

To: All members of Hailey Parish Council

6th June 2018

You are summoned to attend the **Meeting of the Parish Council** to be held at the
Village Hall, Hailey on Monday 11th June 2018 at 7.30pm
 For the transaction of the business stated below. The Public and Press are also invited to attend.

The agenda is as follows:

1. To receive Cllr Knaggs Declaration of acceptance of Office.
 2. To receive apologies for absence.
 3. To receive **Declarations of Interest:** *Members are asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting. Please refer to the notes at the end of the agenda.*
 4. Contributions from members of the public
 5. To receive the Minutes of the Parish Council Meeting dated 14th May 2018 (Cllr G Knaggs).
 6. Matters arising from the minutes. (Cllr Graham Knaggs)
 - 7 To receive update reports from West Oxfordshire District Council and Cllr Liam Walker, Oxfordshire County Council.
 8. To consider legality of PC donations to the church
 9. **Planning:** To receive an update report. (Cllr Karl McConville)
- (a) Planning applications received:

Ref no:	Address	Proposal
18/01396/HHD	7 Giernalls Road, Hailey	Alterations and erection of single storey extension and detached studio/office
18/01371/HHD	White Cottage, New Yatt Lane, New Yatt	Rear double storey extension and enlargement of existing orangery
18/01493/HHD	Rosedene, Middletown, Hailey	Enclosure of existing verandah to create single storey rear extension (part retrospective)
18/01398/HHD	Staddlestone Barn, Middlefield Farm, New Yatt Road Hailey	Addition of enclosed porch to replace existing canopy
18/01267/HHD	Wychwood Cottage, Wood Lane, Hailey	Demolition of existing garage. Retention of canopy, construction of new garage with external staircase and store room above.

(b) Decisions outstanding:

Ref no:	Address	Proposal	PC Decision
18/01185/HHD	The Old Post House, Middletown, Hailey	Alterations and erection of first floor extension	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.	PC – Object Sent to Appeal

(c) Decisions made:

Ref no:	Address	Proposal	Decision
18/00834/PN56	Land south of Heath Holm Farm, New Yatt	Conversion of agricultural barn to dwelling	PC- No comment WODC – Prior approval refused
18/00485/FUL	Land South of Chapel Lane Hailey	Erection of seven dwellings together with associated	PC – Object WODC- Refused

		works and provision of 2 accesses.	
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10. To note there is no requirement in the Data Protection Act for town and parish councils to have a Data Protection Officer (DPO) as local councils and parish meetings are not considered ‘local authorities’ under this Act. Councils may appoint a DPO but it is not a requirement.

To consider whether to appoint a DPO.

11. Neighbourhood Plan. (Cllr Graham Knaggs)

(a) To consider and resolve to submit the Neighbourhood Plan to WODC following the completion of the consultation period on the SEA

12. Report from Infrastructure Development Plan Working Party (Cllr Graham Knaggs)

(a) To appoint members of the working party for 2018-19, including non-councillor members and the chairman

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

14. Amenities: (Cllr David Musson)

(a) Routine recorded inspection of play equipment.

(b) To note ROSPA inspection will be carried out in July

(c) Update on handyman to carry out repair work on the playground

(d) To receive quote for insertion of middle post in new access to recreation ground

(e) To review Football Club lease

(f) Update on grass cutting at New Yatt, Priest Hill Lane and Spicers Lane

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

(a) Highways.

(b) Update on Speedwatch initiative

(c) Update on planned work by SGN (Cllr Musson)

(d) Parking by construction traffic at New Yatt

(e) Quotes for a Vehicle Activated Sign at Delly Hill

(f) Quote for repair to finger post at Delly End crossroads.

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

(a) Sale of Wood Green

(b) To consider requests for non-Hailey residents to reserve a plot at the Burial Ground.

(c) To consider tree safety report and agree work to be carried out

(d) Occupation Lane: to consider documents for the consultation

17. Allotments

(a) Update on clearing up Spicers Lane for better access to the allotments

18. Hailey Festival

19. Finances:

(a) Payment received:

Highworth Memorials	Headstone	£126.00
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(b)Accounts for authorisation and payment:

Lisa Wilkinson	Clerk's May net salary	£612.25
	Expenses/Allowance	£24.96
	Total:	£637.21
Nest	Clerk's pension	£28.98
McCracken & Son Ltd	April grass cutting	£510.60
Robert Whitehouse	Internal audit	£258.00
HMRC	Income tax	£47.60

(g) Hailey Parish Council bank balance to 31 May 2018

Unity Trust Current Account	£37,845.20
Unity Trust Deposit account	£96.66

(h) To receive internal auditors report and note recommendations

(i) To approve Part 1 Annual Governance statement of Annual Governance and Return (AGAR)

(j) To approve Part 2 Accounting statement of AGAR

20. Correspondence received

21. Other Items to Note

22. Contributions from members of the public.

23. Dates of Parish Council meetings for 2018-19:

9 th July 2018	
13 th August 2018	Finance and Planning only
10 th September 2018	And Joan Smith Educational Charity meeting
8 th October 2018	
12 th November 2018	
10 th December 2018	And Joan Smith Educational Charity meeting
14 th January 2019	
11 th February	
11 th March 2019	And Joan Smith Educational Charity meeting

Clerk to the Council

Lisa Wilkinson

(i) Any member arriving after the start of the meeting is asked to declare personal interests as necessary as soon as practicable after their arrival even if the item in question has been considered. (ii) With the exception of the circumstances listed in paragraph 9(2) of the Local Code of Conduct for Members, a Member with a personal interest also has a prejudicial interest if it is one which a Member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Member's judgement of the public interest. In such circumstances, the Member must withdraw from the meeting room, and should inform the Chairman accordingly.

(iii) It is not practical to offer detailed advice during the meeting on whether or not a personal interest should be declared or whether a personal interest should also be regarded as prejudicial.