

**Minutes of the meeting of the Lower Heyford Parish Council held on  
Thursday 18th September 2014 at 7.00 pm in the Church**

**Present:** - Mr Macnamara (Chair), Mrs. Ball (Vice Chair), Mr Mortimore, Mr Dare, Mr. Eggeling, Cllr Mrs. Fulljames

Members of the public : No members of the public were present

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

**Declarations of Interest :** Mr. Macnamara declared an interest in the Planning Application for Heyford Manor

**Public participation :** Cllr Mrs Fulljames discussed the matter of the poor mobile phone reception in the area, particularly in Lower Heyford, Somerton and Middleton Stoney but felt that it was a government rather than council matter. Mr. Macnamara to write to Sir Tony Baldry to ask for his views and a possible resolution. **ACTION : JJM**

**Apologies:** Apologies were received from Mrs Turner

**Minutes of the last meeting** held on 17th July 2014 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

**09.14.01 Clerk's Report**

potholes around bins on B4030 layby reported

re-siting of bins - various communications received - discussed under highways

Notice of conclusion of audit received - discussed under finance

Letter from Heyford Park Management Received re routing Agreement received - discussed under Highways

Clerk training

**09.14.02 - Highways/Footpaths**

**Rife Plank Bridge** - Notification has been received that the work to the Rifle Plank Bridge will begin soon and that equipment is already in place.

**White gates** - There was some discussion as to the state of the gates and their shabby appearance. Clerk to ask Ryan Kilby who maintains the playground at Steeple to quote for repainting them. **ACTION : CLERK**

**Bus Shelter** - Mr. Thompson to inspect the bus shelter to ascertain its condition and safety. **ACTION : LT**

**Notice Boards** - It had been commented that the notice boards are in a poor state because the Perspex has discoloured. Mr. Dare to inspect the noticeboards and possibly get new Perspex. **ACTION : DD**

**Hedge on The Lane** - A complaint had been received that the hedge on The Lane is overgrown. Mr. Dare to speak to the landowner and ask him to trim it. **ACTION : DD**

**09.14.03 Routing Agreement**

A letter had been received from Heyford Park Management Co Ltd informing that the new Routing Agreement is being circulated to their tenants and reminding them of their obligations. Clerk to reply asking for clarification in view of the fact that the existing agreement is legally binding and there is no knowledge of a new agreement.

**ACTION : CLERK**

Mr. Dare had circulated an email regarding the Routing Agreement and it is clear that this is being broken. Clerk to forward email to Planning enforcement copying in Mr. Macnamara.

**09.14.04 Recycling Facilities**

The bins previously sited at Kingdom Hall have now been moved to the layby on the B4030 at Caulcott. There had been some comments/objections from residents but generally the outcome is favourable. CDC reported that the banks have now been emptied at the new site. They collected 0.75 tonnes of glass overall. The average amount collected from the old location from February to August was 1.36 tonnes per collection. The tonnage from the wharf site has increased slightly.

The average amount collected from February to August was 0.24 tonnes per collection. They have collected 0.45 tonnes in September. Roger Bowen had previously been monitoring the

amounts for which he received approximately £47 per quarter which he donated to the Village Hall Trust , and it was unanimously agreed that as he is happy to do so, he should continue with this

**09.14.05 Meetings** -Mr. Dare and Mr. Thompson had attended the Middle Barton PC meeting at which speed of lorries through their village was discussed. Mr. Hudspeth (leader of OCC) is their Councillor and they are in discussions to get a 20mph restriction through the village which Mr. Hudspeth says is achievable. There are 7 villages in the area which already have a 20mph limit. Mr. Macnamara to contact the Chair of Middle Barton with a view to working together regarding speed limits and weight restrictions through villages.

**ACTION : JJM**

**09.14.06 Parish Plan**

Me Eggeling has met with Diana Boxall who was instrumental in the creation of the Parish Plan. He feels that it needs revising and updating. The Welcome Pack was also discussed - Mr. Eggeling has an electronic version of the Pack and will circulate it and ensure it is on the website and that new residents are directed towards the full version which will be on the website.

**ACTION : BE**

**09.14.07 Standing Orders**

The updated Standing Orders had been circulated and were approved and it was **RESOLVED** to adopt them

**09.14.08 Mid Cherwell Neighbourhood Plan (Dorchester Living)**

The revised District Plan was issued at the end of August proposing a further 1600 houses on Camp Road and around the old runway. Discussions ensued as to whether Lower Heyford would accept any additional houses and where any building sites might be identified. No sites for development are envisaged.

**09.14.09 - LHRINC**

A cheque for £1 being the rent for the Reading Room was passed to the Clerk. Mr. Thompson reported that grants had been made to 3 villagers for higher education.

**09.14.10 Playground**

Mrs Turner reported via email to the clerk that it is nearly completed and a group of volunteers will meet on 28th September in order to remove the old fence and posts so that Nicholson's can put the new one up asap. The build has taken longer than anticipated due to extra landscaping and the discovery of an electric cable underneath the playground but all issues have been resolved (and at no extra cost).

**09.14.11 - Clerk Training**

The Clerk will undertake training to gain the CILCA qualification in order to better carry out her role and for her personal development. It was agreed that the cost of the course will be met by the Council. The cost will be £400 plus expenses and reimbursement of 7 x 1/2 days. The time spent outside of the training in order to work up a portfolio will be done at the Clerk's own expense. All costs will be split with Steeple Aston PC to whom the Clerk is also Clerk.

**09.14.12 Planning**

14/00250/TCA Notice of Intent of treework , The Rectory, Station Road

14/001119/F Heyford Manor APPROVED

14/01120/LB Heyford Manor APPROVED

14/00282/TCA Treework 86 Freehold Street

**09.14.13 Finance** - The following accounts were approved for payment :

Payee	Detail	Amount	Cheque No
BDO	Audit fee	120.00	500239
Valley News	Grant	350	500240
FoLHS	grant	150	500241
LH PCC	grant	400	500242
Cathy Fleet	clerk salary	226.82	500243
SAPC	reimbursement for stationery	19.70	500244

**Date of next meetings : 16th October, 20th November, 15th January, 19th February, 12th March, 16th April, 14th May, 18th June, 16th July, 17th September, 15th October, 19th November**

**Signed ..... Mr J J Macnamara Date .....**

### ACTION LIST SUMMARY

NO	ACTION	To be Actioned by :
	. Mr. Macnamara to write to Sir Tony Baldry to ask for his views on poor mobile reception and a possible resolution.	JJM
09.14.02	. Clerk to ask Ryan Kilby who maintains the playground at Steeple to quote for repainting the white gates	Clerk
	Mr. Thompson to inspect Bus Shelter	LT
	Mr. Dare to inspect noticeboards and acquire Perspex	DD
	. Clerk to reply to Heyford Park Management Co asking for clarification in view of the fact that the existing agreement is legally binding and there is no knowledge of a new agreement.	Clerk
09.14.05	JJM to contact the Chair of Middle Barton PC to discuss traffic problems	JJM
09.14.06	BE to circulate Welcome pack and ensure it is on the website	BE