

Hailey Parish Council December 2019 Minutes
Minutes of the **Meeting of the Parish Council on 9th December 2019 at 7.30pm**
in Hailey Village Hall

Present: Cllrs: G. Knaggs (in the chair), A. Smith, C. McGibbon, M. Drew, A. Gibson, **Parish Clerk:** L. Wilkinson, 3 members of public.

1. **Apologies for absence** were received from Cllr Doland and District Cllr G. Hill

2. **To receive Declarations of Interest:** None were received.

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

None

4. **To receive the Minutes of the Parish Council Meeting dated 11th November 2019.**

These were signed as a true record.

5. **Matters arising from the minutes**

None

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

No reports received.

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

(a) **Planning applications received:**

| Ref no: | Address | Proposal | PC Decision |
|--------------|---|--|--------------|
| 19/03096/S73 | The Old Manor, Poffley End, Hailey | Noncompliance with condition 7 (Details) of planning permission 05/2279/P/LB to allow as built | No objection |
| 19/02830/S73 | The Old Manor, Poffley End, Hailey | Noncompliance with condition 5 (Details) of planning permission 05/2278/P/FP to allow as built (Joinery details for the extension) | No objection |
| 19/03088/HHD | 38 Middletown, Hailey | Conversion of loft to create extra living space with insertion of a rear dormer and front velux rooflights | No objection |
| 19/02926/S73 | The Haybarn, Burycroft Farm, Crawley Road | Noncompliance with condition 2 planning permission 18/01844/FUL to allow extension and alterations to approved plans | No objection |

(b) **Decisions outstanding:**

| Ref no: | Address | Proposal | PC Decision |
|--------------|---|---|--------------|
| 19/02959/HHD | Orchard House, Downhill Lane, Hailey | Erection of detached outbuilding comprising of garaging and storage with solar panels on southern elevation roof slope | No objection |
| 14/01671/OUT | Land north west of Woodstock Rd, Witney | Outline application for the erection of up to 200 residential dwellings and associated vehicular, pedestrian and cycle access, related highway works, drainage and landscape works including provision of public open space (Amended) | Object |

(c) **Decisions made:**

| | | | |
|--------------|---------------------------------------|---|--------------------------------------|
| 19/02365/HHD | The Old Manor, Poffley End, Hailey | Construction of three bay car port building with attached store | PC -No objection WODC- Approved |
| 19/02366/LBC | The Old Manor, Poffley End, Hailey | Replacement of existing garage storage building with a three-bay car port building and attached store | PC - No objection WODC - Approved |

Carter Jonas are holding a consultation for the East Witney development on Wednesday 11th December, 2pm – 8pm in the Methodist Hall in Witney.

8. To co-opt a new Parish Councillor

Tina Rogers put her name forward for consideration as councillor. Her CV and application had previously been circulated amongst the councillors. Following a unanimous vote, Mrs Rogers was co-opted onto Hailey Parish Council. **Resolved.**

Mrs Rogers completed her Declaration of Acceptance of Office form. It was **resolved** to add her to the bank mandate and to book her onto an OALC training course.

9. Installation of bus shelter in Middletown

(a) Update on installation

Delivery of the shelter has been arranged for 18th December 2019. Gordon Hill will level the site and dig the holes this week, so the shelter can be craned onto site. The site will then be cordoned off. The contractors will return and tarmac the site. OCC Highways has charged Gordon Hill £110 for permission to install the shelter on their land. It was **resolved** that up to £2,200 (excluding VAT) can be requested by Gordon Hill contractors for their work, to include this payment.

Cllrs Drew and Knaggs will dismantle the noticeboard currently on site.

(b) To consider installation of noticeboard in bus shelter

It was **resolved** to discuss this in January after the bus shelter has been installed.

10. Village Hall

(a) Update on renewal of lease

i. To consider extending lease for seven years instead of ten years (on advice from solicitor)

It was moved that the lease was extended for 7 years subject to consultation with the Village Hall Management Committee. **Resolved.**

Another quote for the legal work to extend the lease will be received and the issue discussed again.

(b) Village Hall Management Committee

The Village Hall is still awaiting a visit from an electrician to undertake a full survey. A jumble sale is being held in March to raise funds for this. A band concert was also held this month.

The potholes in the car park have been filled.

11. To review Infrastructure Development Plan working party and consider any future work

The remit of this working party was discussed. It will be ensured that the IDP Working Party reports to the PC meeting quarterly and the minutes from the IDP meeting will be presented to the PC meeting. Cllr Drew will join the working party.

It was **resolved** that the IDP Working Party will make a presentation at the Annual Meeting of the Council

12. To receive a Neighbourhood Policing Report

Cllr Smith reported that advice on staying safe over Christmas season has been received. This is on the website.

13. Amenities:

(a) Routine recorded inspection of play equipment.

This has been carried out.

i. To receive quotes for playground maintenance and consider next steps

Three quotes have now been received. More work needs doing on comparing the quotes.

ii. Update on location of defibrillator at New Yatt

No update.

(b) Sale of Wood Green

The Leader of Witney Town Council has promised that it is on the top of the agenda after the General Election.

(c) Registration of Parish Council land with Land Registry.

No update

14. Highways and Traffic: To receive update reports.

Cllr Smith reported that he has received another complaint about the white lines at Poffley End. Cllr Walker will be asked if he could report this.

The Poffley End landowner will be written to again about clearing the ditch.

A complaint from householders in Delly End about blocked ditches has been received. Cllr Knaggs has walked the route: ditches upstream (Whittings Lane) need some attention. The Clerk has contacted the District Council to check these out.

The Speedwatch campaign will be delayed until the New year.

15. Environment: To receive update reports**(a) Burial Ground**

Cllr Drew reported that concern has been expressed by the church warden that when branch debris has been cleared away from a corner of the churchyard, a large pile of spoil has been discovered. This appears to be recently dumped clay. The clerk will contact the gravedigger.

The wildflower meadow has not been cut because of the wet weather.

16. Allotments**(a) Update on allotments**

Cllr Gibson reported that two allotments have been allocated at Poffley End. Two containers have been left on plot five. The clerk will ask the previous tenant to remove them.

There is still an allotment available at Poffley End and two at Hemplands. These will be advertised in the February edition of the Hailey Herald.

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

| | | |
|--------------------------|---------------|---------|
| Co-operative Funeralcare | Memorial fees | £136.00 |
|--------------------------|---------------|---------|

(b)Accounts for authorisation and payment:

| | | |
|-----------------------------------|---|----------------|
| Lisa Wilkinson | Clerk's November net salary | £517.60 |
| | Expenses/Allowance | £44.16 |
| | Total: | £561.76 |
| HMRC | Income Tax (month 7) | £18.60 |
| Nest | Clerk's pension (Direct debit) | £39.10 |
| Hailey Football Club | Donation towards football kit (GPC) | £200.00 |
| JAG Trees | Crown lift 3 lime trees at Delly End | £264.00 |
| SLCC | Membership fees (shared with Shipton PC) | £78.00 |
| Alan Bailey | Repay for repairs to Old Burial Ground gate | £48.00 |
| Information Commissioner's Office | Data Protection Fee (Direct Debit) | £35.00 |

These were authorised by Cllrs McGibbon and Gibson

(c) Hailey Parish Council bank balances

| | |
|--|------------|
| To 30 November 2019 | |
| Unity Trust Current Account | £23,977.00 |
| Unity Trust Deposit account | £37,580.35 |
| WODC Deposit account | £10,000 |
| Allotments for Labouring Poor | £29,272.77 |
| Allotments for Labouring Poor COIF deposit account | £12,727.47 |

(d) To note precept of £35,000 has been requested from WODC

A precept of £35,000 results in a Band D tax bill of £51.78.

(e) To appoint internal auditor for the current financial year

Robert Whitehouse has agreed to carry out the internal audit for the financial year 2019-20. This was **resolved**.

18. Public Time

- Giernalls triangle has been cleared at the edge of recreation ground.
- Query about why it has been suggested that IDP meetings should only be held in public once a year.

19. Correspondence received

None

20 Other Items to Note

- School held their annual Christmas tree walk through Breach Wood this week.
- The clerk will again chase the cutting of the tree and filling of the potholes in Middletown.
- Pub quiz at the Lamb and Flag on Sunday 15th December at 7.30pm raising money for Hailey Festival.
- Merry Christmas from the Chairman.

21. Dates of Parish Council meetings for 2019-20:

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|--------------------|
| 13th January 2020 |
| 10th February 2020 |
| 9th March 2020* |

* denotes Joan Smith Educational Charity meetings

Meeting closed: 8.50pm