

Minutes of the **Meeting of the Parish Council on 8<sup>th</sup> November 2021 at 7.30pm**  
**At Hailey Village Hall**

**Present: Cllrs:** G Knaggs (in the chair), A. Smith, M. Drew, A. Gibson, District Cllr C. Dingwall, **Parish Clerk:** L. Wilkinson, 6 members of public

**1. To receive apologies for absence.**

Apologies were received from Cllr G. Doland, District Cllr. G. Hill and County Cllr L. 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 11<sup>th</sup> October 2021**

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.**

Cllr Dingwall reported that WODC and Blenheim Estates have received a national award for building houses on land belonging to Blenheim which enabled them to rent them out from 20% less than housing associations. Cabinet meeting on Wednesday 10<sup>th</sup> November: officers are recommending a grant of £50,000 to Witney Rugby Club for an extension and to start a disabled rugby team.

WODC is in conjunction with Thames Valley Police on a campaign on violence against women and girls

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

**(a) Planning applications received:**

Ref no:	Address	Proposal	PC Decision
21/03302/FUL	Land adjacent to Clovelly Cottage, Whiteoak Green	Construction of a detached garage for storage not in connection with Clovelly Cottage (part retrospective)	No objection
21/03323/HHD	1 Yorke Cottages, New Yatt Road, Witney	Single storey front and rear extensions. Form new vehicular access. Replace existing garage.	No objection
21/03376/HHD	21 Giernalls Rd, Hailey	Single storey rear extension	No objection

**(b) Decisions outstanding:**

Ref no:	Address	Proposal	PC Decision
14/01671/OUT	Land northwest 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
21/02320/FUL	Land south of Giernalls Rd, Hailey	Erection of 22 dwellings with associated access, landscaping, open space and infrastructure.	Object (to spur)
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

**(c) Decisions made:**

21/02735/FUL	Witney Rugby Club	Erection of a single storey rear extension to	PC-No objection
--------------	-------------------	---	-----------------

		clubhouse	WODC- Approved
21/02842/HHD	The George Barn, Middletown, Hailey	Erection of rear conservatory, under existing balcony	PC- No objection WODC- Approved
21/03150/HHD	3 Foxburrow Lane	Erection of first floor front extension	PC- No objection WODC- Approved

#### 8. To approve appointment of new parish clerk

Interviews were held on Monday 8<sup>th</sup> November. Appointment will be discussed at the end of the meeting after the public have been asked to leave.

#### 9. To consider request to support Climate and Ecological Emergency Bill

This Council **resolved** to:

- i. Support the Climate and Ecological Emergency Bill;
- ii. Write to Robert Courts MP urging him to support the Bill; and
- iii. Notify the Oxfordshire CEE Bill Alliance (Zero Hour Oxfordshire) of this motion by signing the Open Letter: <https://www.cebillallianceoxon.co.uk>

#### 10. New Village Hall project

(a) To agree a course of action to fully examine and discuss the proposals contained in the 'Brief for Architects' with a view to approving the Invitation to Tender in January.

The Chairman made a statement thanking the New Village Hall Working Party and the Village Hall Management Committee for the work on the New Village Hall Project. He also expressed his feelings towards another councillor who is questioning this work.

Judith Knaggs, on behalf of the VHMC, formally requested that Cllr Drew ensures hirers of the village hall know that hiring fees will not be raised to accommodate the cost of the New Village Hall.

Cllr Drew rebutted aspects of Cllr Knaggs' statement.

It was proposed and agreed to hold a public meeting to consult on this within the first two weeks in February 2022. The content of the public meeting will be discussed at the December 2021 meeting.

#### 11. Platinum Jubilee

Cllr Smith reported on outline plans on the four-day weekend in June:

Thursday: light a beacon

Friday: pub party with live bands and BBQ

Saturday: no event

Sunday: Big Lunch

Funds raised from Hailey Festival over the last ten years will be used for these events.

#### 12. Village Hall

(a) Village Hall Management Committee

Matters discussed at the VHMC meeting on 3 November included a review of the Treasurer's Report indicating financial stability; preparatory work and impact on parking spaces prior to the flat roof being replaced; continuing minor maintenance requirements; steady flow of hirings; discussion on the fire assembly point; fundraising events – recent successful Quiz; forthcoming Bingo evening (27 November) and Christmas Band concert (6 December).

#### 13. To receive a Neighbourhood Policing Report

Nothing to report.

Query about lack of police presence even after local vandalism during weekends and evenings. Cllr Smith will follow this up with the Neighbourhood Policing Team.

#### 14. Amenities:

(a) Playground:

(i) Routine recorded inspection of play equipment – carried out on 22 October. There is nothing of significance to report.

(ii) Update on maintenance – specialist contractor RPM has carried out the requested work. Work proposed for volunteers – bark topping up and resurfacing of BMX track – has been delayed as principal volunteer is in self-isolation with Covid. To be followed up.

(iii) Update on weeding/cleaning playground

The advert in the October Hailey Herald for paid worker has produced no response yet.

(b) Sale of Wood Green

No update.

(c) Update on installation of defibrillator at New Yatt

(i) To receive quotes for an electrician for final installation work

No update.

**15. Highways and Traffic:** To receive update reports.

(a) Burford Experimental Traffic Regulation Order update

The latest survey of traffic to measure the impact of the HGV Burford ban was completed recently but the results have not yet been published. A draft of WiVTAG's final report has been circulated.

(b) Update on Flooding Working Group

Cllr Smith reported that he has arranged to meet with the new manager at OCC to keep the momentum going. Ditch digging along Whitings Lane has been carried out.

There is still an issue to be dealt with upstream in the field currently being considered for the solar park.

Leda Properties are waiting to hear the decision on the solar park planning application before dealing with this issue.

It was **resolved** to write to Leda Properties to remind them of their responsibilities to clear the ditches at the Poffley End field (opposite the allotments at Poffley End).

(c) Update on Gigaclear

The work is on target – currently working at Delly End.

**16. Environment**

(a) Burial Grounds

Following the agreement to create a Queen's Forest Canopy, quotes for 8 small native trees are being obtained.

(b) Footpaths

(i) Determination of request for modification to the Definitive Map – Footpath no 13 to a Bridleway

OCC has confirmed the order upgrading footpath 13 to a Bridleway.

(c) Grass cutting

The ninth and last cut took place on the 26th October, in addition to the second strim of the Old Burial Ground, just leaving cutting of the Burial Ground hedges, and the two triangles of grass approaching Middletown from the south

(d) Trees

(i) To consider location of 30 trees from Woodland Trust

Not decided.

As requested, JAG Timber is quoting to raise the canopy of two Lime trees in the recreation field.

(e) Update on repair of sign at Delly Pool

Beeline Joinery has quoted a price of £300 for two primed finger posts and £30.00 for fixing them.

Suitable letters to replace the existing ones cost £255.50 net of VAT for 70 letters, for the two posts.

The primer paint to repaint the upright post has been purchased at a cost of £11 with a further cost of £30 for black and white paint.

Cllr Drew offered to paint the upright post and the 2 fingerposts and fix the letters.

It was **resolved** to spend £650 on this.

(f) Verge at Delly Pool

The clerk will ask OCC to remove a fallen willow tree.

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

ALP:

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

No update.

**(b) To consider rent of small Whiteoak Green field**

It was agreed to request a rent of £550 for 2022.

**HPC (Hemplands):****(c) Update on Hemplands allotments:****(i) Water supply**

Following a PC complaint, Thames Water returned to fit the cover to the inspection chamber more securely. The leak from the supply pipe has NOT been dealt with so the supply remains turned off. Other poor work – cover not sitting squarely on inspection chamber; inspection chamber bottom being full of clay and mud, etc. has been forwarded to Thames Water requesting an inspection or replacement chamber.

**(ii) Grant application:**

The application to the National Lottery Community Fund for paths, raised beds and wheelchair access has not been successful on this occasion.

**(iii) Car Park**

Following contact with Cottsway requesting cutting back the hedge encroaching on the car park, the PC has received an email from them indicating that according to records going back to 1939 their predecessors (Witney RDC) had erected a fence around the area and agreed to maintain it, but there is no record permitting the PC to use the land as a car park. Cottsway suggests the PC reviews its own records and if no agreement can be found that they (Cottsway) issue a licence to the PC, which would include responsibility for maintenance going forward. Cottsway also has no record of ever having included the car park its regular maintenance plans. The implications of this will be investigated with a further report to the PC in due course.

**(iv) To consider rent for Hemplands field**

It was agreed to continue with the present rent of £665 for a further year.

**18. Finances and Administration:****(a) Payments received:**

HMRC	VAT reclaim Apr-Sept 2021-22	£1,388.14
Allotment tenants	Allotment rents	£6.52
ALP/Joan Smith charities	Charity Administration	£300.00
Peter Smith Funeral Directors	Memorial fees	£284.00

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

Lisa Wilkinson	Clerk's October net salary	£521.32
	Expenses/Allowance	£26.00
	<b>Total:</b>	<b>£547.32</b>
Nest	Clerk's pension (Direct debit)	£40.18
Hailey Village Hall	Room hire (November)	£15.00
McCracken & Sons Ltd	Grass cutting (October)	£440.40
I.J. Godfrey	Cutting roadside hedge at Priest Hill Lane	£108.00
Hailey Primary School	Contribution to defibrillator at Hailey Primary school (GPC)	£200
G&D Franklin	Repairs to picnic benches/installation of waste bin at playground	£116.00

These were authorised by Cllrs Drew and Gibson

**(c) Hailey Parish Council bank balances**

<b>To 31<sup>st</sup> October 2021</b>	
Unity Trust Current Account	£11,907.69
Unity Trust Deposit account	£33,697.77
COIF Public Sector Deposit Fund	£35,000.00

Allotments for Labouring Poor	£5,814.00
Allotments for Labouring Poor COIF deposit account	£32,747.47

## (d) To consider budget for Financial Year 2022-23

Precept	36100
Council Tax grant	0
Allotment rents	932
Wayleave	167
Bank Interest	90
Grass cutting grant	1299
Football club rent	500
Woodgreen rent	1
Charities Administration	300
Burial Ground	5000
Reserves (roundabout)	5000
Grants	8500
<b>Total Income</b>	<b>57889</b>

**EXPENDITURE**

Grass cutting/hedges	4500
Clerk's salary	7000
Clerk's pension	500
Administration	1100
Subscriptions	440
Statutory/Ins/Audit	1283
GPC/Grants	7300
Pavillion	0
Football club	500
PlayGround/Repairs	5581
IT/Website	750
Noticeboards	50
Tree Maintenance	850
Capital Projects	16000
Contingency	413
Bank charges	72
Burial Ground	200
New Village Hall fund	10000
Allotment mtce	850
Defibs	250
VAS	250

<b>Total Expenditure</b>	<b>57889</b>
--------------------------	--------------

<b>Total income</b>	<b>57889</b>
---------------------	--------------

<b>Credit/debit</b>	<b>0</b>
---------------------	----------

This was **resolved**. Precept has been raised by 2% (equivalent to £1.51).

Grants will be applied for to help towards the cost of an accessible piece of equipment at the playground.

**(e)** To appoint internal auditor

A quote of £210 was received from internal auditor, Jane Olds for the Financial Year 2021-22. It was **resolved** to accept this and appoint her.

**19. Correspondence received**

None.

**20. Other Items to Note**

None.

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

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

**Item 8 To approve appointment of new parish clerk (public excluded)**



Meeting closed: 9pm