

**Minutes of the meeting of the Lower Heyford Parish Council held on
11th August 2017 at 6.00 pm in the Church**

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

Members of the public : Sue Watson

In attendance: Cathy Fleet, Clerk

08.17.01 Apologies:

No apologies had been received

08.17.02 Declarations of Interest :

There were no declarations of interest

08.17.03 Minutes of the last meeting held on 22nd June 2017 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

08.17.04 Public Participation

Members of the public were invited to participate.

08.17.08 KGF Lease (this item was moved up the Agenda)

BE has been in contact with various members of the Sports & Social Club who are keen to progress the renewal and extension of the lease. He has also made contact with solicitors who have provided a quote for the work. The S&SC have agreed that they will pay all legal costs and BE will obtain this confirmation in writing. The parish council owns King Georges field and it is currently leased to the Trustees of the Sports & Social Club, with the current lease signed by David Gregory and Peter Thompson and due to expire in 2025. There was considerable discussion as to the way forward and it was agreed that BE will draft a letter to be sent to the Trustees inviting them to a meeting with the PC to discuss the conditions of the renewal of the lease and push the project forward. Thanks were expressed to BE for his work on the project.

ACTION : BE to draft letter inviting trustees to attend a meeting regarding the terms of the Lease

08.17.05 Clerk's Report and actions from previous meeting

NO	ACTION	Update	To be Actioned by :
06.17.07	Clerk to withdraw instruction from Mr. Cantelli and seek an alternative solicitor	Completed	CF
	Clerk to ask BE if he is prepared to lead on the matter of the lease	completed	CF
06.17.08	Information regarding contacting SSE to be put in Valley News along with details of the Power Tracker App	completed	
06.17.11	Clerk to invite playground committee members to PC meetings	completed	CF

08.17.06 Co-Option of Councilor

The notices had been displayed on noticeboards and there had been no request for election and therefore the parish council is free to co-opt, however no one has come forward so all councillors were asked to consider anyone who may be suitable for discussion at the next meeting.

ACTION : All to consider suitable potential councillors for co-option.

08.17.07 Highways/footpaths

Brambles on the Long Bridge are overgrown and it was agreed to ask FoLHS to trim them back for a donation of £50. A further donation of £25 will be made if they are also prepared to cut back the overgrowth to the footpath on Bromeswell Close which had been reported to the Clerk by a resident.

ACTION : DB to speak to Roger Bowen.

The stone seat which used to be in Market Square will be re-sited in the Churchyard. BE had sourced a metal bench to replace the stone seat around the tree in Market Square and it was agreed that BE should commission Alex Moss to make and install the seat as soon as possible at a cost of £1675. LHRINC had been approached for a contribution but are unable to assist.

It had been suggested that benches be provided by the phone box and in the playing field.

ACTION : BE to commission the seat to be made and installed in Market Square

ACTION : CF to research prices of benches

08.17.09 LHRINC

The appointment of Hazel Stoddard as a trustee to LHRINC was approved unanimously.

08.17.10 Sports & Social Club

A representative of the PC is required to join the Committee. To be discussed at the next meeting.

08.17.11 Meetings

No meetings had been attended

08.17.12. Playground

The playground is well maintained and there are no issues to report.

08.17.13 Planning

The following planning documents had been received :
17/00080/NMA 37 Freehold Street - refused

It has been confirmed that The Bell has been listed as a Community Asset by CDC. Thanks were expressed to Peter Stoddart for his work on this achievement. It was also unanimously confirmed that Peter be given approval to set up a steering group in order to research how the purchase of the pub may be financed, if necessary, in future years. This is to be done with the full co-operation of the current landlady who will be kept fully informed as to progress, along with the PC.

08.17.14 MCNP

The matter of the buffer zone between Caulcott and Heyford park was discussed and JJ proposed and ED seconded that LHPC would not support the Neighbourhood Plan unless the full buffer zone is included. ED will do a letterbox drop urging residents to respond to the consultation.

08.17.15 Finance - The following accounts were approved for payment

Payee	Detail	Amount	Cheque No
Cathy Fleet	Clerk expenses	£14.30	500408

Other matters

Clerk advised that AON Insurance will no longer act as broker for parish council insurance policies and that BHIB will be the future broker. This will make no difference to the insurance cover provided and the renewal invitation will be issued in due course.

Date of next meetings : 21st September 2017, 19th October 2017, 16th November 2017

Signed Mr J J Macnamara Date

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :
08.17.07	BE to commission the seat to be made and installed in Market Square CF to research prices of benches	BE CF
08.17.08	BE to draft letter inviting trustees to attend a meeting regarding the terms of the Lease	BE
08.17.14	ED to do letterbox drop re Buffer Zone	ED