

Minutes of the meeting of the Lower Heyford Parish Council held on

Thursday 20th April 2017 at 7.00 pm in the Church

Present: - Mr Macnamara (JJ) (Chair), Mrs. Ball (DB) (Vice Chair) , Mr. Thompson (LT), Mrs Daley (ED)

Members of the public : Mr. P Stoddart

In attendance: Cathy Fleet, Clerk

04.17.01 Apologies: Apologies had been received from Bruce Eggeling

04.17.02 Declarations of Interest : there were no declarations of interest

04.17.03 Minutes of the last meeting held on 23rd March 2017 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

04.17.04 Public Participation

Peter Stoddart wished to comment on the MCNP which is covered later in these minutes

04.17.05 Clerk's Report and actions from previous meeting

NO	ACTION	Update	To be Actioned by :
06.03.17	Clerk to send necessary paperwork for a new councillor to Emily Daley	Completed	CF
07.03.17	Clerk to arrange to advertise for a Trustee for the charity	Completed	CF
09.03.17	<ul style="list-style-type: none"> • JJ to again speak to Bob Duxbury regarding Rose Todd's lack of response regarding Rousham Bridge • Clerk to ask Bob Bickley for a quote to cut back the foliage on Rousham Bridge • JJ to request Bob Duxbury to follow up possible breach of planning at the Romani site in Caulcott 	Bob is unable to quote	JJ CF JJ
10.03.17	Clerk to write to GWR supporting FoLHS' opposition to parking charges at the station	Completed	CF
	Clerk to report (1) mess left by contractors and (2) slurry caused by the broken wall in South Street, Caulcott	Completed. Ref 1021708	CF

04.17.06 New Councillor

Emily Dailey had returned all necessary paperwork to the clerk and was welcomed as a new councillor.

04.17.07 Highways/footpaths

Rousham Bridge - No progress has been made with repairs to the bridge, although an email had been received from the Canal & River Trust by Peter John informing that CDC have confirmed that the work will be carried out early summer. .

ACTION : Clerk to contact Rose Todd, Conservation Officer, requesting a Statement of Significance for the bridge on the advice of Bob Duxbury.

Bob Bickley is unable to cut back the brambles and it was suggested that the FoLHS may be able to do this in return for a donation

ACTION : Clerk to contact FoLHS regarding cutting brambles on the bridge.

Grasscutting - Mark Probbitts has signed the contract to cut the grass in Lower Heyford & Caulcott for the next 2 years. The first cut has been made and all agreed that it is a good job.

Seat in Market Square - deferred to next meeting

Damage to bridge over the river - Clerk to ascertain ownership (Tim Taylor?) and request repairs to be made

South Street Caulcott - Clerk has been informed by OCC that repairs to verges will be carried out in the next few weeks. OCC are unable to do anything about slurry from the broken farm wall and suggest contacting the Environment Agency.

ACTION : Clerk to contact Environment Agency re slurry discharging from Caulcott Farm into Galloes Brook and the road.

Reason Transport - Lorries continue to contravene the routing agreement and use Station Road

ACTION : ED to contact Dorchester regarding the routing agreement

04.17.08 MCNP

Peter Stoddard reported that the Healthcheck on policies has now been completed and that following a meeting of the Executive last week a meeting has been arranged on 5th May for the Executive to review all policies prior to public consultation and re-submission to CDC. A public meeting of the Forum has been arranged for 17th May in Steeple Aston Village Hall.

ACTION : Clerk to publish notices

Listing of a Community Asset - Mr. Stoddard has had a meeting with the landlady of The Bell who is happy that the pub is listed as a Community Asset and will provide further information to enable Mr. Stoddard to complete the form. It was agreed that once completed the form can be signed by JJ with the advance approval of the parish council.

04.17.09 Meetings

No meetings had been attended

04.17.10 Risk Assessment

The updated Risk Assessment had been circulated by the Clerk and it was agreed by all that this should be approved.

04.17.11 Playing field Lease

A request had been received from the Social Club that the lease, which currently has 8 years remaining, should be extended to enable them to apply for grant funding for an extension to the building. It was agreed in principle that the lease be extended for a further 25 years subject to the PC viewing the lease and agreeing terms, with the Social Club to pay any legal fees.

ACTION : Clerk to contact Cantelli solicitors for a price for extending the lease and inform the Social Club

04.17.10 Playground

Nothing to report

04.17.11 Planning

The following planning applications had been received :

Paines Field, Freehold Street, APPROVED

11.15.13 Finance - The following accounts were approved for payment

Payee	Detail	Amount	Cheque No
MCNP	Subs underpayment	£18.00	500394
CDC	Dog bins	96.10	500395
Cathy Fleet	Clerk expenses	21.65	500396
Mar Probbitts	Grasscutting	285.00	500397

Date of next meeting :

18th May 2017 (to include Annual meetings)

Signed Mr J J Macnamara Date

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :
04.17.07	<ul style="list-style-type: none">• Clerk to contact Rose Todd, Conservation Officer, requesting a Statement of Significance for the bridge on the advice of Bob Duxbury• Clerk to contact FoLHS regarding cutting brambles on the bridge• Clerk to ascertain ownership of bridge (Tim Taylor?) and request repairs to be made• Clerk to contact Environment Agency re slurry discharging from Caulcott Farm into Galloes Brook and the road.• ED to contact Dorchester regarding the routing agreement	CF CF ED
04.17.08	Clerk to publish notices of public meeting of MCNP	CF
04.17.11	Clerk to contact Cantelli solicitors for a price for extending the lease and inform the Social Club	CF