

**Minutes of a Meeting of the Parish Council  
on 21<sup>st</sup> June 2021 at 7.30pm  
At Hailey Village Hall**

**Present: Cllrs:** G. Knaggs (in the chair), A. Smith, G. Doland, A. Gibson, T. Rogers, WODC Councillor Colin Dingwall and 3 members of public.

**1. To receive Apologies for Absence.**

These were received from Cllr McGibbon. Cllr Drew, County Cllr L. Walker and the Clerk L Wilkinson

**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 5<sup>th</sup> May 2021.**

These were signed as a true record.

**5. Matters arising from the minutes**

None.

**6. Presentation from Lesley Montague from Community First**

Ms Montague was unable to attend; she hopes to attend the July meeting.

**7. To receive update reports from West Oxfordshire District Council and Cllr Liam Walker, Oxfordshire County Council.**

Colin Dingwall advised that owing to the cost of holding a full WODC Council meeting in the Windrush Leisure Centre (to achieve social distancing) there will not be a full Council meeting until 28<sup>th</sup> July. Consequently, there is nothing to report.

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

**(a) Planning applications received:**

Ref no:	Address	Proposal	PC Decision
21/01667/HHD	Rebandan, Pitts Lane, Hailey	First floor extension	<b>No objection</b>
21/01518/FUL	Land south of Foxburrow Lane, Crawley	Erection of steel framed barn	<b>No objection</b>
21/01587/FUL	Turley Farm, Turley Lane, Hailey	Change of use from one holiday let use to recreational space for art, yoga and pilates classes (retrospective)	<b>Objection:</b> change of use of the building, restricted access, number of vehicles, previous application was rejected on amount of traffic it might create etc. Problem with corner between Wood Lane / Turley Lane and the public right of way (lots of walkers around). The wall has recently been damaged four times. Also off-site parking is an issue with very narrow road.

**(b) Decisions outstanding:**

Ref no:	Address	Proposal	PC Decision
14/01671/OUT	Land north west of Woodstock Rd,	Outline application for the erection of up to 200 residential dwellings and associated vehicular,	Object

	Witney	pedestrian and cycle access, related highway 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
21/00404/HHD	11 Hemplands, Poffley End, Hailey	Demolition of existing side and rear extensions. Erection of single rear and two storey side extensions	Comment
21/01116/HHD	2B New Road, Hailey	Ground floor to be extended to the front of the garage underneath half of the car port. This will provide space for a porch area and office space.	No objection
21/01354/HHD	Longbank, Priest Hill Lane, Hailey	Single storey front and rear extension. Demolish existing conservatory	No objection
21/01294/HHD	The George Barn, Middletown, Hailey	Construct new conservatory, rear elevation, under existing balcony	No objection
21/01359/HHD	Gigley Farm, Hailey	Proposed revision of 20/03061/HHD (proposed new plant building)	No objection

**(c) Decisions made:**

Ref no:	Address	Proposal	Decision
20/02855/FUL	Delly End Farm, Delly End, Hailey	Replacement building to provide ancillary carers accommodation	PC-No objection WODC – approved subject to legal agreement
21/00850/HHD	3 Delly Close, Hailey	Refurbishment works to include erection of two storey and first floor side extension, single storey rear extension, construction of new open fronted entrance porch and installation of stainless steel flue in rear roof slope	PC- No objection WODC – Approved
21/00862/HHD	Yew Tree Cottage, Middletown, Hailey	Demolition of existing outbuildings and construction of single storey rear extension	PC- No objection WODC – Approved

**(d) Turley Lane scam fields**

Clerk to ask WODC to reissue a warning to potential investors.

**9. New Village Hall project**

It was agreed that to start planning for the development of the new Village Hall –some funds have been set aside in the Budget to take the project up to outline planning permission. Cllr Knaggs has been in contact with an architect who is offering to provide advice on drawing up an invitation to tender for the required Quotes from at least three architects will be required.

Colin Dingwall has some experience in assisting PCs in obtaining grants and finance (including low-cost loans). Reference was made to the success of both Hanborough and Freeland Village Halls where they now obtain lots of bookings.

It was agreed to set up a Working group of Councillors and residents to map out the way forward. Regular reports to the PC will be required. Councillors prepared to join the group are Giles Doland, Ann Gibson and Tina Rogers with Andy Smith on the reserve list. An advert will be placed in the Hailey Herald to invite residents to join the group.

**10. Platinum Jubilee (June 2022)**

There will be an extended Bank Holiday from **Thursday 2<sup>nd</sup> June to Sunday 5<sup>th</sup> June**. Scheduled national events are:

Thursday 2<sup>nd</sup> June

Trooping of the Colour

**Lighting of Beacons**

Friday 3<sup>rd</sup> June – Service of thanksgiving at St Pauls Cathedral

Saturday 4<sup>th</sup> June

The Epson Derby

**Platinum party at the palace**

Sunday 5<sup>th</sup> June

**The Big Jubilee Lunch**

**The Platinum Jubilee Pageant**

Hailey Festival was originally set up to celebrate the last jubilee- Queen's 60<sup>th</sup> and they have some funds available to provide some support to the Jubilee.

Cllr A Smith to re-establish the Hailey Festival Group which has been dormant for a couple of years due to Covid, and involve other organisations in planning – i.e., Hailey school, Village Hall committee, Lamb & Flag, church etc. Booking of any bands, DJs etc should be done as soon as possible to secure bookings. The PC could potentially donate funds – to be considered in the next budget round. The Jubilee celebrations could be part of that year's Hailey Festival (would be a couple of weeks earlier than normal).

## 11. Village Hall

**(a)** Village Hall Management Committee

VHMC meeting on 10 June included

- A review of hirings being made post 21 June.
- Most Village Hall hirings are planned for September onwards.
- Some hirings will need to be postponed until after the extension of the current restrictions is lifted. Adoption of the new constitution and various policies/guidance was made.
- The VHMC is seeking new Trustees as two will be stepping down at the AGM on 24<sup>th</sup> June
- Finances are very sound following grants from WODC and HPC.
- The VHMC is taking the opportunity offered by the hall's closure and the grant funding to refresh the decorations and fit new floor covering to the Committee Room.
- A new cleaner has been recruited.
- Village Hall lease has now been signed.

## 12. Neighbourhood Policing Report

South Oxfordshire Rally Club (SORC) event:

SORC organised a "20 car navigational road rally" on Saturday 5 June that took cars through Delly End. A number of complaints were made to the police including:

- high-speed driving through the village
- damaged wall at Turley corner
- unsociable & aggressive driving
- abusive behaviour towards a Delly End resident, and
- subsequent intimidation of a Delly End resident.

**Clerk will write to SORC to complain about the activity of their members to set out what occurred that evening.**

## 13. Amenities:

**Playground:** Cllr Tina Rogers has agreed to share this portfolio with Cllr Gibson

- Routine recorded inspection of play equipment occurred on 28<sup>th</sup> May and 18<sup>th</sup> June.
- Repairs have been reported to the Clerk.
- The "no climbing" sign has now been delivered and fixed to the hard standing goal.
- Quote for roundabout repair – a quote for minor "refurbishment" to the roundabout has been requested from Graham Franklin.

**(b)** Sale of Wood Green

Nothing to report

**(c)** Review of licence and match fees for Hailey FC

The FC licence is due to be sent out over the summer for next season. Current fees are set at £250

standing charge and £250 match fees. It was previously agreed that the Club did not have to pay match fees this season due to Covid restrictions.

**The PC resolved to continue with the above licence fee structure**

**(d)** Update on installation of defibrillator at New Yatt

It has previously been resolved to use SSE as the electricity provider.

**It was resolved that the contract with SSE should be signed by the Clerk and returned to SSE.**

**(e)** Request for continued use of recreation ground on one evening a week by Witney Town Band

This request has been made as the Witney Town Band cannot currently meet indoors because of Covid restrictions.

**The PC granted this request**

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

**(a)** Burford Experimental Traffic Regulation Order update (Cllr Graham Knaggs)

Drafting of the appeal document continues with next draft due to be issued tomorrow (22<sup>nd</sup>) ahead of committee meeting on Thursday. Document will be shared with Town & Parish Councils on 1<sup>st</sup> July.

22 Jun 21: Send drafts to committee

24 Jun 21 (1800): **Final call with/review of Appeal Document (AD)** by Committee

Week 28 Jun 21: 1<sup>st</sup> option to Submit AD to OCC

Thu 1 Jul 21 (1900): Parish and Town Councils briefing

Week 5 Jul 21: 2<sup>nd</sup> option to Submit to AD

???: Prepare for briefing

**29 Jul 21: OCC Cabinet Meeting**

**Cllr Knaggs to circulate the final document to Councillors once issued.**

**(b)** Update on Flooding Working Group

- Meetings have been held with local landowners, the Wychwood Project (who look after Singe Wood) and the County Council Highways Team.
- A follow-up meeting is now being planned to also discuss with LEDA properties (who own the land potentially to be looked at for solar farm).
- An expert analysis to look at rainfall volumes on the upstream catchment area feeding into the village is planned, to help us to identify the best mitigation actions to take moving forward to further reduce future risk of flooding.

**The PC congratulated Cllr Smith on the effort he has put in for this group.**

**(c)** Update on Gigaclear

**It was agreed to grant permission for Gigaclear to start work at Delly Green. Clerk to confirm to Gigaclear in writing.**

- Gigaclear will soon be coming to Hailey offering up to 900Mbps up/download speeds to many properties! Some works have already started (e.g. the green box installed near Vine Farm) and these will continue through the summer.
- Gigaclear have kindly offered to hold an online public meeting for Hailey residents to be able to find out more on THURSDAY 15 JULY at 7pm

**(d)** **It was agreed to approve call-out and repair of VAS at Vine Farm by Westotec.**

Westotec will inspect and repair the VAS when they are next in the area.

**(e)** Community Speedwatch – Please drive slowly through the parish!

- We are now officially allowed to restart our Community Speedwatch activities.
- Operations are now being planned to continue in the usual locations – at both ends of the village main road and through Poffley End– that will make use of the new equipment and hi-vis clothing that was recently bought thanks to funding via County Councillor Liam Walker.

- New forms have been distributed for use and volunteers are requested to sign up to ensure Thames Valley Police's insurance covers their involvement at events. If anyone would like to join the group of Community Speedwatch volunteers please email [andy@adbsmith.com](mailto:andy@adbsmith.com).

## 15. Environment:

### (a) Burial Grounds

- The small section of the wall surrounding the Old Burial Ground, on the corner of Church Lane has been collapsed for some time

**It was agreed to accept the quote of £150 for repair of wall at Old Burial Ground from Mr Tom Hazzledine.**

- One funeral took place in June
- The Yellow Rattle seed for the Wild Flower area of the Burial Ground last Autumn seems to be bearing fruit!. Not only is it providing a good show of flowers, but more importantly fulfilling its main function of lessening the vigour of the dominant grasses, and looks hopeful for a good seeding to carry on the process next year.

### (b) Footpaths

Complaint about local bridleways- *Downhill Farm to Poffley End and St John's Lane*.

These were referred to OCC who have been in contact with both of the landowners responsible for the changes to the surface of the bridleways.

The Downhill Farm to Poffley End bridleway surface was laid and compacted with a 15-tonne roller. This was then over seeded with grass seed to bind in the surface. In addition to this, the surface has been re-rolled and some self-binding gravel will also be laid to improve the surface further.

St John's Lane will also have further improvement works done to it this weekend, on which a self-binding material will be rolled into the surface. OCC will be inspecting the sites over the coming weeks.

### (c) Grass cutting

- Grass was cut on 4<sup>th</sup> June.
- Mowing of Church Lane complaint- it is not on the contractors schedule and there is no area to cut. Suggest resident contacts to the field owner regarding the Bramble Bush.
- Ditch on the boundary of the Burial Ground

**It was agreed to add strimming/maintenance of the Burial Ground ditch on Church Lane to the grass cutting contract**

### (d) Trees

JAG Trees has expressed concern about a mature Ash Tree in the Old Burial Ground with a hole in the trunk, and agreed to inspect it again when it is in leaf.

### (e) Update on repair of sign at Delly Pool

The Parish Council have maintained this sign over many years, in the knowledge that if OCC were asked to do anything they would replace it with a Plastic Sign.

**Andy Smith to contact the resident who offered to help repairing the sign.**

### (f) Red Van abandoned in Middletown.

Some Councillors and residents have commented on this van which has been parked in the lay-by outside the Old Burial Ground for at least three months.

**Andy Smith to report it as abandoned and although it is taxed it does not have an MOT.**

### (e) Great Big Green Week

Some of the things which will happen during 18-25 September are Beekeeping demonstration, Nature trail, bulb and seed planting, guided tours of Breach Wood for children (Hedgehogs) and adults, a word search like the one at Christmas, Open Gardens to show what you may have done in your garden, quiz at the Lamb and Flag. Hailey Primary School, Middletown Grange and Village Hall to be involved.

**16. Allotments (including Allotments for Labouring Poor Charity)**

(a) (i) Water supply at Poffley End allotments- work is now complete. The Thames Water inspector has visited and agreed to order the connection, which is expected to take up to 6 weeks.

(ii) One allotment holder has raised a number of queries regarding the installation of the water supply including:

- Alignment of charges of parish allotments with Allotment for Labouring Poor allotments
- Providing infrastructure for parish allotments from ALP funds as only 2% of Hailey population benefits and ALP charity controlling document states benefit should be whole community.
- The PC was asked to reconsider these decisions

**As requested, the PC reconsidered and decided to confirm the original decisions after examining the ALP scheme and its charitable objects.**

**The Clerk was asked to send a formal response to the allotment holder.**

(iii) Plots at Poffley End Lane

- All plots are being cultivated.
- One recently vacated plot is being divided and has been offered to one new and two existing tenants. There are no vacancies.

(b) (i) Water supply at Hemplands allotments

- Work to install pipeline and tanks to this site is complete.
- A new application has had to be made to Thames Water as the original application for Poffley End Lane is regarded as too far from Hemplands, which is being treated separately.
- There are 5 or 6 of the new plots currently vacant. These will be advertised again.

(c) Update on renewal of substation lease

Nothing to report

(d) Numbered plot markers

- It is proposed that plots be formally marked out to avoid confusion and to ensure that boundaries are properly maintained. Costs are being sought.

**The PC agreed to approve in principle the purchase of plot markers.**

**17. Finances and Administration:**

**(a) Payments received:**

HMRC	VAT refund 2020-21 Q4	£181.16
Peter Smith & Son Funeral Directors	Burial fees	£694.00

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

Lisa Wilkinson	Clerk's May net salary (Standing order)	£534.94
	Expenses/Allowance	£26.00
	<b>Total:</b>	<b>£560.94</b>
Nest	Clerk's pension (Direct debit)	£40.18
HMRC	Income tax Q1	£31.60
Netwise UK	Email storage	£35.18
Hailey Village Hall	Hall hire for meetings	£15.00
McCracken and Son Ltd	Grass cutting (April 21)	£1,178.40
McCracken and Son Ltd	Grass cutting (May 21)	£589.20
Glasdon UK Ltd	Litter bin (playground)	£273.06
Witney Signs	Playground sign	£149.76
RMW Accountants	Internal audit 2020-21	£258.00

<b>ALP account:</b> Thames Water	Balance of quote for application for water at Hemplands allotments	£36.00
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CLLrs Gibson and Doland authorised these payments.

<b>(c) Hailey Parish Council bank balances</b>	
<b>To 31<sup>st</sup> May 2021</b>	
Unity Trust Current Account	£9,142.69
Unity Trust Deposit account	£28,697.77
COIF Public Sector Deposit Fund	£35,000.00
Allotments for Labouring Poor	£12,219.65
Allotments for Labouring Poor COIF deposit account	£32,747.47

**(d) To receive Internal Audit report for 2020-21 and note recommendations.**

The internal audit report was circulated. There were no recommendations made,.

**Thanks were given to the Clerk for all of her work on this.**

**(e) To authorise Annual Governance Statement**

This was approved and signed by the Chairman and clerk.

**(f) To authorise Annual Accounting Statements**

This was approved and signed by the Chairman and clerk.

**(g) To resolve dates for Exercise of Public Rights**

It was **resolved** that these rights would commence on Wednesday 23<sup>rd</sup> June and end on Monday 2<sup>nd</sup> August 2021.

**18. Correspondence received**

None

**19. Other Items to Note**

None

**20. Dates of Parish Council meetings 2021-22:**

Monday 12<sup>th</sup> July 2021

Monday 9<sup>th</sup> August 2021

Finance and Planning only

Monday 13<sup>th</sup> September 2021\*

Monday 11<sup>th</sup> October 2021

Monday 8<sup>th</sup> November 2021

Monday 13<sup>th</sup> December 2021\*

Monday 10<sup>th</sup> January 2022

Monday 14<sup>th</sup> February 2022

Monday 14<sup>th</sup> March 2022\*

\* denotes Joan Smith Educational Charity meetings

**On behalf of Clerk to the Council**

**Graham Knaggs**