

Minutes of the Online Meeting of the Parish Council on 14th September 2020 at 7.30pm

Present: Cllrs: G. Knaggs, A. Smith, G. Doland, C. McGibbon, A. Gibson, T. Rogers, County Cllr L. Walker, **Parish**

Clerk: L. Wilkinson

1. **Apologies for absence** were received from Cllr Drew.
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 August 2020.**
These were approved and signed as a true record.
5. **Matters arising from the minutes**
None.
6. **To receive update reports from West Oxfordshire District Council and Cllr Liam Walker, Oxfordshire County Council.**

Cllr Walker reported that the Superuser programme has been launched. 38 volunteers have been recruited to speed up the process to fix potholes. Following a training scheme, they can raise defects directly with the contractors. This has been on trial for a year and works very well.

An announcement from the Government on Devolution is due but there is no news yet.

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

(a) Planning applications received:

Ref no:	Address	Proposal	PC Decision
20/01961/HHD	3 Hicks Close, Hailey	Erection of first floor extension above existing garage to create additional bedroom with en suite	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

(c) Decisions made:

Ref no:	Address	Proposal	Decision
20/00985/FUL	Bowens Garage, New Yatt Lane, New Yatt	Demolition of existing commercial garage and associated structures. Erection of detached dwelling together with alterations to existing vehicular access and landscaping works	PC- No objection/Support Application withdrawn
20/01074/FUL	The Haybarn, Burycroft Farm, Crawley Rd, Hailey	Erection of new dwelling	PC-No objection WODC- Approved
20/01664/HHD	Ye Old Cottage, New Yatt Lane, New Yatt	Erection of first floor extension above existing kitchen	PC- No objection WODC- Approved
20/01746/HHD	White Cottage, New Yatt Lane, New Yatt	Alterations and erection of rear single storey extension	PC-No objection WODC- Approved

(d) To consider response to the Government white paper on changes to the current planning system

Cllr Knaggs will consolidate a submission before the next meeting. Contributions to be sent to him by 5th October.

(e) Consultation on the Salt Cross Garden Village Draft Area Action Plan (AAP)

This will have a major impact on when the North Witney development goes out for consultation. It was agreed not to respond to this but note its mechanism and structure.

(f) Community Infrastructure Levy consultation

A PC response has been submitted

8. To consider appointment of new editor and production team for Hailey Herald

Graham Knaggs has taken over the editorship of this.

9. To resolve to spend £149 to make website compliant with new accessibility regulations

This was authorised by councillors outside of the meeting as an emergency expenditure in order to comply with regulations coming into force from 23rd September 2020. **Resolved.**

10. Village Hall

(a) Village Hall Management Committee

Originally the Village Hall Management Committee wanted to open the Village Hall from 1st September. However, with changes in the numbers of people/households that could meet indoors the VHMC decided that it was no longer viable to re-open. Fixed costs have already been reduced. Tentative moves have been made more recently for a particular group to meet, with specific agreements on meeting the Government's regulations in terms of numbers – with the additional agreement for the group to do the bulk of the cleaning post hiring – followed up by volunteer cleaners from the VHMC.

11. To receive a Neighbourhood Policing Report

- Reminder of the "Rule of 6" which applies from today (Monday 14/9/20)
- Cllr Smith has the SID and will organise some events with volunteers – Poffley End and Delly Hill have already come forward with requests; others should make contact as soon as possible.
- Police have recently reported a slight rise in rural crime, including machinery, so please keep an eye out and keep all items securely locked up
- Beware of cold callers as there have been several reports in the area over past weeks
- Police Mobile camera van in Hailey currently

12. Amenities:

(a) Playground:

(i) Routine recorded inspection of play equipment

This will be completed on 18th September.

(ii) To consider ROSPA report and any action necessary:

- To remove the stakes with sharp projection at the fireman's pole and infant swing
- To fit new slat to picnic bench

It was agreed to ask Graham Franklin if he could undertake this work.

There were no high-risk issues identified in the report.

(iii) To resolve to allow 'Ride on Time' Children's activity sessions permission to use the recreation ground

This was **resolved** as long as it abides by the 'Rule of 6'. A session can be held on 16th October.

(iv) To note installation of new agility trail

This has been installed. Only the grass matting around the monkey bars is outstanding.

(v) To note contractor has been requested to fix zipwire following issues with it soon after repair by them

This was checked by FLP on Wednesday 9th September but does not seem to have been done. The clerk will chase this.

(b) Sale of Wood Green

No update.

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

John Welch and Stammers solicitors have begun to work on the registration of Spicers Lane, Delly Green and the Hemplands allotments.

13. Highways and Traffic: To receive update reports.

(a) To consider request for signage to slow down traffic for horse-riding

OCC has been contacted about this. More information has been requested to be passed onto OCC who will then decide if this could be funded by them.

(b) To consider taking out a maintenance contract for the VAS on Delly Hill

The three-year warranty has expired for the VAS. Cllr Smith will present a proposal at the October meeting for all three VASs.

(c) "Pothole Super User" programme

Cllr Smith volunteered to become a Super User for Hailey

14. Environment

(a) Burial Grounds

Old Burial Ground.

JAG have been given the order for works to two Lime Trees in the OBG and for work to Chestnut trees overhanging the garden of No 1 Middletown from the OBG and are planning to do the work in October/November.

Church Lane.

SSE cut back and crown lifted PC trees in the Burial Ground which were overhanging Church Lane and causing problems with delivery vehicles and waste collection lorries.

Wildflower Meadow.

Following work by volunteers in the Spring, councillors approved the expenditure of £47 for wildflower seed. Whilst the results have not been spectacular, the volunteer work has undoubtedly resulted in less competition from the dominant grasses. The wildflower meadow has been cut as well as being cleared by the grass cutting contractor. It is now planned to cut the grass again, as short as possible during September, removing any grass, and then sowing the Yellow Rattle seed, which should have the parasitic effect of lessening the dominance of the grass.

(ii) To consider request for an extra £44 towards wildflower seed

This was **resolved** to include delivery costs.

(b) Footpaths

No issues at present.

(c) Grass cutting

The Contractors mowed the village grass for the 6th time in late July and again in early September.

(d) Trees

A resident of Middletown expressed concern over the growth of the trees in Middletown. They have been reported to Cottsway Housing.

15. Allotments (including Allotments for Labouring Poor Charity)

(a) Update on allotments

The allotments at Poffley End are fully utilised. There are no vacancies. At Hemplands there is one allotment that is awaiting clearance before it is offered for rent. McCracken has been asked for a quote to clear it. Currently

there are 5 people on the waiting list. Several of the large strip allotment plots at Hemplands are not under full cultivation (see item iii).

(i) To receive allotment report

The annual inspection of the allotments was carried out by Cllrs Gibson and McGibbon on 12 August and a report was provided to the Clerk. The recommendations from the report included issuing reminders with the rent demands that plots are to be kept in good order “*and in a good state of cultivation and fertility and in good condition*” and to ask tenants of the large strips if they would prefer smaller plots. This has been done.

Other recommendations were that:

- the PC should consider dividing the strips up and offering them to people on the waiting list.
- the PC should consider what, if anything, should be done about plots 17 and 18 – whether to leave them unused although rent is being paid, or request the tenant(s) to clear and cultivate them.

(ii) Update on water supply at the allotments

Awaiting a quote from Thames Water.

(iii) To consider splitting up the larger plots at Hemplands

There are 5 large plots 4 strips and 1 large rectangular plot – that appear to have had minimal cultivation during 2020 and 2019 and a sizeable proportion, possibly up to three-quarters of each plot have been left to weeds. The PC currently has people on the list waiting for allotments. It is recommended that the PC discuss this and consider whether the plots should be split.

It was agreed that Cllr McGibbon would talk to the current renters to discuss a way forward.

(g) Update on renewal of substation lease

No update.

16. Finances and Administration:

(a) Payments received:

Peter Smith Funeral Directors	Memorial	£142.00
Monumental Stone masons	Additional inscription	£27.00

(b) Accounts for authorisation and payment:

Lisa Wilkinson	Clerk's August net salary	£590.98
	Expenses/Allowance	£42.25
	Total:	£633.23
Nest	Clerk's pension (Direct debit)	£40.18
Playsafety Ltd	ROSPA report	£214.80
British Legion	Wreath (GPC)	£50.00
Netwise UK	Website WCAG 2.1aa Accessibility Compliance edits	£149.00
WODC	Conduct of Parish elections 2019	£95.68
McCracken and Son	Grass cutting August	£571.20
Netwise UK	Annual website support and maintenance	£300.00

These were authorised by Cllrs Doland and McGibbon

(c) Transfer between accounts

From	To	Reason	Amount
Allotments for Labouring Poor	Hailey Parish Council	Administration fees for charity	£150.00

d) Hailey Parish Council bank balances

To 31 August 2020	
Unity Trust Current Account	£3,262.94
Unity Trust Deposit account	£20,697.77

COIF Public Sector Deposit Fund	£35,000.00
Allotments for Labouring Poor	£10,032.90
Allotments for Labouring Poor COIF deposit account	£32,747.47

(e) To resolve Accessibility statement for website

This was resolved.

(f) To resolve National Salary Award for 2020 for the clerk (backdated to April 2020)

This was resolved.

17. Correspondence received

- Provisional approach to sound out the PC on a proposal to install a shipping container between the garage and the boundary of the Recreation Ground – to store provisions to be sold out of the village hall.
- Two serious road safety concerns: accident at Middletown and the lack of a bus pull-in outside the Old Post Office causing congestion.
- Hailey FC in the process of changing the names on the bank account so then will be able to take on supply accounts again.

18. Other Items to Note

None

19. Dates of Parish Council meetings 2020-21:

Remote meetings to be held until further notice

12th October 2020
9th November 2020
14th December 2019*
11th January 2021
8th February 2021
8th March 2021*

* denotes Joan Smith Educational Charity meetings

Meeting closed: 20.55

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 click on the Zoom link below

There will 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.

Signed

Date