

Minutes of the Meeting of the Parish Council held at the Village Hall, Hailey on Monday 11th September 2017 at 7.30pm

Present: Cllrs: G. Knaggs (in the chair), D. Musson, K. McConville, G. Doland, N. Moglia, C. McGibbon, District Cllr K. Mullins, County Cllr: L. Walker, **Parish Clerk:** L. Wilkinson, 5 members of public

1. To receive apologies for absence.

Apologies for absence were received from Cllr Smith and District Cllr Hill

2. To receive Declarations of Interest:

Declarations of Interest were received from Cllr N. Moglia for item 16a, update on Occupation Lane.

3. Contributions from members of the public

None

4. To receive the Minutes of the Parish Council Meeting dated 14th August 2017

Minutes of the meeting held on 14th August were agreed and signed as a true record.

5. Matters arising from the minutes.

There were no matters arising.

6. To receive an update report from West Oxfordshire District Council and Cllr Liam Walker, Oxfordshire County Council.

District Cllr Mullins reported that:

- A recycling guide will be delivered on 18th September, explaining the changes to the recycling, including being able to use plastic bags for food waste. Residents should have received their new wheelie bin by now.
- The deadline for applications for the Community Facilities Fund is 19th September.

County Cllr Walker reported that:

- The long process to get Occupation Lane onto the Definitive Map is under way. The request was received about a year ago but it takes considerable time so he has asked the Countryside team to look at the land ownership. Cllr Walker was unsure after his own investigations so is seeking clarification. He wants it checked that a lane cannot be blocked by people if the land is not owned by them.
- During the summer, there were planned roadworks by Southern Gas which created a diversion through Delly End. Due to concern from residents, Cllr Walker enabled the diversion to be changed; the new route included Hanborough/Woodstock. However, other roadworks were already planned in the area so Southern Gas have postponed their work until next summer. The pipes that Southern Gas need access to, run down the middle of the road so they are not able to close one side of the road and then the other.
- The bus service, 233 (Stagecoach) has been improved through use of County Council Section 106 money. A meeting is planned with the Managing Director of Stagecoach to look at options in Hailey and New Yatt.
- There is currently an OCC consultation to ban HGVs over seven and a half tonnes from passing through Burford.

7 Planning: To receive an update report.

(a) Planning applications received:

None

(b) Decisions outstanding:

Ref no:	Address	Proposal	PC Decision
17/00966/OUT	Land south of Giernalls Rd, Hailey	Outline application for up to 9 dwellings	No objection. Request

			conditions
17/00992/OUT	Land south west of Charlbury Rd, Hailey	Outline planning application on land south west of Charlbury Rd, Hailey, with means of vehicular access from Charlbury Rd for consideration, all other matters (layout, appearance, scale and landscaping) reserved for subsequent approval, for the construction of up to 85 dwellings (C3 use) of which 40% will be affordable, landscaping, earthworks to facilitate surface water drainage and all other ancillary infrastructure and enabling works.	Object

(c) Decisions made:

Ref no:	Address	Proposal	Decision
17/01796/S73	The Old Stables, Burycroft Farm, Crawley Rd	Remove condition 6 (restricted occupancy) of planning permission 11/0735/P/FP	PC-Object WODC- Refused

(d) Update on Section 106 for the proposed Giernalls Rd development

Hailey PC requested a Section 106 contribution towards a mini roundabout on the junction of Charlbury Rd, Priest Hill Lane and Delly End and a mini roundabout at the junction of Hailey Rd and Foxburrow Lane. OCC has refused this request as traffic flows on Foxburrow Lane, Priest Hill Lane and Delly End are below the recommended flows for a mini roundabout to function effectively.

8. Update on new website

The website is under construction. The clerk is awaiting information from the councillors to populate the website.

10. Neighbourhood Plan.

Cllr Knaggs handed out sections on housing and the environment. He mentioned proposed sites for housing and asked councillors to read the policy part of the document for the next meeting. The layout of the proposed sites will be discussed at the next meeting.

The environment section looks at Designated Local Green Spaces. The document lists areas that the NP team would like to designate as Green Space. Areas between parts of the village were originally looked at to be designated as Green Space but WODC has recommended to name them as buffer areas. A discussion about whether to add playing fields to the list to be designated, was held. Playing fields have a modicum of protection anyway as if developers want to build on a playing field they must build a playing field elsewhere. The councillors were asked if they wanted to add the playing fields of King's School, the primary school and the rugby club. It was **resolved** to include the playing fields on the list to be designated as Green Spaces.

11. Infrastructure Development Plan

- a.** To consider the proposed working party tasked to develop the IDP

The working party, resolved at the July meeting, to consider the wants/needs for future Section 106 claims, needs members. Cllr Knaggs has volunteered to be on this but other members are required.

Cllrs Doland and McGibbon agreed to join the working party.

12. WODC Local Plan 2031 Inspection

No update. The target is the end of October.

13. To receive a Neighbourhood Policing Report.

No update

14. Amenities:

(a) Routine recorded inspection of play equipment.

This has been undertaken.

(b) To retrospectively resolve to repair the roundabout at the cost of £184.75. The clerk and chairman authorised this before the meeting due to the urgency of the repair.

This was **resolved** retrospectively. The cost was £184.75 plus VAT.

(c) To consider the ROSPA report and discuss necessary repairs

- No immediate repairs are required. The inspector gave congratulations on the new exercise machines.
- The doors on the shed have been vandalised and the padlock wrenched and need urgent repair.
- Warning sign for the basketball area needs to be replaced.
- One-way sign in village hall car park has been knocked over. Cllr Musson will investigate where this originated from.

(d) To receive a report from Hailey Football club

Mark Weetman, treasurer of the football club, reported. The football club will sort out the broken door on the shed.

The Football club is concerned about the grass cutting on the football pitch. The members have had to rake the cut grass away. Mr Weetman suggested asking another contractor to cut the football pitch as extra to the PC scheduled cuts. He has been given a quote for £25 per cut. The PC provisionally agreed to pay for some additional cuts. More information was requested.

(e) Update on handyman

Cllr Musson will ask a handyman if he is interested in carrying out PC work, if not it will be advertised in the Hailey Herald.

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

(a) Highways.

(i) Update on verge reinstatement at Vine Farm

The grass has not been reinstated but top soil has been left. Cllr Smith will be asked to chase this.

(b) Update on Speed Data Recorder check at Poffley End

No update.

16. Estates, Footpaths & Bridleways: To receive update reports.

(a) Update on Occupation Lane

Hailey PC has been requested to ask OCC to issue notice for removal of the obstructions, on the adjoining landowners of Occupation Lane under Section 130 of the Highways Act 1980. County Cllr Walker explained that OCC, as the Highway authority, is currently considering this issue, as mentioned in his report earlier. Hailey PC agreed to wait to see what evidence OCC finds before taking any action.

County Cllr Walker left the meeting

(b) Grass cutting

So far, this season eight out of ten cuts of the recreation ground and six out of eight cuts of the verges have been undertaken

Cllr Musson queried the invoices sent by McCracken's as he believed one of the unit costs was incorrect. The invoices will not be paid until this has been verified.

(c) To consider quote to cut Wildflower meadow and hedges at the Burial Ground

A quote for £190 to cut and clear the wildflower meadow, and £250 to cut the hedges at the Burial Ground have been received from McCracken and Son. These were **resolved**.

(d) Sale of Wood Green

Witney Town Council agreed to purchase Wood Green at the cost of £100 plus legal fees, in 2015. Cllr McConville has taken responsibility for this.

17. Allotments**(a) To note that rents are due this month**

Several rents were collected before the PC meeting.

Cllrs McConville and Musson will carry out an inspection of the allotments at Poffley End as a complaint has been received about the state of some of them.

A request to keep bees has been received. The councillors have no objection but the clerk will check the allotment rules before permission is granted.

18. Finances:**(a) Payment received:**

Allotment holders	Allotment rent	£16.20
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(b) Accounts for authorisation and payment:

L. Wilkinson	Clerk's August salary	£533.87
	Income Tax deduction	£15.20
	Office allowance & expenses	£39.90
	Clerk's pension deduction	£4.27
	Total:	£554.30
Nest	Clerk's pension	£9.61
Repay G. Knaggs	Burial reservation bricks	£7.26
Playground Facilities	Repair of roundabout	£184.75 plus VAT
McCracken and Sons	Grounds maintenance May	£672.00
	Grounds maintenance June	£672.00
	Grounds maintenance July	£624.00
	Grounds maintenance	£540.00
	Total:	£2,508.00

Cllrs Moglia and McGibbon will authorise these payments.

(c) To resolve to purchase archive boxes for the parish records at the cost of £43.99 plus VAT

This was **resolved**.

(d) Annual return

No paperwork has yet been received but an e-mail has been received stating that BDO has approved the annual return.

19. Correspondence received:

- Information advertising Sendiass Oxfordshire (Special Educational Needs and disability information, Advice and Support Service)
- Letter from Guideposts
- Quick guide to recycling service changes
- E-mail from Ms Livingstone regarding Occupation Lane

20 Other Items to Note

In New Yatt, a letter was posted through doors about the Gladman development, asking for comments. Cllr Doland asked councillors to submit their comments to WODC.

21. Contributions from members of the public.

None

22. Date of next Parish Council meeting: Monday 9th October 2017.

Meeting closed: 8.50pm