

**Minutes of the meeting of the Lower Heyford Parish Council held on
Thursday 27th March 2014 at 7.00 pm in the Church**

Present: - Mr Macnamara (Chair), Mrs. Ball (Vice Chair), Mr Mortimore, Mr. Thompson, Mr Dare, Mrs Turner, Mr. Eggeling, Cllr Mrs Fulljames

Members of the public : Mrs Jenny Tamblyn

In attendance: Cathy Fleet (Clerk)

Apologies: No apologies had been received

Declarations of Interest : There were no declarations of interest.

Minutes of the last meeting held on 20th February 2014 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

Public Participation : Mrs. Tamblyn wished to discuss the danger of the crossroads and also the situation regarding broadband. It was explained that to make any major alterations to the crossroads is cost prohibitive. Clerk to forward her any information regarding the Steeple Aston telephone exchange and any possible upgrade in the future. Cllr Mrs Fulljames reported that the incinerator at Ardley is nearing completion and will commence rubbish disposal in April and by August/Sept will be accepting up to 3000,000 tonnes of rubbish per annum with lorries arriving twice a week through Lower Heyford. No bulk lorries should travel through the village, only regular refuse lorries and CCTV will be placed at the gates of the incinerator to ensure that bulk vehicles are arriving via the M40.

03.14.01 Clerk's Report :

Potholes on Freehold Street reported Council ref: 629492

Contact made with Radarlux re purchase of additional SID

Letter sent to Savilles re trees

03.14.02 Matters Arising

A specification for the SID was agreed. Clerk to further contact Radarlux for an exact price and obtain 2 other quotes and obtain permission from Highways for the siting of poles

ACTION : CLERK

A rota will be arranged for the rotation of the positioning of SID

ACTION: DD/CM/BE

Clerk to chase Savilles for a reponse to letter sent regarding trees on land owned by Corpus Christi, especially in the light of further debris having fallen.

ACTION : CLERK

03.14.03 Financial Regulations, Standing Orders & Risk Assessment. - It was agreed that subject to some minor updating (dates etc) these three documents should be adopted for the forthcoming year.

ACTION : CLERK

03.14.04 - Highways/Footpaths Work is currently being carried out resurfacing and raising the kerb on Rousham Bridge which was due to be completed by the end of the week, however, due to an accident involving a workman this has been delayed for a week and the road remains closed. Clerk has written to Highways expressing sympathy to the workman involved. Mr. Dare to draft letter to be sent by Clerk further requesting a weight limit to be imposed on the bridge

ACTION : DD

There has been no progress on the Rifle Plank Bridge. Clerk to chase Hugh Potter

ACTION : CLERK

Information had been received from OCC regarding the routing Agreement for lorries travelling to and from Upper Heyford. It is apparent that some companies based at Upper Heyford are not adhering to this agreement. Clerk to write to the Dorchester Group who own the site, reminding them that it is their responsibility as landlords to ensure their tenants, in particular Jamie Briggs Ltd, that Station Road should not be used by large vehicles.

ACTION : CLERK

A copy invoice had been received from OCC/Canal & River Trust and it would seem that some progress is now being made.

Clerk had received some responses regarding the possible addition of a street light on Station Road. The opinions were mixed and it was agreed that this should be an Agenda item for discussion at the Annual meeting.

The sewage situation at Caulcott has still not been resolved. Clerk to chase

ACTION : CLERK

03.14.05 - Dorchester Living Neighbourhood Plan - Mr. Macnamara will attend the presentation at Upper Heyford and a representative from Dorchester Living has been invited to make a presentation at the LHPC Annual Meeting on 24th April. Cllr Mrs Fulljames enquired as to the opinion of LHPC to the proposals and it was decided that no opinion could be formed until all the facts are known.

03.14.06 Meetings - No meetings had been attended, but Mr. Macnamara will attend and report back on the Boundary Commission meeting on 31st March and Mr. Thompson will attend and report back on the NAG meeting on 31st March.

03.14.07 Correspondence - Correspondence lists were circulated and discussed . Clerk to scan and circulate the correspondence regarding local heritage assets.

ACTION : CLERK

A letter had been received regarding the possibility of CDC assisting in setting up Facebook/Twitter accounts but it was decided not to pursue this.

03.14.08 - LHRINC Mr Macnamara had made the Statutory Declaration as requested by Howard Meakin, who will now complete the paperwork for the registration of the land.

03.14.09 - Playground - Clerk had received confirmation from Viridor that the application for grant funding of £44,668.95 had been successful. Thanks were expressed to Mrs Turner and her team for their efforts. Further paperwork is now to be completed, a contractor identified and the work must be completed within the current financial year. The question of upkeep of the playground was raised and Mrs Turner confirmed that the Playground Committee would continue to fundraise for any ongoing costs and would employ a suitable qualified person to carry out regular inspections and maintenance of the playground. clerk to supply Mrs Turner with information.

ACTION : PT/CLERK

03.14.10 Planning -

13/01890/F Caulcott Farm, South Street Caulcott, amendment to 13/01007/F APPROVED

13/01891/F Caulcott Farm, south Street, Caulcott, amendment to 13/01008/LB APPROVED

14/00059/TCA Tree work at 10 Cherwell Bank - APPROVED

14/00081/TCA Tree work at Overmead, Station Road - Notice of Intent

14/00103/TCA - Tree work at The Coach House, Church Lane, Notice of Intent

It was reported that the proposed Gypsy Site at Caulcott is awaiting a Flood Report and may be discussed at the Planning committee on 24th April.

03.14.11 Finance - The following accounts were approved for payment :

Payee	Detail	Amount	Cheque No
Low carbon Products Ltd	Bench for playground (money from Big Society)	494.88	200220
SLCC	Subs (1/2 with SA)	50.50	200221
OALC	Subs	133.07	200222
CDC	Dog Bins	87.17	200223
Thirsk Payroll	Payroll Services	61	500224
Cathy Fleet	Clerk salary	226.82	500225
Cathy Fleet	Clerk expenses	27.19	500226

Date of next meeting : 24th April 2014 to be preceded by the Annual Meeting at 7pm
Light refreshments will be served

Signed Mr J J Macnamara Date

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :
03.14.02	Clerk to obtain further quotes for SID and obtain permission from CDC	Clerk
03.14.02	A rota to be formed for the positioning of SID	DD/CM/BE
03.14.02	Clerk to chase Savilles re trees on Corpus christi land	Clerk
03.14.03	Clerk to amend Standing Orders, Financial Regs & Risk Assessment	Clerk
03.14.04	Mr. Dare to draft letter regarding weight limit on bridge	DD
03.14.04	Clerk to write to Hugh Potter re Rifle Plank Bridge	Clerk
03.14.04	Clerk to write to Dorchester Group re Routing Agreement	Clerk
03.14.04	Clerk to chase sewage at Caulcott	Clerk
03.14.07	Clerk to circulate letter re heritage assets	Clerk
03.14.09	PT to complete paperwork for playground grant	PT