

Minutes of the Meeting of the Parish Council on 13th September 2021 at 7.30pm

At Hailey Village Hall

Present: Cllrs: G. Knaggs (in the chair), A. Smith, G. Doland, M. Drew, A. Gibson, T. Rogers, District Cllr Dingwall, County Cllr Walker, **Parish Clerk:** L. Wilkinson, 1 member of public

1. To receive apologies for absence: Cllrs G. Hill and A Smith

To note that Calvert McGibbon has stood down from the Parish Council.

Calvert was thanked for all his contributions to the Parish over the last few years and was wished the best for the future.

There is now a vacancy for Parish Councillor.

2. To receive Declarations of Interest: none

3. Contributions from members of the public

Working Party minutes from July need to be published on the website.

4. To receive the Minutes of the Parish Council Meeting dated 9th August 2021

These were 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 raised concern about the lack of consultation response for the WiVTAG campaign (Burford HGV ban).

Cllr Dingwall reported that WODC has launched a new Facebook page with business news. The information is also available on the WODC website.

WODC is putting the CIL proposals on hold.

7. Planning: To receive an update report.

(a) Planning applications received:

Ref no:	Address	Proposal	PC Decision
21/02735/FUL	Witney Rugby Club	Erection of a single storey rear extension to clubhouse	No objection
21/02545/S73	31 New Road, Hailey	Variation of condition 2 of planning permission 19/01838/HHD to allow the single storey rear extension to be reduced in size	No objection
21/02842/HHD	The George Barn, Middletown, Hailey	Erection of rear conservatory, under existing balcony	No objection
19/03317/FUL amended	Land west of Hailey Rd, Witney	Erection of 106 (reduced from 110) residential dwellings, changes to layout to increase area of public open space, increase in percentage of affordable housing	Object as there continues to be no master plan with the other developers. PC will resubmit its original objection (amended if necessary).

(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
21/02320/FUL	Land south of Giernalls Rd, Hailey	Erection of 22 dwellings with associated access, landscaping, open space and infrastructure.	Object (to spur)

(c) Decisions made:

21/02091/S73	The Haybarn, Burycroft Farm, Hailey	Variation of conditions 2 and 3 of planning permission 20/02536/FUL to allow a smooth coat render to external walls	PC- No objection WODC- Approved
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)	PC-Object WODC- Approved

8. Platinum Jubilee 2022

It has previously been agreed that Hailey Festival will take on the Big Lunch.

The PC will apply for trees through this programme.

9. New Village Hall project

(a) To resolve New Village Hall Project Terms of Reference

These were **resolved**. The New Village Hall Project Working party will have its minutes published on the website.

10. Village Hall

(a) Village Hall Management Committee

(i) To consider request to prune low tree branches to enable fire assembly point sign to be visible

The VHMC plan to fix a Fire Assembly point sign on the grill of the hard standing goal. The surrounding branches are a hazard. Cllrs Gibson and Drew will meet on site to discuss how much pruning is necessary, following concern about the number of trees requested to be cut back.

(ii) Request for PC to take on the contract to replace flat roof to Village Hall

The requirement for the roof covering to be replaced emerged when insurance cover was due for renewal. There are serious concerns about potential damage to both the kitchen and the Committee Room, which have both recently been redecorated. The total cost is likely to exceed £15,000. It was agreed that the PC would discuss a possible contribution to the Village Hall from the next financial year budget.

(iii) Request for permission to create an opening in the wall next to the garage to allow easy access for wheelchairs to get to the fire assembly point

The VHMC have requested permission to remove a small part of the wall close to the garage to provide easy access to the field and the Fire Assembly point for wheelchair users leaving the hall from the Committee Room. This was deferred until next meeting.

11. To receive a Neighbourhood Policing Report

Cllr Smith reported:

- Continue to watch out for Covid-related scams which are still commonplace (by text, email, etc.) Some local (North Leigh) anti-social behaviour has been reported where youths have been worrying horses by throwing stones, etc. If anyone sees such behaviour, please call the Police as soon as possible to report it.

12. Amenities:

(a) Playground:

(i) Routine recorded inspection of play equipment

An inspection was carried out by Cllr Ann Gibson on 3rd August. There are some repairs that remain outstanding. Please see (iv) below.

(ii) RoSPA inspection and report

The annual RoSPA inspection was carried out on 6th August. Cllr Ann Gibson met with the RoSPA inspector to clarify some points which had been raised in previous inspections. No risks with a high severity and a high likelihood were identified.

(iii) RoSPA inspection work tendered to specialist playground contractors

Cllrs Tina Rogers and Ann Gibson have produced a specification of work that addresses the medium risk items and some low-risk items that require work by specialist playground contractors. Tenders have been sought from four contractors, with a tender return date of 23 September. A report on the tenders received and a recommendation will be presented to the PC at its next meeting on 11 October. £5,000 was budgeted for maintenance to the playground during this financial year.

(iv) RoSPA and other work - quotes being obtained from non-specialist contractor

The RoSPA report included several items that could be carried out by a local contractor. Graham Franklin has been asked to quote for this work, together with additional maintenance items – picnic bench repairs and fixing of waste bin.

Expenditure up to £300 to enable work to proceed when the quote is received, was **resolved**.

(v) To consider ongoing maintenance at playground

Low risk items in the RoSPA report included removal of weeds and general cleaning of some of the equipment, to maintain its attractiveness. The playground is used by many children in the village as well as those from neighbouring villages and Witney.

The PC approved the sourcing and paying of an individual to carry out this work three times a year. This will be advertised in the Hailey Herald.

(b) Sale of Wood Green

No update.

(c) Update on installation of defibrillator at New Yatt

(i) To consider purchase of materials to fabricate stand for defibrillator

This was **resolved** up to £300

(ii) To engage an electrician for final installation work

Quotes will be requested.

(d) To note service of fire extinguishers at sports pavilion

Gavin Hyatt has kindly serviced the extinguishers free of charge.

(e) Overgrown tree behind pavilion

Overgrown tree has been reported to SSE as it is touching on an electricity line. They will assess it free of charge.

13. Highways and Traffic: To receive update reports.

(a) Burford Experimental Traffic Regulation Order update

A meeting with OCC officers has been held; they confirmed the next set of traffic measures will try to capture the different weights of HGV traffic to better understand the displacement of traffic. A meeting of interested PCs will occur on 30th September. Air Quality data for 2020 should be published in a few weeks' time but numbers are likely to be distorted by Covid restrictions.

(b) Update on Flooding Working Group

The group continues to report back through monthly meetings, with plenty of activity still ongoing. Positive work is

continuing with the Wychwood Project (who look after Singe Wood) and LEDA properties (who own the land potentially to be looked at for solar farm). Expert analysis has now been prepared looking at historical rainfall, upstream catchment, etc. and is being considered for appropriate alleviation measures. OCC has kindly re-visited to clear more assets in Delly End that were showing signs of beginning to be clogged by detritus.

(c) Update on Gigaclear

Gigaclear works are continuing in Hailey. The next significant works are at the beginning of October (in and around Delly End and Whitings Lane) and then November (Turley Lane, Wood Lane and Chapel Lane – all of these involve road closures). More info is available through the Hailey Village Facebook page and at www.gigaclear.com.

(d) Speedwatch in New Yatt

The Community Speedwatch (CSW) efforts have been focused on Poffley End. Many thanks to all of the volunteers. It is concerning that drivers have been recorded at speeds as high as 56mph (in this 30mph limit) and that some verbal abuse from motorists has been received. Across Thames Valley, a pilot has been running since April 2021 to prove a platform for CSW volunteers to upload results directly to the police. Signage (warning motorists that a CSW operation is taking place) is recommended by the central Thames Valley Police team and pricing has been provided. Cllr Smith will bring a proposal to the next meeting to purchase suitable items.

Residents in New Yatt have volunteered to help with this.

14. Environment

(a) Burial Grounds

One funeral took place in August.

The “Wild Flower area”, has been mown, twice, the grass removed, and the area rolled in order to encourage the seeds shed from the current years plants to germinate.

One of the seats in the Burial Ground is rotten and is beyond repair. It was proposed to approach a resident who has previously requested permission to place a memorial seat in the Burial Ground to ask if the family are still interested.

Daffodil bulbs

One of the many ideas from the Great Big Green Week group is the planting of daffodil bulbs in the bed between the path and the hedge adjoining the path.

This was **resolved**. Up to £100 from the Burial Ground budget can be spent on this if necessary.

(b) Footpaths

(ii) Application for a Definitive Map Modification Order to record the legal width of Downhill Lane, as per the Inclosure Award.

Rachel Livingstone has applied for this DMMO as she believes that the width of Downhill Lane is becoming eroded over time.

An application from 2016 to redesignate Footpath 13 to a Bridleway, and to create a Bridleway from New Yatt Road to Footpath 13 has been approved by OCC.

(c) Grass cutting

The seventh cut took place on the 8th September,

(d) Update on repair of sign at Delly Pool

One of the arms has broken off thus repair is now urgent. Cllr Drew will investigate the work that needs doing on this.

(e) Great Big Green Week

This starts on Saturday 18th September. A leaflet has been distributed containing the programme.

- (f) To resolve to cut hedge along Priest Hill Lane.

It was agreed to ask Ivor Godfrey to cut the hedge back.

- (g) Trees

JAG timber previously expressed concern about a mature Ash Tree in the OBG with a hole in the trunk. They have since re-inspected it and reported that there is no immediate cause for concern.

15. Allotments (including Allotments for Labouring Poor Charity)

- (a) Update on request to purchase strip of land along Priest Hill Lane adjoining Giernalls Triangle by Leda Properties

- (i) To resolve appointment of James Fergusson (Adkins) to value the land

This was **resolved**.

- (b) To resolve to appoint Julian Sayers (Adkins) to terminate the Agricultural Tenancy Agreement on Whiteoak Green field following death of the tenant

This was **resolved**. Notice of termination of tenancy has been given. The tenancy will expire in September 2022.

- (c) Update on water supply at Poffley End allotments

Poffley End water supply is up and running

HPC (Hemplands):

- (d) Update on water supply at Hemplands allotments

This is due to be connected between 15 and 17 September, with the supply being turned on shortly afterwards.

- (e) To consider cutting back overgrown vacant allotment plots and establishing permanent path between plots.

A number of plots at Hemplands have remained vacant after the large strips were used to create smaller garden plots. Complaints were received from two plot holders about the vacant plots being overgrown and weed seeds being blown into the cultivated plots. A quote of £200 has been received to cut back the overgrown areas.

This was **resolved**.

- (h) To consider request to keep chickens at Hemplands allotments

This request has been received for the Hemplands plots. Allotment rules state that tenants can keep chickens and rabbits so request was approved.

- (i) To consider rental of remaining vacant plots

There are currently seven vacant plots – 1 garden plot and 6 double plots. The plots have been advertised in the Hailey Herald and on noticeboards on several occasions. The loss of income is minimal but the cost of maintaining these plots – because of nuisance to allotment tenants – is costly if the PC has to clear or plough them regularly.

Options that could be considered for Hemplands are:

- (i) One or more raised beds for a wheelchair user or someone with mobility difficulties
- (ii) Parking
- (iii) A composting toilet
- (iv) Children's swing

The Clerk will consult the allotment tenants on their views.

- (j) To consider options to increase parking

The small, Cottsway-owned, car park is often full which means that allotment holders must park in the road, Poffley End Lane, which is quite narrow. A request has been made by an allotment holder to create parking space in the allotment area. As above, there is sufficient space because of the vacant plots to do so.

The clerk and Cllr Gibson will draw up recommendations for parking spaces.

(i) To consider rent increase following installation of water supply at both Hemplands and Poffley End An annual increase of £5 per plot for 2022 and to review the rents again in 2022 for 2023 was **resolved**.

16. Finances and Administration:

(a) Payments received:

Allotments for Labouring Poor	Thames Water	Refund for water supply	£240.00
Hailey PC	Hailey Football club	Standing charge season 2021-22	£250.00

(b) Accounts for authorisation and payment:

Lisa Wilkinson	Clerk's August net salary (Standing order)	£534.94
	Expenses/Allowance	£26.00
	Total:	£560.94
Nest	Clerk's pension (Direct debit)	£40.18
HMRC	Income tax months 4 & 5	£32.60
Netwise UK	Website support and maintenance	£480.00
Playsafety Ltd	ROSPA playground report	£261.00
National Allotment Society (ALP)	Annual membership	£66.00
McCracken and Son Ltd	Grass cutting (July 21)	£1,122.00
McCracken and Son Ltd	Grass cutting (August 21)	£548.00
Hailey Festival	Donation towards Great Big Green Week	£300.00
Hailey Village Hall	Meeting room hire September 2021	£15.00

Cllrs Gibson and Drew authorised these payments.

(c) Hailey Parish Council bank balances

To 31st August 2021	
Unity Trust Current Account	£8,530.62
Unity Trust Deposit account	£23,697.77
COIF Public Sector Deposit Fund	£35,000.00
Allotments for Labouring Poor	£3,681.33
Allotments for Labouring Poor COIF deposit account	£32,747.47

(d) To resolve clerk's cost of living pay increase- backdated to April 2021 Cost of living increase not been agreed yet but 1.5% is currently being proposed. This was **resolved**.

(e) To receive external audit report and note recommendations Not yet received. This will be displayed on the website as soon as it is received to abide by the regulations.

17. Correspondence received

None

18. Other Items to Note

None

19. Dates of Parish Council meetings 2021-22:

- Monday 11th October 2021
- Monday 8th November 2021
- Monday 13th December 2021*
- Monday 10th January 2022
- Monday 14th February 2022
- Monday 14th March 2022*

Signed

Date