept request to CDC	CF	Completed

**03.21.06 Highways/footpaths**

The MCNP forum will be carrying out a survey of data for people at Heyford park using the bus for Bicester but have had little feedback. this will be discussed at the MCNP meeting in April.

ED has been informed by the chair of Upper Heyford of a potential proposal to stop the 250 bus from stopping at Lower and Upper Heyford. ED to obtain further information from OCC.

**03.21.07 Meetings**

BE and RF had attended the KGF CoM meeting. Agenda items 11 and 15 refer.

- 03.21.08 Playground**  
The reported problems with moles on the playground is now solved. The sign has been damaged and will be replaced. **RF to purchase a sign up to £50.**
- 03.21.09 Clerk's contract**  
Deferred to next meeting
- 03.21.10 Councillor Priority Fund**  
£1000 had been awarded from the Councillor Priority fund for funding works on KGF in relation to the transformer and poles. This is now not needed as it will be funded by SSE. After some discussion it was proposed that the £100 would be best spent on arboricultural work on the large trees on KGF, planting of trees on the allotments and planting of bulbs around the village. **BE to confirm with Cllr Ian Corkin that this is an acceptable use of the grant. On confirmation of this CF will ring fence the amount of £1000 in the accounts as 'Lower Heyford Tree Project'**
- 03.21.11 KGF gate colours**  
After much discussion it was agreed that the gates should be painted in green non-metallic paint.
- 03.21.12 Insurance**  
The Insurance renewal is due in June and BE will examine the schedule to ensure there is no lap over with the CoM or other bodies within the village prior to renewal.
- 03.21.13 Gigabits**  
Hugh Spencer attended the meeting to explain detail the current and proposed situation regarding broadband speeds in the village. It is important that good broadband speeds are available to all properties in Lower Heyford and Caulcott not only for personal use, but also for those members of the community who work from home; it could also affect house prices in the villages. Hugh explained that he in communicating with Openreach and that costs for upgrading the remaining properties in the village to superfast would be in the region of £80K, for which some grant funding may be available, and would need support from the community. Hugh is willing to drive the project forward and assist with co-ordinating communications to residents. Caulcott is on a different exchange to Lower Heyford (Middleton Stoney as opposed to Steeple Aston which Lower Heyford I connected to) and will need to be treated as a separate but concurrent project. The PC agreed to support this proposal and resolved to communicate the details to residents within the Parish once the required details have been obtained: **BE will head a sub-committee to liaise with Hugh and report back to the PC.**
- 03.21.14 Trustee for the Community Fund**  
An application had been received from Maddy Aldis-Evans to become a trustee for the Community Fund. Maddy's biography had been circulated to all councillors, and it was agreed that she should be appointed trustee. **CF to inform Liz Goodwin**
- 03.21.15 SSE sub station on KGF**  
The plans for the sub-station site have changed and it is now proposed to be sited behind Nos 83 and 95 Freehold Street. the matter of screening is not yet

confirmed. SSE propose to carry out the work in the summer. The lease to CoM will require changing with regard to the wayleave and SSE have agreed to underwrite legal fees. **BE to continue discussions with SSE**

**03.21.16 Communications**

BE reported that Maria is continuing to work on building the website and is awaiting input from other organisations in the village. No go-live date is yet available.

**03.21.17 Community Emergency Plan**

RF and SF are continuing to work on updating the plan. A draft is available and will be discussed at the next meeting.

**03.21.18 Environmental matters**

RF shared the draft ToR for the sub-committee which was approved by all. CC will continue to drive matters forward.

**03.21.19 125th Anniversary Book**

BE had obtained a quote from Bicesterprint for hard copies of the book and it was agreed to provide a budget of up to £100 for 20 copies. **CC will arrange for a digital version to be available via Facebook and the website.**

**03.21.20 Speedwatch**

Thanks were expressed to CC for arranging for the installation of the new SIDs. The old ones will be removed and sold/recycled in due course. Information had been received from TVP that Speedwatch schemes will be able to start again with the lifting of restrictions in the coming months.

**03.21.21 Planning - the following planning documents had been received:**

**Applications**

21/00628/TCA	Merrys Farmhouse, the Lane	Treework	no objection
21/00457/TCA	48 Freehold Street	Treework	no objection
21/00961/F	Manor Barn House	Replacement of French windows with similar.	no objection
21/00830/TCA	3 Knaptons Croft	Treework	no objection

**Decisions**

21/00064/TCA	Quiet Waters, Station Road	Treework	NOTICE OF DECISION APPROVED
21/00290/TCA	50 Freehold Street	Treework	NOTICE OF DECISION APPROVED

Peter Stoddard is moving away and has stepped down from the MCNP Forum - a replacement is therefore required. **It was resolved to identify potential candidates from within the community.**

Rousham Bridge will be closed in May for repairs. . **ED to chase planning with regard to the weight limit**

**03.21.22 Finance - the following accounts were approved for payment**

Payee	Detail	Amount	VAT	Notes
HMRC	PAYE	173.40		
Cathy Fleet	clk sal March	257.23		S/O

OALC	subs	146.16	24.36	
Cathy Fleet	CLk exp	18.79		
Community First	subs	55.00		
Kelly Wrought Iron	KGF gates deposit	762.30		paid 01.03.21
Cathy Fleet	clk sal Feb	257.23		S/O

The Lower Heyford section on council tax bills has been clarified and all is in order. RF will include notes on the precept in the next newsletter.

### Dates of 2021 meetings - 3rd Thursday of the month

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 :
03.21.08	<b>Playground</b> - . RF to purchase a sign up to £50.	RF
03.21.10	<b>Councillor Community Fund</b> - BE to confirm with Cllr Ian Corkin that this is an acceptable use of the grant.  On confirmation of this CF will ring fence the amount of £1000 in the accounts as 'Lower Heyford Tree Project'	BE
03.21.12	<b>Insurance</b> - BE to examine policy prior to renewal in June	BE
03.21.13	<b>Gigabits</b> - BE will head a sub-committee to liaise with Hugh and report back to the PC.	BE
03.21.14	<b>Trustee</b> - CF to inform Liz Goodwin of the decision to nominate Maddy Aldis-Evans as trustee	CF
03.21.19	<b>125 Anniversary Book</b> - BE to arrange printing of hard copies. CC to make digital copies available	BE/CC
03.21.22	<b>Planning</b> - ED to chase planning with regard to the weight limit on the bridge	ED