

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

18th May 2017 at 7.00 pm in the Church

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

Members of the public : Peter Stoddart, Sue Watson

In attendance: Cathy Fleet, Clerk

05.17.01 Apologies: Apologies had been received from Petra Turner and her letter of resignation was read out and regretfully accepted.

ACTION : Clerk to write to PT thanking her for her work as a Councillor. CF to advise CDC of her resignation and commence the process for recruiting another councillor.

05.17.02 Declarations of Interest : there were no declarations of interest

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

05.17.04 Public Participation

Mr. Stoddard wished to discuss the matter of the registering of a Community Asset - dealt with later in these minutes

05.17.05 Clerk's Report and actions from previous meeting

NO	ACTION	Update	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 	<p>Completed. JJ to follow up with Bob Duxbury o/s</p> <p>o/s</p> <p>completed</p> <p>completed</p>	<p>CF/JJ</p> <p>CF</p> <p>CF</p> <p>CF</p> <p>ED</p>
04.17.08	Clerk to publish notices of public meeting of MCNP	completed	CF
04.17.11	Clerk to contact Cantelli solicitors for a price for extending the lease and inform the Social Club	Completed. See Minute 05.17.11	CF

05.17.06 Councillors absences

All councillors to inform CF of holiday dates to avoid correspondence 'getting stuck'

05.17.07 Community Resilience Group

This group is a replacement for NAG and it was agreed that LT would represent the PC at meetings.

05.17.08 Highways/Footpaths

DB reported that the footpath from the B4030 across Mr. Jones' land is not marked and will find out he footpath number in order that CF can report to OCC.

ACTION : DB to find out footpath number

05.17.09 MCNP

Work continues on revision of policies and the estimated submission date for the plan is now April 2018. The Forum have discovered as a result of the

Healthcheck that settlement boundaries for Category A & B villages require modification and that Lower Heyford should loosen the boundary to allow for development in order for the final plan to meet the examiner's requirements .

ACTION : CF to circulate settlement boundary maps for all to review for a decision to be made .

05.17.10 Meetings

No meetings had been attended. The Parish Liaison meeting will be held on 21st June

05.17.11 Playground/KGF

The playground committee had been re-elected en-bloc and members are confirmed as

Emma Mortimore (Chair) - 07841 110008 (emma.mortimore@tesco.net)

Nicky Elliott - nickyelliott@doctors.org (347586)

Beckie Brand - brand.beckie@gmail.com (07815 706086)

Atlanta Kyte - atlantak@rocketmail.com (07970 021220)

It was agreed at the last meeting that the lease of KGF should be extended to 25 years and CF has been in contact with Cantelli solicitors to expedite this. Mr. Cantelli confirmed that his fee will be £750-£900+VAT which will be payable by the Social Club. CF has forwarded this information to Sam Suter (Social Club Secretary) and is awaiting confirmation that this is acceptable. Mr. Cantelli also requires the original lease which is believed to be in the possession of Roger Bowen. Clerk has asked for its return. It was agreed that the lease should be extended to 50 years, the named leaseholders to be Pete Thompson and David Gregory, that there should be a proviso in the lease that all amenities are made available to the village at large and that upon the return of the original lease CF should instruct Mr. Cantelli to proceed.

ACTION : CF to obtain lease from Roger Bowen and instruct Mr. Cantelli to proceed.

05.17.12 Planning

17/00604 - Ham House - APPROVED

No new planning applications had been received. Clerk reported contact from Brian McCarthy who wishes to attend the next PC meeting to present a planning proposal on land owned by Mr. Brooks-Little.

Registration of a Community Asset - PS had completed the CDC nomination form to register The Bell as a Community Asset which were approved and signed by JJ. CF to copy and send to CDC. Thanks were expressed to PS for his work on this project.

ACTION : CF to send completed paperwork to CDC

05.17.13 Finance - The following accounts were approved for payment

Payee	Detail	Amount	Cheque No
Mark Probbitts	grasscutting	285.00	500398
Cathy Fleet	clerk expenses	11.66	500399
Cathy Fleet	reimbursement for Audit fee	100.00	500400

The end of year accounts had been audited by Helen White and circulated to councillors. these were approved and signed by the Chair along with the Governance Statement for submission to BDO. It was noted that there has been an overpayment of tax of £274.60 which will be refunded by HMRC. Of this LHPC has paid £229.00 and CF has personally paid £45.60. The amount of £45.60 will be refunded to CF at the next meeting.

Date of next meeting : 15th June 2017

Signed Mr J J Macnamara Date

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :
04.17.07	JJ to follow up Rose Todd's response regarding the bridge with Bob Duxbury	JJ
05.17.05	All councillors to inform Cathy of holiday dates	ALL
05.17.08	DB to find out the number of the footpath requiring attention and inform CF	DB
05.17.09	CF to circulate settlement boundary maps for councillors to review	CF
05.17.11	CF to obtain lease from Roger Bowen and instruct Mr. Cantelli to proceed.	CF
05.17.12	CF to send completed paperwork to CDC	CF