Heyford Park Parish Council

Minutes of the meeting of the Parish Council held in the Community Centre on Wednesday 07th September 2022 at 7.15pm

Present: Cllrs Steve Cook (Chair), Alan Harris (Vice Chairman) Kate Henderson, Grant Lucas, and Brian Moss.
Not Present: Cllrs Dave Riley and Tim Coggins.
Also in attendance: The Chairperson and two other representatives from the RA.

61/22	**Apologies for Absence Received and Approved:** Apologies were received and noted from Cllrs Riley and Coggins.
62/22	**Declarations of Interest, dispensations, or use of delegated powers:** It was noted that there may be a delivery charge for the new flat pack container, so the council agreed to the use of delegated powers by the Chairman and Clerk to authorise any additional expenditure.
63/22	**Minutes:** Cllr Moss proposed, Cllr Cook seconded the motion and the Council **RESOLVED** that the minutes from the parish council meeting held on 03rd August 2022 were approved. The Chairperson then signed the minutes from the meeting.
64/22	**Public Participation:** None other than the RA representatives participation in the agenda item about planning later in the meeting.
65/22	**County and District Councillor Report:** Cllr Corkin was not at this meeting, but the following was noted: (i) **Bus Service:** There is no resolution of the bus service issue. The private company who currently operate it do not want to continue to do so. It will therefore need to go out to tender. A bus will still loop to Heyford Park once in the morning and once in the evening. The current contract has been extended until January 2023. (ii) **20mph Speed Limit in the Village:** OCC have signed this off and Dorchester Living ordered the new signage in the middle of August. The delivery of the signage has a 4–6-week lead time. All the roads in Hayford Park will be 2omph except for two roads by the school which will be 10mph. CDC will be monitoring the new speed limits. The PC noted that there were no 'speed watch' events currently scheduled in Heyford Park. (iii) **Electricity Rebates:** The £400 rebate for people to offset energy bills has not been passed to Dorchester Living as they are a private rental company. It was noted that Dorchester Living had already negotiated good energy deals for residents. The government has yet to decide what measures it may introduce for businesses.
66/22	**Planning Matters:** (i) **Planning Applications:** **Ref: 22/02578/TCA** – 12, Bader Drive – fell 1 cherry. Noted by the PC – no comment. **Ref:22/02494/F** – Heyford Commercial Development Ltd – Variation of conditions 2 and 5 with regards to the positioning of the car park serving the hotel, seeking temporary permission for it to be allowed for 5 years, and to vary the timetable for implementation of a revised landscaping scheme within the next planting season. The PC decided to submit the following comments about this application: 'This planning application seeks to provide retrospect planning consent to build the car park on the north-western corner of the village green. The application refers to, seeks to amend, and will further delay the previously approved landscaping application Ref: 19/00024/DISC. Although this planning application was permitted, it has not implemented for over three and a half years. The current planning application also fails to give any consideration to planning application 21/03701/REM, submitted in November 2021, and approved in January 2022. Application 21/03701/REM approved the building of a much-needed LEAP children's recreational area at the location where the current car park has been built. It appears that the developer sought to circumvent the application almost immediately after submitting it.

	The developer has also proceeded to build the children's recreational area south of the permitted plans within the village green. The Parish Council can find no evidence that a revised planning application was ever submitted. Heyford Park Parish Council notes that in recent years the developer has on this site:- 1. Demolished a building without planning consent. 2. Built a car park on land with plans approved to provide a children's LEAP play area on the same site. 3. Built a children's LEAP play area on an amended site without seeking further planning consent. The building referred to at (1.), was one whereby the developer demolished everything except the wall facing the green, instead of retaining the building as planned. This was followed by a planning application to remove the remaining wall. It should be noted that the Heyford Park Parish Council only supported the demolition of this wall after receiving assurances from Dorchester Living that the area would become a community garden, and that this would be followed by the building of a community building/shops. The car park was never part of it. If parking spaces are needed, it is the view of the parish council that they must be found elsewhere and for the whole community, not just for hotel patrons. It is the view of Heyford Park Parish Council that, if approved, planning permission should only be granted for a maximum of 2 years. This would give the District Council time in which consider what action it should take to prevent further similar planning irregularities.' (ii) **Neighbourhood Plan Working Group:** The Neighbourhood Plan Working Group had not yet met so there were no updates at this meeting. (iii) **Mid-Cherwell Neighbourhood Plan:** It was noted that questions had been sent to the parishes involved in the MNCP regarding the Review of the Mid-Cherwell Neighbourhood Plan. **Action:** Cllr Moss to send the PC's response. (iv) **Any Other Planning Matters.** The unsatisfactory parking situation around Sainsbury's and the unofficial yellow lines that have been installed by Dorchester Living was discussed. It was suggested that this had contributed to some people abusing the disabled parking, and to others parking around the corner by the roundabout. It was noted that there had been many comments about this matter on Facebook. The PC understands that Dorchester Living has been asked to remove the double yellow lines that they had installed.
67/22	**Financial Matters:** (i) **Bank Statement and Reconciliation:** The parish council received and noted the August bank statement and reconciliation. (ii) **Payments:** It was proposed by Cllr Lucas, seconded by Cllr Harris, and **RESOLVED** by the parish council that the payments made since the last meeting were noted and ratified. The current expenditure limits on the PC corporate card were discussed. Cllr Lucas, Cllr Moss seconded the motion and the PC **RESOLVED** to increase the limits to be £300 for any one payment and £500 in any one month. Cllrs Cook and Harris then signed the instruction to the bank to increase the limits. **Action:** The Clerk will send the signed instruction to the bank. (iii) **Internal Auditor:** IAC can no longer undertake the PC's internal auditor, so the Clerk is currently sourcing an alternative auditor. **Action:** The Clerk was asked to include the following proposed purchases on the next agenda so that the PC can formally consider and approve the expenditure required: - 1 additional Premium PVC Marquee for use at events sized 3x6m - 1 Gas BarBQ for use at Heyford Park events
68/22	**Residents Association:** The RA welcomed the proposed purchase of a BarBQ and asked if they could borrow it for use at the Christmas Bazar that will take place on 10th December 2022. The need for a 'warm hub' during the winter was discussed. It was suggested that the pantry might be able to help with this initiative.

69/22	**Parish Notice Boards:** The PC **RESOLVED** that it would like to purchase three lockable Parish Council notice boards and authorised a £5k budget for this purpose. The sites have yet to be confirmed, but it was envisaged that one would be installed on the outside of the Community Centre. Cllr Cook will ask the school for permission to install one on the wall of the gym and Cllr Moss will ask the site owner for their agreement for one to installed at Heyford Leys. After installation Dorchester Living will maintain the defibrillators.
70/22	**Bungalows Working Group:** It was noted that the painting was still ongoing. The first 6-8 properties on Eady Road are being refurbished with a view to their being sold. All but two of the current households, who were tenants, have already been re-housed by Dorchester Living so this was not considered to be a problem. It was noted that when the roof tiles had been removed from two bungalows it was discovered that there was a problem with the roof timbers. They will therefore need new rafters and extra bracing. It was suggested that it may be possible to get a mortgage on the refurbished bungalows. It was noted that asbestos had been removed from an existing porch but that the remedial work had not yet been completed. The PC Chairperson asked the RA to send him a list of any significant issues in order that he can then discuss with Paul Silver.
71/22	**Dorchester Living:** Dorchester Living and the PC have agreed the installation of three defibrillators. Dorchester Living will pay for one to be installed on Building 101. The PC agreed to pay for the other two. One of these will be installed near the Leys or at Trenchard Circle, the other will be installed at the other end of Camp Road near the gate house. **Action:** Cllr Lucas to obtain quotes for three wall mounted defibrillators.
72/22	**Community Event:** It was suggested that this be held on 3rd December and be co-ordinated with the Christmas Lights switch-on scheduled for 5pm that day. It was noted that the Christmas Tree will be positioned behind the three large planters outside the hotel, so it was suggested that the PC/RA could position one of the large marquees on the temporary car park for this purpose. Suggestions about the proposed community event were discussed.
73/22	**Medium to Long Term Strategic Priorities**: Mid-long term strategic priorities will be discussed at the November meeting.
74/22	**Items Noted by Cllrs** (No decisions can be made under this item): None.
	Dates of next meetings: The next parish council meeting will be held on 5th October 2022.

The meeting closed at 9.30pm.

Signed: Date:

Appendix 1

Payments over £500 since the last meeting

£0

Action Check List

Minute Ref	Action	Actioner	Action Status
134/20	(i) Flooding. 1. A PC local emergency plan will be produced. 2. The PC's emergency planning will be reported at the next meeting with Dorchester Living.	Emergency Planning WG Chair	Ongoing Ongoing
55/21	Emergency Plan – missing information to be sent to Cllr Riley.	Clerk and Cllrs	Ongoing
44/22	Neighbourhood Plan Working Group – the Terms of Reference for the Working Group will be drafted.	Clerk	Completed
66/22	Planning. Mid-Cherwell Neighbourhood Plan: Response to be sent to the questions sent to the parishes by the MNCP regarding the Review of the Mid-Cherwell Neighbourhood Plan.	Cllr Moss	New
67/22	Finance. A letter is to be sent to the bank requesting that the expenditure limits on the corporate card be increased. The following proposed purchases to be included on the next agenda so that the PC can consider and approve the expenditure required: - 1 additional Premium PVC Marquee for use at events sized 3x6m - 1 Gas BarBQ for use at events	Clerk Clerk	New New
71/22	Defibrillators. Quotes to be obtained for three wall mounted defibrillators.	Cllr Lucas	New