

Hailey Parish Council
October 2022 Agenda

To: All members of Hailey Parish Council

You are summoned to attend the **Meeting of the Parish Council on 10th October 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.
3. To receive the **Minutes of the Parish Council Meeting dated 8th August 2022**
4. **Matters arising from the minutes**
5. **Comments from Members of the Public**
6. To receive update reports from **West Oxfordshire District Council and Cllr Liam Walker, Oxfordshire County Council.**
7. **Poppy Wreath**
8. **Woodgreen – Update from the Clerk**
9. **Planning: To receive an update report (Giles Doland)**

a) **Planning applications received:**

Ref no:	Address	Proposal

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)	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

c) **Decisions made:**

Ref no:	Address	Proposal	PC Decision
22/01443/HHD	Hollywell Cottage New Yatt Lane New Yatt	Erection of two storey and single storey extensions, replacement open sided entrance porch, detached double garage and detached annexe comprising carer's accommodation and hydrotherapy pool. Replace existing 1.6m high entrance gates with new 1.8m gates.	APPROVED

10. Staffing Policy – Terms of Reference (Cllr Ann Gibson)

11. Village Hall (Cllr Ann Gibson)

a) Village Hall Management Committee

12. New Village Hall (Cllr Graham Knaggs)

a) To receive the notes of the meetings of the New Village Hall Working Group.

b) Architect Selection

The Working party has interviewed all of the architects who responded to our invitation to tender. Their recommendation is that Architect C – SWA Architects of Eynsham – should be selected by the Parish Council as the architect to take us forward.

c) Feasibility Study

It is recommended that the Parish Council ask SWA Architects to develop a Feasibility Study to consider the three options already agreed by the Parish Council:

1. Build a new village hall & pavilion
2. Refurbishment of existing village hall & pavilion
3. Reuse and refurbishment where practicable & new build where required.

Any costs arising from the above Feasibility Study-related activity will be covered by existing budgeted funds.

d) Costs

It is also recommended that the Parish Council authorise an initial spend of up to £1,000 towards architects and consultancy fees to develop the above.

e) Problem Solving

The Group has begun a problem solving process provided by Andy Smith which is intended to cover the following Village Hall related issues:

Problem statement - Desired End State - Options - Solutions – Implement

Next meeting - TBA

13. To receive a Neighbourhood Policing Report (Cllr Andy Smith)

14. Amenities (Cllr Ann Gibson)

a) Playground

- Regular Inspection
- RoSPA report and proposals for addressing the findings (summary report to be sent out with PC written report)

b) Update on installation of defibrillator at New Yatt (Giles Doland)

15. Highways and Traffic: To receive update reports. (Cllr Andy Smith)

16. Update on Flooding Working Group (Cllr Andy Smith)

17. Environment (Cllr Michael Drew)

a) Burial Ground

b) Footpaths

c) 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

d) Quote from Climbing High re removal of Purple Cherry

18. Allotments (including Allotments for Labouring Poor Charity) ALP:

- a) Update on request to purchase strip of land or an easement along Priest Hill Lane adjoining Giernalls Triangle by Leda Properties.
- b) Update
- c) Recent Inspections
- d) Rent Demands

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- e) Proposed change from payments in arrears to payments in advance
- f) Proposed rent increase for 2023 to 2024
- g) Proposed adoption of National Allotment Society rules (previously circulated to Parish Councillors)

19. Parish Emergency Plan (Martin Crow)

20. Risk Management scheme – Clerk to circulate

21. Asset Register – Clerk to circulate

22. Debit Card – Clerk to complete the application form

23. Finance and Administration:

(a) Half Yearly Accounts

(b) Payments received September:

COIF	Public Sector Deposit	£48.03
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(c) Payments Received October:

HMRC	VAT Refund	£697.21
WODC	Precept	£18,050.00

(d) Accounts payment September:

Tracey Cameron	Clerk's Salary	£643.40
	Expenses/Allowance	£61.47
	Total:	£705.14
HMRC	Income Tax 6 Jul – Aug 22	£81.00
HMRC	Income Tax 6 Jun – 5 Jul	£63.25
Hailey Village Hall	Parish Council Meeting	£15.00
Hailey Village Hall	Parish Council Joint Meeting	£15.00
Water Plus	Water Supply	£299.30
National Society for Allotments	Membership	£66.00
McCracken	Cut 4 – Burial Ground	£552.00
ROSPA	Play Area & BMX Track Inspection	£218.40

(e) Accounts for authorisation and payments October

Tracey Cameron	Clerk's Salary	£530.72
	Expenses/Allowance	£18.78
	Total:	£549.50
Church	Grant	£1000.00
RBL	Grant	£100.00
Moore	External Audit	£240.00
McCracken	Grass Cut August	£609.60
Village Hall	Joint Meetings 18 & 25 July	£30.00
Village Hall	Joint Meeting 15 August	£15.00
Netwise	Website update	£238.80
Water Plus	Allotments Water	£40.54
HMRC	Tax & National Insurance	£46.75
Unity	Service Charge	£18.00
McCracken	Grass Cut September	£456.00

(f) Hailey Parish Council bank balances Sunday 2nd October

To 1st July 2022	
Unity Trust Current Account	£31,064.38
Unity Trust Deposit account	£28,786.88
COIF Public Sector Deposit Fund	£35,000.00
Allotments for Labouring Poor	£
Allotments for Labouring Poor COIF deposit account	£18,800.00

(a) Review the Football Club Lease & Match Fees

24. Correspondence received

25. Any other business

26. Comments from Members of the Public

27. Dates of Parish Council meetings 2021-22:

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.