**To:** All members of Hailey Parish Council

You are summoned to attend the **Meeting of the Parish Council on**

**13th May 2022** at **7.30pm at Hailey Village Hall**

For the transaction of the business stated below. The Public and Press are also invited to attend.

**The agenda is as follows:**

1. To receive apologies for absence.
2. To receive Declarations of Interest:

**Members** are asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting. Please refer to the notes at the end of the agenda.

1. To receive the Minutes of the Parish Council Meeting dated 9th May 2022
2. Matters arising from the minutes
3. Comments from Members of the Public
4. To receive update reports from West Oxfordshire District Council and Cllr Liam Walker, Oxfordshire County Council.
5. Policies – renewals
6. Planning: To receive an update report (Giles Doland)
   1. Planning applications received:

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| --- | --- | --- |
| **Ref no:** | **Address** | **Proposal** |
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* 1. Decisions outstanding:

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| --- | --- | --- | --- |
| **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) | **PC - Object**  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 | **PC - Object**  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 |

* 1. Decisions made:

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| --- | --- | --- | --- |
| 22/00615/S73 | The Haybarn, Burycroft Farm Crawley Road | Variation of conditions 2 and 8 of planning permission 20/02536/FUL to allow alterations to landscaping and proposed driveway | **Approved** |
| 22/00919/HHD | 13 Hemplands Poffley End Hailey | Extensions to the side and rear. | **Approved** |
| 22/00843/HHD | 25 Middletown Hailey | Single Story rear extension to kitchen and form an additional bedroom with ensuite. | **Approved** |
| 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 | **Application withdrawn** |

1. Platinum Jubilee (Cllr Andy Smith)
   1. Report on the celebrations
   2. Proposal for a vote of thanks to all of the organisations and individuals involved in the Hailey Platinum Jubilee celebrations.
2. Village Hall (Cllr Ann Gibson)
   1. (a) Village Hall Management Committee
3. New Village Hall (Cllr Graham Knaggs)
   1. To receive the notes of the meetings of the New Village Hall Working Group.
   2. Identification of criteria for the assessment and selection of tender submissions
   3. Next steps
   4. Responses to invitation to tender – to enable us to select an architect
4. To receive a Neighbourhood Policing Report (Cllr Andy Smith)
5. Amenities (Cllr Ann Gibson)
   1. Playground

Routine inspection

* 1. Sale of Wood Green (Tracey Cameron)

* 1. Update on installation of defibrillator at New Yatt (Giles Doland)

1. Highways and Traffic: To receive update reports. (Cllr Andy Smith)
2. Update on Flooding Working Group (Cllr Andy Smith)
3. Environment (Cllr Michael Drew)
   1. Burial Ground.

A resident no longer requires a reserved plot – what options are available to the resident?

* 1. Footpaths
  2. Trees

Willow tree at Delly Pool

Tree in old Burial Ground

Tree in Recreation Ground – beyond Sport Pavilion

Tree in Poffley End – main road, beyond Geese field

Tree at Vine Farm green

* 1. Sign at Delly End.

The repair to the fingerpost has now been completed courtesy of Pete Heritage

1. Allotments (including Allotments for Labouring Poor Charity) ALP:
   1. Update on request to purchase strip of land or an easement along Priest Hill Lane adjoining Giernalls Triangle by Leda Properties.

A draft Heads of Agreement has been prepared for an easement providing Surface and Foul Water Drainage Rights across the property – details previously circulated to Councillors. Not yet signed.

* 1. Update on Hemplands allotments:

Update on laying grass paths

* 1. Update on Poffley End Lane allotments:
  2. Termination of Field Agreements

The Whiteoak Green field has been advertised for rent in the Hailey Herald. The situation regarding the New Yatt field needs to be clarified.

1. Parish Emergency Plan (Martin Crow)

A working draft has been circulated to Councillors.

It is proposed that the Parish Council agrees the revised structure of the document and the general process identified in within it.

Feedback is sought on :

* 1. Possible additional contact names for emergency support to go in the document.
  2. Whether we feel that the current Emergency accommodation centres are right (too many / too few/ location)
  3. Should an annual meeting be held with all named parties in the plan or just circulate a copy after annual review each year?
  4. Should we set up emergency Whatsapp group now?
  5. Should we add more detail in now, regarding allocating councillors to geographic areas or leave that as an action for Core Emergency Team meeting if ever needed.
  6. Should this become a public document on the Parish website – including contact details.

1. Finance and Administration:
2. **2021-22 Year-end accounts** (Tracey Cameron)
3. **Council Insurance - £855.46 Renewal Price**
4. **Payments received:**

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| --- | --- | --- |
| Peter Smith & Son | Funeral Services | £347.00 |
| Public Sector | Interest Payments | £25.28 |

1. **Accounts for authorisation and payment:**

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| --- | --- | --- |
| Tracey Cameron | Clerk’s March | £499.55 |
| Expenses/Allowance | £18.77 |
| **Total:** | **£518.32** |
| HMRC | Income Tax – (6th Feb – 5th Mar 2022) | £76.98 |
| Village Hall | June PCM | £15.00 |
| SLCC | Planning Reform | £18.00 |
| Water Plus | Hemplands Allotment | £16.56 |
| Bay Tree Joinery | Finger Posts | £347.40 |
| Bay Tree Joinery | Lower finger posts | £237.60 |
| McCracken & Son | Grass Maintenance | £609.60 |
| Mark Farmer | Installation of finger posts | £96.00 |
|  |  |  |

1. **Hailey Parish Council bank balances**

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| --- | --- |
| **To 5th June 2022** |  |
| Unity Trust Current Account | £25,267.88 |
| Unity Trust Deposit account | £28,718.13 |
| COIF Public Sector Deposit Fund | £35,000.00 |
| Allotments for Labouring Poor |  |
| Allotments for Labouring Poor COIF deposit account | £18,800.00 |

1. Correspondence received
2. Other Items to Note
3. Comments from Members of the Public

1. Dates of Parish Council meetings 2021-22:

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

**Clerk to the Council**

**Tracey Cameron**

*(i) Any member arriving after the start of the meeting is asked to declare personal interests as necessary as soon as practicable after their arrival even if the item in question has been considered. (ii) With the exception of the circumstances listed in paragraph 9(2) of the Local Code of Conduct for Members, a Member with a personal interest also has a prejudicial interest if it is one which a Member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Member's judgement of the public interest. In such circumstances, the Member must withdraw from the meeting room, and should inform the Chairman accordingly. (iii) It is not practical to offer detailed advice during the meeting on whether or not a personal interest should be declared or whether a personal interest should also be regarded as prejudicial.*