

Minutes of the **Online Meeting of Hailey Parish Council**
on **8th February 2021** at 7.30pm

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

1. **To receive apologies for absence:** none were received.
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 11th January 2021.**
These were agreed and signed as a true record.
5. **Matters arising from the minutes**
Objection by the Parish Council to HGV restriction through Burford has been submitted with copy to Cllr Liam Walker.
6. **To receive update reports from West Oxfordshire District Council and Cllr Liam Walker, Oxfordshire County Council.**

Cllr Hill reported that there is an Environment Committee meeting being held at 2pm on Thursday 11th February regarding flooding. It can be accessed on Facebook.

Cllr Walker reported that the vaccination programme is going well: 90% of over 80s, 50% of 70–79-year-olds and 90% of people in care homes have been vaccinated across Oxfordshire.

The response to the consultation on HGVs through Burford may not be received until after the May elections. In the Budget there will be a slight rise in Council Tax; another 4 million for adult social care and more money for clearing drains and installing 20mph limits in villages.

The Government has confirmed that the May elections will be going ahead.

7. Planning: To receive a planning report.

(a) Planning applications received:

Ref no:	Address	Proposal	PC Decision
20/03395/HHD	Oakfield House, Pitts Lane, Hailey	Proposed side extension for ancillary annexe and detached garage (with home office over)	No objection
21/00024/HHD	Windyridge, New Yatt Lane, New Yatt	Erection of front and side single storey extension	No objection
21/00139/HHD	Windmere, 1 Priest Hill Lane, Hailey	Erection of single storey front extension. Alterations to existing loft conversion to create a rear dormer along with changes to existing rear extension roof height	No objection

(b) Decisions outstanding:

Ref no:	Address	Proposal	PC Decision
20/03214/HHD	Well House, Wood Lane, Hailey	Alterations to include replacement of existing store with two storey rear extension and construction of new front entrance porch	No objection
20/03016/HHD	Holywell Cottage, New Yatt Lane, New Yatt	Erection of a two-storey rear extension and detached two bay garage with room in roof space	Object
20/03358/HHD	24 Giernalls Rd, Hailey	Erection of two-storey side extension and conversion of loft with addition of rear box dormer and rooflights	No objection
20/03181/HHD	Burycroft Farmhouse, Crawley Rd	Construction of a two- bay oak framed car port	No objection with comment
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	Object

		works, drainage and landscape works including provision of public open space (Amended)	
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
20/02745/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

(c) Decisions made:

Ref no:	Address	Proposal	Decision
20/03061/HHD	Gigley Farm, Hailey	Proposed new plant building to house ground source heat pump	PC-No objection WODC- Approved
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.	PC- No objection Withdrawn – invalid application

(d) North Witney development**(i) Petition**

A petition is currently being circulated for WODC to reconsider the North Witney development following on from the recent flooding on Hailey Road, which would be exacerbated if the development goes ahead. As the petition now has over 1500 signatures, WODC must discuss this. Cllr Hill will research when this will be tabled and report back to Hailey PC.

It was **resolved** that Hailey PC will support this petition.

(ii) Approval of North Witney Development Framework Supplementary Planning Document (SPD) Issues Paper for Consultation.

The decision is now scheduled for the Cabinet meeting on either 24 March 2021 or 21 April 2021

8. Census 2021

This year's census will be digital for the first time. All households will receive a letter in early March with a unique access code, allowing them to complete the questionnaire on 21 March on their computers, phones or tablets. Residents can request a paper version. Downloadable resources have been provided by the government and have been put on the website.

9. To review Risk Management scheme

This was circulated in advance of the meeting. It was proposed that a metal filing cabinet would be more appropriate for storage of records/archives. Cllr Gibson will consult with the village hall management committee on storage of a filing cabinet. It was **resolved** to accept the risk management scheme.

10. Volunteer scheme

The Parish Council's Covid19 leaflet 5 has been posted on noticeboards, the Parish website and Hailey Facebook page. To date no formal requests for assistance have been received.

11. Flooding Working group

Cllr Smith reported that the first meeting of this group was held on 28th January.

Actions being taken:

- all flooded household owners to write to Laurence King at WODC.
- audit of local ditches, culverts etc to help with a plan going forward.
- culverts being restored by landowners
- a barrier has been dug on one of the verges at the top of Delly End.
- OPC are returning to finish the drain clearance through Delly End.

Cllr Smith and County Cllr Walker have arranged a walk about to discuss other courses of action.

The Flooding Working Group will co-ordinate all these plans and raise awareness of what needs doing.

Next meeting will be held on 25th February.
Cllr Smith was thanked for co-ordinating this.

12. Village Hall

(a) Village Hall Management Committee

Cllr Gibson reported that Dawn's shop opened on Thursday, 7 January and is open twice weekly – Tuesdays and Thursdays. There are currently no other activities at the hall.

The draft Village Hall lease just been received. This will be discussed at the next meeting.

13. To receive a Neighbourhood Policing Report

Cllr Smith reported:

- Online scams such as false vaccination offers are being reported
- Dog thefts are currently occurring in the area
- Thefts from outbuildings and sheds are still prevalent.
- Neighbourhood Watch signs being obtained to replace the old ones

14. Amenities:

(a) Playground:

(i) Routine recorded inspection of play equipment

The routine inspection of the play equipment was carried out on Friday 5 February by Cllr Gibson. There was nothing of significance to report. The adult outdoor gym remains closed. The additional stepping logs required to provide an end-to-end off-ground route for the agility trail were installed by Playforce at the end of January.

(b) Sale of Wood Green

Witney Town clerk is still awaiting a response from the Council solicitors.

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

i) Spicers Lane

The clerk is required to sign a Statement of Truth in order to proceed with the registration of this lane. All relevant documents have been circulated and been agreed by Council. It was **resolved** for the clerk to sign the document.

13. Highways and Traffic: To receive update reports.

(a) To consider request to paint a Bus stop clearway box at the unmarked bus stop in Middletown. To consider funding this work at the cost of £3120 plus lining costs.

Resident who lives behind the bus stop has requested this due to the unsafe nature of passengers alighting in the road as cars are parked in the lay-by where the bus stop is.

Following discussion and the highlighting of the fact that passengers alight on the side away from the road, it was proposed that the PC does not consider the safety issue sufficiently large enough to proceed with the application. This was **resolved**.

Potholes on Priest Hill Lane have been reported and fixed.

The bridge at Finstock is currently being repaired so the main road is closed for six weeks.

14. Environment

(a) Burial Grounds

(i) To receive Burial Ground report

One interment has taken place this month.

(ii) Proposal to plant trees

Cllr Drew put forward a proposal to plant a few trees in the Burial Ground. These could be purchased and planted by the relatives of the deceased who would like a memorial and include a small memorial plaque. The choice and ownership of the trees would be the Parish Council's. This would make the Burial Ground an attractive and welcoming area for residents and relatives, and an attractive 'green space' in the centre of the village.

The proposal was amended to accepting the principle of planting trees in the Burial Ground.

This was **resolved**. Further details will be discussed at a later stage.

(b) Footpaths

- (i)** To respond to OCC consultation on the recording of two public footpaths in Hailey parish, between Hatfield Pits Lane and New Yatt Lane

OCC is currently holding a consultation on recording two footpaths. According to PC minutes from the 1950s these footpaths were not in use then and are duplicated elsewhere. The current PC believes that these footpaths are still not in use. The proposal to uphold the 1951 Parish Council decision that these footpaths serve no useful purpose was agreed. It was **resolved** not to support the recording of the two footpaths.

- (ii)** Letter of concern over Breach Lane and current flooding.

Cllr Drew has walked the length of Breach Lane (Footpath 3) and can identify with the concern raised; there is a depression in the Lane in that place, causing pooling. However, the owner of the adjoining property has built a mound and planted Laurel on top of it within his boundary, which does not impinge on the footpath and therefore the Council cannot do anything about it.

(c) Grass cutting

No report.

(d) Trees

- (i)** JAG have not so far done the remedial work in the OBG.

- (ii)** Trees in Middletown.

A resident of Middletown expressed concern last September that some of the Middletown trees were getting too big and overshadowing the properties and gardens. Cottsway Housing is believed to have responsibility for the trees and grass cutting of this area; they cut the grass every year and lowered the crown on trees in Middletown last year. However, Cottsway have claimed that these trees are not their responsibility. The clerk has reported the trees to OCC as suggested by Cottsway. However, it is still unclear whose responsibility this area is.

(e) Old Burial Ground wall.

A small section of the wall surrounding the Old Burial Ground, on the corner of Church Lane has been collapsed for some time. Cllr Drew will obtain quotes for repair of this.

(f) Signpost at Delly Pool

This has been maintained by the PC over many years, in the knowledge that if OCC were asked to do anything, they would replace it with a Plastic Sign. It was agreed to obtain quotes for its maintenance.

15. Allotments (including Allotments for Labouring Poor Charity)

(a) Update on water supply at the allotment

Quotes have been received for the installation of a stopcock with non-return valve and the installation of three water troughs at Poffley End. It was **resolved** to accept the quote from David Pratley for £2,375 for this work. This will be paid for by the Allotments for the Labouring Poor Charity.

Quote for Thames Water to connect the water has already been agreed.

A proposal for installation of water at Hemplands will be brought to the March PC meeting.

(b) Update on renewal of substation lease

Fair copies of the lease have been signed by two councillors and will be returned to Lee Chadwick solicitors.

16. Finances and Administration:

(a) Payments received:

D L Hancock Ltd	Burial fees	£347.00
HMRC	VAT repayment Q3 2020-21	£1,221.77
OALC	Refund for cancelled training course	£108.00

(b) Accounts for authorisation and payment:

Lisa Wilkinson	Clerk's January net salary	£529.34
	Expenses/Allowance	£26.00
	Total:	£555.34
Nest	Clerk's pension (Direct debit)	£40.18
Playforce	Additional stepping logs for agility trail	£770.18

Payments authorised by Cllrs Drew and Gibson.

(c) Hailey Parish Council bank balances

To 31 January 2021	
Unity Trust Current Account	£7,374.82
Unity Trust Deposit account	£18,697.77
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

(d) To approve purchase of laptop for clerk and to include the cost of data transfer and setup.

Five quotes have been requested, but only two received, for the supply of a laptop and transfer of data. It was **resolved** to proceed with the decision based on two quotes as there are no other local companies that offer this service.

It was **resolved** to accept the quote from Vertex for £832.

17. Correspondence received

None.

18. Other Items to Note

As it is unlikely that the Annual Parish meeting will be able to go ahead, a newsletter will be published instead, subject to Covid-19 guidelines for distribution. To be discussed at the March meeting.

19. Dates of Parish Council meetings 2020-21 and 2021-22:

Remote meetings to be held until further notice

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 meetings

subject to Covid-19 regulations

Meeting closed: 9.30pm