

Minutes of the **Meeting of the Parish Council on 10th January 2022 at 7.30pm**
At Hailey Village Hall

Present: Cllrs: G Knaggs (in the chair), A. Smith, M. Drew, A. Gibson, G. Doland, District Cllr C. Dingwall, District Cllr. G. Hill & County Cllr L. Walker. **Parish Clerk:** T. Cameron, 8 members of public

1. To receive apologies for absence:

Apologies were received from Cllr G. Hill (WODC)

2. To receive Declarations of Interest: none were received.

3. Contributions from members of the public: Member of the public questioned why there was no longer contributions from the public at the end of the agenda. **Was advised that it was not a conscious decision.**

A member of the public spoke with regards to the New Village Hall. They advised that when the initial discussion was made that there was talk about it being funded by CIL (community infrastructure levy). They were advised that WODC has not adopted CIL and at the moment that there is no definitive source of funding. They also brought up the issue that there could be problems with access. A member of the Village Hall Committee also spoke to advise that this has been an ongoing project

4. To receive the Minutes of the Parish Council Meeting dated 13th December 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 G Hill –

Cllr C Dingwall – The Community Facility Grant has to be in by the end of January.

Cllr L Walker – The consultation on the 20mph speed limit in villages ends at the end on 31st January 2022. HGV decision on Burford was made last Wednesday. It is likely to be called to cabinet.

7. Planning:

(a) Planning applications received:

Ref no:	Address	Proposal	PC Decision
21/03561/FUL	Farm Buildings southeast of Crawley Hill Farm, Foxburrow Lane, Crawley	Conversion of a barn to a dwelling, works to include the addition of a pitched roof to provide first floor living space	PC to Object
21/03735/HHD	Aspley House, Wood Lane, Hailey	Demolition of garage and construction of two storey extension	PC – no objection
21/03891/FUL	Orchard House, Downhill Lane Hailey	Conversion of two barns to create two self-contained unites with associated parking.	PC – 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 WODC -Under Consideration
21/02320/FUL	Land south of Giernalls Rd, Hailey	Erection of 22 dwellings with associated access, landscaping, open space and infrastructure.	Object (to spur) WODC-Under Considerstion
19/03317/FUL amended	Land west of Hailey Rd, Witney	Erection of 106 (reduced from 110) residential dwellings, changes to layout to increase area	Object WODC-Under Consideration

		of public open space, increase in percentage of affordable housing	
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(c) Decisions made:

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)	WODC – Refused
21/03323/HHD	1 Yorke Cottages, New Yatt Road, Witney	Single storey front and rear extensions. Form new vehicular access. Replace existing garage.	PC – No objection WODC – Approved
21/03376/HHD	21 Giernalls Rd, Hailey	Single storey rear extension	PC – No objection WODC – Approved

8. Platinum Jubilee:

- Plan is still being finalised but...
- Thursday nationwide events – Trooping the Colour and Lighting of Platinum Beacons
- In Hailey – we have our beacon from the Diamond Jubilee (2012) which we will light [at location tbc]
- Friday nationwide events – Service of Thanksgiving at St Paul’s Cathedral
- In Hailey – Party at the Lamb & Flag Pub with band (confirmed) & DJ (confirmed)
- Saturday nationwide events – Epsom Derby and Live Concert at the Palace
- In Hailey – No plans
- Sunday nationwide events – Big Jubilee Lunch
- In Hailey – Big Jubilee Lunch at the Recreation Ground and Village Hall – Helpers, please identify yourselves!

9. Village Hall:

(a) Village Hall Management Committee – The work to the flat roof of the hall has now been completed. Work on the flat roof to the Village Hall has been completed and paid for by the VHMC at a cost of £15,045. This work together with recent work on the front entrance doors and various other improvements has been possible because of grants received from WODC. The street connection to broadband is in place. Further discussions with and work by Gigaclear is on-going to fully connect the Village Hall

10. Neighbourhood Policing Report:

- The VAS on Delly Hill is currently not working. I have made contact with Swarco (Wendy) and we are arranging an engineer visit under our warranty date tbc
- Cllr Andy Smith has contacted 101 to ask who our current Police contact is, following several unsuccessful attempts to contact anyone from the local neighbourhood team and have been promised a call back ASAP

11. Amenities:**(a) Playground:**

- Routine inspection – Cllr Ann Gibson carried out the monthly routine inspection of the playground on Wed 5 January. The report was sent to the Clerk. There were no matters of concern.
- Update on maintenance – The items outstanding from the RoSPA inspection – topping up of bark in various areas and topping up of fine stone on the BMX track – are being discussed with a volunteer. Quotes from RPM the contractor that carried out the maintenance programme were £715 for the bark and £1,440 for the fine stone. Research is being done to find suitable materials at a reasonable cost. It may not be possible to achieve this, particularly as the fine stone is likely to require the use of a compactor to stabilise it. The PC will be updated at the February meetings. The ROSPA report suggests it too top up the gravel but it is a low risk – **PC suggests to wait until the risk is at medium.**

- Cllr Gibson met with Tom Hazzledine, a self-employed contractor, who had expressed an interest in cleaning the play equipment and weeding around the site 4 times a year. It is proposed that a standard specification is prepared for this with further work added on an ad hoc basis following a routine inspection. Examples of the work required include cutting back undergrowth around the bottom and along the runway of the cable way; cleaning moss from the hard standing area around the adult gym equipment; weeding of the ground cover areas; cleaning of the equipment. It is estimated that the work should take approx.. 2-3 hours – to be paid at the National Living Wage rate of £8.91 per hour, rising to £9.50 per hour with effect from April 2022. It is likely that initial work may take longer to get the playground back into a good state – **PC Agreed**
- An application for a West Oxfordshire District Council Facilities Grant is to be submitted for mixed ability playground equipment. The deadline for the submission is 6 April. The PC will be updated at the February meeting.
- The Clerk has suggested that Cllr Gibson attend a RoSPA 1 day training course on inspecting playgrounds. This will be in Swindon on 17 June. As a RoSPA playsafe client, the discounted cost of the course for Hailey PC is £270, plus VAT – **PC Agreed**

9.

(b) Sale of Wood Green – **Clerk to contact new Clerk for WTC**

(c) Update on installation of defibrillator at New Yatt – Cllr Donland is in discussions with a company to see if they can successfully mount the defib on a single post.
- To receive quotes for an electrician for final installation work
No update.

12. Highways and Traffic:

(a) Burford Experimental Traffic Regulation Order update

The OCC Cabinet Member decided to

- a) APPROVE officers to consider the costs and benefits of developing area wide restrictions across Oxfordshire including close working with neighbouring authorities, as part of the county wide freight strategy, as soon as practicable. Noting any future approval of area wide weight restrictions would likely see existing environmental weight restrictions revoked subject to consultation.
- b) REVOKE the Burford Experimental Traffic Regulation Order of 7.5t weight restriction. Therefore, not making a permanent order. (effective 25th February 2022).

NOTE: It is probable that this decision will be “called out” and go to the Cabinet.

(b) Update on Flooding Working Group

Water / sewage leak at junction of Delly Hill and B4022

- Cllr Andy Smith has reported one or two gullies filling above the pipework level in Delly End, requesting a clearance of the full system (Whitings Lane to B4022 crossroads)
- It is very unlikely to see any works on the LEDA Properties land proposed for solar farm until a decision is made, but much upstream work has now been undertaken and we have not seen any issues since last winter

Please could Cllr Smith see a copy of the letter sent to LEDA Properties requesting they clear the ditch in Poffley End – we may need to follow up via WODC

- Sewerage at the crossroad just inside Delly End. It was reported a few months ago and has been reported now. Cllr Smith thinks that it is time that we write to Thames Water about this and see if they can offer an explanation why this is happening and also if they can offer a solution. This hasn't been part of the remit on the Flooding Working Group.

(c) Update on Gigaclear

- The main access cabinet went live just before Christmas
- First residents can now start the order process

- Village Hall can process their order (link to follow from Andy) which will set out all Ts&Cs for signing up online along with FAQs for £0 for 12 months. This is reviewed after 10 months with view to potential £0 renewal for 12 months, if it has proven popular and well-used by residents. Likely lead time to be live is 2-4 weeks from signing order

13. Environment

(a) Burial Grounds

One Burial has taken place since the last P.C. meeting. Following our agreement to create a Queens Forest Canopy, Cllr Michael Drew has planted 2 of the 8 trees and will plant the remainder over the winter.

(b) Footpaths

To note OCC recommendation re Footpaths/Bridleway/byways 13 and 32

(c) Grass cutting

Following discussion at the last PC meeting where it was acknowledged that the existing grass cutting contract with McCracken and Son had elapsed on 30th Sept 2021, it was agreed to start discussions and invite tenders for the next three years. Due to the Christmas break and other works taking place this has not been achieved.

As the next season is only two months away, I suggest/ recommend /propose that we reappoint McCracken and Son for a further year on the same terms, if possible, to allow adequate time to find alternative contractors /create a new contract.

The Clerk will send out to tender within the next few days.

(d) Trees

As requested, JAG Timber – Hugh, is quoting a price for raising the canopy of two Lime trees in the recreation field – **Clerk to chase**

(e) Update on repair of sign at Delly Pool

Cllr Drew painted the upright post on Delly Pool and the two hardwood fingerposts from Beeline joinery, attached the letters (162 screws), and we erected them on 23rd December.

Councillors must now decide whether to replace the other two fingerposts, at a cost of £350-400? for the wood and the erection, Cllr Drew is awaiting an exact quote.

As we already have purchased the letters, I propose that we do, even if it is not completed/ paid for until next financial year.

Cllr Drew has been asked to get a written quote in writing.

Is there an insurance claim here for the two broken/vandalised fingerposts, which started this unbudgeted expenditure? – **Clerk to approach the Insurance Company about claiming on Insurance depending on the excess.**

(f) Verge at Delly Pool

It was agreed at the last meeting to clear the fallen willow branch from Delly Pool but not who was going to do it. Cllr Drew suggested the Clerk asks JAG, assuming it is less than £300. As reported, Cllr Drew did clear the sign at Delly Pool with secateurs.

Cllr Drew cleared the HGV sign and feels that we should remove the Willow Tree at the bottom left hand corner at Delly End – **Clerk to ask Jag Tree to quote on the removal of the tree.**

14. 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.

James Ferguson of Adkins has just advised us he is leaving Adkin in a couple of weeks and he proposes that this job will be passed to one of his colleagues to carry forward. In other words, we have to start again as no work has actually been carried out.

Note – we asked for this work to be carried out last August.

Proposal: We abandon Adkins and approach Strutt and Parker to carry out the work.

(b) The five-bar gate on the Poffley End Lane allotments (previously donated some years ago by Randolph Willoughby) requires painting with preservative. It is proposed that if he is willing Tom Hazzledine be asked to do this work when the weather improves – **Clerk to ask Tom Hazzledine if he would be willing to paint the five-bar gate.**

HPC (Hemplands):

(a) Update on Hemplands allotments:

The leak from the water supply pipe installed by Thames Water at Hemplands has not yet been resolved by them – **Clerk still chasing**

(b) To consider quotes for laying paths – further quotes are being sought before a proposal is put to the PC.

(c) The minute book – dating back to 1968 – which mentions responsibility for the maintenance of the car park at Hemplands has now been returned by John Welch & Stammers. It will be checked for details. The PC will be updated on the outcome in February.

(d) An allotment tenant at Hemplands is giving up her garden allotment plot to concentrate on the large plot she also rents. She has requested permission to move her shed from the small plot to the hedge line of the large plot. **The PC grants permission.**

15. Finances and Administration:

(a) Payments received:

P Harris	Hemplands Field Rent	£665.00
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(b) Accounts for authorisation and payment:

Lisa Wilkinson	Clerk's November net salary	£249.00
	Expenses/Allowance	£0.00
	Total:	£249.00
Nest	Clerk's pension (Direct debit)	£10.06
Tracey Cameron	Clerks December Salary	£472.11
	Expenses/Allowance	£19.68
	Total:	£491.79

These were authorised by Cllrs Gibson & Drew

(c) Hailey Parish Council bank balances:

To 31st December 2021	
Unity Trust Current Account	£5,315.18
Unity Trust Deposit account	£33,699.85
COIF Public Sector Deposit Fund	£35,000.00
Allotments for Labouring Poor	
Allotments for Labouring Poor COIF deposit account	

16. Correspondence received:

- Letter from Banbury Memorial re erection of memorial stone – **PC Agreed**
- Email from a resident wishing to convey their thank to Cllr Drew for his hard work on the Delly Hill signpost
- Email from a resident with regards to the water leak at the Junction of Delly End & B4022

17. Other Items to Note:

- Clerk has purchased Microsoft 365 with cloud storage
- Clerk extra hours to sort out files and files on laptop – **PC agreed to an extra 10 hours per month.**
- Cllr Smith wishes to thank Cllr Gibson for helping out a family with shopping

18. New Village Hall Project:

Single Meeting Scheduled – Monday 11th January 2022 @ 7.30pm in the Village Hall
 Single Meeting Schedules – Monday 17th January 2022 @ 7.30pm in the Village Hall
 Public Meeting Scheduled – Sunday 6th February 2022 @ 2pm in the Village Hall

- To carry out a full examination and discussion of proposals contained in the ‘Brief for Architects’ and past and future Minutes of the new Village Hall Working Party (outstanding action from the October HPC meeting). [This item could be deferred to the single-issue meeting on January 11th] – **PC Agreed**
- To discuss the content of the public meeting scheduled for 6th February – **PC agreed that there should be an Independent Chair for the Public Meeting TBC**
- New Village Hall invitation to tender – circulated separately alongside Architects Brief Proposal: Recommendation from working party to October Parish Council The working party recommends that the Parish Council issue an Invitation to Tender to the architects identified in the minutes in addition to any additional architects that the PC wants to include. – February PCM – **PC Agreed**

19. Dates of Parish Council meetings 2021-22:

Monday 14th February 2022
 Monday 14th March 2022*
 Monday 11th April 2022 (Annual Parish Meeting & Parish Council Meeting)
 Monday 9th May 2022
 Monday 13th June 2022*
 Monday 11th July 2022
 Monday 8th August 2022
 Monday 12th September 2022*
 Monday 10th October 2022
 Monday 14th November 2022
 Monday 12th December 2022*

(* denotes Joan Smith Educational Charity meetings)

Meeting closed: 9pm

Signed

Date