

Minutes of the **Meeting of the Parish Council on 9th March 2020 at 7.30pm**

Present: Cllrs: G. Knaggs (in the chair), G. Doland, C. McGibbon, M. Drew, A. Gibson, T. Rogers, **County Cllr** L. Walker, **District Cllr** K. Mullins, **Parish Clerk:** L. Wilkinson, 3 members of public

1. **Apologies for absence** were received from Cllr Smith
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 10th February 2019.**
These were agreed and signed as a true record.
5. **Matters arising from the minutes**
Hailey Village Hall Management Committee were happy to accept the noticeboard donated to them. They will erect it without glass doors.
6. **To receive update reports from West Oxfordshire District Council and Cllr Liam Walker, Oxfordshire County Council.**

Cllr Mullins reported that a zero rate Community Infrastructure Levy decision will be put out to public consultation and urged everyone to put their views forward in the consultation.

Cllr Walker reported that Highways Operations and Delivery department have launched a new permit scheme which will co-ordinate different contractors to enable them to reduce the frequency of digging up roads. OCC has launched a capital programme to implement £32 million worth of road resurfacing, drainage and footpath work. This programme can be found on the OCC website.

7. Planning: To receive an update report.

(a) Planning applications received:

Ref no:	Address	Proposal	PC Decision
20/00439/HHD	2 Foxburrow Lane, Hailey	Single storey extension	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
19/03317/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
20/00109/FUL	1 Yorke Cottages, New Yatt Rd, Witney	Temporary siting of caravan for owner occupation, whilst improvement works to dwelling carried out	No objection
20/00086/HHD	1 Yorke Cottages, New Yatt Rd, Witney	Single storey front and rear extensions. Form new vehicular access	No objection
20/00331/HHD	New House, Delly End, Hailey	Erection of detached carport and addition of new porch	No objection

(c) Decisions made:

Ref no:	Address	Proposal	Decision
19/03313/LBC	Hill View, Poffley End, Hailey	Replacement roof to greenhouse	PC-No objection WODC- Approved

(d) To note WODC decision on Community Infrastructure Levy and consider a course of action

Cllr Knaggs reported on a WODC meeting on CIL that he attended. WODC, in the case of five Strategic Development Area sites in the Local Plan (including the North Witney development), will hold a consultation to set the CIL rate to zero. For other sites, the recommendation is that CIL is set at £125 per metre squared (this would equate to £12 million for North Witney). If a zero rate is confirmed, then North Witney does not receive the £12 million, a quarter of which would be for Hailey PC to spend on community infrastructure.

Cllr Knaggs recommended suspending the Infrastructure Development Plan Working Party until the outcome is decided. This was **resolved**.

The parish questionnaire was to be based on the North Witney development however, it was agreed not to proceed with this.

An insert will be put into the Hailey Herald and on the website explaining what is happening.

Hailey PC will put its views forward in the consultation. An extraordinary PC meeting will be held to discuss this on Monday 16th March 2020 at 7.30pm.

7. To further consider arrangements for Annual Parish Meeting

Invites to community groups have been sent out. Reports for the Annual report to be sent to the clerk by 7th April. The agenda was discussed and agreed.

8. To consider request to place cones around Delly Green on 21st March

A request has been received to place cones to protect the Green during the Hero Challenge rally. The event organisers should provide these. The clerk will request this.

10. Village Hall**(a) Village Hall Management Committee****(i) To note request to move Village hall sign in Middletown to a more visible position**

The VHMC has requested that the sign at the end of the access road be moved or replaced to make it more visible. The clerk has contacted OCC to request this.

(ii) It has been agreed to install a fireproof ceiling board. Electrical work will be completed on Thursday 12th March. Quotes have been obtained for replacing the kitchen floor covering (approximately £500. The week of 4/5 April painting and cleaning will take place. A very successful jumble sale has been held to raise funds for the Village Hall.

11. To receive report from Infrastructure Development Plan working party**(a) To receive minutes from IDP meeting 12.2.20**

Minutes from the meeting on 12th February were received and posted on the website.

(b) To consider whether to progress the Parish Questionnaire

See item 7d. above

(c) To consider whether to suspend the IDP Working Party whilst the CIL procedure is being decided by WODC

See item 7d. above

(d) To consider proposal to improve the appearance of the Old Burial Ground including path and benches

The IDP working party would like to make the Old Burial Ground into more of a community facility by creating a path and adding benches. It was **resolved** not to go ahead with this and leave the area natural for wildlife.

JAG has done some tidy up work on the Old Burial Ground.

12. To receive a Neighbourhood Policing Report

Cllr Smith sent in a report:

- **SpeedWatch** – The Neighbourhood Policing Team has now lent Cllr Smith the mobile speed indicator device (SID). Two SID events are now planned (one in Delly End and one in Poffley End). Any other volunteers should contact Cllr Smith as soon as possible to arrange (three volunteers minimum required per session). If there are not enough volunteers, the events will have stop these.
- **Covid-19 outbreak** – Neighbourhood Watch have sent a useful email which will be posted onto the parish website-it highlights ways that everyone can protect themselves, family and the wider community

13. Amenities:

(a) Playground:

(i) Routine recorded inspection of play equipment

Cllr Gibson carried this out on 25th February.

(ii) To resolve updated quote for playground maintenance

The updated quote of £4279.55 was agreed. FLP will proceed with the work as soon as possible.

Three quotes have been received to replace the damaged spinner bowl. It was **resolved** to accept the quote from Kompan. This would just replace the plastic bowl rather than the whole piece of equipment.

(b) Update on location of defibrillator at New Yatt

(i) To consider an application for a non-metered electricity supply for a defibrillator in New Yatt

Cllr Doland reported that the PC can apply for an unmetered connection from SSE as a defibrillator uses virtually nothing on a yearly basis. The PC is registered with SSE so can apply online. In most cases it costs to get a quotation but there is a possibility that the PC will qualify not to get charged for the quotation but only for work once agreed. Cost for a quote if it is needed was authorised up to £250. This should allow the defib to be relocated from Bowens Garage¹ in New Yatt either next to, or very close to, the New Yatt notice board.

(c) Sale of Wood Green

No update.

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

No update.

14. Highways and Traffic: To receive update reports.

Cllr Smith reported:

- **Mobile VAS battery** – that Cllr Walker's Community Priority Fund kindly paid for – has arrived and is already being put to good use
- **Pothole repairs** – A number of the parish's potholes have been marked up and are starting to see repairs
- **Delly End verges/Green repairs** – A group of residents will be getting together to make some repairs to the green and verges in Delly End once the weather improves.
- **Delly End crossroads fingerpost repair** – A Delly End resident has kindly offered to repair the sign (free of charge).
- **Litter pick** – Some interest has been shown in organising a village litter pick once the weather improves. Cllr Smith will coordinate this.
- **Historic Endurance Rallying Organisation (HERO) rally** – Over 90 classic cars are taking part in a rally that will pass through Delly End from around 14:45 on Sat 21/3/20 (from B4022, turning left into Delly End, and through to Whittings Lane). Route map has been shared by a resident, who has also voiced concerns over potential for damage to the green and verges. Hailey PC has been asked whether cones could potentially be organised (see item 8). If you're a fan of classic cars, it may be worth popping out to see this!

(a) To agree a noticeboard header in the bus shelter

It was **resolved** to install a board top and bottom to frame the notice board at the cost of up to £250 rather than a header with lettering as previously considered.

15. Environment: To receive update reports

(a) Burial Ground

(i) To agree amount for planting at the Wildflower meadow

It was **resolved** that up to £100 (ex VAT) could be spent on grass seed at the wildflower meadow.

(ii) To consider quotes for laying hard standing from the gate

Three quotes have been received. It was **resolved** to accept the quote from Parkland Driveways for £11,725.84 on condition that the cost of concreting an area inside the churchyard is not invoiced to the PC (due to the statutory requirement that PCs cannot fund churches).

(iii) To agree the principal of Hailey Parish Council contributing, as one of the frontagers, to the maintenance of Church Lane

As Church Lane is an unadopted road, the frontagers have responsibility to contributing to maintenance. This was **resolved**.

(b) Trees

i) To consider Tree Safety report and to resolve work to be carried out

A quote for £680 plus VAT has been received from JAG to carry out some of the work identified (including the high priority work). Two more quotes will be obtained. The clerk will also request that work on two chestnuts hanging over 1 Middletown and the lime tree at the Old Burial Ground will be added to the quote.

(c) Notice of Landowner Deposit (Highways Act 1980) Land at Heath Farm

The owner of Heath Farm has submitted a highways statement to OCC which prevents unrecorded public rights of way from being legally recorded on the basis of presumed dedication in the future.

(d) Footpaths and Public Rights of Way: to consider campaigning to identify and register rights of way before the cut-off point of 2026

Cllr Knaggs requested that the PC start to ask residents if paths should be registered as public rights of way. Cllr Knaggs will proceed with this.

(e) To consider a PC approach to climate change

Cllr Gibson explained her ideas for giving the residents a voice on environmental ideas for the village. She suggested organising an event/talk to see if anyone is prepared to lead this. It was agreed to hold a discussion at the APM.

16. Allotments (including Allotments for Labouring Poor Charity)

(a) Update on allotments

A request has been received to take the final vacant allotment plot. The request has come from someone who lives just outside Hailey but whose child attends Hailey Primary school. The request was accepted based on this close connection to Hailey.

Hailey Gardening club have a talk on allotments on 18th March. Allotment holders will be invited to this.

(f) Update on renewal of substation lease

An update has been received. The clerk and councillors will check through the clauses as recommended by the solicitor.

(g) Update on installing water supply at the allotments

The first step is to obtain a quote for laying pipes up to the boundary of the allotments (PC land) from Thames Water. This would cost £170. The PC then needs to arrange for a separate contractor (self-lay provider) to install the pipework on the allotments.

It was **resolved** to obtain the initial quote from SSE.

17. Finances:

(a) Payments received:

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HMRC	VAT reclaim Qs 2&3 2019-20	£1352.41
OCC Councillor Priority Fund	Funding for VAS battery	£250.00
Witney Town Council	Woodgreen rent	£1.00
Hailey FC	Match fees	£250.00
Hailey Village Hall	Annual rent	£1.00

(b) Accounts for authorisation and payment:

Lisa Wilkinson	Clerk's February net salary	£496.78
	Expenses/Allowance	£24.96
	Total:	£521.74
Nest	Clerk's pension (Direct debit)	£39.10
Scribe 2000 Ltd	Account software annual fees	£208.20
Swarco	VAS battery	£318.00
HMRC	Income tax (months 10&11)	£37.00
SLCC	Practitioner's Conference	£121.00
OALC	Annual subscription	£234.42

These were authorised by Cllrs Gibson and McGibbon

(c) Hailey Parish Council bank balances

To 29 February 2020	
Unity Trust Current Account	14,095.41
Unity Trust Deposit account	12,656.91
COIF Public Sector Deposit Fund	35,000.00
Allotments for Labouring Poor	9,829.53
Allotments for Labouring Poor COIF deposit account	£32,727.47

18. Public Time

- WODC decision for CIL is appalling.
- Parish Council did decide to fund the church last year.
- Ordnance Survey have an app to compare existing footpaths with other rights of way.

19. Correspondence received

- Request to ask WODC to contact landowners at Poffley End to clear ditches.

20 Other Items to Note

None

21. Dates of Parish Council meetings 2020-21:

20 th April 2020 Annual Parish Meeting and PC meeting
11 th May 2020 Annual Meeting of Council
8 th June 2020*
13 th July 2020
10 th August 2020 (Planning and Finance only)
14 th September 2020*
12 th October 2020
9 th November 2020
14 th December 2019*
11 th January 2021
8 th February 2021
8 th March 2021*

* denotes Joan Smith Educational Charity meetings

Meeting closed: 21.30

Signed Date

