

Hailey Parish Council
March 2023 minutes

To: All members of Hailey Parish Council

Meeting of the Parish Council on
13th March 2023 at 7.30pm at Hailey Village Hall

The agenda is as follows:

1. To receive apologies for absence: Cllr A Gibson, T Cameron (Clerk).
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.

None

3. To receive the Minutes of the Parish Council Meeting dated 13th February 2023 Accepted

4. Matters arising from the minutes.

Proposed Solar Farm between Poffley End/New Yatt

Cllrs Knaggs and Crow reported on further discussions following the February PC meeting:

New Yatt residents' consultation

Following the failure of JBM Solar to send letter to all residents, new letters were sent out during w/c 27th Feb. The deadline for responses has been moved to end of w/c 13th March.

Twin fields either side of New Yatt Road

JBM Solar are 99% certain that they'll remove the eastern field of the two fields adjacent to NY Road from the development and convert this field to meadow for skylarks etc. They will probably make up the capacity by adjusting the spacing between solar panels and not by including more farmland in the overall footprint. Access for construction – they are in discussion with Highways on NY Road via the western field.

Footpath (not an official Right of Way)

They intend to introduce a permissive footpath for the life of the project from the NY footpath to Watery lane- linking up with several existing paths. In practice many walkers use this farm access road anyway.

Next Steps

They are aiming to complete their plans next month and submit a request for planning permission. Once planning permission has been submitted and all of the documents are available, they will come to the Parish Council to respond to any further questions / issues- probably at the May meeting.

Suitability of New Yatt Road for several thousand lorry movements during construction

JBM said it should be less than Cllr Crow's estimated 4500 HGV movements but could not quantify how many. Cllr Crow declared that he did not believe the New Yatt Road through N. Leigh and New Yatt is suitable for this traffic.

Landscape buffer in field west of New Yatt Road

They will try and widen the margin from the 5m currently allowed (which for a landscape screening buffer is very small). The canopy of many of the roadside trees is up to 10m, so to place a screen under these will not be successful. In that case they will probably extend beyond the canopy but really didn't seem to realise that there are mature trees along there which has restricted growth of existing hedgerow.

Footpath FP 15

This footpath goes around the north end of solar site they have shown one of the site roads zig zagging across it. JBM agreed that this was wrong and would be changed and also confirmed that site roads will be stone / hardcore surfaced.

The character of FP 15 would be changed by the development and views to south over fields etc will be lost. It was discussed whether it was possible to make a more varied and wider corridor

They have not considered views over site from elevated parts of FP 15 near to Keepers Cottage and are going to look at these.

Educational area / wildflower meadow near to Poffley End

It was discussed whether the is really going to be of any benefit. It has poor access and does not seem well suited as an educational area. JBM asked for ideas on how it could be improved.

Bridleway 12

Also discussed views from Hailey Bridleway 12 at south end of site where solar arrays will be adjacent to and

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above the track – needs a bigger standoff. JBM agreed to look at this.
[The above report was noted.](#)

5. Comments from Members of the Public

A complaint was made that the maps associated with the solar farm consultation were confusing because they focussed tightly on the solar farm area, making it difficult to appreciate its proximity to New Yatt, Poffley End and Hailey.

It was also commented that the development came too close to Swanhill Farm.

A question was also asked whether if JBM made all the changes that had been discussed, the Parish Council would automatically approve it. The answer was ‘no’ with further comment that at the district level a project like this would go to the full planning committee.

It was noted that JBM had been bought by a German company, RWE, in the last few weeks.

6. To receive update reports from West Oxfordshire District Council [currently Cllrs Colin Dingwall and Gill Hill] and Oxfordshire County Council [currently Cllr Liam Walker]

Cllr Walker reported that:

Dry Lane Crawley will be closed between 10th and 21st July- sewer replacement.

Following OCC’s decision to withdraw the ‘spare seats’ scheme on school buses next September, representations have been made by affected residents, District and County Councillors as well as Hailey Parish Council. Pullmans Bus company has offered a bigger bus which could eliminate or reduce the problem but at this stage OCC appear to be reluctant to accept it.

Potholes-the main message is that everyone should continue to report them – preferably on ‘fix my street’.

Elections for West Oxfordshire District Council and Hailey Parish Council will be held on Thursday 4th May.

7. Planning: To receive an update report (Cllr Giles Doland)

a) Planning applications received:

Ref no:	Address	Proposal	Decision
23/00325/FUL	The Old Stables Burycroft Farm Crawley Road Witney Oxfordshire OX29 9TG	Change of use of The Old Stables and associated land from holiday accommodation to a dwelling house	PC – Object Policy H2 is not satisfied here and there is no evidence of non - viability of the property as a holiday let
23/00276/HHD	3-7 Whitings Lane Hailey Witney Oxfordshire OX29 9XG	Erection of two storey front extension	PC - Approve
23/00297/FUL	Moorlands Farm New Yatt Witney Oxfordshire OX29 6TE	Proposed works to Gateway 1 to include setting back new wooden gate and install curved stone wall on either side of entrance with stone piers at location of gate, and to Gateway 2 to include replace gate with new wooden gate and replace post and rail fence on one side with stone wall.	PC - Approve
23/00084/HHD	Clovelly Cottage White Oak Green Hailey Witney Oxfordshire OX29 9XP	Alterations to fenestration, the addition of stone façade to the rear elevation and construction of a replacement dormer	PC - Approve
23/00190/HHD	15 Middletown Hailey Witney Oxfordshire OX29 9UA	Erection of replacement single storey extension and detached garage with home office	PC - Approve

Applications received:

22/03543/FUL - The Old Stables Burycroft Farm Crawley Road Witney Oxfordshire OX29 9TG

Change of use of The Old Stables and associated land from holiday accommodation to a dwelling house

Previous applications to change use or remove restrictive condition have been refused.

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Our previous objection followed previous guidance from West Oxon on the basis of the application received
Previous objection statement was:

HPC objects because it is not appropriate to have full residential status in this location. The PC notes that there have been several applications and revisions of applications on these properties over the last several years. Had the original application been one for a residential dwelling it would have been refused.

However, I have looked at the planning application for the neighbouring property 'The Haybarn' to which the HPC also objected to on similar grounds. In this instance the application's refusal was overturned on appeal and on certain grounds including satisfying policy H2. It was deemed to satisfy this and if this application can be deemed also to satisfy the same policy, then I feel that the HPC should not object as we need to provide consistency and follow precedent.

Discussion in the meeting noted that in the current instance H2 would not be met as there is nothing to show that the proposal leads to an enhancement of the immediate setting of the building, nor is there any evidence of its non-viability as a holiday let.

23/00276/HHD 3-7 Whittings Lane Hailey Witney Oxfordshire OX29 9XG

Erection of two storey front extension

Actually, appears to be a REAR extension. No objection from the neighbour so I recommend that we do not object.

23/00297/FUL Moorlands Farm New Yatt Witney Oxfordshire OX29 6TE

works to 2 gateways – both gates are set back from the road – I can't see anything to object about.

23/00084/HHD Clovelly Cottage White Oak Green Hailey Witney Oxfordshire OX29 9XP

Alterations to fenestration, replacement dormer

Essentially replacement of existing but with some changes – cannot see any grounds for objection.

23/00190/HHD -15 Middletown Hailey Witney Oxfordshire OX29 9UA 23

Erection of replacement single storey extension and detached garage with home office.

Not against a neighbour's boundary. I can see no reason to object.

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
23/00045/HHD	3 Delly Close	Alterations including erection of single storey, first floor and two storey extensions	PC – No objection WODC – Under Consideration
23/00094/FUL	Aspley House Wood Lane Hailey	Alterations to roof and fenestration changes to existing dwelling along with demolition of garage. Construction of a new dwelling and associated works.	PC comment Regards to the materials that are being used. Elevation view from the road doesn't show the houses in the right. WODC – Under Consideration

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23/00172/HHD	Greystones Church Lane Hailey	Replacement of existing 'linking' conservatory with single storey infill extension	PC – No objection
c) Decisions made:			
22/03298/HHD	Tall Trees Middletown Hailey	Removal of side extension, part conservatory, demolition of existing garage. Erection of two storey side extension, reconfiguration of rear facade with new doors and windows, erection of front gable extension to facilitate loft conversion, addition of dormer window to front of roof.	APPROVED
22/03461/HHD	Furchalay New Yatt Lane New Yatt	Loft conversion including alterations to roof with two storey side extension to replace existing garage, single storey rear extension to replace conservatory and single storey front extension with canopy over front entrance. Associated external, works to accommodate additional parking.	APPROVED
22/03327/FUL	Singe Wood Stables White Oak Green Hailey	Conversion of stables into two bedroom living accommodation for letting purposes.	REFUSED
22/02740/FUL	Land North of A4095 At E437664 N211817 North Leigh Oxfordshire	Erection of a single storey dwelling with attached kennel, office and kitchen building along with construction of a kennel block all to be used in association with the existing dog training facility	REFUSED
22/03543/FUL	Windyridge Crawley Road Witney	Demolition of existing bungalow and construction of new detached dwelling and double garage.	REFUSED

[Regular reports/updates from Cllrs]

8. Village Hall Management Committee (Cllr Ann Gibson)

a) Update

The VPMC are happy to discuss the positioning of the defibrillator, the cost of which is to be covered by the PC. Main VPMC concerns currently are energy costs and work that may be required following the regular fire safety assessment. Hall bookings have slowed, especially for children's birthday parties where bouncy castles are involved. These are no longer possible due to the lower height the new false ceiling. The fund-raising quiz held on 5 March was very successful. The VPMC fund raising event, Easter Bingo- will take place on 25 March. The VPMC AGM will be on 22 May. Cllr Gibson has advised the VPMC that a new PC nominated Trustee will be appointed.

[The above report was noted](#)

9. Highways and Traffic, including SpeedWatch and VAS (Cllr Andy Smith)

a) 20 mph consultations (deferred from February meeting)

There have been two consultations so far on the question of reducing the 30mph speed limits through the villages to 20mph. A proposal to hold a third consultation was not seconded so was not put to a vote.

A proposal to recommend implementation of 20mph in most of the 30mph areas* in the villages to OCC was agreed.

*The area is set out in the map accompanying the second consultation.

[Action: The Clerk is asked to advise OCC of the above decision](#)

b) Road closures

- i. Giernalls Road was closed recently because of a gas main failure.
- ii. There will be traffic restrictions in New Yatt Road at the end of April.
- iii. Church Lane will have restrictions between 24 and 26th April – water main.
- iv. Wood Lane will have restrictions between 17 and 19th May.

c) VAS's not working – the Clerk has been in touch with the providers, but nothing has happened. Cllr

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Smith has asked the Clerk for copies of emails so he can chase.

10. Neighbourhood Policing (Cllr Andy Smith)

Nothing to report.

We are looking for more Neighbourhood Watch members. Contact is Pam Simpkins

11. Flood Working Group [when appropriate] (Cllr Andy Smith)

The OCC contractors were passing Delly End on 21st February with some spare time, so they cleared the gullies between Delly Close and the main road.

12. Amenities – Playground (Cllr Ann Gibson and Cllr Martin Crow)

a) (a) Routine playground inspection

A short visual inspection was carried out on 25 February, followed by an extended inspection, carried out on Friday, 10 March. Reports were sent to the Clerk. There were no items of significance that require attention.

b) (b) Maintenance Work

Update on ROSPA work for specialist contractor – following the PC's approval, the contract for the RoSPA work has been awarded to the specialist playground contractor, RPM, for £7,820. RPM will advise the Clerk of the start date for the work.

c) (c) Routine maintenance/cleaning work

Cllr Gibson has met with Kevin Souch, of KLZ Home and Garden Maintenance and issued details of the work required- principally cleaning of playground equipment, painting, removal of overgrown hedging, weeding, etc. The work will be done shortly before the school Easter holidays. Kevin Souch has been requested to let Cllr Gibson know if the time required is likely to exceed 5 hours. A copy of the work schedule has been sent to the Clerk for information.

d) (d) Longer term requirements

Discussion on the longer-term requirements of the playground – replacement of items no longer fit for purpose, e.g., the up and over scrambler, continue. Cllr Gibson has contacted Cllr Colin Dingwall regarding the possibility of some advice from WODC.

The above report was noted.

13. Sale of Wood Green (Clerk)

Nothing to report

14. Emergency Plan

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

The electricity connection to the defibrillator location has now been completed and the cabinet installed. Pam Simpkins has the defibrillator, but it needs replacement pads and a battery.

Action Pam Simpkins to advise the Clerk what to order to enable the defibrillator to go live.

15. ENVIRONMENT

a) Burial Ground.

No burials have taken place since our last meeting.

b) Footpaths-

Breach Lane – Bridleway No 34- update (was F?P 3)

Following email received from Laurence Smith of OCC confirming that the points Hailey PC had raised in objection to the ruling by the inspector on Hailey Bridleway No 34 Modification Order (ie, the cul-de-sac bridleway), regarding future management issues, are not matters relevant to the question as to whether or not public rights subsist, so they cannot (and will not) be taken into account.

On this basis and in order to avoid costs being awarded against the PC in any future Public Inquiry, our objection has been withdrawn.

c) Grass Cutting

The Clerk confirmed at the last meeting that she had asked our Contractors to add Middletown to the contract for 2023

d) No Mow May

There will be a consultation of Delly End residents on the proposal to cease mowing the Delly Green grassed areas until after the month of May. The Parish Council will decide on any action at their April meeting.

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e) Tree Survey

The Clerk was asked at our last meeting to seek quotes for this to be done.

f) Other

Following the removal of the Thorn tree in our paddock in Poffley, End, a section of the roadside stone wall was identified as needing repair and a contractor appointed. Who has since been contacted and reminded. Council agreed to carry out the repairs and improvements to Delly End signpost, as proposed by Pete Heritage, and, and he agreed that he would carry them out in the near future. And he has since been contacted and reminded.

Following the report from the Churchwarden to Councillors re the work being carried out in the Churchyard, and the availability of a Tawny Owl nest/roosting box.

It was resolved to accept this request to erect a Tawny Owl nest/roosting box in the Old Burial Ground. It was also pointed out that the old burial ground is owned by the Oxford Diocese and permission should also be sought from them.

g) Footpath 5

Complaints have been received that a stile has been removed and that the footpath is blocked and difficult to use.

Action: The Clerk is asked to write to OCC to complain about the blockages.

16. Village Hall Facilities (Graham Knaggs)

(a) Update on work of the Village Facilities Working Group

A second Consultation was held on Sunday 12th March. A presentation was made on indicative costs and funding options for a number of scenarios.

The third Consultation is provisionally scheduled for Sunday 2nd July. It is anticipated that this consultation will be an exhibition style with layouts of sketch plans etc.

A call was made for additional volunteers to come forward to become members of the Working Group.

17. Allotments (Cllr Ann Gibson and Cllr Martin Crow)

a) HPC—Hemplands

- i.** Update, management of vacant plots, collapsed boundary wall – Cllrs Gibson and Crow continue to improve the management of the allotments, particularly at Hemplands. Meetings have taken place with Graham Franklin and also Paul Marsh of Oxford Garden Design as to the best method of clearing and keeping clean the half a dozen vacant plots at Hemplands.
- ii.** A discussion took place with Mr Philip Harris, the tenant of Plot 33, who agreed to plough and chain 4 of the vacant plots. It was agreed with Mr Harris that in exchange for this work his rent for Plot 33, £49.19 for 2023/24, would be waived. Mr Harris is willing to carry out additional ploughing if required.
- iii.** Several people have failed to respond to rent demands and their plots are being taken back. Two applicants came forward after a further advert in the Hailey Herald. They are in the process of signing up. The current number of vacancies at Hemplands is approximately 6 – to be updated by the Clerk at the meeting.
- iv.** A quote has been received for repairing the two collapsed sections of the dry-stone boundary wall, a retaining wall, between Swan Hall Lane and the Hemplands allotments. Further quotes are being sought.
- v.** The water remains turned off for the moment. All tanks are full of rainwater. Meter readings are being submitted to the water companies regularly and payments will remain in credit for some time as a result of earlier mis-readings.
- vi.** Cllrs Crow and Gibson have now completed the work at Hemplands so that all plots have been measured; a plan showing each plot has been produced; every plot has a wooden numbered marker at each corner; the new turfed path put in last Autumn is in very good shape; rents have all been rationalised and rent proposals for 2023/24 have been established; the first of the seasonal inspections by Cllrs Gibson and Crow will take place in April or May. A date has yet to be arranged.
- vii.** Proposal- Letting of plots at Hemplands has proved problematic for some time. The current rules only permit letting to residents within the Hailey Parish. A non-resident has requested a plot. The applicant has a connection with Hailey – his wife cleans the church here; he and his wife help with the regular clearance of the church yard; he has also cleaned the war memorial. Cllr Gibson, supported by Cllr Crow, proposes that the criteria for letting allotments

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are extended to non-residents with a connection with or make a contribution to the village. In this case, it is proposed that the applicant concerned is asked to produce a letter in support of his contribution to St John's church and that, if a tenancy is agreed, this is held only for a limited period. The tenancy would have to be given up after that period should a waiting list of residents arise. The limited period could be between 3 and 5 years.

b) ALP – Poffley End

Update, management – There is very little to report about the Allotments for the Labouring Poor site. There are no vacant plots. Markers have been placed at the corners of each of the allotment garden plots. As with Hemplands, the water supply is off and meter readings are submitted regularly to be water company.

c) Other Parish Council land matters- Nothing to report.

It was resolved to extend the criteria for applications for allotments to non-Hailey residents with a connection with or contribution to the village. Any such application must be accompanied by a letter of support demonstrating the connection or contribution to the village. The granting of an allotment to non-Hailey residents can only be offered where there is no waiting list and when there is more than one vacant allotment and shall be for a limited period only if a waiting list of Hailey residents develops. All applications to be considered by the Parish Council.

The above report was noted.

18. Policy reviews (All Cllrs)

Standing Orders – **Agreed and adopted**

FOI Scheme – **Agreed and adopted**

Risk Management Scheme – **Scheme was reviewed in November 2022. This wording to be submitted to April PC meeting**

Complaints Procedure – **Agreed and adopted**

Equal Access Policy – **deferred to April meeting**

Social Media Policy – **Agreed and adopted**

19. Staffing Committee –The Staffing Committee has now completed its work around the role of the Clerk and will put forward a policy document on this for the April PC meeting.

20. Finance and Administration:

(a) Payments received:

Received from	For:	Amount
Public Sector Deposit	Interest	£103.34
Hailey Football Club	Standing Charge & Football Matches	£400.00

(b)Accounts for authorisation and payment: (Invoices circulated in advance – available for inspection)

Payee	For	Amount
Clerk	Net salary	£672.95
	Expenses	£44.78
	Total:	£717.73
Hailey Village Hall	Parish Council Meeting	£16.50
Scribe	Accounts Software Subscription	£414.72
OALC	Membership 2023/24	£252.34
Cllr A Smith	Expenses – A5 Leaflets	£38.85
HMRC	6 th Jan 2023 – 5 th Feb 2023 NI & Tax	£64.42

(c) Hailey Parish Council bank balances to 5th March 2023

Account	Balance
Unity Trust Current Account	£38,421.31
Unity Trust Deposit account	£28,880.18
COIF Public Sector Deposit Fund	£35,000.00

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Allotments for Labouring Poor – 31/01/2023	£6,930.29
Allotments for Labouring Poor COIF deposit account	£18,800.00

21. Correspondence received:

- College Farm Shop

A resident complained that Common Leys college had recently opened a Farm Shop and was concerned that there would be an unacceptable increase in traffic through Pofley End. However, on investigation it was clear that the Farm Shop has been operating for at least five years.

- Churchyard Grass Management

The report from the churchwarden, Robin Carr on management of the churchyard has been circulated to Councillors.

22. Other Items to Note

[Coronation leaflet insert in the Hailey Herald](#)

[Cllr Smith will create this leaflet for inclusion in the May HH.](#)

[Agenda with written reports.](#)

[It was resolved to terminate the creation of the above agendas. This activity commenced to facilitate Covid induced zoom meetings of the Parish Council. Councillors are encouraged to create and circulate reports on their areas of responsibility to all Parish Councillors prior to meetings.](#)

23. Comments from Members of the Public

Noted that the minutes of the last meeting had still not been published on the web site.

24. Any other business

25. Dates of Parish Council meetings 2023:

Monday 17th April

Monday 15th May

Monday 12 June *

Monday 10th July

Monday 14th August

Monday 11th September *

Monday 9th October

Monday 13th November

Monday 11th December *

* denotes Joan Smith Educational Charity meetings

Graham Knaggs

Chairman

Note: Clerk was unable to attend this meeting

(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.