

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

19th March 2020 at 7.00 pm in the Church

Present: - Mr Macnamara (JJ) (Chair), Bruce Eggeling (BE) (Vice Chair) ,Chris Cox (CC), Ric Fowles (RF), Sarah Varney (SV)

Members of the public : Denise Ball

In attendance: Cathy Fleet, Clerk

03.20.01 Apologies: Apologies had been received from Emily Daly

03.20.02 Declarations of Interest : There were no declarations of interest

03.20.03 Minutes of the last meeting held on 16th January 2020 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

03.20.04 Public Participation

The only member of the public was attending out of general interest.

03.20.05 Clerk's Report and actions from previous meeting

NO	ACTION	To be Actioned by :	Update
01.20.06	CF to report flooding outside the Horse & Groom on Fix My Street.	CF	Completed
	Number of grasscuts to be Agenda item for March meeting	CF	Completed
01.20.09	BE to obtain quote for noticeboards and order up to the value of £650 each		completed
01.20.15	All to access Google Drive	All	completed
01.20.18	CF to inform CDC of precept request	CF	completed
01.20.17	5 South Street, Caulcott ED/SV to meet to agree wording of objection to planning application	ED/SV	completed

03.20.06 Highways/footpaths
Deferred to next meeting

03.20.07 Meetings
No meetings had been attended

03.20.08 Phone Box /mobile phone signal
Deferred to next meeting

03.20.09 Areas of Responsibility
The matter of deferring power of decision in the light of the current Coronavirus pandemic was discussed and it was agreed that decisions can be made by JJ Macnamara and/or Bruce Eggeling and 2 other members of the parish council in the event of a full council being unable to meet.

03.20.10 Coronavirus

The Lower Heyford and Caulcott Community Fund (formerly LHRINC) are reaching out to members of the community who may be in need of assistance with shopping, prescription collection etc as a result of Coronavirus. Hazel Stoddart is acting as coordinator.

03.20.11 Review of Standing orders, Financial Regs and Risk Assessment

Deferred to next meeting

03.20.12 Playground

Inspections of the playground equipment have been carried out with nothing to report.

03.20.13 Communications

The matter of the format of the new website was deferred to the next meeting.

It was agreed that the parish council would contribute towards the replacement of the clerk's computer, shared with the other 3 parishes she acts as clerk for.

03.20.14 Community Emergency Plan

Deferred to the next meeting

03.20.15 Planning

20/00385/F 5 South Street, Caulcott - The parish council objects to the application. ED has drafted a response to be submitted to CDC.

03.20.16 Finance

The following accounts were approved for payment

Payee	Detail	Amount	VAT
Community First	Subs	55.00	
Bruce Eggeling	expenses	29.12	
OALC	subs	140.42	23.40
HMRC	PAYE	168.80	
Cathy Fleet	clerks salary	243.11	

Date of next meetings : **16th April, 14th May, 18th June, 16th July, 17th September, 15th October, 19th November**

Dates in RED are fixed dates , those in BLACK may be cancelled if no urgent business

The Annual meeting of the Parish Council and the Annual Parish meeting will take place on 14th May 2020

Signed Mr J J Macnamara Date

