

Minutes of the Meeting of the Parish Council held at the Village Hall, Hailey on Monday 10th September 2018 at 7.30pm

Present: Cllrs: G. Knaggs (in the chair), D. Musson, K. McConville, G. Hyatt, C. McGibbon, **Parish Clerk:** L. Wilkinson, 1 member of public.

1. To receive apologies for absence.

Apologies were received from Cllrs A. Smith, G. Doland and District Cllrs G. Hill and K. Mullins

2. To receive Declarations of Interest:

Declarations were received from K McConville for item 7d.

3. Contributions from members of the public

None

4. To receive the Minutes of the Parish Council Meeting dated 13th August 2018

These were approved and signed.

5. Matters arising from the minutes

There were no matters arising.

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

County Cllr Walker reported that there has been no update on Occupation Lane. OCC has stated that there is evidence to add the Lane to the map, so consultations are currently underway.

The SGN gasworks on Oxford Hill are delayed which has resulted in delays to the planned work in Hailey. No planned date has been received from SGN.

7. Planning: To receive an update report

Planning applications received:

Ref no:	Address	Proposal	PC Decision
18/02191/HHD	Little Blenheim, Delly End, Hailey	Demolition of existing rear single-storey extensions. Erection of rear single storey extension and first floor side extension. Internal alterations to include loft conversion.	No objection

(b) Decisions outstanding:

Ref no:	Address	Proposal	PC Decision
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 Planning Appeal
17/04189/OUT	Land north of New Found Out Farm, Whiteoak Green, Hailey	Erection of 6 new dwellings to replace redundant farm buildings	WODC – Refused Planning appeal
18/01567/FUL	Bird in Hand, White Oak Green, Hailey	Construction of new dwelling	No objection
18/02099/FUL	Burycroft Farm, Crawley	Conversion of barn to dwelling	No objection

	Rd, Witney		
18/01844/FUL	The Haybarn, Burycroft Farm, Crawley Rd, Witney	Conversion of agricultural building to dwelling and associated works	Object

(c) Decisions made:

Ref no:	Address	Proposal	Decision
18/01185/HHD	The Old Post House, Middletown, Hailey	Alterations and erection of first floor extension	PC - No objection WODC - Approved
18/01396/HHD	7 Giernalls Road, Hailey	Alterations and erection of single storey extension and detached studio/office	PC – No objection WODC- Approved
18/01731/HHD	Brackenwood, Delly Hill, Hailey	Removal of existing conservatory and detached outhouse. Erection of replacement conservatory (part retrospective).	PC - No objection WODC - Approved
18/01670/OUT	Land south of Middlefield Farm, New Yatt Rd, Witney	Outline planning application (all matters reserved except for access) for the erection of up to 4 dwellings.	PC - No objection WODC – Refused

Local Plan

The Inspector has said that the Local Plan can proceed. WODC is meeting on 27th September to adopt the Local Plan.

(d) It was noted that the planning appeal for Land south west of Charlbury Rd (50 dwellings) is to be held on 29th January 2019 at 10am in the Council Chamber, Woodgreen.

8. To consider planting a Tree of Remembrance with plaque to commemorate WW1. If resolved to consider site for tree and a planting event

As part of the nation's commemoration of the Centenary of the Armistice of WW1, Oxfordshire County Council is partnering with The Woodland Trust for a project of remembrance. They are providing a young native species tree sapling and a commemorative plaque to all Local Councils in Oxfordshire. It was **resolved** to request these for Hailey.

It was considered planting this at Delly Green near to the Peace Memorial. Residents will be consulted on this through the Hailey Herald. Any objections to be sent to the clerk by 31st October. Cllrs Musson and McConville agreed to plan this event.

9. To consider and resolve Retention and Disposal of Documents Policy

This had been previously circulated to councillors. This was **resolved**.

10. Neighbourhood Plan

The Neighbourhood Plan has been formally submitted to WODC. However, the Local Plan Habitat Regulations Assessment screening cannot be used by Hailey as previously thought. WODC will arrange for an assessment to be undertaken for Hailey which will then be sent for a four-week consultation to Natural England. This will delay both the consultation on the Neighbourhood Plan and the subsequent referendum of all voters in the parish by around six weeks.

(a) To resolve to pay back the unused part of the grant received for the Health check £2625 is left over from the Neighbourhood Plan grant. This will be repaid.

11. Infrastructure Development Plan

Cllr Knaggs reported that the Hailey IDP group have been looking at North Witney and what their input should be ahead of the negotiations with the developers.

(a) Village hall renewal

Cllr Knaggs presented an outline architects brief to the meeting, showing suggestions for what the building

could contain. The IDP working party would like to consult on it via the Hailey Herald. This was **resolved**.

- (b) To consider transferring the allocated budget of £5,000 for construction of the new village hall to Project Hailey

This was deferred until further details have been received.

12. To receive a Neighbourhood Policing Report

No update

13. Amenities:

- (a) Routine recorded inspection of play equipment.

This has been carried out.

- (b) To consider ROSPA report and resolve repair work that is necessary

Cllr Musson highlighted the repairs to be undertaken.

- Monkey bars
- Junior swings – links checked
- Zipwire
- Scrambler net needs new links and connectors and proper material underneath
- Swings and roundabout to be painted

The clerk will obtain quotes for this.

- (c) To resolve to repair the doors of the garage at the recreation ground

The model racing car club has agreed to repair this for the cost of the materials. It was **resolved** that up to £200 would be paid at the October meeting for this work on receipt of invoices.

- (d) It was noted that the Peace Memorial at Delly End has been added to the List of Buildings of Architectural or Historic Interest at Grade II.

- (e) To consider refurbishment of BMX track at recreation ground

A local BMX group has offered to refurbish the BMX track at the recreation ground which would increase its use. Ballast would be required at an estimated cost of £ £204. A wacker plate would cost £20 per day or £40 per week. It was agreed that up to £300 could be spent on materials. The PC will order these.

It was **resolved** to spend up to £150 on labour.

It was **resolved** that due to the unusual nature of the work and the specialist knowledge of the BMX group then subject to insurance no further quotes would be requested.

14. Highways and Traffic: To receive update reports

- (a) Highways.

- (i) Update on postponed SGN roadworks through Hailey

A date for the postponed work to start has still not been received.

- (b) To consider purchase of a Vehicle Activated Sign at Delly Hill

Three quotes have been received for purchase and installation of a VAS. However, the existing post at Delly Hill is not appropriate so a new pole needs to be put in closer to the crossroads.

- (c) To receive quotes for repair to finger post at Delly End crossroads

No update. The clerk will contact OCC to request a repair as it is their property.

- (d) To consider refilling salt bins in preparation for winter

It was **resolved** that Cllr Musson would see if salt needs to be purchased. If necessary, some will be ordered.

- (e) To consider request for official street name plate for 1-7 Giernalls Rd

Residents are having problems with delivery drivers etc finding their houses and have requested that clear signage is erected at the Delly Hill junction with Giernalls Road. WODC has agreed and stated that it should be paid for by the County Highways department.

It was **resolved** to request this.

(f) Update on Speedwatch initiative

There is a delay as the PCSO is off for a few weeks. Cllr Smith is still trying to arrange some sessions.

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

(a) Sale of Wood Green

No update

(b) To consider and resolve Grass cutting tender for 2019

A draft grass cutting tender has been compiled. Cllr Musson will proof read it and suggest a schedule of cuts, ready to be discussed and resolved at the October meeting.

It will be advertised in the local paper as per Standing Orders. It was **resolved** to cover the cost of an advert in the local press for tendering of the grass cutting contract.

(c) To consider cutting of hedge and wildflower meadow at burial ground

The top hedge has been cut as it was becoming dangerous to passers-by. Quotes for cutting the remaining hedges will be requested.

(d) To consider quotes for remedial tree works as per the tree survey 2018

Three quotes have been received. It was **resolved** to accept the quote from Cotswold Tree surgery

(e) Registration of Parish Council land with Land Registry

Cllr Knaggs has obtained various documents from the archives. The new Burial Ground is registered with Land Registry. The original deed for the recreation ground has been found so can be registered. It was **resolved** that the clerk will start the process of registering other parish land with the Land Registry.

(f) To discuss lease of land in Poffley End to Southern Electricity Board

The 21-year lease on ALP land, expires in October 2018. No correspondence has been received from SSE about this. It was **resolved** for the clerk to contact SSE.

16. Allotments

(a) To consider quotes and resolve contract for clearing up Spicers Lane for better access to the allotments

Three quotes have been requested for this. It was decided not to pursue this work due to the high cost of it and as the PC does not own the land.

(b) To resolve Allotment Tenants 'Consent to hold Information' form (GDPR compliant)

This was **resolved**. All allotment holders must complete this form to enable Hailey PC to process their tenancy agreement.

(c) To resolve to inspect the allotments at the end of October to check that allotment rules are being followed.

Allotment holders have been given two months' notice to ensure their allotments are in good condition. Cllr McGibbon will inspect them at the end of October to check that the allotment rules are being followed. This was **resolved**.

(d) To resolve to advertise the allotment field at New Yatt as up for tender

Notice has been given on the lease of this allotment field. The lease for the field will be advertised in the Hailey Herald with a closing date of 31st October for receipt of tenders to the clerk. It is anticipated that offers in excess of £850 p.a. will be received, as sealed bids. This tender will be awarded at the November PC meeting.

- (f) To consider a grant from Allotments for Labouring Poor to Project Hailey towards construction of new village hall.

This will be deferred.

17. Finances:

(a) Payments received:

None

(b)Accounts for authorisation and payment:

Lisa Wilkinson	Clerk's August net salary	£517.62
	Expenses/Allowance	£24.96
	Total:	£542.58
Nest	Clerk's pension	£23.65
Hailey Football Club	Line marker and paint	£339.59
HMRC	Income tax	£37.73
McCracken & Son	Grass cutting August	£489.60
G. & D. Franklin	Hedge cutting (top hedge) at Burial Ground	£75.00

Cllrs McGibbon and Musson will authorise these payments.

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

Unity Trust Current Account	£34,514.72
Unity Trust Deposit account	£96.68 (correction)

19. Correspondence received

None

18. Other Items to Note

- Witney Rugby Club will be contacted and requested that visitors during the fireworks display are asked to keep off the verges.
- It will be requested in the Hailey Herald that consideration is given to neighbours when setting off fireworks.
- War memorial needs cleaning

19. Contributions from members of the public.

None

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

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

Meeting closed: 9.32pm

