

## Meeting Minutes

**Present:** Chair: Paul Weaver, Councillors: George Stephenson, Bryony Johnson, Derek Burrows, Clerk: Sarah Burrows

**Apologies:** Councillors: Chris O'Malley, Mark Hiles

**Code of Conduct:** The Chair reminded Councillors of the code of conduct requirements under the Localism Act of 2011

**Consideration of Dispensations:** None

**Approval Meeting Minutes:** Council approved the minutes of the April 2025 meeting

**Finance:** No update due to Parish Clerk changeover

**Planning:** Ref: 25/01175/TCA Plotten Cottage, Orchard Lane. Application for tree works. The council have no objections.

**Deferred:** Ardley Rail Freight Terminal – no update

Village Parking – no update

Fibre Broadband – ongoing project

**Any Other Business:** The PC have agreed to the subscription to Xero Accounting Software

**New Business:** 2025/26 Planning; village objectives

Parish Event Calendar

Village Hall Charities Commission

**Dates of Next Meeting:** 22<sup>nd</sup> May (AGM & APM), 12<sup>th</sup> June, 17<sup>th</sup> July, 11<sup>th</sup> September,  
9<sup>th</sup> October, 20<sup>th</sup> November

# Upper Heyford Parish Council

🏠 **Location:** UH Village Hall  
📅 **Date:** 15<sup>th</sup> May 2025  
🕒 **Time:** 7:15pm – 10.00pm

## Action Items

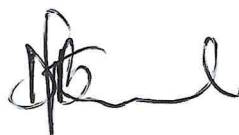
Action items	Owner(s)	Deadline	Status
Allens Lane drainage/car park	Mark Thielke	TBC	Mark to update the council on next steps
Reading Room Parking signage	Derek Burrows	ASAP	Councillors agreed the wording and approved of the costs. Sign to be ordered and erected.
S106 Allocation/ phase 1 traffic mitigation funding	Parish Council	12 <sup>th</sup> June 2025	Jo Allen & Cllr Gareth Epps to attend the next PC meeting with an update
HUH Update	Paul Weaver	22 <sup>nd</sup> May 2025	Update to be presented at the UH PC AGM
Village Ground/ Tree Maintenance	Sarah Burrows/ Chris O'Malley	12 <sup>th</sup> June 2025	Confirm with Green Scythe the PC's approval of the addition work required. Chris O'Malley to gain an additional quote for maintaining the lime trees on High Street.
MCNP potential development site	Parish Council	Completed	TPO in place for Oak tree. Awaiting TPO for Sycamore tree.
Blandford Fly	Sarah Burrows	30 <sup>th</sup> May 2025	Too late for any action for this year, follow up with Steeple Aston PC to see what was put in place and how we can join in next year.
Mill Lane Noticeboard	Derek Burrows	Completed	Noticeboard has been delivered and will be put up shortly.
Football Pitch	Mark Hiles / Chris O'Malley	Ongoing	Agreed hire to Heyford Park FC. Chris O'Malley to apply for lottery funding to upgrade the facilities.
Nipikin Cottage	Sarah Burrows	Ongoing	Gain a status update from occupier.
Village Solar Panels	Sarah Burrows	Current quarter	Guidance to be included in the next edition of the Valley News
Reading Room	Jo Allen	Ongoing	Awaiting update
Puy De Fou	Parish Council	26 <sup>th</sup> May 2025	Respond to Bucknell PC request for feedback

Sarah Burrows, Clerk to the Council  
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Signed



Paul Weaver, Chair



Sarah Burrows, Parish Clerk