

Hailey Parish Council January 2020 Minutes  
**Minutes of the Meeting of the Parish Council on 13<sup>th</sup> January 2020**  
**7.30pm at Hailey Village Hall**

**Present: Cllrs:** G. Knaggs (in the chair), G. Doland, M. Drew, A. Gibson, T. Rogers, **County Cllr** L. Walker, **District Cllr** K. Mullins, **Parish Clerk:** L. Wilkinson, 6 members of public.

**1. To receive apologies for absence.**

Apologies for absence were received from Cllrs McGibbon and Smith

**2. To receive Declarations of Interest:**

**Item 7a.** Cllr Gibson stated she was the previous owner of Ivydene

She also stated that she was the Vice Chair of Dominion Housing Group (Land west of Hailey Rd planning application) until it became the A2 Dominion Group in 2008.

Neither of these prevented Cllr Gibson from contributing to the debate as they are not financial or prejudicial interests. However, they were declared in the interests of transparency.

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

The agent for the Bowens' Garage planning application spoke to request support for one dwelling to be built on the site. A new planning application is being drawn up, but it does not meet planning policy guidelines as it is not classed as infill, despite being very close to New Yatt. Other policy criteria are met such as visual appearance and impact on neighbours. Neighbours support redevelopment for one dwelling. Revised plans will be presented at the February meeting.

**4. To receive the Minutes of the Parish Council Meeting dated 9<sup>th</sup> December 2019.**

These were agreed and signed as a true record.

**5. Matters arising from the minutes**

There were none.

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

Cllr Walker reported that:

- OCC is setting its 2020-21 budget. It is the first budget in five years that does not involve cuts. A consultation is open for residents to comment, until the end of January. The Council Tax will be raised due to the spend on social care of 3.99%.
- Oxfordshire has been rated the best authority in England for recycling
- Cllr Walker praised Hailey Primary School for its 'good' rating by Ofsted, and for being ranked as one of best in the county for its Key Stage 2 writing results.
- Cllr Walker has reported the need to remark the white lines at Poffley End

Cllr Mullins reported that:

- Cabinet is meeting on Wednesday 15<sup>th</sup> January to consider their budget for 2020-21.
- It is consider the final draft of the West Oxfordshire Council Plan 2020-21: there are 6 areas within this vision focussing on :
  - Climate action as a state of climate emergency has been declared by WODC.
  - Healthy towns and villages
  - Vibrant district economy
  - Meeting housing needs of a changing population
  - Modern council services and sustainable finance

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

**(a) Planning applications received:**

Ref no:	Address	Proposal	PC Decision
19/03242/HHD	Ivydene, Delly End, Hailey	Alterations and erection of single storey extension	Object No objection to the extension in principle but

			the original scheme is preferred, in particular the stone parapet, the lantern roof and use of original windows as this is more in keeping with the property. It is more likely to be energy saving as well. Cllr Gibson requested that the vote was recorded: 3 objections, 2 no objection
19/03317/FUL	Land west of Hailey Rd, Witney	Erection of 110 residential dwellings including access off Hailey Road: areas of open space, landscaping and associated works	Object Cllr Drew requested that the objection document is sent to all the members of the planning committee.
19/03313/LBC	Hill View, Poffley End, Hailey	Replacement roof to greenhouse	No objection

**(b) Decisions outstanding:**

Ref no:	Address	Proposal	PC Decision
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
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

**(c) Decisions made:**

Ref no:	Address	Proposal	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	PC-No objection WODC- Approved
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	PC-No objection WODC- Approved
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)	PC-No objection WODC- Approved
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	PC-No objection WODC- Approved

**8. To approve meeting dates for the financial year 2020-2021**

Date	Monday of Month	Weeks between Meetings
20 <sup>th</sup> April 2020	3 <sup>rd</sup> (to avoid Easter Monday)	4
20 <sup>th</sup> April 2019	Annual Parish Meeting	
11 <sup>th</sup> May 2020	2 <sup>nd</sup>	4
8 <sup>th</sup> June 2020*	2 <sup>nd</sup>	5
13 <sup>th</sup> July 2020	2 <sup>nd</sup>	5
10 <sup>th</sup> August 2020 (Planning and Finance only)	2 <sup>nd</sup>	4
14 <sup>th</sup> September 2020*	2 <sup>nd</sup>	5
12 <sup>th</sup> October 2020	2 <sup>nd</sup>	4
9 <sup>th</sup> November 2020	2 <sup>nd</sup>	4

14th December 2019*	2nd	5
11th January 2021	2nd	4
8th February 2021	2nd	4
8th March 2021*	2nd	4

These were **resolved**.

#### 9. Installation of bus shelter in Middletown

Thanks were given to everyone involved especially Cllr Drew, for supervising the installation.

(a) To consider purchase of noticeboard in bus shelter at cost of up to £60 plus VAT.

It was **resolved** to purchase a length of corkboard to be placed at the rear of the shelter at the cost of £52 plus VAT.

(b) To consider purchase of headings for noticeboard: 'Parish Council' and 'Community'

It was **resolved** to purchase a header for the noticeboard to separate Parish Council information from Village information. Cllr Drew will contact a local craftsman to see if he could undertake this and Cllr Doland will request a quote from the previous noticeboard supplier. Headings will be 'Hailey Parish Council' and 'Village Notices'. The Councillor Priority Fund has been applied for.

#### 10. Village Hall

(a) Update on renewal of lease; to consider accepting a quote for the work

Two quotes have now been received to extend the lease. A third quote will be requested.

(c) Village Hall Management Committee

Cllr Gibson reported that the village hall has replaced the drain cover with a metal one.

Three fund-raising events are being held: jumble sale on 7<sup>th</sup> March, a quiz on 20<sup>th</sup> March and bingo on 17<sup>th</sup> April

#### 11. To receive report from Infrastructure Development Plan working party

(a) To consider developing a 2020 Parish Questionnaire

The IDP working party would like to issue a questionnaire to the parish as it is five years since the previous one. It was **resolved** that the IDP working party could start developing this.

It was agreed that the IDP working party will report/present to the Annual Parish Meeting in April.

#### 12. To receive a Neighbourhood Policing Report

No report

#### 13. Amenities:

(a) Routine recorded inspection of play equipment.

This was carried out in December.

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

Cllr Gibson reported that having compared the quotes received for the necessary maintenance she recommends awarding the work to FLP at the cost of £3,500 ex VAT plus they will be requested to upgrade the surface under the infant swings and remove the wobble board.

ii. Update on location of defibrillator at New Yatt

No update.

(b) Sale of Wood Green

No update.

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

No update

**14. Highways and Traffic:** To receive update reports.

No update

**15. Environment:** To receive update reports

**(a) Burial Ground**

Cllr Drew reported that he is drawing up plans for the Burial Ground to be brought for a discussion at a future meeting.

Wildflower meadow has not yet been cut due to the wet weather.

**(b) Trees**

JAG has carried out a tree survey.

Old material from the trees at the Old Burial Ground need taking away. This will be put on the February agenda.

**(c) Cottsway update**

In December, Cottsway Housing carried out an inspection on the tree on Middletown (outside entrance to village hall) that needs cutting back and the potholes on the lane to the village hall. The PC is still awaiting a reply on the work that they intend to carry out.

**16. Allotments**

**(a) Update on allotments**

No update

**(b) Update on renewal of substation lease**

The draft lease has been drawn up by SSE. It is now with Lee Chadwick's solicitors. The clerk has chased this.

**(c) To resolve to add Cllrs Drew, Gibson and Rogers to the Allotments for Labouring Poor HSBC bank mandate**

This was **resolved**.

**17. Finances:**

**(a) Payments received:**

Allotment rent	Hemplands field	£650.00
Memorial fees	Memorial fees	£136.00
Allotment rent (ALP)	Whiteoak Green	£535.00

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

Lisa Wilkinson	Clerk's December net salary	<b>£517.60</b>
	Expenses/Allowance	£24.96
	<b>Total:</b>	<b>£542.56</b>
HMRC	Income Tax	£37.20
Nest	Clerk's pension (Direct debit)	£39.10
Littlethorpe of Leicester	Bus shelter	£9,240.00
Gordon Hill	Installation of bus shelter (including County Council Highway fee)	£2,514.00 amended

The payments were authorised by Cllrs Gibson and Knaggs

It was **resolved** to add Cllr Tina Rogers to the Unity Trust bank mandate.

**(c) Bank transfer**

From	To	Amount	Reason
WODC temp loan	Unity Trust account	£10,040.31 amended (interest received)	Closure of account
Unity Trust account	CCLA Public Sector Deposit Fund	£35,000	Better Interest rates

Allotment for Labouring Poor current account	CCLA Charities Deposit account	£20,000	Better interest rates
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**(d) Hailey Parish Council bank balances**

<b>To 31 December 2019</b>	
Unity Trust Current Account	£23,535.54
Unity Trust Deposit account	£27,574.31
WODC Deposit account	£10,000
Allotments for Labouring Poor	£29,272.77
Allotments for Labouring Poor COIF deposit account	£12,727.47

**(e)** To receive financial statements for Hailey Parish Council and Allotments for the Labouring Poor These were distributed in advance.

**(f)** To authorise bank reconciliations  
These were authorised by Cllr Doland

**18. Public Time**

None

**19. Correspondence received**

- Oxfordshire Rural Services Survey is being carried out by Community First
- Winter Warmth campaign run by OCC
- Request to help save Bladon Community pub
- Temporary road closure on Crawly Road from 16th to 20<sup>th</sup> March by Thames Water to carry out water mains connection works
- Information about surgeries from Robert Courts

**20 Other Items to Note**

None

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

10th February 2020
9th March 2020*

\* denotes Joan Smith Educational Charity meetings

Meeting closed: 9.20pm