

**Minutes of the meeting of the Lower Heyford Parish Council held on  
Thursday 20<sup>th</sup> September 2012 at 7.00 pm in the Church**

**Present:** - Mr Macnamara (Chair), Mrs. Ball (Vice Chair), Mr Mortimore, Mr Dare  
**Members of the public :** Mr. Mills, Mr & Mrs. Harris, Mr & Mrs Butterfield, Mr John  
**In attendance:** Cathy Fleet (Clerk)

**Apologies:** Apologies had been received from Miss Hawkins

**Declarations of Interest :** Mrs. Ball declared an interest in the timber yard and Mr Dare declared an interest in the boat yard and Station Road

Minutes of the last meeting held on July 2012 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

**09.12.01 Public Participation :** All members of the public in attendance wished to discuss issues regarding the traffic on Station Road. Mr. Dare, having declared an interest, presented the issues. . The two main issues are volume and weight of traffic causing noise and vibration and structural damage and issues arising over the drains

- **Vibration and structural damage .** The road was closed for some weeks at the beginning of the year and patch repairs made by hand which initially alleviated the problems of lorries bouncing and causing vibration. The patching was uneven and has now deteriorated to such an extent that the road is rutting severely and the carriageway is not fit for purpose. Since the bridge re-opened in 2006 to full weight lorries, the noise and vibration is causing buildings to shake and cracks to appear in the more vulnerable buildings. Speeding vehicles are causing more problems and the noise and vibration is significantly reduced in vehicles adhering to the 30mph limit. Mr. Mills reported that his house shakes and cracks are appearing in the walls. He has commissioned a structural survey and will inform the PC of the results. It is known that trains from the nearby railway line are not causing any vibration damage. The SID device, although not currently in place, had some effect on slowing down vehicles, although what is now required is a physical prevention of speeding .
- **Drains .** Mr Dare has spoken to OCC and the Clerk has reported on many occasions problems caused by blocked drains. On 26<sup>th</sup> August and 4<sup>th</sup> November Mr Dare reported to OCC under Ref No 514098 that the boatyard was flooded by effluent due to drains not working properly and previous complaints not having been dealt with. Canal Cottage has been damaged by flood water and all storm drains appear to be blocked. Station Road floods regularly during severe weather.

It was agreed that Mr Macnamara write to the OCC Cabinet Member for transport with copies to Cllr Hallchurch, the OCC Leader, Sir Tony Baldry MP and others in the strongest possible terms requesting road resurfacing/rebuilding, drain clearance and rebuilding where necessary, including an adequate discharge system, manhole and gully replacement, traffic calming to enforce the 30mph limit or a 7.5t weight limit to cover all of Lower Heyford. **ACTION : JJM**

**09.12.02 Clerk's Report**

**Drains – covered above**

**Kissing Gate -** Following email communication OCC have said that the Kissing gate in Church lane is privately owned and should be dealt with accordingly. It was agreed that Dave Harris and Alistair Watson would repair the gate with Mr Dare supplying some materials.

**Salt supplies -** Clerk has received Proforma for salt supplies from OCC which will be returned. Supplies to be stored at the boatyard **ACTION : CLERK**

105 Freehold Street – Following lengthy discussion with Kate Walther by email, it appears that OCC are prepared to install posts outside 105 Freehold Street to protect the building from vehicles with the cost to be covered by the residents of 105 Freehold Street. Clerk to inform Mr & Mrs Parker. **ACTION : CLERK**

Audit - covered later in these minutes

Charity - covered later in these minutes

Weeds on Long Bridge - Clerk has received email from OCC stating that there is no funding for weeding. The pavement from the station to the bridge has deteriorated so much as to be dangerous to parents and children going to school in Steeple Aston and is also narrowed by overgrown vegetation. The PC want this rebuilt rather than just patched and the vegetation cleared to widen the path for prams and children. It was decided that the PC could take no action in weeding the bridge due to danger to unofficial workers and traffic of carrying out works in the carriageway, but will seek someone with the relevant insurance etc to carry out the work. **ACTION : CLERK**

Letter received re speeding at crossroads and request for mirror on Freehold Street - Clerk to respond **ACTION : CLERK**

#### 09.12.03 Matters Arising

PC Brown will be attending the next meeting, and matters to be discussed with here will be

- Speeding and how best to utilize the data taken from SID
- Recent break-in at the boat yard

Jubilee tree - Clerk to insert item in Valley News

**ACTION : CLERK**

Millennium seat - to be repaired when services of a Handyman have been secured

Progress on brackets for SID - the new brackets will be made and SID reinstated as soon as possible. **ACTION : DD/LT**

#### 09.12.04 Meetings - No meetings had been attended

#### 09.12.05 Correspondence - Correspondence lists were circulated and discussed

09.12.06 Relief in Need Charity - A response had been received from Dr Clayton stating that all trustees are appointed by the PC. It was decided to request that the PC receive an annual report of the charity's activities to be presented at the Parish Council's Annual Meeting and that in the meantime a summary be provided to the PC of the Charity's aims and aspirations and a brief outline of the function of the charity.

**ACTION : CLERK**

#### 07.12.07 Planning -

12/00914/F	Dr Elliot, Quiet Waters, Station Road	SSRE & Porch - APPROVED Demolish existing kitchen gable wall. Construct new two story extension. Loft conversion with 3 dormer windows - APPROVED
12/0001/LB	Caulcott Farm 25 South Street	2 storey extension APPROVED
12/00986/F	The Old Bakehouse, Caulcott	2 storey extension APPROVED

#### 07.12.08 Affordable Housing - No progress to report

#### 07.12.09 Finance - It was RESOLVED to accept the following Accounts for payment:

Payee	Detail	Amount	Cheque No
CDC	Dog bin emptying	£174.35	500165
Cathy Fleet	2 x Clerk salary	£356.40	500166
Cathy Fleet	2 x clerk expenses	£100	500167
BDO	Audit	£186	500168

A VAT claim had been made and the sum of £665.51 received  
The external Audit has been successfully completed. The notice  
of conclusion will be put on the noticeboard

07.12.10 - Handyman - It was noted that, due to the current austerity, tasks which had previously been carried out by other bodies, such as OCC, would no longer be funded. It was agreed that these tasks were necessary for the wellbeing of the parish and that there was no alternative to parishioners having to pay for them to be done. It was therefore RESOLVED that a Handyman be sought to carry out miscellaneous maintenance and repair jobs on an ad hoc basis and that the Clerk will advertise for such a person on noticeboards and in Valley News  
ACTION : CLERK

The meeting closed at 8.15 when Mr Mortimore had to leave the meeting thus leaving the meeting inquorate.

Date of next meeting : 15th November 2012

Matters discussed :

Parish Plan - Mr Macnamara has the Parish Plan on a USB stick and will edit it prior to returning to the PC making arrangements for it to be printed and distributed.

King George Field - no further progress has been made with signing the lease

It was noted that legislation stipulates that any councillor who is absent for six months or more is considered to have vacated their post. When this is the case, the Chairman should write to the retiring councillor thanking them for their public service . while the Clerk would start the process for the PC to fill the vacant position.

Signed ..... Mr J J Macnamara Date .....