

Minutes of the **Meeting of the Parish Council** held at the  
**Village Hall, Hailey on Monday 8<sup>th</sup> October 2018 at 7.30pm**

**Present: Cllrs:** G. Knaggs (in the chair), G. Doland, C. McGibbon, G. Hyatt, District Cllr K. Mullins **Parish Clerk:** L. Wilkinson, 3 members of public

1. **Apologies for absence** were received from Cllrs: A. Smith, D. Musson, K. McConville, County Cllr Walker
2. **To receive Declarations of Interest:** None were received.

**3. Contributions from members of the public**

Delly End residents are having problems with their Broadband. Pam Simpkins has written to the chief executive of BT to ask for this to be sorted. She asked the PC to support this request. The clerk will write to Gavin Patterson, the chief executive.

**4. To receive the Minutes of the Parish Council Meeting dated 10<sup>th</sup> September 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.**

No County Council report was received.

District Cllr Mullins reported that WODC has adopted the Local Plan 2031.

Water Day was held by WODC on 4 October. This was to discuss the quality of the water and issues with raw sewage going into the Windrush. There was a dispute on how bad the situation is between the Environment Agency and WASP (Windrush Against Sewage Pollution). Due to lack of funding not much can be done in the short-term on this. A 25-year plan is due to be implemented.

**7. Planning:** To receive an update report.

**(a) Planning applications received:**

Ref no:	Address	Proposal	PC Decision
18/02530/FUL	Land south of New Mill Lane, Witney	Change of use from Agriculture to Mixed Agriculture and Dog Walking/Grooming business, laying of hardcore and erection of replacement fence (Retrospective).	No objection

**(b) Decisions outstanding:**

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
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	PC – Object Planning Appeal

		other ancillary infrastructure and enabling works.	
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

**(c) Decisions made:**

Ref no:	Address	Proposal	Decision
18/02099/FUL	Burycroft Farm, Crawley Rd, Witney	Conversion of barn to dwelling	PC-No objection Application Withdrawn
18/01844/FUL	The Haybarn, Burycroft Farm, Crawley Rd, Witney	Conversion of agricultural building to dwelling and associated works	PC- Object WODC- Refused

**8. To consider location of Tree of Remembrance with plaque to commemorate WW1.**

Following comments sent to the clerk, the possibility of needing Listed Building Consent to plant a tree next to the newly listed Peace Memorial and no other suitable location in the parish being identified, it was **resolved** not to obtain a tree and plaque.

**9. Neighbourhood Plan**

This is now in the hands of WODC who are undertaking a Habitat Regulations Assessment.

**10. Infrastructure Development Plan**

No update

**11. To receive a Neighbourhood Policing Report**

No report received.

**12. Amenities:****(a)** Routine recorded inspection of play equipment.

Cllr McGibbon reported that there are a few more items that need work on from the ROSPA report. The clerk will add them to the quote being requested.

**(b)** Update on refurbishment of BMX track at recreation ground. To resolve to spend £ on materials and labour

No update has been received.

**(c)** Village hall meeting

A new booking system is being considered. The new committee is attempting to improve revenue and increase usage of the village hall. They fully support the rebuild of the village hall.

To begin to fund for this rebuild, the village hall lease will need to be extended or replaced as funding tends to be given only if a long lease is in place.

It was suggested that a new lease will start to be negotiated at the beginning of next year.

**14. Highways and Traffic:** To receive update reports.**(a)** Highways.

- (i) Update on postponed SGN roadworks through Hailey  
There is currently no update.

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

Due to the size of the posts currently at the location, the VAS will need to be battery powered rather than solar powered. New quotes are being requested. A proposal will be put forward at the November meeting.

(c) Update on Speedwatch initiative

The Neighbourhood Policing team are coming to Hailey with the SID equipment (speed indicator device) to train volunteers in its use and to give information on the Speedwatch scheme.

- This will be on Friday 12 October at 10:00 at Manor Cottage, Delly End. All welcome.
- All volunteers have been contacted and invited so that as many can be trained up as possible – this will only be able to continue if enough people participate.
- Cllr Smith has put a notice on Hailey Village Facebook page seeking more volunteers
- The Speedwatch team can then request the equipment whenever it is required (assuming it is available) use it on their own, or request PCSO assistance if preferred
- Initial dates will be arranged for B4022, Delly End and Poffley End.

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

(a) Sale of Wood Green

No update

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

It was **resolved** to accept the draft agreement with the alteration of cutting heights; to be made uniform at one and a half inches except for the Old Burial Ground which will remain at three inches.

Cuts agreed were:

Verges x 8

Recreation Ground x 11

Old Burial Ground x2

New Yatt Millennium Park x8

Burial ground x8

Wildflower meadow at the Burial Ground to be added to the schedule (grass to be cut and removed) x1

This will be sent out to tender during November to the current grounds maintenance company, to previous and other local contractors and an advert will be placed in the Witney Gazette. Responses are to be received by the clerk as sealed bids by 31<sup>st</sup> January 2019 and opened at the February PC meeting when the contract will be awarded.

(e) To consider quotes for cutting of hedge and wildflower meadow at burial ground

Quotes have been received. It was **resolved** to accept the quote from McCracken and Son for £320. This includes cutting the two hedges that have not yet been cut back this year.

(f) Registration of Parish Council land with Land Registry

Initial enquiries have been sent to Lee Chadwick Solicitors.

(g) Update on lease of land in Poffley End to Southern Electricity Board

The clerk has been unable to make contact but will keep trying.

(h) To consider burial request for a non-resident of Hailey

Due to strong family connections in Hailey, the request was authorised.

(i) To consider memorial stone request

Unfortunately, the application does not meet the Burial Ground regulations, so the request was denied.

**16. Allotments**

Cllr McGibbon will carry out an October inspection to ensure the plots are being looked after.

**17. Finances:****(a) Payments received:**

Banbury Memorials Ltd	Memorial fees	£136.00
ALP account	Allotment rents	£87.05
HPC account	Allotment rents	£155.87
WODC	Precept (2 <sup>nd</sup> instalment)	12,949.50
Hailey Football Club	Football club fees	£250.00

**(b)Accounts for authorisation and payment:**

Lisa Wilkinson	Clerk's September net salary	£517.82
	Expenses/Allowance	£24.96
	<b>Total:</b>	<b>£542.78</b>
Nest	Clerk's pension	£23.65
John Campbell	Insertion of middle post at recreation ground	£312.00
Groundwork UK	Repay remaining Neighbourhood Plan grant	£2,625.00
British Legion	Memorial wreath (s137)	£100.00
Viking Direct	Stationery	£86.33
Moore Stephens	External audit	£376.56
McCracken & Son Ltd	Grass cutting September	£573.60

Cllrs McGibbon and Doland will authorise these payments.

- (d) To consider request to purchase the latest edition of Arnold-Baker on Local Council Administration at cost of £103.99

This book is essential for the clerk as it contains all the latest regulations and statutory requirements. This was **resolved**.

- (e) Hailey Parish Council bank balance to 31 August 2018

Unity Trust Current Account	£46,318.14
Unity Trust Deposit account	£96.70 amended

- (f) To receive completed Annual Governance and Accountability Return (AGAR) from Moore Stephens, the external auditors. To note issues arising.

The AGAR for 2017-18 has been received and has been successfully completed.

Issues arising to be noted:

- The asset register should be sent with the original paperwork.

The Notice of Conclusion of Audit has been displayed on the website and on the noticeboard as required.

- (g) To receive Financial Statements, Bank Reconciliation and Actual vs Expenditure figures

These were distributed.

The bank reconciliations were signed by Cllr Hyatt.

- (h) To resolve to move £5000 budgeted for the village hall sinking fund to allocated reserves

This was **resolved** and agreed to move the amount to the deposit account.

**19. Correspondence received**

None

**18. Other Items to Note**

There will be a pub quiz and disco on Saturday 27 October (not the usual Sunday) at the Lamb & Flag starting from 7pm. Teams of up to 5 at £2/person- Raffle – if anyone has prizes please drop them off with Andy Smith or at the pub- £1-in-a-bucket- Fancy Dress optional- Proceeds to Hailey Festival and Hailey Football Club

**19. Contributions from members of the public**

None

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

12 <sup>th</sup> November 2018	
10 <sup>th</sup> December 2018	And Joan Smith Educational Charity meeting
14 <sup>th</sup> January 2019	
11 <sup>th</sup> February	
11 <sup>th</sup> March 2019	And Joan Smith Educational Charity meeting

Meeting closed: 8.25pm