

**Minutes of the Annual meeting of the Lower Heyford Parish Council held on  
3<sup>rd</sup> May 2012 at 7 pm in the Church**

**Present:** Mr MacNamara (Chair), Mrs. Ball (Vice Chair), Mr Dare, Mr. Mortimore, Miss Hawkins, Mr. Thompson, Mrs. Hepworth, Mr. Ball, Dr. Clayton, Mr. Humberstone, Mr. Cheesman

**In attendance:** Cathy Fleet (Clerk)

**Apologies** were received from Mrs. Humberstone

**Declarations of Interest :** No Declarations of Interest were made

**Minutes of the last meeting** held on 28th April 2011 were read, proposed by Mrs. Hepworth and seconded by Mr Dare as a true record and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

**Public Participation :** Member of the public were welcomed by Mr. Macnamara and invited to participate at any time.

**Chairmans Report** - Mr Macnamara outlined the procedure during Parish Council meetings and stated that they were open meetings and everyone was welcome to attend. He proceeded to outline the major issues which have been dealt with over the last year :

1. **Highways-** With the emphasis on safety particularly in Station Road and in Caulcott, the PC have been liaising with the Police particularly with regard to speeding. Mr. Thompson is a member of NAG and continues to pressure the police for action. The Pc have purchased a SID for use within the villages and particular thanks was expressed to Messrs Dare and Thompson for their efforts with the device. The SID will have 2 functions, to slow down traffic and as a means of data collection for presentation to the police and Highways for action. The initial data collected showed that 75% of vehicles are speeding in Station and 15% were travelling at over 40mph. The way forward will be discussed at the next PC meeting. SID will be deployed in Caulcott when the weather improves enough for its installation. It was reported that Freehold Street and Caulcott village are now on the Highways list for actioning a 20mph speed limit, although this may take some time. The other major issue with regard to Highways is the major noise problem which has been alleviated since the closure of Rousham Bridge and the patch repairs to Station Road. South Street Caulcott has been resurfaced. Bromeswell Close is still on the list for attention. Thanks were extended to Roger Bowen for his continued efforts in weed control in various areas of the village.
2. **Planning** - There have been 28 planning applications over the last year, none of which were particularly contentious and the PC have responded to them all. There is an on-going consultation regarding the issue of making the canal a conservation area and all present were urged to make an input. The Great Western Railways franchise is currently open to tender and the PC have responded accordingly.
3. **Emergency Planning** - The PC had arranged this year via David Dare, to whom thanks were extended, for additional stock of grit/salt to be stored at the boatyard for use on the highways in severe weather. Mr Dare managed to acquire supplies at a more competitive price than was being offered by OCC. There is a snow plough on stand-by but it was necessary to call on it this year.
4. **Nuisance** - Fly tipping and litter continue to be a problem and thanks were expressed to Mr. Thompson for co-ordinating the Litterblitz. Some areas remain to be litter-picked but this will happen in due course. Thanks were also extended to Mr. Ball for his speedy efforts in removing recent offensive graffiti in the bus shelter. The timber yard continues to be a source of nuisance and the PC are continuing to make all efforts to resolve the matter.
5. **Affordable Housing** - No progress to date has been made in identifying a suitable site for affordable housing.
6. **Parish Plan** - The draft Parish Plan has been presented to CDC and the matter is awaiting further progress.
7. **Website** - A new skeleton website has been produced and is awaiting input from village organizations and businesses in order to keep it up to date.

8. **War Bonds** - The war bonds held by the PC for the Lennard Trust have been passed over to the amalgamated Relief in Need/Lennard Trust charities and the bank account closed.
9. **King George Field** - The draft Lease was passed to the Trustees many months ago and the PC are still awaiting signature in order to finalize matters. The delay in the signature is causing considerable problems to the committee who are tirelessly fundraising for playground equipment. Thanks were expressed to Emma Mortimore and her team for their efforts in fundraising.
10. **Finance** - Michael Parker again audited the accounts in 2011 and thanks were extended to him and to Cathy Fleet as RFO, Draft accounts for 2011/12 were available for inspection prior to audit.

**Precept** - The Precept was set in January at £10,000 which represents a £12.70 pa increase on a Band C property, the increase over last year was largely due to the purchase of SID, monies set aside for assisting with the playground refurbishment and contributions towards Jubilee celebrations.

#### **Public Participation**

1. Mr Humberstone questioned the increase in precept given the reserves carried over from the last financial year. Mr Macnamara responded by explaining that reserves have been allocated for SID, the play area, the jubilee and legal fees for the Lease and said that should there be an excess at the end of the year, next year's precept could be reduced. He also questioned the fact that the website was not up to date and asked that the PC should put agendas and minutes on the website to encourage others to contribute.
2. Mrs Hepworth asked why £150 had been given to the Events committee. Mr. Thompson explained that both the PC and the Charity had donated the same figure to cover the cost of commemorative coins to be presented to children of the village aged under 16 as part of the Jubilee celebrations. She also questioned the wisdom of investing in a tree to mark the Jubilee, concerned that on-going maintenance may be an issue. This will be discussed at the next PC meeting. She also wondered if it would be possible to insist on a change of Trustees, given their reluctance without reason for signing the Lease on King George Field, This will also be raised at the next PC meeting.
3. Mr. Cheeseman asked if the PC could publish an action plan with regard to the increase in precept and suggested that communication between the PC and villagers could be better. Mr Dare responded by saying that all were welcome to PC meetings and participation is encouraged, but it was agreed to discuss this at the next PC meeting.
4. **Church Matters** - Mr Macnamara as church warden reported that Paul Hunt will be retiring on 30<sup>th</sup> September and that Ian Biscoe is moving, which leaves Eddie Green on his own and although an advert will be published in September he will need as much support as possible in order for services to continue as they are, but weddings, funerals and christenings will continue. Work has been done on glazing and stonework and the rainwater goods have been repainted. The lead has been covered with smartwater making it difficult to sell if stolen. Miss Hawkins questioned the grass cutting in the churchyard and was informed that as much as possible is being done but due to inclement weather cutting is behind schedule.
5. **Reports from Village Organisations** - Reports had been received from the Charity and from the WI which are appended to these minutes. Mr Humberstone reported that the Friend of Lower Heyford Station continue to meet 4 times a year and that the flower beds are well established and that Help Points have been installed on the station. He asked that the usual donation be made by the PC and was assured that it would be. Mr Ball reported that the Bellringers practice regularly and also ring in Somerton on alternate Fridays and that their reputation is growing and that a number of other teams have visited throughout the year. Thanks was expressed to them all for their efforts.
6. **Any Other Business** - Miss Hawkins reported that considerable distress had been caused to the families targeted by recent graffiti in the bus shelter and that the police had been involved. This will be discussed at the next PC meeting. Mr. Humberstone wondered what the PC view was on solar panels within the conservation area. Mr Macnamara responded that there was no corporate view and that the PC were guided by CDC Planning Regulations. The question of the state of repair of the Millennium seat was raised and it will be discussed at the next PC meeting. Miss Hawkins wondered if there is help available from the Charity for any

resident who appeared to neighbours to be in need. She was assured that the funding was available to anyone and it was agreed to state as such on the website. Thanks were extended to the Trustees of the Charity.

Date of next meeting : The next PC meeting will be on 17<sup>th</sup> May at 7pm in the Church  
The meeting closed at 8pm

**Signed** ..... **Mr JJ Macnamara**      **Date** .....

## The Heyfords WI Annual Report

It has been another good year for The Heyfords WI, with our membership now standing at 15. Whilst we have lost a couple of members, it has been fantastic to see new members who have joined over the course of the year.

Coupled with a vibrant membership it has also been excellent year due to a fantastic programme of activities local and County. The speaker programme at our monthly meetings has been extremely varied and has successfully introduced us to all types of topics that many of us knew little about before. Thanks to last years programme secretary.

Have a look on Upper and Lower Heyfords website for our 2012-13 programme.

Our activities are not wholly inward looking, on the wider village front WI members support village fund raising events and is represented on other village group activities.

Come and see us, we will give you a warm welcome.

## **LOWER HEYFORD RELIEF IN NEED CHARITY**

**Owl's Nest  
Market Square  
Lower Heyford  
Oxfordshire  
OX25 5NY**

**Tel : 01869 347081  
Email : loosleyrapt@btinternet.com**

**19 April 2012**

Chairman: Mrs R Hepworth

Clerk: Dr T Clayton

Trustees: R. Hepworth, E. Read, A. Osborne Mackay, Dr T. Clayton, Rev E Green

---

**Cathy Fleet**  
**Lower Heyford Parish Council**

### **Charity Annual Statement 2012**

The Charity's Financial Year end with the CCLA is 31 March 2012.

I have summarised our position in the table below for the period 1 April 2011 - 31 March 2012.

<b>ACCOUNT</b>	<b>Brought Forward</b>	<b>Debits</b>	<b>Receipts</b>	<b>Balance</b>
BARCLAYS Community Account	1762.88	3314.17	5033.57	3482.28
CCLA Deposit Account	12162.12	nil	2593.28	14755.40
CCLA Investment Fund Units valuation	131.15	n/a	n/a	130.42
<b>TOTALS</b>	<b>14056.15</b>	<b>3314.17</b>	<b>7626.85</b>	<b>18368.10</b>

Should you require any more information then please do not hesitate to contact me.

**Dr Tom Clayton**