

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

15th May 2019 at 7.00 pm in the Church

Present: - Mr Macnamara (JJ) (Chair), Emily Daly (ED). Bruce Eggeling (BE), Ric Fowles (RF),

Members of the public : Sarah Varney

In attendance: Cathy Fleet, Clerk

05.19.01 Apologies: Apologies had been received from Chris Cox

05.19.02 Declarations of Interest : There were no declarations of interest

05.19.03 Minutes of the last meeting held on 21st March 2019 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

05.19.04 Public Participation

RF reported the results of a Facebook poll on the future use of the phone box, e.g. housing for defibrillator pop-up shop etc but no decision was made. The phone box is still in a state of disrepair despite BT having taken responsibility for it as a listed structure. After some discussion it was agreed that RF would lead on the repair of phone box and it's future use CF to forward information obtained by Lynnette Michaelides regarding the repairs to RF. The matter will become a standing agenda item.

ACTION : CF to forward information regarding the phone box to RF

05.19.05 Clerk's Report and actions from previous meeting

NO	ACTION	Update	To be Actioned by :
03.19.09	CF to send minute of the meeting to JW representative	Completed, no response	CF
03.19.10	CF to respond to the email received regarding power outages	completed	CF
03.19.16	All to view and comment on other PC's websites		All
03.19.17	CF to contact supplier to find out life expectancy of Defibrillator pads/batteries	* see below	CF

* BE looks after the defibrillator at The Bell and Denise Ball looks after the one in Caulcott. Both to make regular checks to ensure battery life etc. There is also one at the Community Centre which they are intending to house in an external box.

It should be noted that following the recent elections 75% of councillors are elected and the Clerk is qualified and therefore it was unanimously agreed that Lower Heyford Parish Council should adopt the General Power of Competence

05.19.06 Co-Option of Councillor

Sarah Varney had expressed interest in becoming a parish councillor and it was agreed to co-opt her and she was welcomed as a new councillor.

ACTION : Clerk to complete all necessary paperwork for co-option.

There is still one vacancy for a councillor and it was agreed that BE would ask David Irvine if he would be interested

ACTION : BE to see if David Irvine is interested in being co-opted as a councillor

05.19.07 Highways/footpaths

A meeting will take place next week with OCC regarding the resurfacing of Freehold Street/The Lane and Church Lane

A meeting between Cllr Ian Corkin and Highways will be held tomorrow to discuss the weight and speed limit on Station Road and the allocation of S106 money as possible funding.

05.19.08 Meetings

No meetings had been attended.

05.19.09 CoM

The opening ceremony of the Community Centre has taken place and was well attended .

05.19.10 LHRINC

There is a vacancy for a Trustee for the Charity, and following her expression of interest it was agreed to nominate Denise Ball for this post.

ACTION: CF to inform Liz Goodwin

05.19.11 Playground

RF submitted the inspection reports, reporting that there are no problems. The gate has been mended - thanks to Anthony Alder. The ROSPA inspection will take place in July.

05.19.12 Communications

This item will in future cover the website, Facebook etc. After some discussion it was agreed that a WhatsApp group should be set up for councillors on a trial basis, for communication only and not for sharing of documents.

The matter of an Action Plan for the PC was discussed along with allocation of portfolios to councillors. Portfolio items to be considered by all for allocation at the next meeting

ACTION : RF to set up WhatsApp group.

ACTION : All to consider items for portfolio allocation

05.19.13 Noticeboards

Quotes have been obtained for noticeboards to replace the dilapidated and inadequate ones in the village. Approximate cost is £500 each (2 required)

ACTION : BE to progress purchase of two noticeboards and obtain permission from the owner of Skylark Cottage to put it on the wall.

05.19.14 Planning

The following planning documents had been received :

19/00576/F - Caulcott Lodge, South Street - Application

19/00477/F Ham House - Approval

05.19.15 Finance - The following accounts were approved for payment

Payee	Detail	Amount	Cheque No
OALC	Subs	138.97	500477
Nigel Prickett	Grasscutting	342.00	500478
BHIB	Insurance	453.47	500479

It was agreed that BE/CF would progress the opening of the Unity Bank Account

Date of next meetings :

18th June, 18th July, 19th September, 17th October, 21st November

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

Signed Mr J J Macnamara Date

ACTION LIST SUMMARY

No	ACTION	To be Actioned by :
05.19.04	CF to forward information regarding the phone box to RF	CF
05.19.06	Clerk to complete all necessary paperwork for co-option BE to see if David Irvine is interested in being co-opted as a councillor	CF BE
05.19.10	CF to inform Liz Goodwin of the appointment of Denise Ball as Trustee	CF
05.19.12	RF to set up WhatsApp group. All to consider items for portfolio allocation	RF All
05.19.13	BE to progress purchase of two noticeboards and obtain permission from the owner of Skylark Cottage to put it on the wall.	BE
	BE/CF to progress application for Unity Bank	BE/CF