

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

Thursday 17th November 2016 at 7.00 pm in the Church

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

Members of the public : Emily Daly, Peter Stoddart, Lynnette Michalides

In attendance: Cathy Fleet, Clerk

11.16.01 Apologies: Apologies had been received from Mrs Turner and Mr. Mortimore

11.16.02 Declarations of Interest : there were no declarations of interest

11.16.03 Minutes of the last meeting held on 20th October 2016 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

11.16.04 **Public Participation** Mrs Michalides was attending with regard to Agenda Item 6, which was moved up the agenda. Mr. Stoddart and Mrs Daly were attending to represent the MCNP Forum, so Agenda Item 11 was moved up the Agenda.

11.16.06 **Co-Option of Councillor**

Mrs Michalides had expressed an interest in becoming a parish councillor and had provided her résumé which had been circulated to all councillors. JJ proposed and LT seconded that she be co-opted as a councillor. Clerk to complete all necessary paperwork.

11.16.11 **MCNP**

Emily Daly and Peter Stoddart are Lower Heyford's representatives on the MCNP Forum and wanted to speak to the PC with regard to the designation of local green spaces within the Neighbourhood Plan. Areas which have been identified are :

- The meadow abutting the canal which is traversed by a public footpath and incorporates the bowling club
- The meadow opposite Ham House, Station Road
- The paddock adjacent to Ivy Close, The Lane
- The field behind College Farmhouse
- The field traversed by the public footpath to the south of the phone box in Freehold Street
- King George Playing Field

other suggestions made were :

- the land around Kingdom Hall
- the allotments
- the Village Green
- the paddock in South Street, Caulcott
- the Dairy ground, Greenway, Caulcott

Peter and Emily also wanted to discuss the Traffic Mitigation Plan which will be part of the Neighbourhood Plan and suggested measures for reducing speeding on Station Road and at Caulcott included chicanes, green planting, SIDs, reduction in speed limits and changing lines in the road, all of which could potentially be funded under the Section 106 Agreement .

Also discussed was the next round of community engagement meetings which will be held in January. It was suggested that Lower Heyford could join with Steeple Aston's meeting.

ACTION : Clerk to contact Martin Lipson.

11.16.05 **Clerk's Report and actions from previous meeting**

NO	ACTION	UPDATE	To be Actioned by
09.16.04(2)	Clerk to pass details of Barton Bus to Valley News and LH website	completed	CF

09.16.06(1)	Clerk to write grasscutting contract	On-going	CF
10.16.06	Clerk to invite potential councillor to next PC meeting	completed	CF
10.16.07	Clerk to inform Liz Goodwin and Tom Clayton of Liz's appointment as Trustee to LHRINC	completed	CF
	Clerk to write objecting to the removal of the phone kiosk at the station	Notification of consultation received from CDC and circulated	CF
10.16.08(1)	LT to identify owner of the overhanging foliage. Clerk to write to owner requesting it is trimmed back		CF
10.16.08(2)	Clerk to write letter of complaint to Management of Jamie Briggs	Completed - response circulated by email. See below	CF
10.16.08 (3)	Clerk to contact English Heritage with regard to the damage to the bridge	Completed	CF
10.16.10	Clerk to obtain supplies of dog poo bags from the dog warden and PT to source a dispenser	On-going See below	CF/PT

11.16.07 Highways/Footpaths

Clerk had written to Jamie Briggs regarding their speeding lorries and non compliance with the routing agreement. A response had been received that they had not signed a routing agreement and that this would be discussed at their next rent renewal.

ACTION : Clerk to respond to email asking for details of the date of rent renewal.

Large Reason Transport lorries frequently use Station Road. clerk to write asking them to use an alternative route

ACTION : Clerk to write to Reason Transport Weight Limit

An email had been received from Paul Fermer, Service Manager, Major Infrastructure Delivery and Network Management of OCC in response to an email sent by JJ in **March** to David Nimmo Smith requesting information on implementing a weight restriction on Station Road . Paul Fermer has offered to assist where possible.

ACTION : Clerk to respond to Paul Fermer's email

Road closure/bus rerouting

During the recent closure of the road to Upper Heyford, the bus had to be re-routed. There had been no prior warning of this or information given at the time. It was felt that the very least heyfordian could do was instruct bus drivers to pass on this information to passengers.

ACTION : Clerk to write to Heyfordian requesting that in future the parish council is informed of re-routing of buses

Rousham Bridge

Clerk had written to English Heritage regarding damage caused to Rousham Bridge by lorries. A reply had been received advising that the local Conservation Officer should be contacted.

ACTION : Clerk to contact Rose Todd, Conservation Officer at CDC

Phone Boxes

Information had been received regarding the consultation on the removal of phone kiosks . It was decided that the PC opposes the removal of the kiosk at the station on the grounds that there is poor mobile phone signal in the area and

should an emergency arise on the station/canal/road phone contact would be required. Similarly mobile phone signal is poor in Caulcott and the phone kiosk should be retained as the Defibrillator is located at the Horse & Groom and phone contact would be required in the event of an emergency.

ACTION : Clerk to respond to consultation regarding phone kiosks Bench around tree in Market Square

BE had received details from a local blacksmith of a bespoke hexagonal seat to be placed around the tree in Market Square to replace the old stone seat which was removed earlier in the year on safety grounds. The seat will be galvanized metal and will cost £1725 maximum. Posts may be required around it to prevent damage from vehicles. It was unanimously agreed that this seat would be ideal, however the method of funding this was discussed and it was agreed to write to the Trustees of the Village Hall to see if they could assist.

ACTION : Clerk to write to Trustees of the Village Hall with regard to funding the seat in Market Square

11.16.08 Meetings

JJ had attended the Parish Liaison meeting and reported that amongst other things, topics covered included :

- Removal of phone kiosks
- capping of council tax
- Broadband
- planning and the local plan
- Design Guide

Further information is on the Cherwell District Council website

11.16.09 Playground

Clerk has sourced supplies of dog poo bags from CDC. It is planned that these be placed near the playing field but as yet no suitable receptacle has been sourced.

ACTION : Clerk to source receptacle

Supplies of bags are available from the clerk on request

11.16.10 Planning

No planning applications had been received

It was suggested that The Bell be listed as a Community Asset

ACTION : Clerk to find out how to list a Community Asset

The hard copy of the Cherwell Local Plan Part 1 had been received with details of the consultation. Land South East of Lower Heyford has been identified as a potential site. Clerk to register the objection of the Parish Council.

ACTION : Clerk to object to the site identified

11.16.12 Finance - The following accounts were approved for payment

Payee	Detail	Amount	Cheque No
CDC	Dog Bins	192.19	500375
Cathy Fleet	Clerk expenses	10.44	500376
Bob Bickely	Weed spraying (for the year)	200.00	500377

Clerk is still having difficulties with the Bank and the change of Signatory mandate needed to be re-signed and will be re-submitted to the bank.

Date of next meeting : 26th January 2017 (to include Precept meeting)

Signed Mr J J Macnamara Date

ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :
11.16.06(1)	Clerk to respond to email from Jamie Briggs asking for details of the date of rent renewal.	CF
11.16.06(2)	Clerk to write to Reason Transport	CF
11.16.06(3)	Clerk to respond to Paul Fermer's email re weight limit on Station Road	CF
11.16.06(4)	Clerk to write to Heyfordian requesting that in future the parish council is informed of re-routing of buses during road closures	CF
11.16.06(5)	Clerk to contact Rose Todd, Conservation Officer at CDC regarding damage caused by Rousham Bridge by lorries	CF
11.16.06(6)	Clerk to respond to consultation regarding phone kiosks	CF
11.16.06(7)	Clerk to write to Trustees of the Village Hall with regard to funding the seat in Market Square	CF
11.16.08	Clerk to source receptacle for dog poo bags	CF
11.16.10(1)	Clerk to find out how to list a Community Asset	CF
11.16.10(2)	Clerk to object to the site identified in the Local Plan	CF
11.16.11	Clerk to contact Martin Lipson regarding holding the MCNP community engagement meeting jointly with Steeple Aston	CF