

UPPER HEYFORD PARISH COUNCIL
Sarah Morgan-Harris, Clerk to the Council,
Appledaune, Orchard Lane, Upper Heyford, Bicester, OX25 5LD
Email: parishclerk@upperheyford.com

Minutes of Parish Council Meeting 20th February 2025 Meeting held at the Village Hall, Upper Heyford

Present: Chair: Paul Weaver, Councillors: Derek Burrows, Chris O'Malley, Mark Hiles, Bryony Johnson, George Stevenson

Apologies: Parish Clerk: Sarah Morgan-Harris

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

1. Consideration of Dispensations: None

Approval of Minutes: Council approved the minutes of the January meeting.

2. Standing Agenda Items: None

3. Public Liability Review: Lime Trees, High Street require some maintenance work, quotations are needed as well as a check with Highways authorities regarding a cost contribution. It was noted that the scaffolding erected on Shop House had not been notified via Council. Clerk to check notifications.

4. Public Forum: None

5. Matters Arising:

a. **Allens Lane** —Since the PC agreed to the funding request to improve the sluice in Allens Lane. There has been no further update

b. **Damage to pylon, The Green** —It has been confirmed that this is scheduled for repair, but a date hasn't been confirmed as yet but likely within the next 4-6 weeks.

c. **Parking Signage, The Green** —The project has been restarted and new sign wording to be circulated for review again.

d. **Traffic Calming/S106 money** —Jo Allen has been in contact with Cllr Ian Corkin regarding accessing the funds. The previous plan and costings have been resent for consideration. There is no further update to date.

e. **Heat Upper Heyford** — Some successful meetings have taken place and the heat camera is currently being utilised and passed around the village. There has been good feedback along with a good take up of materials. Reimbursement for materials purchased to date will be made when invoices have been received from HUH.

f. **Somerton Rd Trees** — Being planted on 12th March. Somerton Road residents have been communicated regarding the works.

g. **Neighbourhood Plan** —Cllr Weaver to make a response supporting MCNP and questioning the CAT B village designation.

h. **Cemetery fountain water** —Awaiting SSEN. Signs received and to be fitted to notify that it is not drinking water.

i. **Green Scythe Contract** —Cllr Burrows to liaise with Nigel at Green Scythe with a view to obtaining quotes to include other areas of the village. Ongoing

j. **Speeding in the Village** —Continue to monitor. The PC to send out a call for speed watch volunteers and to check with Jo Allen on status.

k. **Reading Room Maintenance** —Andy Stiffle has been to take a look and says that minimal repairs to the roof are

l. **25 Bus Route** —The PC have urged everyone who uses this service to keep a log of any issues with the reliability along with sending a letter from the PC to report issues as a group and how it can be resolved. Still ongoing and the PC are monitoring the situation. There have been no reports to date.

m. **MCNP Development Site** — Upper Heyford are now a Category B village (eligible for village development) within the proposed local plan. OCC have confirmed that they would be interested in promoting the site for development potential. PC will continue to work with them to find the best options.

n. **Blandford Fly** —No update — Clerk to respond asking for further information on costs.

o. **Clerk Vacancy** —A finance review is currently underway. Job description to be distributed to interested parties.

p. **Village Green fence repairs** —To be repaired Sunday 23rd February.

q. **Village Hall, dogs on leads signs** —Signs to be placed Sunday 23rd February.

r. **Mill Lane noticeboard** —Still awaiting quotations.

s. **Cleanslate and Citizenad Advice funding request** —The PC have considered that a donation is not appropriate, but can offer facilities if required.

t. **Spring Clean 2025** — Current Clerk to organise the Spring Clean 6th April.

6. Correspondence:

7. **New Business:**
8. **Current Financial Position:**
HUh/Draughtbusters payment to made asap
9. **Planning:**
The council noted that a Mill Lane property has had solar panels installed. No planning permission applied for. PC to write to the resident to remind them that they should apply for planning permission for any such installations within a conservation area.

10. **Deferred Item Review:**

Ardley Rail Freight Terminal
Village Parking
Puy De Fou
Fibre broadband
Nipikin Cottage
Football Pitch Hire/FA Funding
Village/Community Orchard
Strategic Rail Freight Terminal

11. **Any Other Business/Discussion Items**

None

There being no further business, the meeting adjourned at 21:00

Meeting dates: 13th March, 10th April, 15th May, 12th June, 22nd May (AGM & APM), 10th July, 11th September, 9th October, 20th November.

Signed:
Paul Weaver
Chair

