

Lower Heyford Parish Council

Annual Parish Meeting held at 6.30pm Thursday 31st May 2018 in the Church

Minutes

1. **To receive apologies for absence** - Apologies were received from Chris Cox and Denise Ball

Present : JJ Macnamara, Bruce Eggeling, Ric Fowles, Emily Daly, Sarah Varney

In attendance : Cathy Fleet (Clerk & RFO)

2. **To receive the minutes of the last meeting**
The minutes of the meeting held on 31st May 2018 were agreed as a true record of the meeting and signed by the chair.

- 3 **Chairman's Report & Financial Report**

Thanks

This is the first meeting in 35 years not attended by Denise Ball as councillor. Her commitment and knowledge are impossible to replace and we offer her many thanks.

Thanks also to our clerk, Cathy Fleet for another busy year of arranging meetings, making decisions and keeping us in line and ensuring compliance. Thanks to our councillors, Chris Cox for acting as Webmaster, Bruce Eggeling for driving forward the King George field community Centre, Emily Daly for leading on MCNP and Transport issues, Lynnette Michaelides who has worked hard during her term as councillor and to Ric Fowles who has been looking after the playground.

Thanks also to Peter Stoddard for organising the annual LitterPick and for his activity with MCNP.

Congratulations to all those who have been elected.

General Power of Competence

As LHPC now has 75% elected councillors and a qualified Clerk, it was proposed by JJ and seconded by ED and unanimously agreed that the General Power of Competence would be adopted.

Activities

- The King George Field Community Centre is now open and is being made good use of. The Parish Council gave a grant of £10,000 and the recent opening ceremony was well attended

- A new bus stop has been installed in Caulcott
- major patching of the road surface at Portway has taken place.
- Discussions are on-going regarding the weight and speed limits on Station Road with the assistance of Cllr Ian Corkin.
- There have been no major planning applications in the village.
- The Mid Cherwell Neighbourhood Plan was officially 'made' on 14th May
- The Rousham and Heyfords Conservation Area appraisal has been updated
- S106 and routing Agreements are on-going issues.
- The installation of additional dog poo bins, maintaining sufficient levels of salt, maintenance of SIDS and Defibrillators, grass cutting and weed spraying are on-going routine tasks.

Parish Council meetings have moved from being monthly to bi-monthly unless there is urgent business to discuss and the precept for 2019/20 has been maintained at the same level as 2018/19.

Communications:

Our minutes are summarised in Valley News, which we have continued to support, and posted on village notice boards. We continue to discuss ways to improve the website or make use of social media to ensure residents have no difficulty finding out what we are doing.

4 Reports from local groups :

Friends of Heyford Station continue to greatly enhance our environment – particularly the all important first impression on arrival by train. We are always happy for them to apply to the PC for support when they need it.

Sports & social club

No update was available.

Heyford Athletic club

The Club is looking for funding for various projects. The 1st team was runner up in the league and will move to a higher league next year which will generate additional income.

King George Field Committee of Management

Since the opening of the community centre, the books are balanced, but on-going fundraising will be required.

LHRINC

The Trustees who served during the year under review were:

Dr Sue Watson – resigned 31 October 2018

Mr Leigh Thompson – resigned 30 March 2018

Ms Sarah Edwards
Dr Liz Goodwin
Mrs Hazel Stoddart
Mr James Macnamara – appointed 20 September 2018
Mr Trevor Husband – appointed 29 November 2018

Structure, governance and management

The Lower Heyford Relief in Need Charity (LHRNC) operates under a trust deed dated 2 March 1973. This deed consolidated three other local charities.

The LHRNC Trustees are appointed for a term of four years by the Lower Heyford Parish Council. They are required to reside in, work in or otherwise have special knowledge of the Parish of Lower Heyford.

The LHRNC is managed by the trustees who meet as often as is required but no less often than two times in each year in order to ensure that the needs of any potential beneficiary are met and manage the charity effectively. The quorum for all meetings is set at three trustees. The LHRNC owns land and manages a building from which it derives rental incomes. This is then invested and held by the charity to meet its objects which are relief in need, the relief of poverty or for general charitable purposes for the general benefit of the inhabitants of the Parish of Lower Heyford.

In view of the nature of the charity and its objects, the meetings of the Trustees are not open to the public or other residents of the Parish of Lower Heyford. Likewise whilst minutes of the meetings of Trustees are published, those parts of the minutes that relate to potential beneficiaries are redacted in order to preserve the anonymity of those beneficiaries.

The Trustees regularly review the risks to which the charity's assets are liable and takes all required actions to minimise those risks. They are of the view that the principal risk is the fabric of the property known as the Reading Room and especially the thatched roof thereof. To this end the Trustees have set aside reserves designed to meet the costs of replacement as and when this is required. Other risks relating to the property are covered by insurance.

Policy on reserves

The Trustees make prudent provision for future maintenance costs of the property the charity owns or leases and any excess reserves are retained to meet any future needs in respect of relief in need, for the relief of poverty or for general charitable purposes for the general benefit of the inhabitants of the Parish of Lower Heyford.

Financial review

During the year under review there were a few requests for relief of need. Also, and as reported in last year's accounts, as a post balance sheet event in view of its materiality, the Trustees approved a one off grant of £10,000 to the King George's Field in Lower Heyford by way of contribution to the costs of rebuilding the facility on the Field. The Trustees also approved the payment of £500 to the Lower Heyford Sports and Social Club to fund membership for all residents of the villages for 2019. Overall the results were that, with an income of £14,143 and expenditures of £14,688, reserves were reduced by £545 to £47,333 at the end of the year under review.

At the balance sheet date, of the total reserves of £47,333, the Trustees have allocated some £16,656 to meet the future costs of re-thatching the roof of the Reading Room as and when that is required.

Therefore the charitable reserves stand at £30,677 at 28 February 2019.

The income and expenditures for the year under review and the balance sheet as at 28 February 2019 are attached to, and form part of, this report.

Future plans

The Trustees of LHRNC do not envisage any changes in either objectives or activities.

The Trustees have committed to undertake a partial re-thatch of the Reading Room in summer 2019 at a total cost of £11,762.50. This sum is included in the total re-thatch reserves of £16,656.

Public benefit statement

The Trustees are of the view that they have, throughout the period under review, complied with their duties which require them to have due regard to the guidance on public benefit published by the Charities Commission in exercising their powers and duties.

Principal Office

The principal office of the Lower Heyford Relief in Need Charity is:

Lower Heyford Relief in Need Charity, Yggdrasill, Lower Heyford, OX25 5NS

Bowls Club

No update was available

FoLHS

No update was available

WI

The Heyfords WI meet the third Wednesday of each month in the Reading Room at Upper Heyford at 7.30pm.

The Heyfords WI consists of 11 members, so very small but would like to see more members, it offers a very varied programme throughout the year to try and cater for all tastes, a copy of which will be posted on the Parish Notice Boards and on the Heyfords websites.

The WI has been inspiring women for over a hundred years – The Heyford WI was first formed in 1935 and has given help and advice to many women besides giving them a good social evening learning new skills and discovering interesting facts from visiting speakers, the WI also involves itself in many projects examples being Food Waste, Plastic Use and many other concerning issues.

The Oxfordshire Federation – OFWI - based at Tackley – whose Centenary Year it is this year, offer many events planned by them, also outings to interesting places and courses of which members can partake, there really is something for all if you so wish.

This year we will have a stall at the May Day Fete at Lower Heyford and on June 29th we will be in King George's Field, Lower Heyford at the new facility offering "Cream Teas" from 2pm – 4pm hopefully you will come and partake and meet us all.

Many young WI's are now being formed nationwide, so not just for the oldies, young blood is always needed in any organization for it to grow and thrive, gone are the days of Jam & Jerusalem – although Jerusalem is sung on occasions.

Tea, coffee and biscuits are always available at each meeting after the speaker, this is when members can sit for ten minutes or so and have a chat before the WI business is discussed, the evening usually concludes around 9.45pm.

The Valley News gives an update of previous meetings kindly written by Veronica Lough-Scott, so please feel free to come along for an evening and hopefully you may wish to join us, all are welcome.

Events Committee

No report was available

Allotments Association

No report was available.

Church

The next project to be undertaken in the Church will be to upgrade the lighting. The current lights are costly to run and because of the height, the bulbs are difficult to replace, so the lighting will be replaced with LED bulbs.

Signed Chair, LHPC

Date