

## East Hagbourne Parish Council

### Minutes of the Parish Council meeting duly convened and held on Thursday 3<sup>rd</sup> November 2016 at East Hagbourne Pavilion

#### **1) Attendance, apologies, declarations of pecuniary interest and vacancies.**

Present were Cllrs D. Rickeard (Chair), I. Duff, D. Button, C. Topping, and C. Gover.  
In attendance L. Dalby (Clerk).  
Apologies for absence were received from Cllr J. Elliott and County Cllr Greene.  
There were no declarations of pecuniary interest.

#### **2) Public Forum and Questions.**

There was none.

#### **3) Reports from County Councillor and District Councillor.**

Report from County Cllr Greene (see appendix 2) was noted.

#### **4) Confirmation of the minutes of the Parish Council Meeting held on 6<sup>th</sup> October 2016.**

The minutes of the last meeting were agreed and signed by the Chairman.

#### **5) Actions from previous meetings.**

2015-09-03 – New signs – Cllr Gover to follow up  
2016-10-06 – New dog bins – Cllr Gover to follow up  
2016-09-04 – Allotment Hedge – The allotment committee will discuss the next step.  
2016-10-01 – New Clerk – It is hoped to confirm an appointment next week.  
2016-10-02 – Land Registry Documents – In hand  
2016-10-03 – Closure of cemetery bank account – In hand

#### **6) Items for Discussion/Decision.**

a) Future Clerk arrangements

As per item 5.

b) Grass Cutting - review of status

BGG will quote for the proposed new grass cutting plan.

c) Website Migration status

Following further problems with the current platform Cllrs Rickeard and Gover will review progressing the site migration.

d) Adopt Risk Assessment

The Risk Assessment was adopted.

#### **7) Items for Report**

a) Cemetery Committee Report

The Committee will meet on 21<sup>st</sup> November.

b) Neighbourhood Plan Report

The Neighbourhood Plan has been awarded a grant of £9000. The committee is beginning to write policies with the support of CFO. The open meeting on 25<sup>th</sup> October was well attended.

c) Report on Grainger appeal

MTGG are preparing a report for the appeal which will hopefully take place at the Pavilion.

d) Pavilion and Car Park status  
Work is progressing well on the car park.

e) Article 4 Kingsholme Close – update  
There has been no further progress from SODC.

f) Land Registry  
The Clerk will obtain the title plans for the recreation field etc.

g) Scrub clearing at the Recreation Ground  
BGG and Drewes have been invited to quote for the scrub clearance. It is hoped the work will be carried out early next year.

8) Correspondence.  
There was none.

9) Finance.

a) Payments for Approval:-

BGG	Grass Cutting	198.00	
EHS & RC	Room hire	27.50	
BDS Surveyors Ltd	Pavilion Car Park		34319.70

b) Receipts

Grassform Group	Mats	780.00
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c) The account balances are:-

Community A/C – 14th October 2016	£54,957.39
Base Rate Tracker A/C – 30th September 2016	£2,102.39

East and West Hagbourne Cemetery	
Community A/C – 23rd August 2016	£2457.92
Business Saver A/C – 30th September 2016	£842.28

d) The allocated project reserves are:-

Pavilion Car Park	£0.00
Neighbourhood Plan	£4239.78
New Road Development	£3613.00

10) Items for report and inclusion on the December agenda.

- Lamp post on Main road choked by ivy – report to OCC
- The footpath to West Hagbourne is very over grown – consider volunteer action

There being no further business the meeting was declared closed at 8.40pm.

Signed.....Dated.....

ATTACHMENT 1 ACTION LIST

<b>ACTION NO</b>	<b>WHAT</b>	<b>WHO</b>	<b>STATUS</b>
2015-09-03	Pavilion and Bakers Lane Signs	LD	Requested
2015-10-06	New Dog Bins	LD	Requested
2015-11-04	Reposition Defibrillator	LD	Letter sent
2016-06-01	Car Park	DR	Item 7(c)
2016-06-02	Grass Cutting and Verges	DR/LD	Item 6(b)
2016-06-03	Standing Orders/ Financial Regs	LD	Item 6(a)
2016-06-04	Website	DR/CG	Item 6(e)
2016-06-06	Water Meter	LD	Resolved
2016-07-01	Gutters - contact OCC	LD	In progress
2016-07-02	Prepare draft updates to Financial Regs	DR	Item 6(a)
2016-07-03	Circulate draft comments on Local Plan	CT/DR	Complete
2016-07-04	Review/comment on SODC Design Guide	All	Item 6(d)
2016-07-05	Obtain quotes for web site migration	LD	Item 6(e)
2016-09-01	BGG to quote for additional grass cutting	LD/DR	
2016-09-02	Advice/quotes for scrub clearance at rec ground	LD/DR	
2016-09-03	Progress web site migration	DR/CG	
2016-09-04	Discuss hedge adjacent to allotments	LD	
2016-10-01	Clerk Recruitment	DB/ID/CT	
2016-10-02	Land Registration Documents	LD	
2016-10-03	Close Cemetery Bank Account	LD	