

# HAILEY PARISH COUNCIL

91 Brize Norton Road, Minster Lovell, Witney, Oxon. OX29 0SG  
T: (01993) 709189 E: clerk@haileywestoxon.org www.haileywestoxon.org

Chairman: Mr G Knaggs Parish Clerk: Mrs K Doughty

## **Minutes of the Parish Council Meeting held on Monday 8<sup>th</sup> June 2015, 7.30pm at the Village Hall**

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

1. **Apologies for absence:** None.
2. **Chairman's Remarks:** The Chairman advised that responses are being considered by West Oxfordshire District Council (WODC) following its Local Plan consultation. Cllr Davies declared an interest in the North Witney development. Gill Hill, the ward's new District Councillor, who will serve a term of 4 years, was welcomed. Cllr Louise Chapman, Oxfordshire County Council (OCC) was also welcomed to the meeting.
3. **Contributions from members of the public:** A resident thanked the Clerk for her efforts in pursuing work to the Willow trees at Delly Pool which Oxfordshire County Council is now undertaking.
4. **Declarations of Interest:** Cllr Davies regarding all matters relating to the proposed North Witney development and agenda item 11 (a) for Keepers Cottage.
5. **Minutes of the Annual Parish Meeting of 27<sup>th</sup> April 2015:** It was resolved that the minutes are accepted (subject to minor amendments) and signed by the Chairman.
6. **Minutes of the Annual Meeting of the Parish Council of 11<sup>th</sup> May 2015:** It was resolved that the minutes are accepted and signed by the Chairman.
7. **Matters arising from the minutes.**

### **(a) North Witney development.**

The Chairman advised that the North Witney development is non-viable, unsound and is financially incorrect.

A member of the public advised that traffic through Hailey is going to quadruple, the plan is financially unviable and important details were not put forward to the Cabinet so that an informed decision could be made.

Cllr Hill advised that she was currently learning about the Local Plan. Cllr Chapman commented that a local plan is needed in order to stop unwanted, speculative development and that she is personally against the development of North Witney (albeit she voted in favour of the Local Plan being approved). The plan is going to the Inspector in June. Cllr Chapman advised that the plan has effectively already been passed, but she will make sure Hailey's objection is heard in October when the matter is discussed again.

Cllr McConville queried whether the Inspectorate has the authority to dismiss part of the plan or whether it has to accept/reject the whole plan. The Parish Council should not miss an opportunity to object or appeal.

The Chairman advised that the District Council has c.800 comments to consider as part of the consultation and it has to decide whether to ignore those comments and plough ahead or form another plan of action.

The need to 'get an argument together' using legal/planning experts was promoted as a way forward by Cllr Chapman. Cllr Musson advised that the Parish Council has been responding to WODC for the past 8 years and it should continue to draw attention to shortcomings that exist in the current proposals. The Chairman distributed a letter that he had drafted to WODC, for approval by the Parish Council. It was resolved that questions are included and minor amendments to phrasing made.

Cllr Hill commented that she will ensure all correspondence sent by the Parish Council to WODC is responded to.

Cllr McConville proposed that the Parish Council send a letter to WODC opposing the validity of the Local Plan (subject to minor alterations), seconded by Cllr Moglia, carried unanimously.

The Chairman of North Witney Action Group advised that a similar letter will be sent to WODC which has been as a result of 4 Freedom of Information Act requests and it is critically important that Parish Councillors read the submission.

**(b) To consider and approve the Asset Register for 2014-15.**

The Clerk advised that items marked in red need to be included within the insurance schedule. Cllr Musson advised that a further 3 items are added. It was resolved that the Asset Register is approved with the additional items.

**8. To receive an update report for Cllr Gill Hill, West Oxfordshire District Council and Cllr Louise Chapman, Oxfordshire County Council.**

Cllr Hill offered her help in any way possible with community matters.

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

Cllr Smith advised that anti-social behaviour in Witney is being dealt with and there are no major issues. The next 'Have your Say' meeting is scheduled for Saturday 4<sup>th</sup> July, 10.00-12.00 midday, outside the Town Hall, Witney. Cllr McConville queried whether a vehicle accident took place outside the school recently. No details were known.

**10. Special Projects:**

**(a) Defibrillators.**

The defibrillator will be installed at Bowen's Garage, New Yatt after 9<sup>th</sup> June.

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

The Chairman advised that the first meeting of the group was planned to take place shortly. The group consists of 8 people, 3 of whom are Parish Councillors. The group is advisory and all decisions are made by the Parish Council upon recommendation by the group.

**11. Planning: (Cllr Karl McConville, Chair)**

**(a) Applications received:**

Ref.No.	Address	Proposal	PC Decision
15/01570/HHD	Keepers Cottage, New Yatt Lane, New Yatt	Single storey extension.	Cllr Davies declared an interest and abstained from discussions. The Parish Council resolved to make no comment on the application. Cllr McConville advised that the application was listed as granted on WODC's website. Clerk is to investigate why the extension in time to respond has not been occurred.
15/01640/HHD	Oakdene, Whittings Lane, Hailey	Remove existing single storey garage and store building and construction of a new two storey extension.	No comment.
15/01208/HHD	Greenside, Delly End, Hailey	Construction of garden shed (retrospective).	No comment.

**(b) Decisions outstanding:**

Ref.No.	Address	Proposal	P.C. Decision
15/00456/FUL	The Paddocks, New Yatt	Formation of vehicular access for agricultural use.	No comment
15/00696/HHD	10 Fishers Close, Hailey	Two storey side and single storey rear extensions.	No comment
15/00509/HHD	Robindown, 9 Foxburrow Lane, Hailey	Single storey front extension.	Object

**(c) Decisions made:** None.

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

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

Cllr Musson reported that repair work is required to the monkey bars, a screw is needed on a scramble net and boards need replacing on the roundabout. Cllr Musson will meet with Mr Matthews to pursue repairs. Cllr McConville advised that graffiti needs to be removed from under the fortress and offered to undertake the work.

**(b) To approve an inspection of the play area and BMX track by RoSPA at £65.00.**

The Clerk advised that an indicative cost of £150.00 + VAT for a play area inspection by The Play Inspection Company was obtained. It was resolved that RoSPA is appointed to undertake the inspections. Cllr Davies and Cllr Lakey advised that they had recently attended the Village Hall Annual General Meeting. It was noted that some work to guttering is required and grants may need to be obtained.

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

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

The collapsed hedge at 'Southfield' was discussed and noted that WODC Enforcement is unable to help. It was agreed that Cllr McConville will discuss the concern with the residents.

A bus shelter at Middletown (adjacent to the noticeboard) has been requested by a resident (see agenda item 16). It was resolved that the matter will be raised at a future budget setting meeting.

It was noted that parents are to appeal as a group to OCC's decision to withdraw the free 'Home to School' bus service to Wood Green School.

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

Cllr Smith provided 2 options for consideration by the Council for Village gateway traffic calming. A budget of £3800 is available for the current financial year. Option 1 was considered and approved at a cost of £3425. The scheme includes 3 white 3-bar gates, 2 Hailey signs and road markings located at the northern and southern entrances to the Village. Proposed by Cllr Knaggs, seconded by Cllr Smith, carried unanimously.

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

**(a) Burial Ground.**

Cllr Musson reported that the wildflower area is growing well and that benches need to be moved into their new positions away from burial plots. It was agreed that the benches are not fixed to the ground so that they can be moved and used for events in that area.

Concern was raised regarding the height of grass being cut in the new Burial Ground. Cllr Musson will look at the grass cutting contract specification accordingly.

A revised quote is to be obtained from JAG Timber for work to the Lime tree (only) in the old Burial Ground. A maximum cost of £500 was unanimously agreed in order that work can be undertaken before the next Parish Council meeting.

**(b) Footpaths & Bridleways.**

No matters were raised.

**(c) To receive an update on the sale of allotment land at Poffley End.**

The Clerk advised that the surveyor of the land had been contacted to clarify his opinion expressed at the time of the survey regarding advertisement of the land for sale. It was resolved that the Clerk (i) provide an update to the residents (ii) advertise the plot of land for sale in the Hailey Herald in the event that no response is received from the surveyor by the publication date.

**(d) Sale of Woodgreen to Witney Town Council.**

A response is awaited following a meeting held by Witney Town Council on the subject.

**(e) Boundary wall damage.**

An insurance claim is being pursued by the tenant of the land before the repair work to the wall is commissioned.

**(f) Noticeboards.**

Matter is in progress. Cllr Knaggs is to review with Mr Driskell in due course.

**(g) Land registration.**

No update is available at the current time.

**(h) Grass cutting tender.**

For discussion at the July Parish Council meeting.

**15. Finances. (Clerk)**

**(a) Payments Received:**

SSE	Wayleaves	158.14
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**(b) Accounts for Payment:**

K Doughty	Clerk's salary	484.90
	Office allowance	24.96
	Stationery	11.02
	Less Income Tax payable	-44.80
	Total	476.08
Shaw & Son Ltd	Burial book	117.88
HMRC	Income Tax Apr – Jun 2015	134.40

It was resolved that the above cheques are signed.

**(c) Financial statements, Actual Payments vs Budget and Bank reconciliation:** To receive Financial Statements for Hailey Parish Council and Allotments for the Labouring Poor to 30<sup>th</sup> April 2015.

Up to date financial information was distributed to Councillors. The Clerk will meet with a Councillor to approve the Bank reconciliation.

**(d) To consider and approve end of year Financial Statements.**

It was resolved that the end of year Financial Statements are approved.

**(e) To consider and approve sections 1 and 2 of the annual audit.**

It was resolved that sections 1 and 2 of the annual audit are approved.

**16. Correspondence received. (Clerk)**

- Request for bus shelter – *As discussed at agenda item 13(a).*
- Pensions Regulator – *It was resolved that Cllr Knaggs is the point of contact for the Pensions Regulator. Clerk is to advise the organisation accordingly.*
- Hailey Relief in Need – *A Trustee vacancy has arisen and Mr John Gibson is willing to be nominated to fill the vacancy. The Council resolved that Mr Gibson is appointed as Trustee and the Clerk is to confirm the appointment to Mr Gibson and the Charity.*
- Cllr Knaggs advised that as part of the Church fundraising efforts for a new floor, he has offered to organise a fundraising event on behalf of the Church in the Parish Council's name – The Chairman's Dinner. *The Council approved the activity accordingly.*

**17. To resolve to hold a Finance and Planning meeting only in August.**

It was agreed that a Finance and Planning meeting only will be held in August.

**18. Date of next meeting:** Monday 13<sup>th</sup> July 2015.

The meeting closed at 9.30pm which was following by a Joan Smith Educational Charity meeting.



Katherine Doughty  
Parish Clerk

Signature of Chairman upon approval of Minutes ..... 13<sup>th</sup> July 2015