

# HAILEY PARISH COUNCIL

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Chairman: Mr G Knaggs Parish Clerk: Mrs K Doughty

## **Minutes of the Parish Council Meeting held on Monday 13<sup>th</sup> July 2015, 7.30pm at the Village Hall**

**Present:** G Knaggs (Chairman), A Smith (Vice-Chairman), K McConville, N Moglia, M Davies and 7 members of the public.

1. **Apologies for absence:** P Lakey and D Musson.
2. **Chairman's Remarks:** The Chairman advised that the Parish Council will consider a response to Cllr Barry Norton, West Oxfordshire District Council (WODC) regarding the viability of the North Witney Local Plan proposal. It was noted that the Chairman and Cllr McConville had met with concerned residents to discuss clearance of scrubland off Giernalls Road.
3. **Contributions from members of the public:** A resident recommended that the Council meet with Thames Water to review the quality of water in the Parish. Cllr Knaggs is to investigate.
4. **Declarations of Interest:** Cllr Davies regarding all matters relating to the proposed North Witney development.
5. **Minutes of the Parish Council Meeting dated 8<sup>th</sup> June 2015:** It was resolved that the minutes are accepted and signed by the Chairman.

6. **Matters arising from the minutes.**

No matters raised.

7. **To note work being undertaken to land off Giernalls Road.**

The Chairman advised that surveyors have been working on the scrubland off Giernalls Road and contacted Mr Basson (landowner) who advised he is reviewing his options.

120 properties are being considered for development with a further 20 properties on a different parcel of land in the same area. Residents' concerns include traffic/throughfare, Giernalls Road surface, sewers, flooding, water pressure, Broadband (overhead cables) and schools.

Councillors asked the community to consider what S106/planning obligation projects they would like. The Council was asked not to sell the Priest Hill Lane access strip.

8. **To consider response to a letter from Barry Norton, Leader WODC on 1,000 houses at North Witney.**

The Chairman circulated a letter that he had drafted for consideration and approval by the Council. It was resolved that the letter was sent with no amendments.

9. **Appointment of Parish Clerk/RFO:**

(a) **To consider the appointment timetable.**

Closing date for applications is 31<sup>st</sup> July with interviews the following week.

- (b) To agree an interview panel and resolve to authorise members to appoint a new Clerk/RFO.**

It was resolved that Cllr Lakey, Cllr Moglia and Cllr Knaggs appoint a new Clerk/RFO.

- (c) Note Clerk's resignation effective on 10<sup>th</sup> September 2015.**

Noted.

- (d) To consider the date of the September Parish Council meeting.**

It was resolved that the date of the September Parish Council meeting is changed to Monday 7<sup>th</sup> September.

- 10. To receive an update report for Cllr Gill Hill, West Oxfordshire District Council (WODC) and Cllr Louise Chapman, Oxfordshire County Council (OCC).**

Cllr Hill was welcomed to the meeting. It was noted that previously refused planning applications are being re-submitted for speculative development. Extra houses are needed, but in the right areas only. The District Council's Local Plan is to be approved at a forthcoming Full Council meeting. There was no County Council report due to Cllr Chapman's absence.

- 11. To receive a Neighbourhood Policing Report (Cllr Andy Smith).**

Cllr Smith read a report from Thames Valley Police for the Hailey area. It was noted that some sheep had been injured in February (thought to have been caused by a dog), some sheep hurdles were stolen in March and a pedal cycle was stolen in April. Further details are to be included in the next edition of the Hailey Herald.

- 12. Special Projects:**

- (a) Defibrillators.**

The defibrillator will be installed at Bowen's Garage, New Yatt on 14<sup>th</sup> July. It was felt that an Awareness Session should be organised for September.

- (b) Neighbourhood Plan:** To receive an update report on progress. (Cllr Graham Knaggs).

The Chairman advised that the Council needs to decide on the area to be covered in the Neighbourhood Plan and that a Parish Questionnaire is to be distributed to residents (to be forwarded to the Council for approval when it is drafted).

- 13. Planning: (Cllr Karl McConville, Chair)**

- (a) Applications received:**

Ref.No.	Address	Proposal	PC Decision
15/01870/RES	Southdown Farm, Crawley Road, Witney	Erection of an agricultural workers' dwelling with associated garaging, landscaping and access.	It was resolved that no comment is made.

**(b) Decisions outstanding:**

Ref.No.	Address	Proposal	P.C. Decision
15/01640/HHD	Oakdene, Whitings Lane, Hailey	Remove existing single storey garage and store building and construction of a new two storey extension.	No comment.

**(c) Decisions made:**

Ref.No.	Address	Proposal	PC Decision
15/00509/HHD	Robindown, 9 Foxburrow Lane, Hailey	Single storey front extension.	PC decision – Object. Application withdrawn.
15/00696/HHD	10 Fishers Close, Hailey	Two storey side and single storey rear extensions.	PC decision - No comment. WODC - Approved
15/00456/FUL	The Paddocks, New Yatt	Formation of vehicular access for agricultural use.	PC decision - No comment. WODC - Approved
15/01570/HHD	Keepers Cottage, New Yatt Lane, New Yatt	Single storey extension.	PC decision - No comment. WODC - Approved
15/01208/HHD	Greenside, Delly End, Hailey	Construction of garden shed (retrospective).	PC decision - No comment. WODC - Approved
15/01341/HHD	Clovelly Cottage, White Oak Green	Alterations and erection of single and two storey extensions to dwelling.	PC decision - No comment. WODC - Approved
15/01432/HHD	Clovelly Cottage, White Oak Green	Replacement garage/workshop.	PC decision - No comment. WODC - Approved

**14. To consider a draft list of community projects for funding under S106 (Planning Obligations) of the Town & Country Planning Act 1990.**

The Chairman referred to the planning application for 200 homes between the New Yatt Road/Woodstock Road that was submitted in November 2014. In the event that the application is progressed, a list of community projects that requires funding (planning obligation) needs to be drafted.

**15. Amenities: (Cllr David Musson, Chair)**

**(a) Routine recorded inspection of play equipment and repairs:** To receive an update report:

Cllr Davies reported (in the absence of Cllr Musson) that the roundabout has been repaired and the graffiti has been removed. It was noted that the fencing by the zip wire needs to be repaired. Mr Matthews is to be contacted accordingly.

**(b) To note a West Oxfordshire District Council grant awarded to Project Hailey and further grant(s) to be obtained. (Cllr Graham Knaggs)**

It was noted that a grant of £6353 has been awarded to Project Hailey for adult gym facilities and child's slide. Further grants are to be applied for.

- (c) **To note that a RoSPA Safety Inspection will be undertaken in July at a revised cost of £160 + VAT in accordance with 4.5 of the Financial Regulations.**

The Clerk advised that a revised inspection cost is £160 + VAT. In consideration that an inspection is overdue, the quote was accepted under 4.5 of Financial Regulations. Councillors unanimously agreed that the revised cost is acceptable.

- (d) **To consider an increase in standing charge/match fees for Hailey Football Club in accordance with the Budget 2015/16 budget.** (Clerk)

Clerk is to refer to Cllr Musson and the previous Clerk for information.

## 16. **Highways & Traffic: (Cllr Andy Smith, Chair)**

- (a) **Highways:** To receive an update report on outstanding issues:

Cllr Smith advised that the main road through to Middletown is worn and needs repairing by the County Council.

It was noted that vehicles have been witnessed speeding at New Yatt Lane. It was resolved that the Clerk request the installation of a speeding monitor device (without charge) by OCC, after the schools return from holiday.

- (b) **Village Gateways:** To consider and approve the installation of new Village welcome gates and associated highway road markings.

Cllr Smith proposed that a revised figure of £3989 (inc. VAT) is accepted for the traffic calming scheme from a budget of £3800. Seconded by Cllr Moglia, carried unanimously. OCC is to install the items. Clerk is to undertake a VAT Reclaim upon completion of the project.

- (c) **To draft a response to Oxfordshire County Council's changes to subsidised bus and Dial-A-Ride services consultation.** (See [www.oxfordshire.gov.uk/stconsultation](http://www.oxfordshire.gov.uk/stconsultation) for further information).

A response is to be considered at the September meeting. Consultation closes on 14 September.

- (d) **Winter salt delivery:** To consider whether a bulk delivery of salt is required from Oxfordshire County Council and whether any new salt bins are needed in the Parish.

It was resolved that no new salt bins are required and a free bulk delivery of salt is to be requested.

## 17. **Estates, Footpaths & Bridleways. (Cllr David Musson, Chair)**

- (a) **Burial Ground:** To consider repair work to the stone wall at the Old Burial Ground.

Cllr McConville is to investigate the rebuilding costs of the damaged stone wall at the old Burial Ground.

Cllr Musson requested that the wildflower area is cut by within the next 4 weeks. Clerk is to contact WODC accordingly.

- (b) **Footpaths & Bridleways.**

No matters were raised.

- (c) **Priest Hill Lane hedge-cutting:** To consider quotes received and appoint a contractor.

It was resolved that I.A. & I.J. Godfrey undertake the work as soon as possible after 30<sup>th</sup> August.

- (d) **Sale of allotment land at Poffley End:** To receive an update report and resolve to authorise members to accept the highest purchase offer received after the closing date of 31<sup>st</sup> July 2015.

Cllr McConville proposed that in the event of a higher offer being received (to the one already received), that both bidders are given 30 days for a sealed final bid to be submitted. Seconded by Cllr Smith, carried unanimously.

- (e) **Sale of Woodgreen to Witney Town Council.**

Witney Town Council has confirmed that it wishes to purchase Woodgreen from the Parish Council and written confirmation is due to be received. It was resolved that a valuation/conveyance is required as the next step and that the Town Council is instructed to meet the costs accordingly. Clerk is to liaise with Clare Swan on the matter.

- (f) **Boundary Wall damage.**

Mr Siddall continues to pursue the insurance claim in order for contractors to be instructed to repair the wall. Clerk reviewed further correspondence on the subject.

- (g) **Noticeboards.**

Cllr Knaggs is to pursue.

- (h) **Land registration:** To receive an update report.

Clerk is to investigate parcels of land that require registration and note the registration procedure.

- (i) **Grass cutting tender.**

For discussion at the September meeting. 3 cuts have been undertaken so far this year.

## 18. Finances. (Clerk)

- (a) **Payments Received:** None.

- (b) **Accounts for Payment:**

O.R.C.C.	Annual subscription	65.00
SafetySigns4Less	2 x Defibrillator signs	15.54
Hailey Festival	Annual grant	500.00
JAG Trees	Work to Lime tree in the old Burial ground	378.00
ABS Accounting	Internal Audit	170.00
O.A.L.C.	Councillor training x2	156.00
K Doughty	Clerk's salary	484.90
	Office allowance	24.96
	Postage	6.48
	Printer ink	34.79
	Less Income Tax payable	<u>-44.80</u>
	Total	506.33

It was resolved that the above cheques are signed.

<b>Bank transfers approved:-</b>		
To	From	
Hailey Parish Council Community Account	Allotments for the Labouring Poor Account	105.04
Hailey Parish Council Burial Ground Account	Hailey Parish Council Community Account	82.38
Hailey Parish Council Community Account	Joan Smith Educational Charity Account	225.00

- (c) **Financial statements, Actual Payments vs Budget and Bank reconciliation:** To receive Financial Statements for Hailey Parish Council, Allotments for the Labouring Poor and Joan Smith Educational Charity to 13<sup>th</sup> July 2015 (Revised Quarter 1 information).

Up to date financial information was distributed to Councillors.

**19. Correspondence received. (Clerk)**

- West Oxfordshire District Council – query regarding road signage for Giernalls Road/New Road. *The Parish Council agreed that the signage is moved to a more suitable position.*
- Notice in the Witney Gazette – request for information regarding New Found Out farm footpath, Whiteoak Green. *Noted.*
- Resident – Mirror required at Foxburrow Lane junction. *OCC no longer install highway mirrors.*

**20. Contributions from members of the public.**

- Land Registry – A query was raised regarding the registration of land that was awarded in 1856.
- Hailey Relief in Need (HRIN) – It was noted that in the event of the sale of Woodgreen, the HRIN catchment area and records will need to be altered with the Charity Commission. Mrs Simpkins is to be advised as and when a sale is completed.
- It was noted that the litter bins were full following the recent rounders match. The bins are emptied regularly and there is typically not a waste problem.
- Cllr McConville congratulated the Hailey Festival group for this years' successful activities. It was noted that a feedback session will be held on the 29<sup>th</sup> July and a Village Fete may be organised next year.

**21. Date of next Parish Council meeting:** Monday 10<sup>th</sup> August 2015 for Planning and Finance matters only.

The meeting closed at 9.00pm.



Katherine Doughty  
Parish Clerk

Signature of Chairman upon approval of Minutes ..... 10<sup>th</sup> August 2015