

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

Present: Cllrs: G. Knaggs (in the chair), A. Smith, C. McGibbon, A. Gibson, M. Drew, T. Rogers, **Parish Clerk:** L. Wilkinson

1. To receive apologies for absence.

Apologies were received from Cllr Doland and County Cllr Walker

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 9th November 2020.

These were agreed 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.

No report received.

7. Planning: To receive an update report.**(a) Planning applications received:**

Ref no:	Address	Proposal	PC Decision
20/02845/HHD	Woodend New Yatt Lane New Yatt	Erection of new front entrance porch and single storey rear extension	Object: the proposed standing seam metal roof is not appropriate material. The PC believes that the roof should have the same covering as the main roof.
20/02745/LBC 20/02744/HHD	Tallet Cottage, Gigley Farm, Hailey	Alterations including a raised roof at SE end of Tallet Cottage, refenestration and replacement of timber cladding	No objection
20/02855/FUL	Delly End Farm, Delly End, Hailey	Replacement building to provide ancillary carers accommodation	No objection
20/03061/HHD	Gigley Farm, Hailey	Proposed new plant building to house ground source heat pump	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/ 02435/S73	The Old Stables, Burycroft Farm, Crawley Rd	Removal of condition 6 of planning permission 11/0735/P/FP to allow the property to be used as an unrestricted residential dwelling.	No objection
20/02393/HHD	Greystone, Delly End	Erection of replacement wooden garden shed	No objection

(c) Decisions made:

Ref no:	Address	Proposal	Decision
20/02651/HHD	Stacks, Priest Hill Lane, Hailey	Replace detached garage with double garage with office above	PC- No objection WODC- Approved
20/02536/FUL	The Haybarn, Burycroft Farm, Crawley Rd	Demolition of existing building and erection of new dwelling	PC-No objection WODC- Approved

(d) Hailey PC submission to North Witney Supplementary Planning Document

The final version of the PC submission was agreed. The PC formally requests that WODC recognises the PC as a stakeholder in the development of the North Witney SPD. The clerk will send this document to members of the planning committee, Witney Town Council, and the County Cllr.

Huge thanks were given to Cllr Knaggs for writing this.

8. To consider request to fund a 'Tommy' to be erected alongside the war memorial to celebrate the 100th anniversary of the Royal British Legion at the cost £125.

This was agreed. A total of up to £250 was **resolved** to include an additional cost of fixings. This will be purchased in October/November 2021.

9. Village Hall**(a) Village Hall Management Committee**

The village hall was again closed from 5 November during the second lockdown. Work to the heating and the PAT testing was due in mid-November. The VHMC were investigating the possibility of a further small businesses grant from WODC. The opening of the shop at the Village Hall in January has been announced.

The hall is being used once a week for a dog training class with all Covid guidelines in place.

(b) Renewal of Village hall lease/registration of Recreation Ground

Currently awaiting an update.

10. To receive a Neighbourhood Policing Report

Cllr Smith arranged a meeting with the new local PCSO Luc Chappell (and his colleague) along with Pam Simpkins. The SID equipment was discussed. It was returned to the neighbourhood team for investigation and repair. PCSO Chappell has since confirmed he has now sent it to the manufacturers for fixing and he will let us have it back when it is available (probably the new year now). Note that PCSO Hilary Rabson has now taken a new training role within the police.

Recent policing updates have reminded people to be aware of scams (particularly online) and to ensure careful protection of property and vehicles. Scams include DPD, Royal Mail and DVLA.

Neighbourhood Watch signs are requested by the Co-ordinator.

11. Amenities:**(a) Playground:****(i) Routine recorded inspection of play equipment**

This was carried out on 2nd December. No significant issues were recorded. Additional standing logs for the Agility Trail have been ordered (as previously agreed by the PC). Installation is expected in January.

(ii) Opening of outdoor gym

Following the end of the second national lock down on 2nd December the outdoor adult gym was re-opened, and all closure signs removed. This equipment is included in the routine monthly recorded inspection. There were no issues that required attention.

(b) Sale of Wood Green

No update

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

The solicitor is currently working on the registration of Spicers Lane. The end section has been fenced off. The PC will approach the resident to discuss this.

12. Highways and Traffic: To receive update reports.

(a) Gigaclear

(i) To note Gigaclear Network Access agreements have been issued

These are to request permission from landowners for access to their land.

(b) Some potholes have been filled over the last few weeks. Cllr Smith is still awaiting confirmation of date for online training as one of the new OCC local teams looking into potholes.

13. Environment

(a) Burial Grounds

(i) To receive Burial Ground report

No report

(b) Footpaths

Notice has been received from OCC about a request for footpaths 16 and 17 to be re-instated. Permission will be given for the Countryside Officer to inspect old PC minutes to enable her research on this issue. This will be discussed more when the formal consultation is opened.

(c) Grass cutting

No update

(d) Trees

No update

14. Allotments (including Allotments for Labouring Poor Charity)

(a) Update on water supply at the allotments

A quote of £720 has been received from Thames Water for providing the supply up to the boundary of the Poffley End Lane (ALP) allotments. The proposal is to lay pipes on both sides of the lane to Shinfield, with three water troughs on the north eastern allotments – the larger area – and one on the south western allotments. This was **resolved**. It was agreed to be install 22 gallon troughs. Cllr Michael Drew has drawn up a specification and quotations are being sought from contractors.

(i) To consider installing pipes to Hemplands allotments as well as to Poffley End allotments

The possibility of providing a water supply to the Hemplands (HPC) allotments was discussed.

It was **resolved** to request a quote from Thames Water for another water meter to be installed at the entrance to Hemplands. Discussions also need to be had with owners of the likely access points through the Hemplands car park (Cottsway Housing) or Swan Hall Lane for Thames Water to make the connection for the supply.

As Trustee of the Allotments for Labouring Poor charity, the PC agreed that funds from ALP would be used to pay for the water supply to Hemplands as the Charity Commission Scheme allows for this under its rules.

(b) Update on renewal of substation lease

(i) To resolve to sign fair copies of lease with SSE

No update.

15. Finances and Administration:

(a) Payments received:

Peter Smith Funeral Directors	Burial fees	£347.00
Peter Smith Funeral Directors	Additional inscription fees	£27.00

Accounts for authorisation and payment:

Lisa Wilkinson	Clerk's November net salary	£529.54
	Expenses/Allowance	£26.00
	Total:	£555.54
Nest	Clerk's pension (Direct debit)	£40.18
Moore	External audit	£240.00
HMRC	Income tax	£43.00
Information Commissioner's office	Data Protection fee (direct debit)	£35.00
Welch & Stammers solicitors	Highways Authority search for Spicers Lane	£48.50

These were authorised by Cllrs Gibson and McGibbon

(c) Hailey Parish Council bank balances

To 30 November 2020	
Unity Trust Current Account	£9,367.42
Unity Trust Deposit account	£8,697.77
COIF Public Sector Deposit Fund	£35,000.00
Allotments for Labouring Poor	£11,479.42
Allotments for Labouring Poor COIF deposit account	£32,747.47

(c) To receive external audit report and note recommendations

The External Audit Report has been received and no recommendations made. All required documents have been published.

(d) To receive financial statements and actual vs budget for HPC and ALP

These were circulated.

(e) To note dates of meetings for financial year 2021-22:

Monday 12 th April 2021	7pm start
Monday 12 th April 2021	Annual Parish Meeting
Monday 10 th May 2021	Annual Meeting of the Council
Monday 14 th June 2021*	
Monday 12 th July 2021	
Monday 9 th August 2021	Finance and Planning only
Monday 13 th September 2021*	
Monday 11 th October 2021	
Monday 8 th November 2021	
Monday 13 th December 2021*	
Monday 10 th January 2022	
Monday 14 th February 2022	
Monday 14 th March 2022*	

* Denotes Joan Smith Educational Charity meeting following PC meeting

These were agreed.

16. Correspondence received

- Survey for Census 2021
- Hailey FC has taken back on SSE account
- Thank you from Hailey DCC for grant to St Johns church
- Website set up for Solar Park Action Group

17. Other Items to Note

18. Dates of Parish Council meetings 2020-21:

Remote meetings to be held until further notice

11th January 2021
8th February 2021
8th March 2021*

* denotes Joan Smith Educational Charity meetings

Meeting closed: 20.40