

**Minutes of the meeting of the Lower Heyford Parish Council held on
Thursday 20th February 2014 at 7.00 pm in the Church**

Present: - Mr Macnamara (Chair), Mrs. Ball (Vice Chair), Mr Mortimore, Mr. Thompson, Mr. Egging,

Members of the public : Mr. Humberstone, Mr. Watson

In attendance: Cathy Fleet (Clerk)

Apologies: Apologies had been received from Mr. Dare and Mrs. Turner

Declarations of Interest : There were no declarations of interest

Minutes of the last meeting held on 16th January 2014 were read and it was **RESOLVED** to accept these as a true record of the meeting and they were signed by the Chair.

02.14.01 Clerk's Report

- letter sent regarding Caulcott drainage
- letter sent regarding Station Road
- letter sent regarding Network Rail

02.14.02 Matters Arising

- Work has commenced on the drainage in Caulcott, although the tanker still remains in situ
- Mr. Dare had drafted a letter in reply to that sent by Mr. Kemp of OCC. and with some minor amendments and additions it was decided that this should be sent immediately with copies to Cllr Fulljames, Cllr Nimmo-Smith and the Barton HGV Action Group.

ACTION : CLERK

- A letter had been sent to Network Rail, and it was reported that the generator has now been moved, although fencing and landscaping is still required. parking has become a problem in the Station car park as contractors are using a large number of spaces which is restricting those available for commuters and resident boaters.
- A tree on land in Station Road owned by Corpus Christie and managed by Savilles had fallen during recent storms causing some concern amongst residents. Clerk to write to Savilles requesting that the remaining trees be felled as a precaution.

ACTION : CLERK

- There was some discussion regarding lighting on Station Road and the danger posed by lack of street lighting, particularly when the tree had fallen across the road and it was necessary to stop the traffic in the dark. There has previously been opposition to the installation of further street lighting, and it was agreed that Clerk should place an article in Valley News requesting opinions from residents.

ACTION : CLERK

- Notification has been received that work on the Station Road/Longbridge footpath will commence in March. The notice has been put in noticboards and on the website and distributed by email.

02.14.03 Risk Assessment, Standing Order and Financial Regulations - It was decided to defer this item to the March meeting.

02.14.04 Meetings - No meetings had been attended since the last PC meeting.

02.14.05 SID - It had been suggested that two further SIDs be purchased, however after some discussion it was decided that it would be better to investigate availability and price of a device which would not necessitate the downloading of data.

02.14.06 - Upper Heyford Neighbourhood Plan/DorchesterLiving - Mr. Macnamara had attended a presentation given by Dorchester Living to Upper Heyford PC regarding plans for the development of the former RAF site at Upper Heyford which would involve the creation of a Neighbourhood Plan for Upper Heyford and all surrounding villages. It was decided to invite Dorchester Living to make a presentation at the parish council's annual meeting on 24th April. Clerk to contact Dorchester Living and print flyers advertising the event to be given to Mr. Humberstone for distribution with Valley News. **ACTION:CLERK**

02.14.07 - LRHINC - Clerk had received clarification of the invoice from Howard Meakin of Trumans Solicitors and it was decided that all is in order. Also received was documentation regarding the Land Registration which required attendance at another solicitors office which the Clerk is unable to do as she has not lived in the village for 12 years as required. Mr. Macnamara to attend **ACTION : JJM**

02.14.08 - Parish Plan - This requires updating. Clerk to circulate via Dropbox if possible and all to consider updates to be agreed at the next meeting. **ACTION : CLERK**

02.14.09 Bus Shelter & Millennium Seat - Mr. Mortimore agreed to inspect both these fixtures to ascertain if any maintenance is required. **ACTION : CM**

02.14.10 - Playground - In Mrs Turner's absence there was nothing to report.

02.14.11 - Planning - 14/00062/F - 2 storey side extension 9 Bromsewell Close - no objections.

02.14.12 - Finance - The following accounts were approved for payment :

Payee	Detail	Amount	Cheque No
Petra Turner	Reimbursement (Santa's Grotto)	12.00	500217
Cathy Fleet	Clerk salary	226.82	500218
Cathy Fleet	Clerk expenses	15.40	500219

02.14.13 - Correspondence - Correspondence lists were circulated and discussed. A letter had been received from CDC regarding Councillors' remuneration and it was decided that no remuneration should be claimed by Councillors, however it should be recorded that if reimbursement for mileage is claimed it should be at the recommended rate of £0.45p per mile.

02.14.14 - AOB

- Clerk to write to WPC Caroline Brown advising her of next meeting dates and inviting her to attend **ACTION : CLERK**
- The hedges around the garages on Cherwell Bank are overgrown and require attention. clerk to contact Sanctuary Housing **ACTION : CLERK**

Date of next meeting 27th March 2014

Signed Mr J J Macnamara

Date