UPPER HEYFORD Parish Council
Upper Heyford Village Hall
Somerton Road
Upper Heyford OX25 5LB
www.upperheyfordpc.org.uk
parishclerk@upperheyfordpc.org.uk

To Members of the Upper Heyford Parish Council

You are summoned to attend the Upper Heyford Parish Council Meeting to be held on the 12th November 2026 at 7.15pm at The Upper Heyford Reading Room

Sarah Burrows

Clerk to Upper Heyford Parish Council

5th November 2026

Meeting Agenda

Code of Conduct:

Consideration of Dispensations:

84) Public Forum – limited to 15 minutes

85) Approve Meeting Minutes from the Parish Council Meeting on the 8th October 2026

86) Heat Upper Heyford Solar Panel Project

87) District Council Update

88) Amenities Committee Update

89) Finance:

a. Submit purchase invoices for Council approval
b. Review Transactions Report
c. Review spend against budget
d. Review Bank Reconciliation report
e. Review 2027-28 budget proposal

90) Planning: Review planning applications

91) Clerks Report:

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92) Biodiversity

93) Deferred

94) S106 Update

95) Community Led Plan

96) Parish Council Events

97) Review Outstanding Action Items

Action Items

Action items	Owner(s)	Deadline	Status
Nipperkin Cottage	Bryony Johnson	Ongoing	Contact a solicitor to obtain a statutory declaration to enable the PC to register the site with the Land Registry. Finding a solicitor willing to take on the work has been challenging, we have a new contact to follow up with. Sarah to send Bryony the legal contact she has been discussing this with for follow up, a letter to Nipperkin Cottage is to be sent to confirm that this is still a work in progress and that the PC still believe the land belongs to them. 9 July Cllr Johnson has followed up with a solicitor asking if they will take on this case. No response from the solicitor, Bryony will chase.
Reading Room	Bryony Johnson	ASAP	Damage to the roof, missing tiles. Bryony to manage the contractor for repairs. Bryony to continue to chase the contractor for an update. The contractor will be on site w/c 12th October 2026
Village Hall parking Extension	Sarah Burrows	Ongoing	Source quotes for a supplier of ground reinforcement paving. Initial quotes are in the region of £30k plus, now investigating a tarmac finish and gravel squares for cost comparison.
Playground Repairs	Mark Hiles	8th October	Liaise with the playground maintenance company to identify costs of repairs to support the items identified in the playground inspection, look into adding metal struts at the bottom of the wooden supports to protect the equipment against damage from strimmers. Cllr Hiles is meeting with the supplier on the 10th October 2026.

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UHPC CALENDAR 2026-27

NOVEMBER	
21	Christmas Fayre
DECEMBER	
13	Carols
2027	
JANUARY	
14	PC Meeting RR
FEBRUARY	
11	PC Meeting RR
24	CLP Update & Village Friendship Evening VH
MARCH	
11	PC Meeting RR
APRIL	
8	PC Meeting RR
21	Annual Parish Meeting VH
MAY	
2	May Day Fun Day
13	Annual Meeting of the Council RR
JUNE	
10	PC Meeting RR

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JULY	
8	PC Meeting RR
AUGUST	
28	Upper Heyfest
SEPTEMBER	
9	PC Meeting RR
OCTOBER	
14	PC Meeting RR
NOVEMBER	
6	Village Fireworks
7	Remembrance Day
11	PC Meeting RR
DECEMBER	