

East Hagbourne Parish Council

Minutes of the Parish Council meeting duly convened and held on Thursday 6th October 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, J. Elliott and C. Gover.
In attendance L. Dalby (Clerk), County Cllr Greene and one member of the public.

Apologies for absence were received from District Cllr Murphy.

There were no declarations of pecuniary interest.

2) Public Forum and Questions.

Mr Powell reported that his planning application had been amended to reduce the height, remove some windows and move the dormer windows to the rear.

3) Reports from County Councillor and District Councillor.

Cllr Greene reported that the Unitary debate goes on. The County Council prefer a single unitary model with smaller boards for planning etc. The decision will be made by central government.

Temporary road restrictions for the Harwell link road will be in place for 3 months.

Trading Standards have successfully prosecuted someone for a fraud involving gutter clearing for vulnerable people.

David Etheridge is retiring as the Oxfordshire Chief Fire Officer in March.

Cllr Topping gave Cllr Greene an update on the Grainger Planning Application.

4) Confirmation of the minutes of the Parish Council Meeting held on 1st September 2016.

The minutes of the last meeting will be redistributed before being confirmed.

5) Actions from previous meetings.

2015-09-03 – Signs for the Pavilion and Bakers Lane. The Clerk will contact OCC again.

2015-10-06 – Dogs Bins. Cllr Gover will contact SODC

2016-07-01 – Gutters. The Clerk will contact SODC to report the blocked gutters.

2016-09-04 – Allotment Hedge. SOHA have indicated that if the trees are part of the SOHA property they would ask the tenant to cut them back however they would not be under an obligation to do so unless it is causing a Health and Safety issue.

6) Items for Discussion/Decision.

a) Future Clerk arrangements

Following the resignation of the Clerk Cllrs Button and Duff will advertise the post. It is hoped to hold interviews before the end of the month.

b) Grass Cutting - review of status

A schedule of proposed grass cutting has been sent to BGG for a quote.

c) Scrub clearing at the Recreation Ground

The Pavilion Committee will seek advice on clearing the scrub and obtain quotes for the work.

d) Website Migration status

The owners of the web hosting company have been in touch and have fixed the current problems which allows some breathing space to make a decision about the future of the website.

e) Land Registry

The Clerk to obtain registration documents for the Councils land.

7) Items for Report

a) Cemetery Committee Report

The Cemetery Committee will meet in November. The Bank account will be closed as soon as possible.

- b) Neighbourhood Plan Report
The Committee have met with the CFO planning advisor who help to evolve the policies for the Neighbourhood Plan. There will be a public meeting on 25th October to feed back the results of the survey. It is hoped to have a first draft ready by early next year.
- c) Report on Grainger appeal
The Appeal will take place on the 10-12th of January probably in the East Hagbourne Pavilion.
- d) Pavilion and Car Park status
The car park is closed for refurbishment.
It was resolved that Cllrs Button and Duff would sign the contract for the work witnessed by the Clerk.
- e) Bus Services: DVTG developments
The DVTG AGM will be held next week to adopt a constitution. Mary Harrison was nominated as the Parish Council representative.
- f) Recent flooding experiences
Following the recent severe weather event no houses were flooded. Robert Ainger has volunteered to co-ordinate the flood group who will be clearing the stream next Saturday. The group will then follow up with regular maintenance.
The Police gave a resident permission to close the road during the flooding.
- g) Article 4 Kingsholme Close – update
The submission was made to SODC in July. District Cllr Murphy will check the progress of the submission.

8) Correspondence.

- SODC Town and Parish Forum – Cllr Topping to attend.
- CFO – AGM and Placemaking Conference
- Garden Town Stakeholder Reception

9) Finance.

a) Payments for Approval:-

L. Dalby	Clerk's Salary	442.12
BGG	Grass Cutting	198.00
Community 1st Oxfordshire	Neighbourhood Plan Survey	4512.26
EHS & RC	Room hire	27.50
D. Button	Best Allotment Cup Engraving	15.00
BDO LLP	External Audit	360.00
HMRC	PAYE	

b) Receipts

Barclays Bank	Interest	0.26
SODC	Precept 2 nd Payment	5975.67

c) The account balances are:-

Community A/C – 26 th August 2016	£41,634.46
Base Rate Tracker A/C – 30 th September 2016	£2,102.39
East and West Hagbourne Cemetery Community A/C – 23 rd August 2016	£2457.92

Business Saver A/C – 1st April 2016

£842.18

d) The allocated project reserves are:-

Pavilion Car Park	£7120.00
Neighbourhood Plan	£4239.78
New Road Development	£3613

e) External Audit report 2016

The External Audit report was noted.

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

- Dog Bins
- Bellway Signs
- Lamp post – Main Road covered in ivy.

There being no further business the meeting was declared closed at 9.35pm.

ATTACHMENT 1 ACTION LIST

ACTION NO	WHAT	WHO	STATUS
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	

