

LOWER HEYFORD PARISH COUNCIL

An ordinary meeting of the Lower Heyford Parish Council was held in the Village Hall on Thursday 18th January 2007 starting at 7.00pm

Present:

Mr Alan Humberstone (Chairman)
Mrs Denise Ball
Mrs Robin Hepworth
Mr Peter John
Cllr James Macnamara (CDC) (from Min 112.1)

Mr Roger Bowen (Clerk)

Cllr Tim Hallchurch (OCC) (briefly during Min 98.2)

93. APOLOGIES FOR ABSENCE The Clerk advised of apologies as follows:
a) Parish Councillor Michael Rodgers, who had chosen not to attend in view of the complaint to be considered (see Min 101.4 below) concerning the condition of the highway verge outside his house.
b) Parish Councillor Graham Moore, who had a Fritwell School Governors' meeting. The Clerk pointed out that if Mr Moore did not arrive before the end of the meeting, he would cease to be a Member on 20Jan07 by virtue of having failed to attend a meeting for 6 months, unless the Council wished to exercise its power to approve the reason for this failure, which the Council found not to be appropriate. The Clerk also advised that Mr Moore had been fully informed of this position.
94. MINUTES The Minutes of the previous meeting held on 16Nov06 were agreed and signed by the Chairman as a true record.
95. MATTERS ARISING FROM THE MINUTES It was agreed that all matters arising had been included in the Agenda (*and have been indicated by shading*).
96. DECLARATIONS OF INTEREST Declarations were made as follows:
a) DB (see also (b) below)
i) Min 99.1 – personal – proximity of planning issues site to her residence
ii) Mins 100.4c and 109.1 (Church issues) – personal – member of PCC
iii) Min 105.1 – personal – as required by her registered interest of being the Council's representative on the VHMC
b) Min 101.4 – personal – each of the Members present (AH, DB, PJ and RH) – matter concerning fellow Member of the Council, Michael Rodgers.
97. ENVIRONMENT
97.1 Parish Map
a) 'For Sale' labels for display copies at outlets – It was noted that all display copies had now been duly labelled.
b) Financial Report (Phases 1+2) – The Clerk advised that the current deficit was £404.04.
- 97.2 Valley News-Management Committee meeting 11Jan07 It was noted that the Council had been represented by the Clerk (for Lower Heyford) and Denise Ball (for Caulcott). The Clerk advised that others present had been the Editor (UH) and the incoming (Somerton) and outgoing (UH) advertising managers and the following matters arising were considered as shown:

- a) **Agreed financial support** – It was resolved to accept the Editor’s guideline amount of £300 and accordingly to make provision for this sum in the 2007/8 precept (see Min 100.4a below)
- b) **‘Sub-editors’ for Lower Heyford and Caulcott to pursue actively the provision of copy to the Editor** – It was agreed that volunteers would be sought by way of the Parish News.
- 97.3 **Thames Water-Upper Heyford Sewage Works** It was noted that TW had:
- a) **New fence** – intimated it had no plans to paint the galvanised fence, which it maintained will take on a dark grey appearance with time
- b) **Old concrete posts left lying around the exterior** – see Min P5/161106/1 – duly cleared these away.
- 97.4 **CDC-Celebrating 1,000 Years of Oxfordshire in Cherwell** The Meeting received details of the Oxfordshire Arts Award Fund providing grants of up to £500 for arts based celebratory projects and decided against participation.
98. **PUBLIC TRANSPORT**
- 98.1 **Oxford Canal Partnership (OCC/BW/CDC/Oxfordshire Narrowboats)-corporate style ‘Oxford Canal Line’ train painting-project funding** It was noted the project has been fully funded and that the decorated train should be introduced in April.
- 98.2 **Heyford Station**
- a) **OCC/FGWL station enhancements scheme as set out at Min 117.1-implementation updates** – These were noted as follows:
- i) **Notice-boards (Heyfords Circular Walk information)-matching style BW and LHPC notice-boards** – see also Min 103.1 below – although this had been included in the scheme schedule, OCC has no direct involvement
- ii) **Seating-cast iron benches with wooden slats-1 awaited for southbound platform** – provision delayed
- iii) **Display cases for FGW notices** – still awaiting FGW action
- iv) **New shelters** – the lights within are to be activated shortly.
- b) **Other OCC projects either with FGW or through the Oxfordshire Canal Partnership-updates** – It was noted that:
- i) **Fencing and gardening along B4030 (embankment between pathway to Canal Cottage and Station Road)**
- aa) **Fencing-cast iron post and rail fence to replace damaged concrete post and wire along road footway** – had been duly installed
- bb) **Embankment-planting** – may be restricted to alongside the footway at the bottom
- ii) **Further bench seats for platforms** – an additional bench ordered for northbound platform
- iii) **FGW Customer Information and CCTV renewal programme-inclusion** – surveys to be carried out Jul/Aug.
- c) **Heritage lighting-deferred** – see Min 11.3a(iii) – The Clerk advised OCC had responded to the Clerk’s request for an update by advising they had no plans to replace the lighting in 2005/6, which contrasted somewhat with their earlier position that this had been deferred to 2005/6 subject to the availability of finance, and that whilst this was still a possibility for the future, it was apparent that ‘heritage’ lighting had been effectively ruled out because of the need to meet exacting contemporary Network Rail standards. It was resolved that OCC should be notified that the Council had no inherent interest in non-heritage replacement lighting, unless that was to offer any significant benefit.
- d) **Graffiti-footbridge-proposed anti-graffiti treatment** – It was noted that the use of laminate panels, which have an impermeable surface and closed structure to make them scratch resistant, highly durable and easy to clean, were being considered as an alternative.
- e) **Highway direction signage-Hopcroft’s Holt crossroads** – It was noted that the ‘Heyford Wharf’ and ‘Heyford Station’ signs had received formal OCC Highways approval.

- 98.3 CRUG (Heyford/Tackley faction)-meeting with FGW Regional Manager 03Jan07 It was noted the Council had not been represented at this meeting, largely concerned with timetable matters, at which the following had been the principal issues of specific Council interest:
- a) Rail/bus ticket interavailability – The Clerk advised he had asked the acting Secretary to raise this issue again and, in view of the fact that it did not feature in the Notes of the meeting, that he would ensure FGW did have the matter in hand
 - b) FGW-Sunday Train Service 2007 – FGW was asking for a guarantee against losses of approximately £4,000 (increased from £3,000 in 2006 [see Min 78.1b(i)] in view of a longer period of operation yet to be finalised) and the Council agreed to a request from Oxfordshire Narrowboats for a contribution toward this, with the amount to be established upon consideration of the precept for 2007/8 (see Min 100.4b below)
 - c) Loudspeaker announcements-now too quiet and request made for volume to be turned up again – It was noted that this request had been renewed and the Clerk will endeavour to ensure that the volume is not turned up to the extent that it will again cause nuisance to neighbouring residents
 - d) Next meeting – It was noted that this had been arranged for 16Feb07 at Tackley Village Hall with David Cameron, MP and a representative of the DfT being scheduled to attend.
- 98.4 Kidlington Lynx community minibus service (Kidlington/LH/Bicester) The Meeting considered a letter from OCC, in view of its overall responsibility for the provision of social public transport needs where not met by commercial operations, outlining plans to convert the service to dial-a-ride prior to the expiry of the current funding arrangements at the end of June because of low use. It was seen that the dial-a-ride would be provided on demand, having no fixed timetable, but would be available only to those having disabilities or mobility impairments (such as the elderly) and not to the general public as hitherto. The Clerk advised that there had been no response to his article in Parish News asking for anyone who would be disadvantaged by the change to come forward and it was agreed that OCC would be notified that the Council had no objections to the proposal.

99. PLANNING

- 99.1 Caulcott Farm (D. R. Jones and Son) The personal interest declared by DB (see Min 96a(i) above) above was duly noted. The meeting received and noted the Clerk's email bringing up matters arising from the previous meeting together with *CDC's replies* both detailed below where applicable:
- a) 03/00213/F (erection of new straw building with access including closure of access to South Street and hardstanding)-Condition 11 (implementation of approved landscaping (tree and shrub planting) scheme)-part of originally scheduled landscaping area currently resembling a waste land dumping area
 - i) Clerk's request for action in this respect – *suggestion that some improvement had been achieved through pressure and advice that there was no legal basis for requiring any further landscaping*
 - ii) Environmental and Anti Social Behaviour legislation – The Meeting agreed to the Clerk's suggestion that these remedies could be pursued through CDC
 - b) Relocation proposals – Cllr Macnamara advised (*see note beneath Min 115 below*) that he understood a further meeting between CDC and the Farm management was to take place
 - i) Wood business-proposed location immediately west of The Pits (former quarry site behind the Lower Heyford Road layby) – The Clerk's expression of the Council's interest, but concern about the effect on neighbouring Hill View Cottage was noted and that *CDC had responded to the Farm's proposal in a discouraging way*
 - ii) Entire farm – It was noted that although this had not been specifically raised with CDC, the Clerk believed the Officers had been sceptical about the possibility of locating an acceptable site for this

- c) **Enforcement**
 - i) Clerk's request for Temporary Stop Notice action (immediate effect) – *request refused*
 - ii) **ENF. 8/06-instituted on refusal of 05/02481/F [as detailed at Min 14.1a(iii)]** – The Meeting noted confirmation that reactivation **had** been effected [see Note to Min 86.1c(iii)] and Cllr Macnamara advised (*see note beneath Min 115 below*) that the Enforcement Notice still had not been served.
- 99.2 **06/02212/TCA (raise canopy of oak (*Jubilee*), Market Square, by up to 1.5 metres and clean out crown)-for Lower Heyford Parish Council)** – see Min 75.4 – It was noted the Council had been registered as the applicant in error for Corpus Christi College; that a supportive response had been submitted and that consent had been given.
- 99.3 **06/02407/F+06/02408/LB (86, Freehold Street-demolition of single storey extension and outbuilding and erection of single storey rear extension-erection of two storey dwelling-change of use of covenanted land from agricultural to residential-for Peter North)** It was noted that the Council had raised no objections.
- 99.4 **07/00032/TCA (The Coach House, Church Lane-fell 1 False Acacia-for Mrs Mostyn)** The Meeting received the consultation and agreed that no objections would be raised.
- 99.5 **CDC-Home Extensions and Alterations Design Guide-public consultation draft** The Meeting received the draft together with the Council's response expressing broad approval along with suggestions for a number of minor alterations to the text and the following improvements:
- a) LDF – reference to forthcoming change from Local Plan to be incorporated (so that Guide does not become obsolete in this respect)
 - b) Planning consent needed for internal works to Listed Buildings – 'internal' to be printed in bold (to emphasise little known information)
 - c) **Natural Environment and Rural Communities Act 2006** – see Min 73.4 – new duty to conserve biodiversity to be incorporated
 - d) Loft conversions or roof extensions – to be a specific reference as such in connection with already featured dormer windows and rooflights
 - e) Classified road – to be defined in 'Glossary' section
 - f) DCLG-Planning a Guide for Householders – reference to be incorporated
 - g) Listed buildings and conservation areas – issue of owners not necessarily knowing that their property falls into these categories to be addressed
- 99.6 **CDC-Local Development Framework-Site Allocation Development Plan Document**
- a) Single DPD for the whole District – It was noted that the intention to produce 2 DPD's (Banbury and North Cherwell and Bicester and Central Oxfordshire) had been abandoned in favour of a single document to be unified at the Preferred Options Document stage
 - b) Unified Scoping Report to replace the Banbury and North Oxon Scoping Report Document already produced in draft (see Min 14.9b) – It was agreed that CDC's invitation to comment would not be accepted
 - c) Bicester and Central Oxfordshire Site Allocation DPD – It was noted for information that an invitation to submit sites for inclusion had been received.
- 99.7 **The Barker Report on Land Use Planning** The Meeting received and noted the CPRE summary of the proposals, those of principal interest to the Council being detailed as follows:
- a) Green belts – to be reviewed
 - b) Deemed consent – 'minor' household and commercial developments not to need planning permission
 - c) Environment
 - i) EU environmental legislation – Government to reduce its impact on developers
 - ii) Trees – uniform tree preservation within conservation areas to be re-examined
 - d) Planning appeals – various measures to achieve a speedier process

99.8 Village Design Statement (LH2000-Phase 2) – see Min 78.9/05 – The Clerk advised that in response to his enquiry, team leader James Macnamara had advised he did not consider the project to be lost, though the future hinged on assurance of a place in the LDF with its associated Sustainability Appraisal requirement issue. The Council decided that, irrespective of any future development in this respect, it would now release the £250.08 being held against the project.

100. FINANCE

100.1 Payments These were duly authorised as follows:

a) Cheques:

i) R. L. Bowen £ 720.61

Pay £641.87 + admin expenses £18.77 + Broadband £59.97 Oct/Dec

Authority: Local Government Act 1972 s.112(2) + Local Government (Financial Provisions) Act 1963 s.5

ii) LHVMC £ 8.75

Hire 16Nov06 £9.25 less £0.50 overcharge for 21Sep06

Authority - Local Government Act 1972 Schedule 12 s.10(1)

b) Direct debit-Staples UK Ltd (due for payment 06Feb07) £ 55.39

Dec06 account-copying £18.00+office supplies £29.14 + VAT £8.25

Authority - Local Government Act 1972 s.111(1)

100.2 Financial Statement Nov/Dec06 This was presented by the Clerk showing balances as Current £120.39, Deposit £4,503.89 and Lennard Trust (deposit) £711.30 and was approved.

100.3 Budget Progress Statement to 31Dec06 with estimates for 01Jan07 to 31Mar07 This was presented by the Clerk showing an available reconciled balance of £4,631.78, and was approved. It was seen that no year end surplus or deficit had been estimated, though the decision taken at Min 99.8 above had thereby given a surplus of £250.08.

100.4 Precept for 2007/8 The Council received a request from the PCC for a donation in respect of church clock maintenance (see (c) below), and the personal interest declared by DB in this respect (see Min 96a(ii) above) was duly noted, together with the Clerk's estimates /notes and advice of CDC's council tax base figure of 217 and set a precept of **£5,600** as follows:

a) Valley News – donation (see Min 97.2a above) – **£300.00**

b) FGW-Sunday trains – guarantee contribution (see also Min 98.3b above) – **£200.00**

c) PCC-donation (see above) – **£250.00**

d) CPRE – annual membership renewal (estimated) – **£30.00**

e) Information Technology – domain name + ISP + security (estimated) - **£439.88**

f) Children's playground – annual inspection – **£51.30**

g) Weed clearance (estimated) – **£45.00**

h) Dog litter bins – CDC emptying charges (estimated) – **£215.00**

i) Property Maintenance Fund (amount to restore to nominal £250) – **£120.00**

j) Annual Local Government support subscriptions (estimated) – **£159.55**

k) Admin expenses (estimated and excluding Clerk's salary-see (k) below) – **£1,435.00**

l) Clerk's salary (incorporating 3.6% index-linked increase) – **£2,659.93**

m) Contingency Fund – **£105.49**

n) **Less** income (estimated) – **(£161.07)**

o) **Less** identified surplus to be b/f from 2006/7 (see Min 100.3 above) – **(£250.08)**

101. HIGHWAYS

101.1 Station Road Rail Bridge

a) Weight limit contravention-Council's surveillance exercise (east side of bridge)-21Nov06

i) OCC Trading Standards Enforcement Officers' briefing and event – RH and the Clerk who took part, along with Michael Rodgers and 2 members of the public, reported that, in conjunction with the 2 Enforcement Officers who stayed during the entire morning session, some 28 registration numbers had been logged in respect of suspected breaches. In response to an enquiry, the Clerk advised he understood that since the exercise that there had been 2 further Trading Standards enforcement visits to the site.

ii) Feedback – The Clerk advised OCC had notified that some of the registrations referred to vehicles within the 7.5 tonnes, maximum gross weight, limit (see Min 53.12/05), though it was noted that a number of cases for prosecution were in the course of investigation by OCC.

b) Network Rail/OCC-replacement project plans-consultation presentation – It was agreed, in accordance with the wishes of NR/OCC, that a Parish Meeting would be held on Thursday 22Feb07 to enable them to present the finalised plans to the community.

101.2 Station Road-speeding It was noted that:

a) Weight limit surveillance exercise – see Min 101.1a above – the OCC Trading Standards Enforcement Officers had been in touch with the police regarding the routine and excessive nature of speeds witnessed

b) Beat Officer WPC Caroline Brown – the Clerk had drawn her attention to this approach (see (a) above) and to the problem

c) Police action in response to (a)/(b) – the Clerk advised he was unaware of any specific police action in response and confirmed that he intended to pursue this actively.

101.3 OCC-Highways-communication problems (not responding to messages and not keeping advised of pertinent developments, etc) – see Min 92b

a) General – The Council considered this continuing problem, which the Clerk advised was **principally** related to the Public Enquiry Management Team, despite OCC having agreed previously (see Min 9.6b) that the Clerk's suggested standard of service [see Min 119.8b as repeated below along with the Clerk's additional suggestion at (v)] represented the way in which business should be conducted, and felt that future close monitoring was the only practical solution:

i) Acknowledgement with reference number

ii) Advice of action to be taken with approximate time scale (which would specify any proposed phasing)

iii) Notification of any change to arrangements previously advised when applicable

iv) Notice that the job (or phase of job) had been completed

v) *PEM Team to have a section to deal specifically with enquiries from other local government authorities, thereby creating a single point of contact*

b) Specific-Greenway (by Number 60)-narrow edge strip for crumbling side of carriage-way – see Min 9.6a(ii)(B) – It was noted the Clerk had sent 3 emails to OCC asking for news of installation without response and it was agreed that in this instance the intervention of Cllr David Robertson, OCC Cabinet Member for Transport, should be sought.

- 101.4 Station Road-verge outside Manor Farmhouse The personal interest declared by each of the 4 Members present (see Min 96b above) was duly noted. It was seen there had been complaints about degradation of the surface caused by motor vehicle activity and whilst it was understood that obstruction of drivers' vision when exiting from the Boatyard caused by parking on the verge was also an issue, the Clerk advised that this point had not been made to him. The Meeting received a statement in respect of the damage to the verge from the householder, Parish Councillor Michael Rodgers, regretting the present condition of the verge which was being caused by family car parking use for a temporary, but indefinite, period and offering to have the whole area reseeded whenever the said usage became discontinued. The Council saw the correlation between the present condition of the verge in question and its own placing of posts to prevent vehicular damage to the verge just along the road and it felt that it had little option but to notify Dr Rodgers that if there had been no change in the situation by the time of the March meeting, it would then have to consider verge posts installation.
- 101.5 Station Road-surface water flooding affecting the Boatyard The Meeting received, for information, a copy of a letter to OCC Highways from Oxfordshire Narrowboats detailing the repeated failure of the storm drain to carry away rainwater running off the road and causing flooding in the yard.
102. RIGHTS OF WAY
- 102.1 OCC-Community Rights of Way Improvement Fund (RWIP)-proposed works to improve access to FP 11 (steps in bank with handrail)
 a) Installation – It was noted that Ernie Bishop had volunteered to undertake the installation of both the steps and the handrail (see (b) below) and this was agreed with gratitude
 b) Handrail – The Council agreed to a proposal, at Mr Bishop's suggestion (see (a) above), that its construction should be changed from wood to metal and the Clerk advised that he would clear this variation with OCC and notify Brian Cook Ltd.
103. PROPERTY
- 103.1 Canalside notice-board- replacement by pole mounted to match a new BW board adjacent at CDC expense-installation – see also Min 98.2a(i) above – It was noted the Clerk had obtained an assurance from CDC that this would take place soon.
104. ADMINISTRATION
- 104.1 Parish Council member vacancy prior to end of current term (06May07) – see Min 92g – The Council considered whether, in the event of this circumstance arising, the vacancy should be filled (ie by co-option) and agreed that it would not.
- 104.2 Website-The Local Channel The Clerk expressed some doubts about whether in fact the Local Channel facility was capable of satisfying the Council's prerequisite of service utilising the Council's own domain name (see Min 12.1a) and pointed out that in any case, the existing website content (as far as it had proceeded-see Min 126.1a) needed somehow to be deleted. The Clerk reminded that expert local assistance had been offered (see Min 12.1c) when the Council was looking at the possibility of continuing to build the existing partially constructed website and it was agreed that this avenue should be explored rather than seeking professional assistance at this stage.
- 104.3 Wikipedia (internet encyclopaedia) – see Min 92f – The Meeting received a copy of the current 'Lower Heyford' page entry containing little information beyond its geographical location and it was agreed that the Clerk could expand this along the lines of the existing entry within the CDC website (see Min 128.2/99) giving historic and locale information.
- 104.4 The Local Authorities (Members' Allowances) (England) Regulations 2003 The Meeting received the Report of the Cherwell Parish Remuneration Panel and resolved against adoption of a scheme for 2007/8.

- 104.5 Register of Electors-Annual Reissue wef 01Dec06 – The Meeting received this together with the Clerk’s comparison analysis with the 01Dec05 edition, as amended by rolling register amendments to 17Jul06 (see Min 57.2), with the following matters arising:
- a) Duplication-Elector 94 and 125 – It was noted this had been reported to CDC
 - b) ‘Cheesman’s Barn’-continuing misspelling as ‘Cheeseman’s Barn’ – The Clerk advised he had again (see Min 107.3a(ii)/05) drawn CDC’s attention to this and that despite the fact he had established the error beyond doubt, they would not make the correction and had suggested that the electors resident in the property should be asked to amend their registration form accordingly next time. The Council found the error and CDC’s attitude towards it to be exasperating, but was not inclined to take any further action.
 - c) Electorate – It was noted that there had been reduction of 4 (after rectification of the duplication at (a) above) to **392**.
- 104.6 Freedom of Information Act-Council’s approved Publication Scheme expiring 28Feb07 – see Min 106.2/02 – It was noted the OALC had notified that the validity of current schemes is to be extended by 2 years, though full details from the Information Commissioner’s Office were awaited.
- 104.7 CDC-Code of Conduct training 22Feb07 (pm) The Meeting resolved to decline an invitation to participate in a session arranged for their own Members.
- 104.8 Quality Parish Council scheme – see Min 35.2 – It was noted the Clerk was to seek a meeting next month with Brian Spragg, OALC Secretary, with a view to establishing whether he felt that an application at that time would be likely to succeed.
105. VILLAGE HALL
- 105.1 VHMC-sale of existing premises to Jehovah’s Witnesses-Legal transfer-Deed of Release from Corpus Christi College covenant The personal interest declared by DB (see Min 96a(iii) above) was duly noted. It was noted CCC had now maintained that under the Universities College and Estates Acts it was obliged to manage its property on a commercial basis and that in response to an invitation from CCC, the Trustees had offered the sum of £2,000 to obtain the release, with JWs having agreed to meet 50% of any reasonable cost in this respect.
106. ENVIRONMENTAL SERVICES
- 106.1 Recyclables-Materials Recycling Facilities-educational visits
- a) Sita, Enstone (no longer used by CDC)-30Nov06 – The Meeting heard reports from participants AH, RH and the Clerk of an engrossing and informative afternoon spent, together with Michael Rodgers, viewing the business of sorting and processing paper, plastics and cans.
 - b) MRF at Milton Keynes used by CDC-proposed – It was noted that in view of continuing interest, the Clerk had registered to be advised by CDC of the details of a visit planned for late Jan/early Feb.
- 106.2 Fly-tipping
- a) Lay-by on Lower Heyford Road, Caulcott-identification papers recovered from scattered rubbish-CDC enforcement – It was noted the Clerk had ascertained that the conclusion had been the issue of a letter warning as to future conduct and outlining possible punishments
 - b) Recycling site, Village Hall car park-incident-large amount of bagged domestic refuse with household articles – It was noted this had been reported to CDC and had been duly removed by them; that name and address evidence had been recovered by the Clerk and that CDC had likewise (see (a) above) issued a warning letter to the person so identified.
- 106.3 Recycling site-paper bank It was noted that in response to the Clerk’s report a substantial amount of thick black graffiti had been removed (and a lesser amount from the neighbouring Oxfam clothes bank) by CDC’s graffiti removal contractors.

107. HOUSING

107.1 Affordable Housing project-further site(s) search prior to CDC appeal to Corpus Christi College The Clerk advised he had ascertained that in the absence of any qualifying site not controlled by CCC, CDC was now suggesting that they should go ahead with their recommended appeal approach to CCC on the basis of the 2 sites previously identified as follows and the Council approved this course of action:

- a) Station Road-field west of the Manor Farm access track
- b) The Lane-field along east side using existing access behind College Farm House

108. UPPER HEYFORD BASE

108.1 Planning consultation 05/00312/F (offices and document storage-for Datacare Business Systems Ltd) (effective renewal of 03/02150/F, but for different buildings) – see also Mins 108.8 and 108.9 below – It was noted that the application remained undetermined in view of the revised Comprehensive Planning Brief having not yet been adopted (see Min 108.13 below).

108.2 Planning consultation 05/00416/F (renewal of 04/00650/F (storage, refurbishment, sales/hire of cranes and access equipment)-for Terranova Lifting Ltd) – see also Min 108.3 below – The Clerk advised of no known progress with the outstanding routing agreement (also to incorporate the application at Min 108.3 below).

108.3 Planning consultation 05/00592/F (hardstanding for storage and refurbishment of cranes and access equipment-for Terranova Lifting Ltd) – see Min 108.2 above

108.4 Planning consultation 06/00833/F (renewal of 04/01690/F (car storage and distribution) until 27Nov07-for Walon Ltd)-appeal against refusal The Clerk advised of no known progress with the appeal process.

108.5 Planning consultation 06/01533/F (renewal of 05/01269/F (storage, distribution and processing of timber and timber products)-for Boise Building Products Ltd) The Clerk advised of no known progress with the outstanding routing agreement.

108.6 Planning consultation 06/01760/F (effective renewal of expired 05/01374/F (B8 storage and distribution)-for Pride Mobility Products Ltd) It was noted that temporary conditional consent had been granted.

108.7 Planning consultation 06/02019/F (renewal of 05/01969/F (commercial storage)-for Dawsonrentals Ltd) It was noted that consent has been refused on environmental policy grounds

108.8 Planning consultation 06/02149/F (effective renewal of expired 05/01340/F and 05/01341/F-storage of paper records and administration-for Datacare Business Systems Ltd) – see also Mins 108.1 above and 108.9 below – It was noted that temporary conditional consent had been granted.

108.9 Planning consultation 06/02157/F (storage of paper records and administration-for Datacare Business Systems Ltd) – see also Mins 108.1 and 108.8 above – Cllr Macnamara confirmed (*see note beneath Min 115 below*) that temporary conditional consent had been granted.

108.10 Planning consultation 06/02176/F (effective renewal of expired 03/00503/F (fitting out of new narrowboats)-for R D P and R M Haynes) It was noted the Council had raised no objections and the Clerk advised that temporary conditional consent had been granted.

108.11 Planning consultation 06/02414/F (renewal of 05/02087/F (recreational sports training for use by certain Olympic governing body sports and other sports)-for National Sports Training Centre Heyford Ltd) It was noted that the Council had raised no objections.

108.12 Planning consultation 06/02420/F (effective renewal of expired 05/01115/F (warehouse, offices and storage in rear yard)-for European Promotion Ltd) It was noted that the Council had raised no objections.

- 108.13 Draft Revised Comprehensive Planning Brief and Sustainability Appraisal Report The outcome of the CDC Executive meeting of 04Dec06 was noted as follows:
- a) Car storage operations – question of retention or removal from the CPB to be reviewed
 - b) Adoption – recommended changes (see Min 85.14) approved with a revised brief to be considered (along with (a) above) for adoption at the Executive meeting of 05Feb07.
109. CHURCH
- 109.1 PCC-Approaching exhaustion of available grave space in Lower Heyford Churchyard-PCC consideration of solutions identified The personal interest declared by DB (see Min 96a(ii) above) was duly noted. Churchwarden James Macnamara confirmed (*see note beneath Min 115 below*) that the PCC was keeping open its options in respect of each of the 2 proposed solutions as follows, but was satisfied that together they presented the answer to the problem without the necessity of intervention by the Council
- a) Acquisition of adjoining land between northside wall and canal for an extension
 - b) Reuse of vacant plots and of old graves
110. CHARITIES
- 110.1 Charities Act 2006-Lennard Trust It was noted, amongst other less significant changes, that the need for small charities to register where they have a permanent endowment had been discontinued and that CC guidance on the question of whether to remain voluntarily on the register or whether to deregister was awaited, though in either case the Trust will still be a charity and will be subject to charity law.
111. OXFORDSHIRE COMMUNITY SERVICES
- 111.1 OALC
- a) Winter General Meeting 20Nov06 – The Meeting heard the Clerk’s report with particular reference to:
 - i) Membership subscriptions – increased by 2½% for 2007/8
 - ii) DCLG-Strong and Prosperous Communities: The Local Government White Paper – see Min 79.3 – poorly received by the parochial representatives who saw the Paper as vague and lacking in substance
 - b) Independence from ORCC/move from Jericho Farm offices – see Min 29.1b – It was noted that this venture had been completed on 01Dec06 when premises within SODC’s offices at Crowmarsh Gifford were occupied.
112. POLICE
- 112.1 Law and Order – see Min 92d – The Meeting received and noted TVP’s crime statistics for Lower Heyford and for Caulcott for the 12 months to Nov06 and JM suggested that in future, as a contribution towards the Council fulfilling its duty under the Crime and Disorder Act 1998 to do all that it reasonably can to prevent crime and disorder in its area, official statistics should be augmented by the maintenance its own record of as much as possible of the crime occurring in the Parish, no matter how low-level, details of which would be received at each meeting and duly Minuted as formal records, which could be used collectively as evidence to secure police action when appropriate.
- 112.2 TVP-Parish Council Police Community Support Officers briefing 24Jan07 – see Min 28.1 – The Meeting receive the invitation and it was agreed that PJ and the Clerk should represent the Council.
113. LOCAL GOVERNMENT LIAISON
- 113.1 OCC Chairman’s Reception for Local Council Chairmen 27Feb07 It was noted the Chairman was to attend this event.

114. ANNUAL PARISH MEETING The Council established the date of this as 31May07, bearing in mind the Clerk's reminder that in an election year it is customary practice for the APM to be held after the election.

115. DATE OF NEXT MEETING This was confirmed as 15Mar07.

Here the Chairman asked Cllr Macnamara to update the Meeting with relevant news from the CDC South Area planning meeting, attendance at which had caused his late arrival, as well as the PCC Item, and the information given has been incorporated into the appropriate Minutes above (see Mins 99.1b, 99.1c(ii), 108.9 and 109.1)

116. ANY OTHER BUSINESS

116a Parish Councillor Graham Moore – see also Min 93b above - The Clerk took the opportunity to confirm that in view of his non-arrival, Mr Moore would cease to be a Member on 20Jan07. He advised that he would send a formal letter confirming this and the Chairman asked that it should include the Council's thanks for his past services.

There being no further business the Chairman closed the meeting at 9.55pm.

..... Chairman