Heyford Park Parish Council

Minutes of the meeting of the Parish Council held in the Community Centre on Wednesday 08th February 2023 at 7.15pm

Present: Cllrs Tim Coggins (Chair), Alan Harris (Vice Chairman), Brian Moss and Kate Henderson.
Not Present: Cllrs Dave Riley and Grant Lucas.
Also in attendance: The Parish Clerk, County and District Cllr Corkin, the Chairperson and another representative from the RA, a representative from Dorchester Cherwell District Council, 11 members of the public.

127/22	**Election of a Chairman:** Cllr Harris proposed, Cllr Moss seconded the nomination and the Council **RESOLVED** (unanimously) to appoint Cllr Tim Coggins to be the Parish Council Chairman. He signed the acceptance of office form in the presence of the Proper Officer/Clerk.
128/22	**Apologies for Absence Received and Approved:** Apologies were received from Cllr Lucas before the meeting.
129/22	**Declarations of Interest, dispensations, or use of delegated powers:** It was noted that the Clerk had used the corporate payment card to purchase stationary for use advertising the Farmers Market, and a storage box for electrical cables.
130/22	**Minutes:** Cllr Harris proposed, Cllr Moss seconded the motion and the Council **RESOLVED** (unanimous by those in attendance) that the minutes from the parish council meeting held on 04th January 2023 were approved. The Chairperson then signed the minutes from the meeting.
131/22	**Public Participation**: Most of the members of the public present wanted to address the PC and County/District Cllr Corkin about their concerns relating to changes to school bus services. Several residents spoke on behalf of the group. **Removal of the Free School Bus to Heyford Park, for children from Lower Heyford:** Residents from Lower Heyford are concerned that OCC are removing their children's access to the free school bus because they live within 3 miles of the school. An OCC officer had walked and assessed the proposed school walking route and considered it to be safe. Parents disputed this because: 1. It would involve walking along the canal tow path, and along remote field paths. 2. It will be unlit - OCC did not consider this to be a relevant safety consideration because the route will not bring children into contact with a road. 3. The tow path is potentially dangerous especially in the dark, in wet or icy weather, or when the river/canal floods. There is also an underground stream that could affect part of the route. They also noted that: 4. It was unsafe for children to cycle to school because there is no designated cycle route between Lower Heyford and Heyford Park, and queried with Cllr Corkin, why one could not be instated. 5. Children whose parents do not have access to a car would have to leave home at 07.15 to start the walk to school to arrive on time. 6. Parents are encouraged to escort their children walking to school, but those without cars may have to give up work to be able to do this. **Access to the Spare Seat Scheme being stopped:** From March the Spare Seat Scheme will be unavailable to people (with one or two exceptions). Parents had been paying £400 per child, per year to use the bus. From March, the bus service will still run, but in future it may drive past half empty which seemed to be nonsensical. **Buses to the Warriner and Marlborough Schools:** 7. There is a no longer a bus service that will pick up children in Lower Heyford and take them to these schools. 8. This situation is not only incredibly worrying to parents, but also for their children who must consider their sixth form options. Moving schools is very stressful and has a considerable impact on children, so they should have been given a lead time.

9. New starters already meant to be going to the Marlborough or Warriner Schools will no longer be able to get there. Initially a bus was in place, then the Lower Heyford stop was stopped, and now the bus from Steeple Aston has been cancelled.
10. Parents that have been paying for their child to use the 'Spare Seat Scheme', have been told that they cannot apply for a seat to enable her to attend the 6th Form.

General Points made:

11. Some people promoting walking routes in cities appear to lack an understanding of rural issues, and the decision makers don't take things in context. By applying this flawed policy it is the children who will suffer.
12. The new schemes are biased against rural communities.
13. Residents are extremely disappointed that there had been no prior consultation.
14. There is a big dis-connect between OCC and parents. Communications between the co-ordinator and parents had been poor. Some parents who were not linked with the co-ordinator had not even been made aware of the proposed changes. Parents from the "Save our bus seats" campaign have written to the Marlborough School and OCC had not got much response from either.
15. The OCC budget consultation closed before the letters about the buses were issued.
16. The future of the 250 bus service is not assured.
17. The deadline for sixth form applications to the Gosford School had passed before the changes to the buses were known, therefore children cannot apply to go to this school.
18. The application deadline for the Bartholemew School had also passed removing this option.
19. Any child attending the Cherwell School will be 10 minutes late every day.
20. Dorchester Living should have an interest in this if the Heyford Park School cannot cope with more students. This could mean that this school would no longer be an option for the children of families moving into Heyford Park.
21. The removal of the bus service takes away parental choice. One parent explained that his child could not get a space at the Heyford Park School and so he had to send them to the Marlborough School, although this had been their third choice.
22. A lack of transport to schools will be a consideration for families who may be considering moving to Lower Heyford in the future.
23. Victoria Prentis MP is aware of the situation but has not yet made a formal response. It was suggested that the best evening for a meeting with her possible attendance would be a Friday due to her ministerial responsibilities..
24. Residents feel left in the lurch and cannot move this on privately. If parents cannot pay privately for a bus service, OCC should at least give them their first choice of school.

It was noted that a second appeal against OCC's decision had been heard earlier that day but had been unsuccessful. There is no further appeal process open to residents.

Cllr Corkin explained that:

25. The walking route scheme had initially included the main road in it and so the route had to be re-routed as the road verges were too steep.
26. OCC has a legal obligation to provide a service to get pupils to school, and moves 10,000 children a day.
27. OCC had found it difficult to find an operator to run the 250 service. Dorchester run it as a planning obligation. The current solution is that the 250 service will run to Bicester as it is a 'transport hub'.
28. These routes are coming up for tender later this year and it is difficult for operators to include the 'Spare Seats Scheme' and make their service cost effective. By excluding them they may be able to use a smaller bus.

	Cllr Corkin offered to see what, if anything, might be done. He offered to attend a meeting arranged by residents, and to liaise with them. He will make the relevant party within OCC aware that parents might be willing to pay towards the bus, and ask him to come to speak to residents. The Chairman said that the Parish Council was fully supportive of a meeting being held to discuss this matter.
132/22	**County and District Councillor Report – other updates:** Cllr Corkin noted that matters relating to the proposed Strategic Rail Freight Infrastructure were moving very slowly. He also reported that he had contributed to the cost of new camping equipment for the scouts.
133/22	**Planning Matters:** (i) **Planning Applications:** The Parish Council discussed the following planning applications: **a) Ref: 22/02255/RE** - Reserved matters Approval is sought in relation to Phase 10 of planning permission 18/00825/HYBRID. The RM seeks approval of access, appearance, landscaping, layout, and scale for 138 new dwellings with associated roads, footways, parking, drainage, landscaping, and open space. Amended proposals received. The Parish Council had responded to the original planning application and decided that no additional comments were required. **Action**: The Clerk will notify CDC. **b) Ref**: 23/00284/F - 28 Trenchard Circle: single storey rear extension. The Planning Council wished to make no comment about this planning application. **Action**: The Clerk will notify CDC. (ii) **MCNP Update:** The Parish Council noted an update from the MCNP representatives. The parish Cllrs on the MNCP were reminded of the need to respond to some questions that had previously been sent to them by the MCNP Development Team. Discussion followed. PC would prefer development to be around the existing Camp Road. It would be happy with non-coalescence to maintain the buffer zone. It would like brown field sites to be used first. The sites that were considered to be green field sites at Heyford Park were discussed. **Action:** Cllrs Coggins and Moss (Planning Working Group) to respond. (iii) **Planning Ref: 21/03523/OUT:** CDC had contacted the PC about the s106 relating to this planning application. Cllr Moss had sought clarification from CDC about what might be feasible and explained this to the Council. **Action:** The Planning Working Group was authorised to draft a planning response to the query. (iv) **Any Other Planning Matters:** The representative from Dorchester Living agreed to print off an A1 map of the parish, and one of the developed areas and arrange for these to be put in the meeting room in the Community Centre for future reference at meetings.
134/22	**Financial Matters:** (i) **Bank Statement and Reconciliation:** The parish council received and noted the January bank statement and reconciliation. (ii) **Payments:** The payments list was noted. Cllr Harris proposed, Cllr Moss seconded the motion and the Parish Council **RESOLVED** (unanimous) that the payments needing to be approved at this meeting were approved. (iii) **Budget Update:** The Parish Council received and **noted** the current financial position. (iv) **Any Other Urgent Financial Matters:** There were no urgent financial matters to discuss at this meeting.
135/22	**Residents Association:** The following points were noted: 1. There are on-going discussions about rent increases. It was noted that rents were still cheaper than other places and no worse than anywhere else. It was acknowledged that some people are struggling and they were advised to contact Dorchester Living. 2. It was noted that 'Platform' had taken over as the landlord. There will be a change of telephone number and who the rents will be paid to. The RA are currently waiting to receive the

	name of the new 'Platform' liaison officer. It was unsure whether there would be a local presence.
136/22	**Bungalows Working Group:** The Dorchester Living contractors are still working on 5 bungalows, but the big projects have now been finished. They will not be replacing anymore windows or doors in the immediate feature. They will still action anything that is necessary for health and safety reasons.
137/22	**Dorchester Living:** The representative from Dorchester Living reported that the funding was in place for Phase 10 of the development. They will then be looking at the next phases. Cllrs congratulated Minerva for providing a good, very professional service. However it was noted that although they had said that Doctors appointments would be available, they would not commit to this yet. Concerns were used about the use of private GPs. The representative from Dorchester Living confirmed that Minerva had said that they would be a regular GP practice element. Dorchester Living were asked whether future Community Liaison Meetings could be at lunchtime and hybrid as this might enable more people to attend them.
138/22	**Defibrillators:** Cllr Lucas was not at the meeting and there were no quotes to consider, so this matter will brought forward to the next meeting.
139/22	**Coronation Plans:** It was noted that the Parish Council would not be arranging an official event. If any community organisation was organising a 'Big Lunch' they could apply to the PC for a grant as long as it is an event for the whole community, and not for specific streets or areas of the parish The PC agreed in principle that it wanted to purchase coronation commemorative medals for the children living in Heyford Park, but the number needed to be confirmed. **Actions:** 1. The Clerk will ask the manufacturers to confirm whether they can wait for confirmation of the number required by the PC until after the March PC meeting. 2. Cllr Henderson will confirm the number to be purchased at the next PC meeting.
140/22	**Farmers Market:** (i) The PC congratulated the Farmers Market upon successfully completing its first year. (ii) The PC decided that the Farmers Market should now become a separate entity, independent of the Parish Council, but that it could still apply for PC grants if required. (iii) The viability of a long-term Farmers Market was discussed. The problem is that there are very few volunteers currently involved in it, which means that it is a considerable commitment on those how are delivering it each month. **Action:** The viability of the Farmers Market will be placed as an item on the next agenda.
141/22	**Village Gates:** The PC discussed an email received by the council on 12th January 2023 from J.A.C.S UK Ltd, a company that makes village gates. It was noted that this was a speculative email that had been sent to a mailing list of parish/town councils. It was agreed that this would be a matter for the next Parish Council to consider. It was also noted that if this proposal was of interest three quotes would need to be obtained, and the matter would need to be discussed with OCC and Dorchester Living. This matter will be a matter to be considered by the new Parish Council after the election in May.
142/22	**Date of the May Annual Parish Council Meeting:** It was **agreed** that the date of the Annual Parish Council meeting will be on Wednesday 17th May and combined with the first meeting of the new parish council.
143/22	**Items Noted by Cllrs** (No decisions can be made under this item): Cllr Coggins noted that he will contact Dorchester Living about the feasibility of a pump track as an individual, and not as a Parish Cllr.

	The issue of storage for the Emergency Food Supplies was discussed as space in the Community Centre is limited, and there were concerns that the food might deteriorate if kept in the lock-up. Cllr Harris noted that he may be unavailable for the next Parish Council meeting due to Jury Service, and so sent his apologies if he was required to miss it.
144/22	**Staff Matters:** The Clerk said that she was happy for this staff matter be discussed in public so the members of the public present at the meeting were not asked to leave. Cllr Harris proposed, Cllr Moss seconded the motion and the Council **RESOLVED** (unanimous) that the Clerks request to revert to her original hours was approved, and that she could claim overtime for any additional hours that might occasionally be required, e.g. during the annual audits or the budget process.
	Dates of next meetings: The next parish council meeting will be held on 1st March 2023 at 7.15pm in the Community Centre. The Annual Parish Meeting (the meeting of the parish, not the PC) will be held on Wednesday 15th March in the Community Centre

The meeting closed at 9.45pm.

Signed: Date:

Appendix 1

Payments over £500 since the last meeting

Additional marquee	£693.86

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
71/22	Defibrillators. Quotes to be obtained for three wall mounted defibrillators.	Cllr Lucas	Ongoing
94/22	Notice Boards: To order 2 wall mounted lockable notice boards (revised to 1 as the owner of Heyford Leys has agreed to allow the NB there to be used by the PC).	Clerk	Ongoing
105/22	Planning Applications: Letter to be sent to OCC about several highways matters	Cllr Coggins	Ongoing
119/22	Offer of a Free Tree from OCC to be forwarded to Dorchester Living.	Clerk	Completed
122/22	Discussion with Dorchester Living about proposal that a company called 'Platform' become the landlord at Heyford Park.	Chairperson	Completed
133/22	Planning Applications – responses to be sent to CDC MCNP Update: The Parish Council response to questions to be sent. Planning Ref: 21/03523/OUT: A response to CDC to be drafted about the s106 relating to this planning application.	 Clerk Planning WG Planning WG	 New New New
139/22	The purchase of coronation commemorative medals for the children living in Heyford Park **Actions:** 1. The manufacturers will be asked whether they can wait for confirmation of the number required by the PC until after the March PC meeting. 2. Confirmation of the number to be purchased.	 The Clerk Cllr Henderson	 New New
140/22	Farmers Market - viability of the long-term future to be included on the next PC agenda.	Clerk	New