

**Minutes of the Parish Council Meeting held on
Monday 7th September 2015, 7.30pm at the Village Hall**

Present: Cllrs: G Knaggs (Chairman), A Smith (Vice Chairman), K McConville, N Moglia, M Davies, D Musson, P Lakey, Parish Clerks: K Doughty and L Wilkinson and 20 members of the public.

1. **Apologies for absence:** None
2. **Chairman's Remarks.** The Chairman explained that there was a large agenda so, as chair, he would keep on top of timings. The new parish clerk, Lisa Wilkinson, was welcomed and the outgoing clerk, Katherine Doughty was thanked for her work.
3. **Appointment of Parish Clerk/RFO: To welcome Lisa Wilkinson. (Cllr Graham Knaggs)**
See above
4. **Contributions from members of the public (excluding planning matters).**
No items were raised.
5. **Declaration of interests:** Cllr Lakey regarding the planning application for Saddler's Arms; Cllr Davies regarding the West Oxfordshire Local Plan.
6. **To receive the Minutes of the Parish Council Meeting dated 10th August 2015.** It was resolved that the minutes are accepted and signed by the Chairman.
7. **Matters arising from the minutes.**
No matters were raised.
8. **Contributions from members of the public regarding planning applications.**
Peter Collingridge from Poffley End spoke on behalf of other residents as well. He objected to the development of the site for the following reasons: 1) Hailey Conservation Area. 2) Poffley End is a separate community to Hailey. 3) The development is against policies OS2, H2 of West Oxfordshire District Council's 2031 Local Plan. 4) The land is vital open space and gaps are integral to the rural nature of the hamlet.

Saddlers Arms – there was a query about the meeting room on the planning application. It was stated that the building would be too dominant to the front of the building line. Also a wooden building would be out of character for New Yatt. There was also a query regarding conditions of the Asset of Community Value. Not all plans are on the planning portal.
9. **Planning:** To receive an update report. (Cllr Karl McConville)
 - (a) **Planning applications received:**

Ref.No.	Address	Proposal	PC Decision
15/02769/OUT	Land Between Chapel Lane And Poffley End Hailey	Outline residential development for 6 dwellings.	Although residents recognise the need for housing, need to balance it with conservation. There is potential for flooding. Object on the same grounds as Mr Collingridge above. Agreed unanimously.

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15/03001/HH D	6 Delly Close, Hailey	Proposed two storey side extension.	Substantial extension. Overshadow neighbouring property & garden, dormer windows (out of character with other properties in the area), parking concern for local residents, look of house with wooden cladding – out of character with neighbouring properties. Object. All agreed.
15/03030/FUL	Trinolly, Delly End, Hailey	Erection of outbuilding.	No comment.
15/03162/FUL	The Saddlers Arms, New Yatt Lane, New Yatt	Change of use and conversion of Public House to dwelling and extension to form Granny Annexe, erection of outbuilding to form Pilates Studio and meeting room.	Cllr Lakey left the room following her declaration of interest. Asset of Community Value order is on the location which preserves its use as a public house and currently remains in position for 5 years. As an ACV is in position change of use is objected to. An application can be submitted if it is considered that the pub could still continue in consideration of the application. Object The studio is poorly sited being too close to the road and is too large. 3 for, 1 against, 2 abstentions. Carried.

(b) **Decisions outstanding:**

Ref.No.	Address	Proposal	PC Decision
15/02665/HHD	Wychwood Cottage, Poffley End	Erection of single storey extension to replace existing garage.	Comment only.

(c) **Decisions made:**

Ref.No.	Address	Proposal	Decision
15/01640/HHD	Oakdene, Whitings Lane, Hailey	Remove existing single storey garage and store building and construction of a new two storey extension.	PC - No comment. WODC – Approved.
15/01870/RES	Southdown Farm, Crawley Road, Witney	Erection of an agricultural workers' dwelling with associated garaging, landscaping and access.	PC - No comment. WODC – Approved.

10. Neighbourhood Plan: To receive an update report on progress. (Cllr Graham Knaggs)
Cllr Knaggs brought copies of a flyer that he is distributing to Hailey residents. The flyer explains what a Neighbourhood Plan is and asks the residents questions about their views of Hailey.

11. To consider a draft list of community projects for funding under S106 (Planning Obligations) of the Town & Country Planning Act 1990. (Cllr Graham Knaggs)
This is money from the Community Infrastructure Levy, a planning charge to help local authorities deliver infrastructure to support the development of their area. To be put on October agenda.

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- 12. To receive an update on WODC's Local Plan and Inspector's questions.** (Cllr Graham Knaggs)
Gill Hill advised that the Plan has been accepted at a Full Council meeting last week. Cherwell District has to re-apply for its Local Plan.
- 13. To receive an update report from Cllr Gill Hill, West Oxfordshire District Council and Cllr Louise Chapman, Oxfordshire County Council.**
Cllr Hill reported that all is quiet at present. The Local Plan has been accepted by the Planning Inspector.
- 14. To receive a Neighbourhood Policing Report** (Cllr Andy Smith).
Cllr Smith summarised the new neighbourhood police update, which is available via TVP's website. The team is still bike marking. The next 'Have your Say' meeting is being held on Saturday 10th October, 10-12 midday at Market Square, Witney.
- 15. Amenities: (Cllr David Musson)**
- (a) **Routine recorded inspection of play equipment and repairs.**
Cllr Musson summarised the routine inspection and the RoSPA Inspection Report (15b). The current overall risk rating for the Recreation Ground is medium and the BMX track is high. There are 6 failures on the BMX area but all items are easily addressable. Recommendations/work required to be discussed with Cllr Musson, Mr Matthews and the Parish Clerk.
- (b) **To consider RoSPA Inspection Reports and note work required according to priority.**
See 15 a.
RoSPA have recommended that the football posts are repainted
- (c) **To consider an increase in standing charge/match fees for Hailey Football Club in accordance with the Budget 2015/16 budget and consider the Club's request for pitch repairs.** (Clerk)

It was agreed that the annual rent for Hailey Football Club will remain the same as last year.
It was noted that the Football Club are responsible for repairs to the football pitch.
- 16. Highways & Traffic Working Group** (Cllr Andy Smith, Chair)
- (a) **Highways:** To receive an update report on outstanding issues.

Oxfordshire County Council has forwarded information regarding the speed survey. This will cost £100 per site survey.
The granite sets which need to be reinstalled on Middletown road have been reported to Fixmystreet.com.
- (b) **Village Gateways.**
The gates will be installed and line painting work arranged upon receipt of the cheque for OCC which is on the agenda for approval. The sum payable to OCC is £88.49 less than previously quoted. It was resolved that the Parish Council proceed with the installation at the amended cost.
- (c) **To draft a response to Oxfordshire County Council's changes to subsidised bus and Dial-A-Ride services consultation.** (See www.oxfordshire.gov.uk/stconsultation for further information).

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Cllr Smith summarised the content of this consultation:

OCC need to save £2.6m and have developed a two part proposal:-

Option 1 to withdraw all subsidised bus services (9% of services are subsidised by OCC).

Option 2 to reduce funding to subsidised bus services and prioritise, where possible, the services most likely to be used by the elderly and disabled.

OCC propose to opt for option 2.

The X9 and 215 services are in the low risk category.

It was resolved that Hailey PC agrees in principle with OCC's proposals, option 2 prioritising elderly and disabled users, whilst also requesting consideration be given to evening and weekend users.

Dial-a-ride: OCC want to end direct funding for this service but would like community transport groups to continue it. The PC has no comment on this part of the proposal.

Cllr Smith met with a concerned resident.

17. **Estates, Footpaths & Bridleways:** To receive update reports. (Cllr David Musson)

(a) **Burial Ground.**

Cllr Musson shall install reservation bricks where necessary.

- WODC have undertaken grass cutting of the meadow.
- Hedges need to be cut at the top of the hedge at the far end.
- Old Burial Ground – wall is now being repaired by Phil Hunt. More stone may be required. It is a larger job than expected due to the tree maintenance contractors knocking part of the wall down.

(b) **Footpaths & Bridleways:** To receive an update report.

- Methodist Chapel: there are piles of earth alongside the Chapel.
- Footpath adjacent to Mr Holcome's garage is blocked.
- Footpaths need to be opened at Occupation Lane, New Yatt Lane to Witney. (It was decided this is not a footpath); New Yatt Road to Madley Park by Flint Cottages. Reference number for this footpath is unknown.

(c) **Priest Hill Lane hedge-cutting.**

Mr. Godfrey has confirmed he will undertake the work as soon as possible within the next 4 weeks.

(d) **Land registration.**

No update

(e) **Grass cutting tender.**

To be put on October agenda

(f) **Sale of Woodgreen to Witney Town Council.**

A letter is being posted to us today confirming WTC's agreement to purchase the land.

(g) **Allotments:**

1.c.i) **Sale of allotment land at Poffley End.**

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1.c.ii) No other offers were received and the sale is now proceeding through solicitors.

1.c.iii) **To consider a request for installation of a 6 x 4ft shed for gardening purposes on allotment plot 4B Poffley End.**

It was resolved that this request be granted, on the basis that the shed is sited as agreed in consultation with Cllr Musson, who will follow up this request

1.c.iv) **To note Poffley End wall repair work is required.**

Phil Hunt has given a verbal quote of £400 to repair the wall. If this quote is confirmed then work may proceed.

1.c.v) **To receive an update report on boundary Wall damage at Whiteoak Green.**
To continue to pursue.

18. Finances

(a) **Payments Received:** None.

(b) **Accounts for Payment:**
Cheques were authorised and signed as follows:

Glasdon UK Ltd	Supply Village Gates	2064.00
Playsafety Ltd	Annual inspection	195.60
Oxfordshire County Council	Road markings work	1499.00
	Installation of Village gates	<u>483.79</u>
	TOTAL	1982.79
West Oxfordshire District Council	May grass cutting	444.38
West Oxfordshire District Council	June grass cutting	444.38
L Wilkinson	Clerk's August salary	173.52
	Les Income Tax	<u>-43.20</u>
	TOTAL	173.52
K Doughty	Clerk's final salary	484.90
	w/c 7 September salary	111.90
	Office allowance	24.96
	Less Tax	<u>-67.20</u>
	TOTAL	554.56
H.M.R.C.	Q2 Income Tax/NI Payment	200.00

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Bank transfers:-		
From	To	£
Hailey Parish Council Burial Ground Account	Hailey Parish Council Community Account	55.55

Financial Information Update

The next quarter's financial information is due to be distributed at the October Parish Council meeting. In the meantime, the current bank balances are as follows:-

Account	Balance as at 28 August 2015 £	Projected reconciled balance (including September cheques) £
HPC Community	7198.25	889.02
HPC Deposit	96.49	96.49
Burial Ground Community	3486.49	3486.49
Burial Ground Deposit	105.94	105.94
ALP Community	2761.93	2761.93

- (c) **To consider approval of amended Section 1 of annual return and note amendments made to Accounts for 2014/15.**
Agreed
- (d) **To consider a grant request by Witney Rotary Club for Witney Hospital transport.**
It was agreed for this to be advertised in the Hailey Herald.
- (e) **To consider purchasing up to £200 of Daffodil bulbs for Hailey grass verges and to invite Hailey Gardening Club to help plant them.**
Agreed. Clerk to investigate

19. Correspondence received

- (a) Resident concerned with dog mess at Wood Lane.
- (b) Household waste recycling centres consultation – consultation can be viewed at www.oxfordshire.gov.uk/waste.

20. Contributions from members of the public.

OCC's waste consultation was discussed.

21. Date of next Parish Council meeting: Monday 12th October 2015.

Meeting closed at 9.20pm

Lisa Wilkinson Clerk

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