

**Minutes of the meeting of the Lower Heyford Parish Council held on
Thursday 16th July 2015 at 7.00 pm in the Church**

Present: - Mr Macnamara (JJ) (Chair), Mrs. Ball (DB) (Vice Chair), Mr Dare (DD) , Mr. Eggeling (BE) , Mr. Thompson (LT), Mrs Turner (PT)
Members of the public : None.

01/07/15 Apologies: Apologies had been received from Cathy Fleet (Clerk) and from Mr Mortimore (CM).

02/07/15 Declarations of Interest : there were no declarations of interest
Minutes of the last meeting held on Thursday 18th June were read and it was **RESOLVED** to sign these at the next meeting (on 17th September 2015) as not all had yet received them.

04.07.15 Public Participation: Nothing to note.

05.07.15 Clerk's Report: None.

06.07.15 Actions from previous meeting:

| NO | ACTION | To be Actioned by : |
|----------|---|---|
| 06.15.07 | BE to source road signs. Prices had been obtained and amount to £320 for a total of eight 'Twenty's Plenty' signs which can be fixed to existing roadside structures. All were in agreement that eight would suffice. It was discussed and agreed that CF should be given the go-ahead to purchase these signs. It was suggested and agreed that a note should be placed in the Valley News as soon as possible, in order to highlight the Parish Council's actions around this issue. | BE CF CF |
| | DD/Clerk to progress grass cutting contract | DD/CF |
| | JJ to contact director of Highways requesting that LHPC to consulted when road closures are proposed | JJ |
| 06.15.08 | Clerk to draft Child Protection Policy for September meeting | CF |
| 06.15.10 | DD/BE/CM to install SID This had now been installed. All to inform DD if they find that this device is not working correctly. | DD/BE/CM |
| 06.15.11 | All to provide clerk with photos and resumé for website. BE noted incorrect frequency of PC meetings on the Parish Website. He had drafted a slight change and will forward to CF. | All |
| 06.15.12 | Playground grasscutting, maintenance and committee to be on September Agenda | CF |

07.07.15 Highways/Footpaths: Grass cutting was discussed and it was noted that OCC had recently cut some verges. Progression with this to continue.

ACTION: DD/CF

08.07.15 Meetings: DD had attended the Canal and River Trust Reception on Tuesday 14th July. DB had attended a meeting with the Valley News; she reported that it has a new Treasurer and will continue as now until the end of the year. DB noted that she would attend future meetings to monitor progress.

09.07.15 Defibrillator: The LHVHF had agreed to pay for two defibrillators, to be placed at the Bell Inn and at the Horse and Groom. Roger Bowen had advised the PC not to forget the 30 day

lead time for cheques from this charity. CF to be advised to place an order for the devices, not forgetting the notice period needed by the LHVHF.

ACTION: CF

10.07.15 Neighbourhood Plan: No meetings attended recently.

11.07.15 Sports and Social Club: A letter from the Sports and Social Club requesting support for the possible expansion of their building had been received and noted. It was discussed and agreed in principle. An email to be sent to the Sports and Social Club confirming this and offering pointers to possible funding streams.

ACTION: CF

12.07.15 LHRINC: Nothing to note.

13.07.15 Playground: A discussion was held around the possible use of a contractor for the maintenance of the grass and hedging and it was agreed that PT should approach the LHRINC regarding ongoing funding for this. It was noted that the annual ROSPA inspection will be done shortly. A discussion was held around the frequency of safety inspections and it was agreed that CF should write to the insurers in order to ascertain how regularly they would like these to be completed.

ACTION: PT/CF

14.07.15 Planning: Nothing to note.

15.07.15 SID: As discussed under Actions from previous meeting.

16.07.15 Finance: A replacement cheque for the Valley News was signed as the previous one had been mislaid.

Date of next meeting : 17th September 2015 (Apologies; DD)

Signed Mr J J Macnamara Date

ACTION LIST SUMMARY

| NO | ACTION | To be Actioned by : |
|-----------|---|----------------------------|
| 06/15 | Progression of grass cutting contract. | DD/CF |
| 06/15 | JJ to contact director of Highways, requesting that LHPC are consulted when road closures are proposed. | JJ |
| 06/15/08 | Clerk to draft Child Protection policy for September meeting. | CF |
| 06/15/11 | All to provide Clerk with photos and resumes for website. | All |
| 09/07/15 | CF to place an order for 2 defibrillators, noting the 30 day period for provision of cheques from LHVHF. | CF |
| 11/07/15 | CF to email Lesley Thompson noting LHPC support for the Sports & Social Club project and offering pointers to possible funding sources. | CF |

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|----------|---|--------------|
| 13/07/15 | PT to approach LHRINC regarding possible funding for ongoing maintenance of the playground (in respect of grass/hedge cutting). CF to write to insurers regarding the frequency of safety checks. | PT/CF |
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