

Minutes of the Meeting of the Parish Council
held at the
Village Hall, Hailey on Monday 13th November 2017 at 7.30pm

Present: Cllrs: G. Knaggs (in the chair), D. Musson, N. Moglia, G. Doland, **County Cllr** L. Walker, **District Cllr** K. Mullins, **Parish Clerk:** L. Wilkinson, 6 members of public.

1. **Apologies for absence** were received from Cllrs McConville, McGibbon, Smith and District Cllr Gill Hill
2. There were no **Declarations of Interest**.
3. **Contributions from members of the public**
None
4. **Minutes of the Parish Council Meeting dated 9th October 2017** were agreed and signed by the Chairman.
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.**

County Cllr Walker reported that:

- He has been helping with the Speedwatch initiative in local villages and asked if Hailey wanted to participate in it. This was agreed.
- On Sunday 26th November, he is gathering a team to do some sign cleaning. If anyone is interested in helping, they are meeting at 10am at the small layby by the war memorial outside the Church with a bucket and sponge.
- With winter approaching it is important that people report issues to Fix-my-Street.
- Query was received on the latest on Occupation Lane. Cllr Walker replied that OCC is going through the process of investigating this issue.

For District Cllr's report, see after item 7 (planning)

7 Planning: To receive an update report

(a) Planning applications received:

Ref no:	Address	Proposal	Decision
17/03436/LBC	Greenside, Delly End, Hailey	Removal or single storey rear extension and erection of two storey extension with attic room	No objection
17/03259/OUT	Land south of Middlefield Farm, New Yatt Rd, Hailey	Outline planning application (all matters reserved except for access) for the erection of up to 5 dwellings	No objection
17/00992/OUT amended	Land south west of Charlbury Rd, Hailey	Outline residential development 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 50 dwellings (C3 use), of which 40% will be affordable. Landscaping and earthworks to facilitate surface water drainage and all other ancillary infrastructure and enabling works.	Object
17/03054/ADV	Cotswold Subaru Middletown, Hailey	Erection of sign	No objection

(b) Decisions outstanding:

Ref no:	Address	Proposal	PC Decision
17/02463/RES	Land South of New Yatt Road North Leigh	Erection of 76 residential dwellings together with associated works (matters to be considered; appearance, landscaping, layout, and scale).	Object

(c) Decisions made:

Ref no:	Address	Proposal	Decision
17/03146/HHD	25 Giernalls Rd, Hailey	Erection of single storey rear and first floor side extensions. Conversion of loft to create additional bedroom with en-suite, to include insertion of rear dormer.	PC- No objection WODC- Approved
APP/D3125/W/17/3178526	Land south of Giernalls Rd, Hailey	Outline residential development for 25 no. dwellings on land south of Giernalls Road, Hailey	Appeal withdrawn

District Cllr's report

District Cllr Mullins reported that:

- the planning application 17/00992/OUT (amended) will be taken to the Lowlands Committee on 11th December. A site visit is planned for 7th December.
- Amendments to the Local Plan are going before the Cabinet on Wednesday 15th November then will be returned to the Inspector. Once agreed between WODC and the Inspector it will then go forward to the public domain.

7. To discuss request from Village Hall Committee for donation for new tables.

A request for donations towards new tables has been received at £100 per table. It was **resolved** to grant £300 to the village hall for tables.

8. Neighbourhood Plan.

Cllr Knaggs reported that the Neighbourhood Plan is out for consultation now. An exhibition is being held on Sunday 19th November, 2pm- 4pm at the Village Hall.

(a) To resolve to spend £186 on printing for the Neighbourhood Plan

This was **resolved**.

10 Infrastructure Development Plan

Cllr Knaggs reported that this will be updated by the December meeting. The new working party has held its first meeting; discussion focussed on work to be done on the Village Hall as the lease with the PC ends in four years' time. They are currently visiting other village halls to gain ideas.

11. WODC Local Plan 2031 Inspection

No update

12. To receive a Neighbourhood Policing Report.

No update

13. Amenities:

Cllr Musson reported:

(a) Routine recorded inspection of play equipment.

- Cllr Musson has raked the bark by the infant swings. Bark will need to be purchased in the spring.

- Rubbish is accumulating on the recreation ground.
- Trees have been trimmed
- The doors left behind the pavillion are still there. The football club have been asked to remove these.
- A handyman is required to re- fix the safety sign on the goal module and the sign at the entrance to the recreation ground
- A Clean-up will be needed in the spring. A potential work morning at the playground was suggested. Parents may be interested in being involved.

- (b) Update on handyman
No update.

14. Highways and Traffic: To receive update reports.

(a) Highways

(i) Update on verge reinstatement at Vine Farm

Cllr Musson reported that ground work is currently being carried out. The contractors have been informed about the pile of earth and have agreed to pass this onto the next contractors.
The broken Finger sign at Whittings Lane needs fixing, although there was some uncertainty about whether part of this had been fixed.

- (b) Update on Speed Data Recorder check at Poffley End
No update

15. Estates, Footpaths & Bridleways: To receive update reports. (Cllr David Musson)

(a) To consider grass cutting arrangements for next year

One extra cut on the recreation ground has been agreed for next season.

- (c) Sale of Wood Green
No update

(d) To consider rent of Hemplands field
It was **resolved** that the rent would remain at £625 for 2018.

(e) To authorise a tree survey to be carried out
This was **resolved**. The clerk will request a survey from JAG Timber and request that the trees on the recreation ground are included.

Cllr Musson is concerned about the trees on the area around Vine Farm; this land does not belong to the Parish Council. Cllr Musson offered to obtain records from the Hailey Tree Society about which of the trees were planted by them.

(f) To consider request to take payment in instalments for a burial plot reservation
It was agreed that the clerk would contact the person who made this request to obtain further information and suggest that it is not necessary to reserve a plot.

Work at the Church is continuing. Most of the heavy work has been finished. The Church has agreed to reinstate/reseed any damage to the Burial Ground that has been caused in the process.
The path through the middle of the Burial Ground needs weeding.

16. Allotments

(a) To consider rent of ALP land at Whiteoak Green

It was **resolved** that the rent for the small Whiteoak Green field would remain at £525 for 2018.

The decision on the rent for the larger field at Whiteoak Green was deferred until the December meeting.

The clerk will investigate the issue further.

17. Finances:

(a) Payment received:

Allotments for Labouring Poor	Allotment rent	£223.75
Hailey PC	Allotment rent	£5.90
WODC	Precept	£10,000
Hailey Football Club	Standing rent	£250.00

(b) Accounts for authorisation and payment:

L. Wilkinson	Clerk's September salary	539.76
	Income Tax deduction	16.20
	Office allowance, travel	£36.96
	Microsoft Office renewal	£59.99
	Clerk's pension deduction	4.32
	Total:	£616.19
Nest	Clerk's pension	9.72
SLCC	Annual membership	£69.50
McCracken and Sons	Grounds maintenance October	£132.00

Cllrs Musson and Moglia will authorise these payments online.

(c) To consider purchase of new scanner/printer

A new printer and scanner is required as the current printer has a very poor scanning facility and is not cost-effective in printing. It was **resolved** to pay up to £110 to purchase a new all-in-one printer.

(d) To consider purchasing a new PC specific accounts package – Scribe 2000

The clerk reported on the advantages of using a PC specific accounts package. The clerk recommended Scribe 2000 and explained that a combined package deal has been offered by the company for the clerk's two parishes of £347. This will bring the annual cost down to £173.50 instead of £283. This was **resolved**.

(e) It was noted and **resolved** that Cllrs Doland and McGibbon have been added as signatories to the ALP bank account.

(f) To consider and resolve the draft budget

A proposed budget for 2018-19 was circulated. An amendment of a £500 donation to Hailey Festival was proposed and agreed. The estimated increase in precept for next financial year is 30% (exact figures cannot be worked out until the amount of council tax grant and the tax base has been received from WODC). It was formally proposed and seconded to adopt the draft budget as amended. **Resolved**.

The following items are included in the budget:

Budgeted Income for 2018-19

Item	Description	2017/8	2018/9
Precept		20000	25899
Allotment rents		840	775
Wayleave		160	160
Bank interest		50	5
Grass cutting grant		1299	1299
Football club rent		500	500
Woodgreen rent		1	1
Charities Administration		300	300
Burial Ground			1500
Total		23150	30439

Budgeted Expenditure for 2018-19

Item	Description	2017/8	2018/9
Grass Cutting/Tree maintenance	Increased cuts	4,700	5,050
Clerks Pay	Pay rise plus pension	6,300	7014
Administration		1,200	1,200
Subscriptions	OALC, OPFA, ORCC	400	350
Insurance/Audit	Different external auditor appointed	1,200	1,300
Grants	Church Yard Maintenance £1000, Herald £100, Hailey Festival £500, contingency	1,100	2,100
Section 137	British Legion	100	100
Pavilion	General Maintenance	500	500
Recreation Ground	Maintenance & ROSPA Inspection	1,000	1,000
Capital Projects		5,000	5,000
IT/Noticeboards	Hosting for new website	250	650
Burial Ground	Maintenance		300
Contingency		800	800
Neighbourhood Plan		500	0
Bank charges	Internet banking	100	75
Village Hall Fund	To renovate village hall		5,000
Total		23150	30,439

(g) To consider and resolve closure of the Burial Ground account(s)

The clerk recommended that the Burial Ground account was closed, and funds transferred to the main HPC account. This would enable greater transparency and simpler accounting for the Annual Return. This was **resolved** for the Burial Ground current account and the Burial Ground deposit account. The loan held at WODC will remain where it is until required.

18. Correspondence received:

- Transfer of WODC Services to Publica Group Ltd
- Superfast Broadband in West Oxfordshire aims to cover 99% of homes by 2019
- Entry to Primary School poster is on the website and the noticeboard

19 Other Items to Note

Work is currently being undertaken in Breach Wood. The culling and cutting of trees is part of the management plan.

20. Contributions from members of the public.

- Item 14b. query about speed camera at Delly End

21. Date of next Parish Council meeting: Monday 11th December 2017.

Meeting closed: 8.40pm

