

Minutes of the **Meeting of the Parish Council** held at the **Village Hall, Hailey on Monday 10<sup>th</sup> December 2018 at 7.30pm**

**Present: Cllrs:** G. Knaggs (in the chair), A. Smith, D. Musson, G. Doland, C. McGibbon, County Cllr Walker, District Cllr G. Hill, **Parish Clerk:** L. Wilkinson, 2 members of public.

**1. To receive apologies for absence**

These were received from Cllr Hyatt.

**2. To receive Declarations of Interest**

None received.

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

Pam Simpkins gave her thanks to the PC for organising the defib demonstration that was held at the village hall on 8<sup>th</sup> December.

**4. To receive the Minutes of the Parish Council Meeting dated 12<sup>th</sup> November 2018**

These were agreed and signed as a true record.

**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.**

District Cllr Hill reported that:

- Community grants are available from WODC.
- Larger recycling bins are available on request.

Cllr Knaggs reported that the Development Control Committee is proposing town and parish council training on how to apply for section 106/CIL requests.

Cllr Walker reported that:

- The form to apply for the Councillor Priority Fund (for funding for a new VAS) has been completed.
- Crawley bridge has now re-opened.
- Fix My Street continues to work well

A request was made for white line painting at Poffley End to be undertaken. Cllr Walker reported that lines will not now be painted until the spring. In the new year, he will identify some areas and request them to be painted.

Thanks were given to Cllr Walker for his contribution to the VAS.

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

**(a) Planning applications received:**

Ref no:	Address	Proposal	PC Decision
18/03324/HHD	33 New Road, Hailey	Erection of single storey rear extension	No objection
18/03175/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. (To allow dormer changes to dormer window)	No objection
18/03244/OUT	Land south of the Hollies, New Yatt	Residential development of up to 8 dwellings and associated infrastructure works	No objection provided the

	Lane, New Yatt		development is commensurate with style of village (ribbon not cul de sac)*
18/03318/LBC	Old Manor Cottage, Poffley End, Hailey	Alterations to include new fire door and upgrading of existing doors also new extract ventilation to N. E. elevation.	No objection

\* Section 106 contribution towards new village hall (estimated cost of £800,000) to be requested.

**(b) Decisions outstanding:**

Ref no:	Address	Proposal	PC Decision
18/02866/ADV	Land north of A4095 at E437546 N211578 North Leigh	Erection of two non-illuminated hoarding signs	No objection
18/02971/FUL	New Mill, New Mill Lane, Witney	43 additional parking bays	No objection
18/02749/HHD	1 Wood Lane, Hailey	Erection of greenhouse and garden shed (part retrospective)	No objection
18/03010/HHD	Littledean, Pitts Lane, Hailey	Construction of an oak framed porch over front door. Rear extension and conversion of roof space to create first floor living area to include insertion of roof lights and dormer windows.	No objection
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
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 other ancillary infrastructure and enabling works.	PC – Object 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
18/02881/HHD	11 Middletown, Hailey	Insertion of a new dormer to front elevation. Alterations to existing rear dormer.	PC- No objection WODC- Refused

**8. Hailey Festival.** To consider the future status of Hailey Festival  
Hailey Festival committee has agreed to be independent of the Parish Council. The bank account will be transferred to the Festival committee. This was **resolved** unanimously by the PC.

**9. Neighbourhood Plan**

This is still in the consultation period which runs until 20<sup>th</sup> December 2018.

**10. Infrastructure Development Plan**

**(a)** Responses to new village hall consultation including responses from the Infrastructure Development

Group

Cllr Knaggs reported that the consultation responses had been circulated to the councillors. Issues of concern raised from these responses were:

- Traffic/access to the village hall
- Objection to Church Lane as a part of a suggested one-way system

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

Cllr Smith highlighted alerts on:

- Advice on burglary prevention
- Cyclists to use lights and not to ride on pavements
- Spate of thefts from vehicles.
- Burglaries of building development sites.
- Events held on how not to become victims of cybercrime.
- Purse thefts – be aware of belongings.
- Lead roof thefts

**12. Amenities:**

(a) Routine recorded inspection of play equipment.  
Cllr McGibbon will carry this out.

(b) To consider grant for village hall management committee  
The village hall committee has requested help with the cost of replacing the windows in the kitchen at the cost of £240. It was proposed, seconded and **resolved** to grant this amount to the village hall committee.  
It was proposed that the Village Hall committee should share costs of their maintenance programme with the PC with a view to further grants being discussed. This was agreed.  
Cllr McGibbon will report back at the February PC meeting following the next Village Hall committee meeting in January.

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

(a) Highways.

(i) Update on postponed SGN roadworks through Hailey  
No update

(b) Update on Vehicle Activated Sign at Delly Hill  
This has been ordered. OCC Highways has already authorised the installation.

(c) Update on speeding in New Yatt  
Cllr Doland reported that he will arrange a suitable location for a Speedwatch test.

(d) To resolve to repair the VAS at New Yatt at the cost of £509 plus VAT  
This was **resolved**.

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

(a) Sale of Wood Green

The clerk at Witney Town Council has again been contacted but no reply has yet been received.

b) Registration of Parish Council land with Land Registry  
Lee Chadwick solicitors have been contacted again but no reply has been received.

(c) Update on lease of land in Poffley End to Southern Electricity Board  
This is now with the SSE agent, Dalcour Malaren. New land searches must be undertaken before it can be progressed.

- (d) To consider request to graze sheep on wildflower meadow at the Burial Ground  
This is no longer required.
- (e) To consider burial request for non-resident  
This was approved.
- (f) To consider remaining capacity of Burial Ground  
Cllr Musson reported that there are about 250 plots on the burial ground.
- (g) Review of Burial Ground regulations  
The draft wording was discussed and will be re-circulated.
- (h) (i) To consider maintenance of Burial Ground  
Notice of reservations have been sent to Cllr Musson  
The path needs weeding.
- (ii) Research into arrangements and legislation for churchyard maintenance  
Cllr Musson has researched this issue and believes due to the ambiguity of the law that there is room to re-implement the grant to the church. Cllr Musson will continue to research this.
- (i) Tree maintenance:
- i) To discuss planned tree work  
The planned tree maintenance is currently being carried out. The clerk will check if the lime tree at the recreation ground is due for work on it.
- ii) To discuss trees in Church Lane and overhead wires  
The trees in the hedge at the Burial Ground are leaning heavily on wires in Church Lane. The clerk will ask Cotswold Tree Surgery for a quote to trim back the branches.
- iii) Trees on Vine Farm triangle  
There is a broken branch on the fir tree at the Vine Farm triangle. Cllr Walker will investigate this.
- iv) Trees in Delly End  
Work on these is due to be carried out.

## 16. Allotments

- a. To consider rent for Whiteoak Green field  
It was **resolved** to raise the rent to £535 per annum.

## 17. Finances:

### (a) Payments received:

RA Jones Funeral Directors	Burial fees (non-resident)	£1324.00
A.L. Sole & Son	Burial fees	£331.00
Allotments for Labouring Poor	Allotment rent	£1,670.00
Lack Funeral services	Burial fees (non-resident)	£1,324.00
Greens Funeral Service	Burial fees	£331.00

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

Lisa Wilkinson	Clerk's November net salary	£517.62
	Expenses/Allowance	£31.97
	<b>Total:</b>	<b>£549.59</b>
Nest	Clerk's pension	£23.65

Pam Simpkins	Repay for Dick Tracey thank you present	£25.00
Hailey Village Hall	Room hire (defib training)	£20.00
McCracken & Son Ltd	October grass cutting	£489.60
Netwise	Domain name renewal	£20.00
Wel Medical	Replacement Lightboard for Defib	£47.94
Printerbase	Ink cartridges	£151.21
HMRC	Income tax (months 7 & 8)	£13.80
Information Commissioner's Office	Data protection fee renewal	£35.00

Cllrs McGibbon and Musson will authorise these payments.

**(c) Hailey Parish Council bank balance to 30 November 2018**

Unity Trust Current Account	£45,045.20
HSBC Deposit account	£5096.68

**(d)** To consider amendments to Financial Regulations

A paragraph on awarding contracts to specialised contractors without three quotes being necessary if under £500, was added. This was **resolved**

**(e)** To consider capital expenditure for 2018-19

New noticeboards were suggested. Clerk to research costs of these.

**(f)** To appoint internal auditor for 2018-19

It was **resolved** to appoint Rob Whitehouse as the internal auditor for this financial year.

**(g)** To consider setting up annual direct debit for Data Protection fee

This was **resolved**. The fee is reduced by £5 per annum if a direct debit is set up.

**(h)** To resolve to increase the clerk's pension contribution from 2% to 3% from April 2019 in line with the minimum pension contributions

The Pensions Regulator has stated that minimum pension contributions will increase on 6 April 2019. The employer contribution is raised from 2% to 3% and the employee contribution is raised from 3% to 5%. It was **resolved** to increase the clerk's pension contributions in line with this, from April 2019.

**18. Correspondence received**

None

**19. Other Items to Note**

Cllr Musson attended a meeting of the Wychwood Project: it was announced that a large part of Singe Wood has been donated to the Wychwood Project.

A pub quiz is being held on Sunday 16<sup>th</sup> December at 7.30pm. Prizes are welcomed.

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

It was raised that there is a feeling in the community that there is not much interest in a new village hall.

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

14 <sup>th</sup> January 2019	
11 <sup>th</sup> February 2019	
11 <sup>th</sup> March 2019	And Joan Smith Educational Charity meeting

Meeting closed: 21:40

