Heyford Park Parish Council
Minutes of the Meeting held in the Community Centre, Heyford Park on
Wednesday 13th August 2019 at 7pm

Present: Cllrs Dickie Bird (Chairman), Tim Coggins (Vice Chairman), Steve Cook, Sally Freeland, Phil Living and Brian Moss.
Also, in attendance: Lorraine Watling, Cherwell District Council (CDC), and six others.
Not Present: Cllr Alan Harris and District Cllrs J Macnamara, B Wood and CDC/OCC Cllr I Corkin.

64/19	**Apologies:** Cllr A Harris and District Cllr Corkin
65/19	**Minutes of the previous meeting:** The draft minutes of the meeting held on 10th July were received and considered. Cllr Cook proposed, Cllr Freeland seconded the motion and the Council **RESOLVED** (unanimous by those in attendance) that the amended minutes were a true record.
66/19	**10 Minute Open Forum:** A resident addressed the council and asked whether an event was being scheduled on The Green. His daughter is involved in "Dream Fly", a charity that supports sick children and is always looking for opportunities to promote its work. It was confirmed that on 24th August Cherwell Theatre Group will be staging a performance 4-7pm. It was suggested that his daughter contact the Residents Association, the veterans' group and the organisers of the Christmas Bazaar to discuss fundraising opportunities.
67/19	**Oxfordshire County and Cherwell District Council Update:** County Cllr Ian Corkin has sent apologies for this meeting. The Chairman reported that Cllr Corkin has been working hard in the background for the PC as both a District and County Cllr for Heyford Park. The PC thanked Cllr Corkin for his help. The Chairman reported the following on behalf of Cllr Corkin: 1. **Sewage Issues –** The sewage issues are the joint responsibility of Dorchester Living and the operator, County Water. Residents can report odour issues to the Environment Agency any time of the day or night by telephoning 0800 807060. Dorchester have advised that there are no capacity issues. 2. **Change of Staff at Dorchester Living:** Placi is leaving at the end of the month. The PC thanked her for her work. Simon Fry will be the PC's new contact. It was noted that the footpath extension has been put in and suggested that the PC write with details to both the CDC and OCC planners. 3. **250 Bus Service:** The new contract will start in Feb 2020 and run for up to 6 years. It was noted that the route may be varied in future but it was too early to say when. Cllr Corkin has met with highways planners and discussed the current issues. 4. **Community Asset:** Cllrs Corkin and Wood have been trying to secure a community asset for the Parish. They are seeking a condition to require Dorchester Living to provide a community asset. The Chairman reported that he had turned down an offer to use the room where the PC meets for meetings because this would have denied the community the use of an important facility. The PC noted that it needs something permanent. 5. **Meetings between the Chairman and Cllr Corkin:** The Chairman and Cllr Corkin will start meeting monthly in future in order to catch up and also discuss items for the PC's agenda. 6. **J10 Problems:** The issues were raised at a CDC planning meeting. 7. **Heyford Leys:** The landowner's agent has reached out to the PC and this was considered to be a positive move. Cllr Moss has been invited to a meeting at CDC later in August. 8. **OCC Cyclist Survey:** The County Council is trying to establish the needs of cyclists in the County. Residents are invited to complete the survey and provide their input.
68/19	**Residents Association (RA):** The Chairman of the RA had sent apologies and so Cllr Livings gave a brief report. He noted that cars are travelling too quickly through the parish and reported that he had witnessed two near misses that morning. It was noted that in future residents should: - Try and get the registration number and report this on 101 to Bicester police. - Collect as much information as possible – camera footage on a phone is acceptable as evidence. **Actions agreed:** 1. The RA will try and get a speed check undertaken with the PCSO's. 2. The RA and PC will lobby to get the 30mph speed limit to start on the other side of the woods on the road from Middleton Stoney. 3. The Chairman of the PC will write to Highways and New College about cutting back the overgrown shrubs that are growing at this dangerous corner. 4. The RA will put the details of "Fix My Street" on Facebook 5. The Chairman will ask Dorchester Living why their maintenance crews are parking their vehicles on the footpath at Camp Road and blocking the footpath and also damaging the surface, when they can park around the corner.
69/19	**Heyford Leys Issues:** Various matters were discussed. It was noted that a question had been raised about the recreation ground. An application to withdraw a condition will be discussed by the planning committee. A resident asked that it be noted that he believes that the landowner is doing his best for the residents. Discussion followed about whether the gate to the recreation ground had actually been locked or it the chain could have been removed by those seeking access. Residents were advised to phone 01869 232048 to report any issues.

70/19	**Parish Council Email Addresses and Web Site:** Function 28 are coming up with a design for the web site and have applied for the domain name. For now, the Chairman's address will feature on the web site.
71/19	**Parish Council Logo:** A design for the logo was agreed by the PC. It will feature two aircraft to signify the sites history and the passage of time. A poll taken amongst everyone at the meeting confirmed that the planes will be a Blenheim and a F-111. The planes will be shown flying towards the Parish Council's letterhead as confirmation that we are now looking to the future. Cllr Moss will send the draft logos to Cllr Coggins for inclusion on the web site. The Chairman thanked both Cllrs for their work on this project.
72/19	**Planning** **(a) Planning applications:** Ref: 19/01322/CULP – the PC did not receive this planning application. Cllr Coggins explained what it was about. Cllr Coggins proposed, Cllr B Moss seconded this motion and it the Council RESOLVED (unanimously) that the PC wishes to make no comment. **Action:** The Clerk will submit the PC's response to the planning department. She will also bring it to the attention of Cllr Corkin that CDC had not notified the PC of the planning application although it is a statutory consultee. **(b) Offer of Induction Workshops by the MCNP Executive:** The PC gratefully accepted this offer of help. **Action:** The Clerk will advise the Chairman of the MCNP that Cllrs Cook, Livings and Coggins would like to attend and that evenings would be most convenient for them (other than the second Tuesday evening of the month which is when the PC meets). **(c) Any Other Planning Matters:** It was noted that large houses are not selling at present – this is a national trend.
73/19	**Finance:** **(i) Formal Request for a grant towards buying daffodil bulbs by the RA:** The RA Chairman apologised for not submitting the grant application previously discussed. The RA are no longer planning a daffodil planting event. It was noted that the developers have a duty to undertake planting around the site and had already offered money in order to facilitate this. The Clerk described how planters brighten up the entrances to Deddington and also alert drivers that they should slow down as they are entering a 30mph zone. Cllrs thought that it would be good if brick planters could be installed by the two entrances to the village and Cllr Cooke offered to take this matter forward. **(ii) Draft Grant Application Forms:** Cllrs received, considered and adopted the draft grant application forms designed and submitted by the Parish Clerk. These will be sent to the Heyford Park Football Club who have enquired about the possibility of a grant. The Chairman explained what it would be used for and the PC indicated that it would be pleased to receive a grant application. However, it was thought unlikely that it would agree to fund everything on the Football Clubs wish list. The PC would also require confirmation about where the kit will be stored. It was noted that any grant would have to be funded out of the s137 Free Resource. **Action:** The Clerk will put this grant application on the Sept agenda. (iii) **Parish Council laptop:** The Clerk is liaising with CDC about the laptop that the PC requires in order that they can buy it out of PC funds. Cllr Coggins will recommend a cordless mouse and Cllr Cook will donate a laptop bag. **Actions:** **1.** The Clerk will put bank accounts on the Sept agenda. **2.** The PC will be involved in organising the Christmas Fayre at the chapel and so will insure the event. Cllr Freeland will lead the PC's input to this event and the Chairman will do a risk assessment.
74/19	**Dorchester Living:** The PC has heard nothing further about the transfer of the Community Garden lease and so Dorchester Living will be asked to provide a progress report.
75/19	**Updates from Cllrs who have attended meetings or training:** No Cllrs had attended any training since the last meeting. The Clerk reminded Cllrs that OALC list their training courses in their monthly updates and that they should notify her of any courses that they wish to attend so that she can book them places.
76/19	**Any other matters for consideration:** The Clerk recommended that the PC register with the Information Commissioners Office and it was agreed to discuss this under the Finance agenda item at the next PC meeting. She will also ask RBS for a quote for the PC using the Alpha accounts package.
77/19	**Date of Next Meeting:** The next meeting of the Parish Council will take place at 7pm on Tuesday 10th September 2019 in the Heyford Park Community Centre**.** The meeting closed at **8.48pm**.