

To: All members of Hailey Parish Council

15th April 2020

You are summoned to attend the **Remote Meeting of the Parish Council on 20th April 2020 at 7.30pm**
For the transaction of the business stated below. The Public and Press are also invited to attend remotely.

The agenda is as follows:

1. To receive apologies for absence.
2. To receive **Declarations of Interest:** *Members are asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting. Please refer to the notes at the end of the agenda.*
3. Contributions from members of the public
4. To receive the Minutes of the Parish Council Meeting dated 9th March 2020.
5. Matters arising from the minutes
6. To receive the Minutes of the Extraordinary Parish Council Meeting dated 23rd March 2020
7. Matters arising from the minutes
8. Coronavirus
 - (a) Changes to legislation for Parish Council meetings:
 - i. Remote meetings are legal until May 2021
 - ii. Chairman/Vice chairman can remain in post until Annual Meeting in May 2021 if required.
 - iii. Deadlines for audit have been extended
 - iv. Annual Parish Meeting is not required this year
 - (b) To consider applying for SSE Community Resilience Fund
 - (c) In the absence of the Annual Meeting in May, to resolve for the current chairman and vice chairman to remain in post until May 2021
 - (d) To report on parish volunteer scheme
9. To receive update reports from West Oxfordshire District Council and Cllr Liam Walker, Oxfordshire County Council.
10. **Planning:** To receive an update report.

(a) Planning applications received:

Ref no:	Address	Proposal
20/00745/FUL	Hailey Church of England Primary School, Middletown, Hailey	Construction of detached garden room to provide separate classroom space
20/00798/HHD	7 Giernalls Rd, Hailey	Erection of single storey side extension, loft conversion with front and rear dormer windows and front entrance porch
20/00856/S73	25 Giernalls Rd, Hailey	Noncompliance with condition 2 of planning permission 17/03146/HHD to allow change to roof pitch
20/00865/HHD	Wytham, New Yatt Lane	Single storey extension to side and rear
20/00881/HHD	Wychwood Cottage, Wood Lane, Hailey	Erection of replacement garage, shed and porch with new garden room to rear

(509) 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

(c) Decisions made:

Ref no:	Address	Proposal	Decision
20/00109/FUL	1 Yorke Cottages, New Yatt Rd, Witney	Temporary siting of caravan for owner occupation, whilst improvement works to dwelling carried out	PC-No objection WODC – Approved
20/00086/HHD	1 Yorke Cottages,	Single storey front and rear extensions. Form new	PC-No objection

	New Yatt Rd, Witney	vehicular access	WODC-Approved
20/00331/HHD	New House, Delly End, Hailey	Erection of detached carport and addition of new porch	PC-No objection WODC – Approved
20/00439/HHD	2 Foxburrow Lane, Hailey	Single storey extension	PC-No objection WODC – Approved

(d) To note complaint made about boundary at Oak Field House

(e) CIL consultation

10. To review policies:

- (a) Information and Data Protection Policy
- (b) Freedom of Information Scheme
- (c) Retention and Disposal of Documents Policy
- (d) Equal Access Policy
- (e) Health and Safety Policy

11. Hailey Football Club

- (a) To resolve to release Hailey FC of its obligation to pay match fees for season 2019-20 due to Covid-19 crisis.
- (b) To resolve to take on accounts for Castle Water and SSE for the pavillion.

12. Village Hall (Cllr Ann Gibson)

- (a) Village Hall Management Committee

13. To receive a Neighbourhood Policing Report (Cllr Andy Smith)

14. Amenities: (Cllr Calvert McGibbon)

- (a) Playground:
 - (i) Routine recorded inspection of play equipment
- (b) Update on location of defibrillator at New Yatt
- (c) Sale of Wood Green
- (d) Registration of Parish Council land with Land Registry.

15. Highways and Traffic: To receive update reports. (Cllr Andy Smith)

16. Environment: To receive update reports (Cllr Michael Drew)

- (a) Burial Ground
- (b) Trees
- (c) Update on Footpaths and Public Rights of Way campaign
- (d) Sewage silt

17. Allotments (including Allotments for Labouring Poor Charity) (Cllr Ann Gibson)

- (a) Update on allotments
- (b) Update on renewal of substation lease
- (c) Update on installing water supply at the allotments
- (d) To consider request from allotment holder to have the plot cleared of a previous tenant's rubbish

18. Finances:

(a) Payments received:

ALP	Field rent	£189.00
SSE	Wayleaves	£166.82
WODC	Precept (first instalment)	£17,548.00

(b) Accounts for authorisation and payment:

Lisa Wilkinson	Clerk's March net salary	483.87
	Expenses/Allowance	£25.66
	Total:	509.53
Nest	Clerk's pension (Direct debit)	£49.93
Park Lane Driveways	Paving at Burial Ground - staged invoices:	
	Groundwork	£4,799
	Surface work	£4,799
	Balance	£1,370
Parish Online	Annual renewal	£42.00

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Wel Medical	New pads x2 and battery for defib	£283.02
HMRC	Income tax Q4	£215.21
Hailey Village Hall	Hall hire Extraordinary meeting 16/3/20	£20.00
Kompan	Replacement of spinner bowl basin	£492.00
Hailey Village Hall	Annual grant	£1,000
Repay M. Drew	Wildflower seeds for BG meadow	£53.50

(c) Hailey Parish Council bank balances

To 31 March 2020	
Unity Trust Current Account	£12,133.17
Unity Trust Deposit account	£12,678.90
COIF Public Sector Deposit Fund	35,000.00
Allotments for Labouring Poor	£10,033.68
Allotments for Labouring Poor COIF deposit account	£32,727.47

(e) To consider and approve end of year financial statements for Hailey PC, Joan Smith Charity and Allotments for Labouring Poor Charity.

(f) To consider paying overtime to clerk for extra work (12 hours) carried out in March and any extra work carried out in April (end of FY work)

19. Correspondence received

20 Other Items to Note

21. Dates of Parish Council meetings 2020-21:

Remote meetings to be held until further notice

11 th May 2020
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

Clerk to the Council

Lisa Wilkinson

(i) Any member arriving after the start of the meeting is asked to declare personal interests as necessary as soon as practicable after their arrival even if the item in question has been considered. (ii) With the exception of the circumstances listed in paragraph 9(2) of the Local Code of Conduct for Members, a Member with a personal interest also has a prejudicial interest if it is one which a Member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Member's judgement of the public interest. In such circumstances, the Member must withdraw from the meeting room, and should inform the Chairman accordingly. (iii) It is not practical to offer detailed advice during the meeting on whether or not a personal interest should be declared or whether a personal interest should also be regarded as prejudicial.

Remote meetings due to Coronavirus pandemic:

The Government have recently introduced new temporary legislation enabling PCs to hold remote meetings. The public are still invited to these meetings. If you would like to join, then please email Andy Smith by 6.30pm of the day of the meeting and he will send you the Zoom link to access it.

andy@adbsmith.com

There will still be a public time item for your views to be heard. The rest of the time, the PC asks that you mute yourself so there is no extra background disturbance.