

Minutes of the **Annual Meeting of the Parish Council** held at the  
**Village Hall, Hailey on Monday 9<sup>th</sup> May 2016 at 7.30pm**

**Present:** Cllr G. Knaggs (Chairman), Cllr A. Smith (Vice Chairman), Cllr M. Davies, **Parish Clerk:** L. Wilkinson and 5 members of public.

**1. To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.**

It was **resolved** that Cllr Knaggs is chairman for the forthcoming year.

**2. To elect the Vice Chairman of the Council and to receive the Vice Chairman's Declaration of Acceptance of Office.**

It was **resolved** that Cllr Smith is Vice-Chairman for the forthcoming year.

**3. Apologies for absence** were received from Cllr D. Musson, Cllr P. Lakey, Cllr K. McConville, Cllr N. Moglia and District Cllr G. Hill.

**4.** There were no **Declarations of Interest.**

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

Dr Simpson reported that he has complained to WODC about the mess the refuse collectors made with the recycling boxes. Since the complaint, the boxes are replaced in a much tidier fashion. On those occasions when the boxes are left tidy the residents are very grateful.

**6. To receive the Minutes of the Parish Council Meeting dated 11<sup>th</sup> April 2016 and Minutes of the Annual Parish Meeting dated 25<sup>th</sup> April 2016.**

It was **resolved** that these were accepted and were signed by the Chairman.

**7. Matters arising from the minutes.**

There were no matters arising.

**8. To resolve Councillors' portfolios of interest**

<b>(a) Highways and Traffic</b>
<b>(b) Planning</b>
<b>(c) WODC Local Plan</b>
<b>(d) Estates and Footpaths</b>
<b>(e) Amenities</b>
<b>(f) Neighbourhood Plan</b>
<b>(g) Public Transport representative</b>

To be deferred until next meeting. Cllr Davies requested to be added to the Planning Group.

**9. To review Standing Orders**

It was **resolved** that the current Standing Orders are accepted as there has been no update on the model Standing Orders from NALC.

**10. To review Financial Regulations**

Updated financial regulations were distributed. It was **resolved** that these were adopted with the deletion of 3.1: three year forecast.

**11. To consider renewal of Parish Council insurance and a Long Term Agreement**

A very competitive quote for insurance has been received from Aon, saving about £300 on the previous insurer's quote. It was **resolved** to take out the policy with Aon and to enter into a Long Term Agreement of 3 years with them so the premium is fixed for that length of time.

**12. To review the Asset Register**

The asset register has been brought up-to-date. Councillors **resolved** to accept it.

### 13. To review the Bank Mandate

It was **resolved** to continue with the current bank mandate.

### 14. To receive an update report from Cllr Gill Hill, West Oxfordshire District Council and Cllr Louise Chapman, Oxfordshire County Council.

No reports available

Cllr Warwick Robinson was re-elected as a WODC District Councillor beating Graham Knaggs by 51 votes.

### 15. Planning: To receive an update report.

#### (a) Planning applications received:

Ref.No.	Address	Proposal	PC Decision
16/01035/FUL	124 Woodstock Rd, Witney	Demolition of part built double garage. Erection of a single dwelling associated car parking.	No objections

#### (b) Decisions outstanding:

Ref No:	Address	Proposal	PC Decision
APP/D3125/W/ 16/3144253 Original application: 15/03396/OUT	Land north of Foxburrow Lane	Planning Appeal: Residential development to include nine dwellings and new access	For information only

#### (c) Decisions made:

Ref No:	Address	Proposal	Decision
16/01046/HHD	Wicstowe 4 Whitings Lane Hailey	Removal of existing garage and utility and erection of two storey extension.	PC - No objection WODC - Approved
16/00478/FUL	Merryfield Farm, New Yatt	To erect a steel frame metal clad barn adjacent to an existing Dutch barn within the curtilage of the existing farm on an area of ground currently used for the storage of farm equipment and vehicles.	PC -No objection WODC- Approved

### 16. Hailey Festival 2016 update.

(a) Request to use Recreation Ground on 10<sup>th</sup> June for the Rounders match, 12<sup>th</sup> June for the Big Lunch and 18<sup>th</sup> June for the summer fete. Request to McCracken and Son to cut the grass in time for the rounders match.

The Parish Council agreed to the use of the recreation ground for the above events.

The clerk to ask McCracken and Sons to cut the grass at the recreation ground before the rounders match.

Cllr Smith reported that a good set of events have been lined up for the Festival. The next Hailey Herald will publish a flyer of the events. Volunteers are welcomed to help out. Contact Cllr Smith if you would like to volunteer for any of the events. The next meeting is at the Lamb and Flag on Wednesday at 7.30pm.

### 17. Update on Emergency Plan

The Emergency Plan is being drawn up by Cllr N. Moglia.

### 18. Neighbourhood Plan.

A questionnaire has been circulated with the Hailey Herald. The answers to this will be the key

components to the contents of the Neighbourhood Plan.

**19. Hailey Infrastructure Development Plan (Draft).** To receive an update.

It was requested that this is put on the website.

**20. WODC Local Plan 2031 Inspection**

Cllr Knaggs summarised the latest on this: WODC has to find areas for many more houses to be built. The amended draft Plan will be distributed in September.

**21. To receive a Neighbourhood Policing Report.**

Cllr Smith reported that the next Have –your-Say meeting will be held on Saturday 21st May from 10am -12 noon at the Woolgate Centre. The Neighbourhood Policing team continue to look at cycling on pavements and inappropriate parking.

**22. Amenities:**

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

Cllr Davies reported on the playground. The monthly inspection was carried out. The netting at the end of the cableway is sticking up through the grass. There is a missing bolt in the scramble net. On the platform railings the missing bolts have been renewed. There is a screw missing on the zipwire. Phil Hunt has been asked to look at this.

**(b)** Update on railings at rugby club

Cllr Musson has measured the length of the railings and received a rough estimate of £200 for replacement materials. The PCSOs have been asked about following up the person who caused the damage but no answer has been received.

**(c)** Signpost at Delly Pool needs repainting properly, some of the letters need replacing. Phil Hunt to be asked to look at this.

**23. Highways and Traffic:** To receive update reports.

**(a)** Highways.

No update

**(b)** Update on three Speed Data Recorder checks at Poffley End, New Yatt Lane and Delly End

No update

**24. Estates, Footpaths & Bridleways:** To receive update reports.

**(a)** Burial Ground.

A Hailey resident, living adjacent to the Old Burial Ground, has requested permission to rebuild a collapsed stone wall that borders the Old Burial Ground. Permission was granted for a small digger to access the Burial Ground, provided no graves were driven over.

**(b)** Footpaths & Bridleways.

No update

**(c)** Update on grass cutting

The Parish Council has been informed that it will receive a grass cutting grant this year, which had not been expected and thus not budgeted for. With this in mind a proposed increased schedule of cuts was presented to the councillors. It was **resolved** that this was accepted. The clerk to ask McCracken and Sons to increase their scheduled cuts for this year.

**(d)** To consider tree survey from JAG

JAG has undertaken a survey of the trees under management of Hailey PC, in accordance with the risk assessment. Only one high priority piece of work is necessary. It was **resolved** to ask JAG to give a quote for the high priority and all medium priority work at New Yatt's Millennium Park

**(e)** Update on sale of Woodgreen to Witney Town Council.

The clerk is waiting to hear about setting up a meeting with the town clerk to proceed with this.

**(f)** Update on registration of Allotments for the Labouring Poor land with Land registry: to consider fees and disbursements of £847 plus VAT for voluntary registration of the land, requested by Lee Chadwick Solicitors.

Lee Chadwick solicitors have provided a quote for the registration of this land for £847. This is broken down into:

Solicitor's costs: £400

VAT: £80

Registration fee: £400

Land Registry Search fees: £45

Land Charge Search fees: £2.00

It was **resolved** to accept the quote and continue with the registration of the land.

## 25. Allotments:

i) To receive an update report on boundary wall damage at Whiteoak Green. Mr Siddall has informed the insurers that the work will be going ahead at the cost of £1000, as offered by the insurers.

## 26. Finances:

### (a) Payments received:

WODC	Precept	£7,541.00
WODC	Interest on loans	£14.78
SSE	Wayleaves	£158.14
Hailey Football Club	Standing charge	£200.00

### (b) Accounts for authorisation and payment:

L. Wilkinson	Clerk's April salary	£469.56
	Office allowance	£24.96
	Income Tax deduction	£3.00
	Postage	£2.20
	<b>Total:</b>	<b>£493.72</b>
CPA horticulture	Play bark for recreation ground	£145.00 amended to £140.00
Print Design Focus Ltd	Printing of Neighbourhood Planning Questionnaires	£288.00
WODC	Recharge of Election costs (May 2015)	£82.21
Aon	Local Council Insurance	£756.85

It was agreed that the above cheques are signed.

### (c) To consider and approve end of year financial statements.

Accounts for Hailey Parish Council including the Burial Ground, Allotments for Labouring Poor and the Joan Smith Educational Charity were approved and signed.

## 27. Correspondence received:

None

## 28. Contributions from members of the public.

Thanks were given to the Village Hall management committee for keeping the hall tidy. Question regarding more bins at the recreation ground as the current one is overflowing. Question regarding any further developments on the Giernalls Rd proposal.

## 29. Date of next Parish Council meeting: Monday 13<sup>th</sup> June 2016.

Meeting closed 8.16pm

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