

Minutes of the Meeting of the Parish Council held at the Village Hall, Hailey on Monday 8th January 2018 at 7.30pm

Present: Cllrs: G. Knaggs (in the chair), A. Smith (arrived during item 8), D. Musson, K. McConville, N. Moglia, C. McGibbon, G. Doland, **Parish Clerk:** L. Wilkinson, 9 members of public

1. Apologies for absence were received from County Cllr L. Walker and District Councillors G. Hill and K. Mullins.

2. No Declarations of Interest were received.

3. Contributions from members of the public

There was a complaint about fireworks held on New Year's Eve at Delly Green. Concern was raised about the effect fireworks have on war veterans.

Cllr Knaggs brought forward this item on the agenda from Correspondence, so it could be discussed and explained that the only power the PC has in this matter is communication.

Concern was also raised about the effect of fireworks on animals/pets as residents had not been informed so no plans could be put in place for them. It was requested to put this in an article in the Hailey Herald.

4. To receive the Minutes of the Parish Council Meeting dated 13th November 2017

The minutes of the November 2017 meeting were approved and signed.

5. Matters arising from the minutes

There were no matters arising.

6. It was noted that the December 2017 PC meeting was cancelled due to adverse weather conditions.

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

No County or District reports were received.

8 Planning: To receive an update report.

(a) Planning applications received:

Ref no:	Address	Proposal	PC Decision
17/04007/FUL	Common Leys Farm, Whitings Lane, Hailey	Proposed construction of Agritech Innovation and Skills Centre, covered outdoor riding school and teaching block extension. With associated landscaping and parking.	Object on matters of drainage, parking, position of the development, lack of green roof and light pollution being in contravention of the dark skies policy. A letter will also be sent to Common Leys requesting that a dialogue for a way forward is entered into with the PC.
17/0338/RES	Land North of Burford Rd, Witney	Construction of 260 dwellings (appearance, scale, landscaping and layout).	Object

Cllr Smith entered the meeting.

(b) Decisions outstanding:

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

	Leigh	landscaping, layout, and scale).	
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

(c) Decisions made:

Ref no:	Address	Proposal	Decision
17/03054/ADV	Cotswold Subaru Middletown, Hailey	Erection of sign	PC-No objection WODC- Approved

9. To consider and resolve the Equal Access Policy

An equal access policy had been circulated previously. This was **resolved**.

10. To approve meeting dates for the financial year 2018-19

Date	Monday of Month	Weeks between Meetings
9 th April 2018	2nd	4
9 th April 2018	Annual Parish Meeting	
14 th May 2018	2nd	4
11 th June 2018*	2nd	4
9 th July 2018	2nd	5
13 th August 2018 (Planning and Finance only)	2nd	4
10 th September 2018*	2nd	4
8 th October 2018	2nd	4
12 th November 2018	2nd	5
10 th December 2018*	2nd	4
14 th January 2019	2nd	4
11 th February 2019	2nd	5
11 th March 2019*	2nd	4

* denotes Joan Smith meeting

These were **resolved**.

11. Neighbourhood Plan.**i. To discuss summary of Neighbourhood Plan Consultation responses**

Cllr Knaggs reported that the consultation exercise has finished, and the exhibition has been held. Lots of responses have been received which are now on the website. Councillors are still working through the responses and amendments to the Plan will be made. A new possibility of development at New Yatt is being considered.

Question allowed from the floor – does the public see the amended plan before it is submitted to the next

stage? Cllr Knaggs explained the stages of the process: following responses from WODC and the public, the Plan will be amended. It is then submitted for a health check. It may need an assessment on the sites which have been recommended for housing. Then the Plan is formally submitted to WODC. WODC then sends it out for a second consultation. Following further possible changes, it then goes out to referendum to all the voters in the parish. If 50% plus 1 agree with it, then it is adopted.

ii. To consider Pro bono work by architect on Village Hall and Sports Pavillion

A local architect has agreed to carry out some initial work to point out the way forward.

12. Infrastructure Development Plan

An update will be done as soon as possible.

13. WODC Local Plan 2031 Inspection

Inspector is due to report back late 2017/early 2018.

14. To receive a Neighbourhood Policing Report.

No report.

15. Amenities:

(a) Routine recorded inspection of play equipment.

Cllr Musson reported that an inspection of the play equipment had been carried out.

The doors that the football club have removed from the pavillion are still lying behind it. Clerk to ask the club again to remove them.

16. Highways and Traffic: To receive update reports.

(a) Highways.

Cllr Smith reported that there has been a mix-up over the reinstatement of the verge by GPL. The pile of soil next to Vine Farm is still there. Cllr Smith will follow this up.

The roadworks through the village have been rearranged for 18th July to 7th September. The road from Chapel Lane to Delly End crossroads will be closed and a diversion put in place.

Several potholes have appeared and have been reported on FixmyStreet.

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

Cllr Smith reported that OCC thought they had carried this out, but it cannot find the data, so it has arranged to carry out the speed check again.

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

(a) Sale of Wood Green

Cllr McConville reported that he has a meeting with the solicitor on Tuesday 9th January to review progress.

(b) To consider increase in burial fees in line with the revised table of Parochial fees (Church of England) from January 2018.

It was **resolved** to raise burial fees to match the Church of England increase in Parochial fees.

These consist of:

- Burial fee raised from £284.00 to £331.00
- Headstone or cross from £128.00 to £136.00
- A tablet (with inscription) not exceeding 150mm. (6in.) in height and 900 sq. mm. (1sq. ft.) in area raised from £67.00 to £72.00
- Additional inscription on headstone from £25.00 to £27.00

(c) Clear up of broken boughs on triangle at Vine Farm and at Delly End

Cllr Musson raised concern about broken boughs on the triangle of land at Vine Farm. It was **resolved**

to ask JAG to remove these up to a cost of £200.

18. Allotments

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

There is an agreement under the Agricultural Holdings Act 1986 for this land thus it was **resolved** to continue with the rent at its current level.

The clerk will write to the tenant about his plans for the tenancy of the land.

(c) To consider removal of gate in Poffley End allotment wall.

A previous parish council agreed for an allotment holder to erect a gate in the wall. This is no longer required, and the adjacent landowner has requested that it is removed at his expense as other allotment holders are parking in the lane and blocking access. This was **resolved** subject to an insured contractor being used.

(d) To note that SSE require access to Poffley End allotments and Whiteoak Green to update power line poles.

This will occur during January. SSE has received permission from the tenants of Whiteoak Green to access the land. There will be a generator placed on the allotments whilst this work (and neighbouring work) is carried out so that the supply is not interrupted.

A map of Hemplands allotments will be drawn up by Cllr Musson and McGibbon.

19. Finances:

(a) Payment received:

Burial Ground account	Additional inscription	£25.00
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(d) Accounts for authorisation and payment:

i. To retrospectively authorise payments from December 2017 (meeting was cancelled):

L. Wilkinson	Clerk's November salary	£569.21
	Income Tax deduction	£22.20
	Office allowance/expenses	£27.20
	Clerk's pension deduction	£4.55
	Total:	£569.66
Nest	Clerk's pension	£10.24
Ruth Allington	Printing of Neighbourhood Plans	£186.00
Printerbase	Printer/scanner	£120.80

These payments were authorised online by Cllrs Doland and McGibbon On 11th/12th December 2017. These were **resolved**.

ii. To authorise payments for January 2018:

L. Wilkinson	Clerk's December salary	£580.98
	Income Tax deduction	£24.40
	Office allowance	£24.96
	Clerk's pension deduction	£4.65
	Total	£576.89
Nest	Clerk's pension	£10.46
HMRC	Income Tax payment	£40.54 (amended)
SLCC	CiLCA course	£204.00
Information Commissioner's Office	Renewal of data protection registration	£35.00

These payments will be authorised by Cllrs Moglia and Doland

(c) It was noted that a precept for £25,899 has been requested from WODC.

(e) To appoint internal auditor for Financial Year 2017-18

Robert Whitehouse has agreed to undertake the internal audit for the second year. This was **resolved**.

(f) To authorise payment of £30 for General Data Protection Regulations Document Pack

New Data Protection Regulations are coming into force in April this year. It was **resolved** to purchase the General Data Protection Regulations Document Pack from the Local Councils Advisory Service.

The clerk will attend training on the new General Data Protection regulations. A Data Protection Officer will need to be appointed (this cannot be the clerk). It was **resolved** that Cllr Moglia is appointed as Data Protection Officer and will attend the OALC training course on this.

(g) **Financial statements:** To receive financial statements for Hailey Parish Council and Allotments for the Labouring Poor

Financial statements were circulated, and bank reconciliations were signed off by Cllr Moglia.

20. Correspondence received:

- Complaint about Fireworks (see under public time)

21 Other Items to Note

There is currently a consultation on extending air space at Brize Norton and Oxford airspace. This will be put on the website.

22. Contributions from members of the public.

Query was raised about having a dropped kerb installed opposite the new footpath. The clerk will chase OCC about this. It was suggested that residents could put this on FixmyStreet.com as well.

A letter was read out addressing complaints about the fireworks and events that occurred during the evening of New Year's Eve.

23. Date of next Parish Council meeting: Monday 12th February.

Meeting closed: 8.50pm.

