

Minutes of the **Meeting of the Parish Council on 14th February 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, 5 members of public

1. To receive apologies for absence:

Apologies were received from Cllr G Doland

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

3. To receive the Minutes of the Parish Council Meeting dated 10th January 2022

These were agreed and signed as a true record.

4. Matters arising from the minutes: None.

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

Cllr G Hill – There is to be free ice skating in the half term holiday in Carterton and Witney

There is also an initiative to help hedgehogs in West Oxfordshire by creating a Hedgehog Highway

Cllr C Dingwall –

Cllr L Walker – Advised that the 20mph consultation has now closed. Also that OCC is taking parking enforcement away from WODC.

6. Planning:

(a) Planning applications received:

Ref no:	Address	Proposal	PC Decision
21/03735/HHD	Aspley House Wood Lane Hailey	Construction of two storey extension, a replacement garage with office space above, alterations to the fenestration and associated works. (Amended) – WODC Extension 16/02/22	NO OBJECTION
21/04085/LBC	Hill View Poffley End Hailey	External alterations to install an electric charging unit to North East elevation Planning (Listed Building and Conservation Areas) Act	NO OBJECTION
22/00055/HHD	Hill View Poffley End Hailey	Installation of an electric charging unit to North East elevation	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 Consideration
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 WODC – Under Consideration
21/03561/FUL	Farm Buildings southeast of Crawley	Conversion of a barn to a dwelling, works to include the addition of a pitched roof to provide	WODC – Under Consideration

	Hill Farm, Foxburrow Lane, Crawley	first floor living space	
21/03735/HHD	Aspley House, Wood Lane, Hailey	Demolition of garage and construction of two storey extension	WODC – Under Consideration
21/03891/FUL	Orchard House, Downhill Lane Hailey	Conversion of two barns to create two self-contained unites with associated parking.	WODC – Under Consideration

(c) Decisions made:

--	--	--	--

7. Platinum Jubilee:

- Have confirmed the following details:
 - Thursday 2/6/22 = Rounders Match (from 1730) & Beacon Lighting at Village Hall & Recreation Ground (at 2145)
 - Friday 3/6/22 = GrooveTown party and Live Music at L&F (from time tbc)
 - Sunday 5/6/22 = Big Lunch at Village Hall & Recreation Ground (from 1200)
- Hoping to launch scarecrows from the same weekend – tbc
- Have been in touch with new school committee chair ref Village Fete, awaiting their thoughts
- Have launched the Rounders Match, Beacons, GrooveTown party, and Big Lunch on Facebook
- Have put details into the Feb-22 HH
- Would like to put another paragraph in the next HH and will send words across this week

8. Village Hall:**(a) Village Hall Management Committee**

- **Means of escape** - The VHMC have now created a gap in the low wall near the garage for ease of access to the playground and on to the hard standing area in the event of an emergency evacuation of the hall. Bookings during January have reduced.
- **Finances** - The hall is currently running at a loss, but a further grant from WODC may become available.
- **Gas supply** - The gas supply is to be reinstated, with a smart meter, after its disconnection for the flat roof work. The gas supply is required so that the existing oven can continue to be reused rather than it being replaced.
- **Internet connection** - Discussions on the WiFi provision are ongoing.

9. Neighbourhood Policing Report:

- Still no news from Police as to who our Neighbourhood Team PC/PCSO is, so we assume it is still Luc Chappell as suggested by 101 (although still no response from him to any emails)
- VAS on Delly Hill – Andy has had call with engineer and has now received some software to enable him to Bluetooth into the device; this presumes the device can get powered on and there are some physical device/internal checks that Andy will do this week
- Speed camera has attended Delly Hill lay-by

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

- **Routine inspection** - The routine inspection of the playground was carried out on Tuesday, 8 February. There were no significant issues to report.
- **Maintenance** - The maintenance matters identified in the RoSPA report, principally the topping up of the bark is to be dealt with by Tom Hazzledine as discussed at the last PC meeting. **The PC is asked to approve** the purchase of two bulk bags (1000 litres each) of playgrade bark from CPA horticulture (supplier also used at Cassington) at £125 per bag to be delivered to the playground – **total price £250 inc VAT and delivery.**
- **Regular cleaning and weeding** - The first regular cleaning and weeding session by Tom Hazzledine for approximately 4 hours has been agreed. A date is to be arranged. Tom has

raised a question about providing a non-slip surface to the ramp for the aerial runway, which gets very slippery in the winter and prolonged periods of rain. This is being researched.

- **Inclusive roundabout** - Four quotes for an inclusive roundabout for use by children with mixed mobility, including wheelchair users have been sought. A level pathway from the car park will also be required. A comparison of the quotes, once they have all been received, will be made and presented to the PC for approval.
- **Grant funding for the roundabout** - The latest contact with WODC (10 February) indicated no decision has yet been made on the availability of the Community Facilities Grant. The availability of other grants will also be researched

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

(c) Update on installation of defibrillator at New Yatt

11. Highways and Traffic:

(a) Burford Experimental Traffic Regulation Order update

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

The decision to revoke the Burford ETRO was 'called in' and referred to the Scrutiny Committee - they subsequently referred it to the Cabinet.

As the Burford ETRO has now expired, if Cabinet consider a weight restriction at A361 Burford should be implemented, a new Traffic Regulation Order would need to be promoted. Any Traffic Regulation order will be subject to formal consultation, and should objections be received, this will require a decision.

OCC's is considering 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) Update on Flooding Working Group

- Drainage system cleared by OCC from Delly Close down to Delly Green, at my request as gullies were filling with silt
- LEDA Properties continue to show willingness to assist with upstream attenuation measures in the “solar farm proposal” field, once they have heard whether approved or not
- Poffley End ditch has been cleared, thanks to LEDA Properties

(c) Update on Gigaclear

12. Environment

(a) Burial Grounds

No Burial have taken place since the last P.C. meeting

Following our agreement to create a Queens Forest Canopy, Cllr Drew has planted 6 of the 8 trees and will plant the remainder over the winter.

(b) Footpaths

To note recommendation by OCC to upgrade to a Restricted Byway from Bridewell cottages to North Leigh Lane in the Parishes of North Leigh and Hailey.

(c) Grass cutting

Following discussion at the last P.C. meeting the Clerk sent out 5 invitations to Tender for the grass cutting contract for the next three years.

(d) Trees

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

(e) Update on repair of sign at Delly Pool

Following confirmation of the agreement in principle to proceed with the replacement of the other two finger posts we await written quotes for the provision of 3 primed finger posts and the fixing of the same.

Following questioning of whether there is an insurance claim for the broken/vandalised finger posts, which started this unbudgeted expenditure, As requested, Cllr Drew has photographs and the hard evidence of the damaged finger posts

(f) Verge at Delly Pool

It was agreed at the last meeting that the clerk would ask JAG Timber to clear the fallen willow branch from Delly Pool assuming it is less than £300.

13. 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.

HPC (Hemplands):

(a) Update on Hemplands allotments:

- **Water supply** – The Parish Clerk has been asked to chase Thames Water to respond to our complaint regarding the poor workmanship on the provision of a water supply, which was left in an unusable state as there was a leak on the supply pipe from the Thames Water main. The supply has had to remain turned off since it was installed in September last year. The supply will need to be turned on as we come out of the winter. It may be necessary to investigate an alternative to waiting for Thames Water to deal with the matter. The PC will be kept informed.
- **To consider quotes for laying paths** – Two widely differing quotes were received in October/November based on the proposal from our former Clerk. One quote was twice that of the other. The work required is to be reviewed and measurements taken. Contractors who quoted previously will be requested to update their quotes and two or three other contractors will be requested to quote. **The PC is asked to note this report.**
- **Car park maintenance responsibility** - The PC will remember that a complaint was received from an allotment holder about the car park being overgrown in places. An enquiry was sent to Cottsway since the car park was believed to be their responsibility. Cottsway checked their records. Their response is summarised here: according to Cottsway's 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 suggested 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 has no record of ever having included the car park in its regular maintenance plans.

Our previous Parish Clerk noticed mention of the car park in a PC Minute Book (Feb 1964-Mar 1972). This has been reviewed by Cllr Gibson. The car park is mentioned in over 15 meetings, often as a result of car breaking taking place and car parts and rubbish being dumped there, which the then Witney RDC removed on request from Hailey PC. There was also some involvement from the WRDC Housing Manager and contact with Hemplands tenants about these matters. There are indications that the car park was in the ownership of WRDC. If that was the case, it is likely to have been passed on to Cottsway, but there is no clear evidence of this. Although the car park is signposted as a public car park, there is no evidence of the PC or allotment holders being formally permitted to park there and nothing to confirm maintenance responsibility.

There have been no further complaints about the spread of undergrowth. **It is recommended that the PC takes no further action on this at the present time.**

(ALP) Poffley End Lane

(b) Update on Poffley End Lane allotments:

- Five bar gate – this is to be stained by Tom Hazzledine. **The PC is requested to approve the purchase of wood preservative – up to £25.**

14. Finances and Administration:

(a) Payments received:

Hailey Football Club	£250.00
Public Sector Deposit	£4.91
Banbury Memorials	£142.00

(b) Accounts for authorisation and payment:

Tracey Cameron	Clerk's December net salary	£532.29
	Expenses/Allowance	£20.23
	Total:	£552.52
Village Hall	Parish Council Meeting	£45.00
Mark Farmer	Fit & Fix 2 Finger Posts	£76.00
Bay Tree Joinery	2 Finger Posts Supplied	£347.40

These were authorised by Cllrs Gibson & Cllr Knaggs

(c) Hailey Parish Council bank balances:

To 31st January 2021	
Unity Trust Current Account	£4636.30
Unity Trust Deposit account	£33,699.85
COIF Public Sector Deposit Fund	£35,000.00
Allotments for Labouring Poor	£5762.43
Allotments for Labouring Poor COIF deposit account	

15. Correspondence received:

Land Registry came back for Land at Delly Green to advise that they had cancelled the application as Land Registry have concluded that the Parish Council do not have a sufficient degree of exclusive physical control over the land. – **Clerk to email decision to the P/C**

A resident has emailed to advise that OCC are giving away Horse Rider be aware signs and has asked if the Parish Council could write to OCC and request some. – **Parish Council have asked the Clerk to email OCC**

16. New Village Hall Project:

- Cllrs Knaggs and Smith met Nick Hardcastle of Leda Properties (the landowner of the Giernalls' Triangle at the end of the Recreation Ground). In principle they are prepared to facilitate access to the bottom of the Recreation Ground (i.e. at the BMX track) should it be selected as the location of the new Village Hall.
- At our January meeting Cllr Drew suggested that we consider the old burial ground as allocation for the new Village Hall (it is owned by the Oxford Diocese but maintained by the PC as it is a "closed churchyard").
The Disused Burial Grounds Act 1884 prohibits building on such grounds except for the purpose of enlarging the church.
- Architects Brief - updated version following discussions at the 11th January meeting has been circulated separately
- New Village Hall invitation to tender** – circulated separately alongside Architects Brief
Recommendation from Village Hall Working Party to Parish Council

The working party recommends that the Parish Council issue an Invitation to Tender to the architects identified in the October minutes in addition to any additional architects that the PC wants to include.

Note: this recommendation is deferred from the October PCM

17. Other Items to Note

- Clerk has proposed that the Accountancy Software to be moved to Rialtus from April 2022
- Contract for the VAS Maintenance
- Horse Rider Sign from OCC

18. Comments from the Public

A resident has asked if comments from the Public can be at the start and end of the meeting – **P/C Agreed**

19. Dates of Parish Council meetings 2021-22:

- 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