

**Minutes of the Meeting of the Parish Council at the  
Village Hall, Hailey on Monday 12<sup>th</sup> November 2018 at 7.30pm**

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

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

These were received from Cllr K. McConville and District Cllr G. Hill

**2. To receive Declarations of Interest**

None were received.

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

It was reported that residents were disappointed by the PC's decision not to plant a Commemoration Tree. So, the Church obtained the necessary permission to plant a tree behind the war memorial. This was planted on 11<sup>th</sup> November, there will also be a plaque there. These have been paid for by the Friends of Hailey Church. The Chairman thanked the Friends of Hailey Church for resolving a decision that was unable to be resolved at the previous PC meeting.

**4. To receive the Minutes of the Parish Council Meeting dated 8<sup>th</sup> October 2018**

These were agreed as a true record and signed.

**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:

- He has been impressed by the energy of the Speedwatch team in Hailey. He feels that this is an effective initiative.
- The leak in Poffley End has been plugged as it was past its target date.
- He met with the OCC Road Safety Officer and raised the safety issues on the road past Bird in Hand with him. The Officer agreed to review what can be done there. The SLOW marking at Bird in Hand has worn away.
- People should continue to use Fix my Street. The road patching is being carried out more thoroughly now.
- There will be a road closure in Crawley for five weeks by Thames Water. This will be a complete closure.

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

**(a) Planning applications received:**

Ref no:	Address	Proposal	Decision
18/02881/HHD	11 Middletown, Hailey	Insertion of a new dormer to front elevation. Alterations to existing rear dormer.	No objection
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
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**(b) Decisions outstanding:**

Ref no:	Address	Proposal	PC Decision
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
17/04189/OUT	Land north of New Found Out Farm, Whiteoak Green, Hailey	Erection of 6 new dwellings to replace redundant farm buildings	WODC – Refused Planning appeal dismissed
18/02191/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.	PC- No objection WODC- Approved

**(d)** To note planning application Hickrall, Hatfield Pitts Lane, Hailey (application 17/02073/FUL) has an enforcement case open with WODC. WODC currently has a file open on the case.

**8. Defibrillator training.** To resolve to pay for the hire of the hall and for a thank you present to the co-ordinator of the training  
Cllr Hyatt has arranged training for Hailey residents with Dick Tracey (formerly of South-Central Ambulance Service) on how to use the defibrillator. This is free of charge and will be held at Hailey Village hall on Saturday 8<sup>th</sup> December from 9.30am to 11am.  
It was **resolved** to pay for the hall hire at £20 and to buy Dick Tracey a thank you present at the cost of £25.00

**9. Hailey Festival.** To request that Hailey Festival is separated from the Parish Council  
It was agreed to defer this to the December meeting.

**10. Neighbourhood Plan**

Cllr Knaggs reported that the consultation on the HRA Screening report has been completed. The final six-week consultation (Regulation 16) has now been opened by WODC and runs until 20<sup>th</sup> December. The

Inspector is booked to examine it during the first two weeks of January. Details of the consultation can be found at <https://www.westoxon.gov.uk/hailey>

### 11. Infrastructure Development Plan

Cllr Knaggs reported that no meeting has been held.

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

Cllr Smith reported that there has been criminal damage to stiles. The police are advising residents to be aware of burglaries with the darker evenings and to use automatic lights. They have also issued warnings about phone and courier scams.

Thanks were given to the Neighbourhood Policing team for their help with the Speedwatch initiative.

### 13. Amenities:

#### (a) Routine recorded inspection of play equipment.

No response has yet been received from the handyman with regard to the work that needs completing following the ROSPA report.

#### (b) To discuss safety of gym equipment at playground

There has been an incident involving a toddler near the gym equipment, which was being used by school children. Signs are up, prohibiting young children using the equipment. It was **resolved** to contact the school to ask them to inform their parents/children about this as a safety issue. The equipment is for over 14s only which is clearly signposted.

#### (c) To discuss unauthorised removal of gate between Church Lane and the Recreation Ground

The gate was found in the bushes and replaced. Further screws have been put in to make it more secure.

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

#### (a) Highways.

i) Update on postponed SGN roadworks through Hailey

No update

#### (b) To consider purchase of a Vehicle Activated Sign at Delly Hill

Cllr Smith, having received three quotes on the purchase and installation of a VAS, proposed that if a VAS was bought the existing post could be used. A battery powered VAS would need to be purchased as an engineer has suggested a solar one will not charge properly in that area (too many trees).

The three quotes (from Roadside Technologies, Westcotec and Swarco) were discussed.

Cllr Smith recommended that the Swarco VAS was purchased at a cost of £2,478.36 (plus VAT). This was seconded. It was **resolved** to purchase this VAS.

Cllr Walker was asked if he could contribute to this from his Councillor Priority Fund. He agreed to buy the VAS in full. The PC thanked Cllr Walker for his generosity.

#### (c) Update on Speedwatch initiative

Speed watch equipment has been borrowed from the Neighbourhood Policing Team. Eight successful sessions have been run by local volunteers across three locations. The kit has been returned as it was needed elsewhere and will be requested again in a few weeks' time. The Oxford Mail have run a story on this initiative.

#### (d) To consider speeding in New Yatt

Cllr Doland reported that there are safety issues in New Yatt during the school run. School children, school buses, parked cars, construction traffic and a narrowing road all increase congestion in the area. It was suggested that a Speedwatch session could be held there in the first instance. Cllr Doland will recruit volunteers for this. Cllr Smith recommended asking a PCSO to attend the first Speedwatch session. The clerk will write to New Yatt Business Park to request workers to slow down whilst driving.

(e) To resolve to repair the AED in New Yatt. To order a replacement LED board

Only half of the light board of the AED at Bowen’s Garage is working; the other half is flickering. It is out of warranty and the parts cost £35 plus VAT and £11.94 delivery. Cllr Hyatt volunteered to replace the part himself.

It was **resolved** to purchase the replacement part. Thanks were given to Pam Simpkins for her help.

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

(a) Sale of Wood Green

No update

(b) Registration of Parish Council land with Land Registry

The request for this work to be carried out has been passed to solicitors at Lee Chadwick’s.

(c) Update on lease of land in Poffley End to Southern Electricity Board

The Wayleaves Officer for Oxfordshire has received the request to renew the lease. It has been passed to the solicitors for SSE.

(d) To consider burial request for non-residents of Hailey

It was **resolved** to accept this request as there is a strong family connection to Hailey.

Another request for a burial by a non-resident was agreed and **resolved**.

Concern was raised about the remaining capacity of the Burial Ground. This will be added to the December agenda for discussion.

(e) To consider memorial stone request

A request for a memorial made of Nabrasina stone was accepted as it is a natural, light coloured stone.

(f) To consider request to graze sheep on wildflower meadow at the Burial Ground

Cllr Musson explained that there has been a request to graze sheep on the wildflower meadow at the Burial Ground. The sheep would be fenced in and it would be for short periods of time.

Cllr Musson will research this issue.

Cllr Hyatt left the meeting.

Cllr Musson reported that two stiles between Poffley End and Breach Lane have been vandalised. It has been reported to the police as criminal damage. At present dogs cannot pass through these stiles as there is sheep wire up.

**16. Allotments**

(a) To consider annual rent of Hemplands field

It was **resolved** to raise it to £650.

Cllr McGibbon has inspected the allotments. Only two are not being cared for at present.

(b) New Yatt field. See item 22

**17. Finances:**

(a) **Payments received:**

HMRC	VAT reclaim Qs1&2 2018-19	£1,129.62
Burial Ground	Plot Reservation fees and burial fees	£3,320.00
Allotment holder	Allotment rent	£8.95

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

Lisa Wilkinson	Clerk's October net salary	£517.62
	Expenses/Allowance	£36.88
	<b>Total:</b>	<b>£554.50</b>
Nest	Clerk's pension	£23.65
SLCC	Membership renewal	£73.50
LexisNexis	Arnold-Baker on Council Administration	£110.99
McCracken & Son Ltd	Cutting of wildflower meadow and hedges at Burial Ground	£384.00 amended
Witney Gazette	Advert for Grounds maintenance tender	£130.80

Cllrs Musson and McGibbon will authorise these payments.

**(c) Transfers**

From	To	Reason	Amount
HPC Current account	HPC Deposit account	Allocated reserves	£5,000

**(d) Hailey Parish Council bank balance to 31 October 2018**

Unity Trust Current Account	£44,992.44
Unity Trust Deposit account	£96.68

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

It was **resolved** to increase the level to which three estimates are necessary to £250.

It was also agreed to add a phrase to assist when there is a shortage of specialist contractors from which to receive three quotes. The final wording will be resolved at the December meeting.

**(f) To consider draft budget 2019-20**

This was circulated. It was proposed and seconded that this was adopted. This was **resolved**.

**Budgeted Income for 2019-20**

*Table 1 List of income*

Item	Description	2018/9	2019/20
Precept		25899	31474
Allotment rents		775	815
Wayleave		160	163
Bank interest		5	40
Grass cutting grant		1299	1299
Football club rent		500	500
Woodgreen rent		1	1
Charities Administration		300	300
Burial Ground		1500	1500
<b>Total</b>		<b>30439</b>	<b>36,092</b>

**Budgeted Expenditure for 2019-20**

*Table 2 list of expenditure*

Item	Description	2018/9	2019/20
Grass Cutting/Tree maintenance	New grass cutting contract	5,050	5750
Clerks Pay		7,014	7,070
Administration		1,200	1,220
Subscriptions	OALC, SLCC	350	400
Insurance/Audit		1,300	1,270
Grants/ Section 137	Herald £100, Hailey Festival £500, British Legion, contingency	2,200	1,200

Hailey Parish Council November 2018 Minutes

Pavilion/Football club	General Maintenance	500	550
Recreation Ground	Maintenance & ROSPA Inspection	1,000	1,200
Capital Projects	VAS?	5,000	5,000
IT/Noticeboards		650	780
Burial Ground	Maintenance	300	500
Contingency		800	800
Neighbourhood Plan		0	0
Bank charges	Internet banking	75	72
Village Hall Fund	To renovate village hall	5,000	7500
<b>Total</b>		<b>30,439</b>	<b>36,092</b>

**18. Correspondence received**

Damage to stiles

**19. Other Items to Note**

None

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

None

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

10 <sup>th</sup> December 2018	And Joan Smith Educational Charity meeting
14 <sup>th</sup> January 2019	
11 <sup>th</sup> February	
11 <sup>th</sup> March 2019	And Joan Smith Educational Charity meeting

**Meeting closed to the Public**

**22. Allotments**

To award tenancy of New Yatt field

The tenders were opened in front of Council. The clerk will contact the successful party.

Meeting closed: 9.50pm

Signed: .....

Date: .....

