

Hailey Parish Council

Minutes of the Meeting of the Parish Council held at the
Village Hall, Hailey on Monday 14th December 2015 at 7.30pm

Present: Cllrs: G. Knaggs (in the chair), A. Smith, D. Musson, P. Lakey and M. Davies, **Parish Clerk:** L. Wilkinson, 5 members of the public

1. Apologies for absence: Cllr N. Moglia, Cllr K. McConville, District Cllr G. Hill.

2. Chairman's remarks.

On the agenda is a report on the first hearing for the West Oxfordshire Local Plan, a report on the Neighbourhood Plan area with details of a potential grant of £8,000, the recreation ground grant from Wren, update on the recent Oxfordshire County Council (OCC) bus subsidies consultation, grass cutting tender and the Parish Council will be declaring the budget for the financial year 2016-2017.

3. Contributions from members of the public

None

4. To receive Declarations of Interest:

Received from Cllr Davies for the North Witney development.

5. Minutes of the Parish Council Meeting dated 9th November 2015 were **resolved** and signed.

6. Matters arising from the minutes.

Item 21: the pub quiz is on 20th December not the 6th December.

7. To receive an update report from Cllr G. Hill, West Oxfordshire District Council and Cllr L. Chapman, Oxfordshire County Council.

None received.

8. Planning:

(a) Planning applications received:

Ref.No.	Address	Proposal	PC Decision
15/03993/FUL	Land south of New Yatt Lane, New Yatt	Erection of three dwellings and detached car ports together with associated works.	No objection

(b) Decisions outstanding:

None

(c) Decisions made:

Ref.No.	Address	Proposal	Decision
15/03396/OUT	Land North Of Foxburrow Lane Hailey	Residential development to include nine dwellings and new access	PC – Object WODC - Refused
15/03489/HHD	The Brambles, Poffley End, Hailey	Single story rear extension	PC – No objection WODC - Approved
15/03392/HHD	11 Giernalls Road, Hailey	Erection of single storey rear extension and tiles roof to cover porch and bay window.	PC – Comment WODC - Approved

9. Meeting dates for next year.

Date	Monday of Month	Weeks between Meetings
11 th April 2016	2nd	4
25 th April 2016	Annual Parish	

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	Meeting	
9 th May 2016	2nd	4
13 th June 2016*	2nd	5
11 th July 2016	2nd	4
8 th August 2016 (Planning and Finance only)	2nd	4
12 th September 2016*	2nd	5
10 th October 2016	2nd	4
14 th November 2016	2nd	5
12 th December 2016*	2nd	4
9 th January 2017	2nd	4
13 th February 2017	2nd	5
13 th March 2017*	2nd	4

* Joan Smith Educational Charity Meetings for Trustees

The meeting dates were approved.

10. Neighbourhood Plan: To receive an update. (Cllr G. Knaggs)

West Oxfordshire District Council (WODC) has agreed to designate the Hailey Neighbourhood Area as requested by Hailey Parish Council.

Hailey PC has had its proposed area recognised by WODC. This means that the PC can potentially access a grant of up to £8,000 to help facilitate the work around the Neighbourhood Plan. The last project meeting was cancelled: the next meeting is on 25th January. Cllr Knaggs has had a meeting with WODC to seek clarification on certain areas. The Neighbourhood Plan can define areas for housing development and also define green areas. If these are accepted by WODC they can promote development or curtail it.

11. Hailey Infrastructure Development Plan (Draft). To receive an update (Cllr G. Knaggs).

A school crossing and the resurfacing of Giernalls Road (if the triangle is built upon) has been added to the list of items for Community Infrastructure Levy money.

12. WODC's Local Plan 2031. First session of the Local Plan examination by the Government Inspector (Cllr G. Knaggs).

WODC's Local Plan 2031 includes 10,500 houses to be built across West Oxfordshire and was examined by the Government Inspector from 23rd – 26th November. This dealt with the strategic elements, duty to cooperate and housing requirements. There should have been a second set of hearings in February 2016 where the North Witney development was to be considered but this is likely to be cancelled. However the Inspector observed that the way in which West Oxfordshire derived their housing numbers of 10,500 was not consistent with the Strategic Housing Market Assessment (SHMA). This will be put in writing by the Inspector before Christmas.

On Duty to Cooperate, the Inspector said that the West Oxfordshire plan takes no account of the Oxford City requirement that other councils take some of their burden (they have 15,000 houses that the four other councils will have to add to their housing levels). So this will result in a delay to the Local Plan.

13. To receive a Neighbourhood Policing Report. (Cllr A. Smith)

Cllr Smith presented the December Neighbourhood team report; there was a speed check event in Crawley which checked the speed of over 100 vehicles. Only 5% were slightly over the speed limit. There is a warning for the public, especially the elderly, to look out for criminals pretending to be police officers. The police would like to hear of any such events.

A Crime Prevention event will be held between 10am and 12 noon at the Woolgate Centre on Thursday 17th December. On Saturday 19th December the next Have-your-say meeting in Market Square is being held. Any suspicious activity should be reported on the 101 number.

14. Amenities: (Cllr D. Musson)

(a) Routine recorded inspection of play equipment and repairs.

A warning sign, as recommended in the annual RoSPA report, has been erected on the games wall. Some slight alterations need to be made to secure it. The repairs on the smaller items raised in

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the RoSPA report, have been carried out.

There is a new bench in the recreation ground. There is not much litter at present.

(b) Confirmation has been received of the awarding of the WREN grant for development of the Recreation Ground by Project Hailey.

(c) Request for Third Party Funding from HPC of £1,630.13 for the WREN application for Hailey Recreation Ground (as resolved at October's meeting) was authorised.

15. Highways and Traffic: To receive update reports. (Cllr A. Smith)

(a) Highways.

The decision has been made by OCC that all OCC bus subsidies will be withdrawn. This is to be formalised at the OCC cabinet meeting to be held in February 2016.

Reminder that salt is at back of village hall available to use on highways.

The abandoned bikes in the old burial ground have now been removed.

(b) Update on three Speed Data Recorder checks at Poffley End, New Yatt Lane and Delly End These will happen in term-time, early in 2016. The location is agreed in principle in Delly End. Suggested locations on New Yatt Lane is near Bowen's Garage and on Poffley End, before the bends. Locations to be confirmed.

16. Estates, Footpaths & Bridleways: To receive update reports. (Cllr D. Musson)

(a) Burial Ground.

The hedge has been cut.

The final reservation brick has been placed.

i) Application approved to erect a memorial stone for Mr Bishop.

(b) Footpaths & Bridleways.

i) Update on cracks in the new footpath.

Mr Hill has offered to fill in the newly developed cracks with hot bitumen sealer.

(c) Grass cutting contract. To discuss invitation to tender.

Invitations to tender will be sent to WODC, McCracken and Sons, Oxford Direct Services, BGG Garden and Tree Care.

It was **resolved** to stay with the same number of cuts as the previous year.

(d) Sale of Woodgreen to Witney Town Council.

Witney Town Council will write a formal letter confirming the sale and advise their solicitors.

(e) Investigation of registration of Parish land with Land registry

Lee Chadwick Solicitors have given an estimated quote of £350 for Land Registration of Inclosure land if Hailey Parish Council can provide the relevant documents

17. Allotments:

i) Sale of allotment land at Poffley End.

The relevant documents have been sent to the Land Registry.

ii) To receive an update report on boundary wall damage at Whiteoak Green.

No update at present.

18. Finances:

(a) Payments received:

HMRC	VAT repayment	£747.84
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(b) Accounts for authorisation and payment:

I.A. and I.J. Godfrey	Hedge cutting along Priest Hill Road	£144
L. Wilkinson	Clerk's November salary	£469.56
	Income tax rebate	£138.60
	Office allowance	£24.96

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	Gandi – renewal of domain name (3 years)	£41.96
	Postage	£2.16
	Commissioner for Oaths (Sale of Allotment land)	£7.00
	Total:	£684.24
WODC	Grass cutting –Sept 2013	£357.78
	Grass cutting – August/October 2014	£950.89
	Grass cutting – July 2015	£444.38
	Grass cutting – Sept 15	£499.94
	Grass cutting – Recreation ground (Aug)	£66.28
	Total:	£2319.27
	Grass cutting Old Burial Ground (Aug)	£55.55
Viking Direct	Stationery	£110.64
Repay Suzanne Reeve	Microsoft Office annual renewal	£59.99
Witney Signs	Sign for Playground	£77.62
Evergreen Computing	E-mail account	£36.00
FCC Recycling (UK) Ltd	Third Party Funding for Wren for expansion of playground	£1,630.13

It was **resolved** that the above cheques were signed.

(c) Budget 2016-17. To set Parish Precept and Budget for 2016-17. The following items are suggested for inclusion in the budget resulting in a proposed precept of £15000:

Best Estimated Expenditure for 2016/17

Item	Description	2015/2016	2016/2017
Grass Cutting		2700.00	2700.00
Clerks Pay	Plus 2% inflation	6000.00	6120.00
Administration		1300.00	1300.00
Subscriptions	OALC, OPFA, ORCC	300.00	300.00
Insurance/Audit	Different internal auditor appointed	1300.00	1550.00
Grants	Church Yard Maintenance £1000, Herald £100	4150.00	1100
Section 137	British Legion £50	550.00	50.00
Pavilion	General Maintenance	500.00	500.00
Recreation Ground	Maintenance & RoSpa Inspection	1,200.00	1,200.00
Capital Projects		3800.00	0
IT/Noticeboards		240.00	240.00
Trees	Remedial Work	700.00	700.00
Burial Ground	Maintenance	800.00	800.00
Contingency		0	880.00
Total		23540.00	17440.00

It was **resolved** that the above 2016/2017 budget is accepted and the precept would be set at £15,000

(d) The domain name: haileywestoxon.org has been registered for another three years for the website.

(e) Grants are currently available for Community Halls from TOE2 ENRICH programme (Energy Reduction in Community Halls)

(f) Change in audit arrangements for smaller councils

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The Audit Commission was closed on 31st March 2015. Responsibility for appointing auditors transferred to a new company Public Sector Audit Appointments Ltd, this company will undertake these functions until the current contract with BDO in Oxfordshire expires after the completion of the 2016-7 audits.

From the beginning of the financial year 2017-8 smaller authorities are responsible for appointing their own external auditor. Parish Councils can choose to have an auditor appointed for it by the new sector led body or they can choose to appoint their own auditor. It was **resolved** that Hailey Parish Council would have an auditor appointed for them.

19. Correspondence received:

(a) Letter from Lord-Lieutenant of Oxfordshire regarding Her Majesty the Queens' 90th Birthday in June 2016. The letter encourages councils and parishes to support celebrations especially in the form of street parties. The request to be passed onto the Hailey Festival committee.

(b) Letter from Post Office regarding Saturday deliveries
The letter was received in reply to a complaint sent by the clerk about the lack of Saturday deliveries in certain parts of the parish. However this letter does not address the queries that have been raised regarding no postal delivery for the Crawley/Priest Hill Lane area over several Saturdays. This issue will continue to be monitored.

(c) Two letters have been received in response to the Parish Council's request to clear ditches.

20. Contributions from members of the public.

None

21. Items to note:

Pub quiz is on 20th December at the Lamb and Flag from 7.30pm, after the carol service.

22. Date of next Parish Council meeting: Monday 11th January 2016

Meeting Closed: 8.30pm

