

East Hagbourne Parish Council

Minutes of the Parish Council meeting duly convened and held on Thursday 30th March 2017

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

Present were Cllrs D. Rickeard (Chair), D. Button, C. Topping, I. Duff, C. Gover, S. Beynon and County Cllr P. Greene.

In attendance A. Leigh (Clerk)

Apologies for absence were received from J. Elliott

D. Button registered a non-pecuniary interest for item 6c.
DR declared an interest for item 6e as co-Chair of DVTG.

2) Public Forum and Questions. None

3) Reports from County Councillor and District Councillor.

Reports from County Cllr Greene(see attachment 2) and District Cllr Murphy (see attachment 3) were noted.

At this time, CT talked about the meeting on the Local Plan he had attended. AL had distributed the slides from this meeting. CT asked AL to look into HELAA and any sites in East Hagbourne the week of the 3rd April.

4) Confirmation of the minutes of the Parish Council Meeting held on 23rd February 2017.

The minutes of the last meeting were agreed with one change and signed by the Chairman. AL to make the edit for the website.

5) Actions from previous meetings.

2015-09-03: Pavilion and Bakers Lane Signs – AL to meet with DR to discuss.

2016-09-03: Progress web site migration – CG indicated she is going to speak with Andy Barmer for guidance. The council wishes to manage the site itself.

2016-09-02: Land Registration documents - AL indicated she has obtained 3 and has 3 more to follow up on.

2016-10-03: Close Cemetery Bank Account - DB indicated this is in progress and he is working on a letter to Barclays for which he will be obtaining signatures from Cynthia and Reg.

2017-02-01: New Dog Bins – discuss with WHPC – AL indicated that SODC is not supplying new bins, but happy for the council to purchase its own. The council agreed to purchase a new bin. AL to purchase and research installation. AL to follow up with SODC regarding who will empty bin. CG to follow up with SODC regarding emptying schedule.

The council had discussed a Cemetery Training course for AL via e-mail and agreed in the meeting for AL to book/attend the course. The cost to the council would be £ 72.50.

6) Items for Discussion/Decision

- a) **Grass Cutting:** AL to follow up with BGG.
- b) **Scrub clearing at Recreation Ground:** AL indicated BGG had returned to do the work that hadn't been finished/fix the ruts. DB spoke with them and is working with them on finalising this work. AL to follow up regarding double payments.
- c) **Pedestrian access to the recreation ground by neighbours:** DR proposed not to take any formal action, but that Council should reaffirm its consent to direct pedestrian access to the Recreation Ground by neighbouring residents in Ryman's Crescent and New Road during the times it is open to the general public. This was agreed.
- d) **Donation request from CPRE:** AL advised the request had not been renewal of membership, but just a donation request. AL to bring donation request to next meeting. This should be an agenda item for the next meeting.
- e) **Donation request from DVTG for 2017, £300:** The council agreed to pay this donation for the weekly community bus service to Wallingford.
- f) **Renewal of insurance:** The council approved Hiscox (via Came and Company) as the council's insurer for 3 years. AL to contact Came and Company to ensure this is effective 1st April 2017.
- g) **Adoption of telephone kiosk:** AL indicated BT had sent an e-mail to state that the telephone kiosk the council wished to adopt by the bus shelter cannot be adopted due to safety concerns. AL to follow up as to what these concerns are.

CT had spoken to the pub and they are keen to have the defibrillator moved. The decision on where to move was not determined.

- h) **Plans to address CH problem in the Pavilion, working with Tony Grover and Mike Mullins:** DR indicated that Tony Grover had recommends a company, LDS, to come and inspect the leak. The council agreed to go with Tony Grover's recommendation. DR to contact LDS to move forward.

7) Items for Report.

- a) **Neighbourhood plan report:** CT first discussed that the Green Gap appeal had been won. If no Judicial Review (JR) has been requested within 6 weeks from the publication of the appeal decision (which would be the 2nd of May), we can be confident there will be no JR.

In terms of the Neighbourhood Plan, CT met with Ricardo Rios of SODC, to review the NP and in particular showing him areas we would like protected. Jeremy Lake and Steven Warnock are working on the character assessment report. The goal is to show a draft of the plan to the public in May at the earliest. There will possibly be more costs from JL and SW, because the extent of work was greater than anticipated..

- b) **Cemetery committee report:** DB indicated there had been a meeting in February at which it was agreed that DB would act as chair until May 2018.
- c) **Annual Litter Pick April 29:** AL indicated all equipment is ordered and delivery/pick up arranged.
- d) **Highways/footpath repairs and large vehicles:** DR reported that the ivy at 14 Main Road had been dealt with as had the hedge alongside Greenshutters. ID

reported he had heard Jeff Powell had spoken with the farmers regarding the farm traffic slowing down.

8) Correspondence.

There was an e-mail regarding damage to Upper Cross. AL to look into a company to repair/protect the stone. A thought was that Jeremy Lake might be able to advise.

In terms of Pavilion activities, the toddler group will be using the Pavilion after Easter. The council agreed in principal to purchase a storage cupboard for them in the kitchen. The cost would be in the realm of £300.

AL indicated there was a question about the Scarecrow Trail. AL to respond.

DR reported he had a letter from Linda Benton and Roger Phipps regarding the Poet's Trail. It was discussed that the council may want to look into publicity for this once it is ready to be launched.

9) Finance.

a) Payments since last meeting

<u>Payee</u>	<u>Item</u>	<u>Cheque no.</u>	<u>Amount</u>	<u>Date</u>
OALC	Annual subscription 2017-2018	102397	223.69	30/03/17
Allison Leigh	Clerk salary	102398	417.36	30/03/17
EHS&RC	N. Plan and February PC meeting	102399	60.50	30/03/17
Community First Oxfordshire	N. Plan	102400	5,660.40	30/03/17
A Leigh	Expenses, mileage, subscriptions	102401	107.16	30/03/17
Derek Button	Allotment AGM	102405	9.00	30/03/17
Tetbury Accounting Limited	Payroll/Year end	102404	252.00	30/03/17
R. Dawson	Cemetery Gate	102402	16.90	30/03/17

b) Receipts since last meeting

<u>From</u>	<u>What</u>	<u>Amount</u>	<u>Date</u>
Richard Webb	Reservation of burial plot (body) – non-resident with connections to the village: Plot 155F	£400.00	16/03/17
R. Barker Funeral Directors	Cemetery	130.00	24/3/17

c) Accumulated Account Balances

Barclays Banks accounts (2)

£ 23,073.02

Cemetery accounts (2)	£ 3,520.30
Grand total (4)	£26,593.32

d) The Special Project balances are:-

Neighbourhood Plan	£ 3,076.00
Mind the Green Gap	£ 3,589.42
Cemetery	£ 3,147.31
Pavilion car park	£ 5,130.13

e) VAT for 2016/2017 to be recovered (approximately)

£ 14,900.00

DB indicated that AL should claim VAT every 6 months.

DB indicated that we should look at special funds for 2017/2018.

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

- Allotments
- Hagbourne Parochial Charities Meeting
- Kingsholme Close Article 4.

The meeting was declared closed at 10:00pm. The APM will be held in the Pavilion on Thursday, the 27th April at 7:30pm. The Annual Parish Council Meeting will be held in the Pavilion on Thursday, the 4th May at 7:30pm.

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

ATTACHMENT 1 ACTION LIST

ACTION NO	WHAT	WHO	STATUS
2015-09-03	Pavilion and Bakers Lane Signs	AL	In progress
2016-09-03	Progress web site migration	DR/CG	
2016-10-02	Land Registration Documents	AL	In progress
2016-10-03	Close Cemetery Bank Account	AL/DB	In progress
2017-02-01	New Dog Bins	AL	In progress
2017-03-01	Repairs to Upper Cross	AL	

REPORT TO PARISH COUNCIL MARCH 2017

EXTRA FUNDING SECURED IN ADDITION TO 2017/18 BUDGET PROPOSALS

The County Council set its budget for 2017/18 on Tuesday 14th February. Ahead of the meeting, it was announced the Council had £1,957,000 extra, over and above the position reported to the Cabinet in January, as a result of better than expected business rate collections, council tax collection fund surpluses and a higher than expected grant. The County is proposing to hold £926,000 of this until the 2018/19 financial year, to deal with future pressures. Cabinet proposes to spend the rest of the money (£1.03m) in this financial year in the following ways:

£170,000 to be spent on additional grass-cutting work on highway verges. This is an area of spend that has been reduced in recent years.

£250,000 one-off funding initially for a pilot Communities Fund for parishes and towns to bid for matched funding schemes following changes/reductions for funding for services.

£600,000 additional funding for children's social care – a part of the council that has been exempted from cuts since 2010 but has continued to experience significant rising demand on services in common with children's social care departments across England.

£11,000 increase on the Council's Flood Defence Levy.

OPEN ACCESS CHILDREN'S SERVICES TO CONTINUE AT 34 BUILDINGS

Start-up funding for 12 more community schemes to run open access services at children's centres has been approved by OCC. The proposals, which will receive a total of £305,883, are among the latest to be considered as part of the transition from council-funded to community-led services at children's centre locations. Community services will complement the council's new service for 0-19 year-olds, which will meet the needs and aspirations of children at risk of abuse and neglect in Oxfordshire, and ensure that families who need extra help are identified at an early stage. When added to previously considered applications, the approval of these 12 schemes means funded plans are now in place for services such as 'stay and play' to continue at 18 children's centres, with business cases at a further six centres supported in principle but deferred to the final round of the Transition Fund for more work. Added to this, open access sessions will also continue at the eight Children and Family Centres and two satellite centres at the heart of the council's new Children's Service. In total, it means a combination of council-funded and community-led solutions for open access services are now confirmed or supported in principle at 34 buildings across the county – with more to come when applications for the final round of transition funding are considered.

'FIX MY STREET' WEBSITE UPGRADE

Over the last six months OCC has been working hard to make Fix My Street work more effectively. The new service will launch this month. It will improve the quality and consistency of public reports, as well as OCC internal processes for closing down reports, making it easier to reliably see what's going on in a given area. Members of the public who consistently give good information can be rewarded with 'trusted reporter' status, meaning OCC will fast track future reports to the contractor, resulting in quicker resolution for the resident and reduced effort for the inspectors. Before the new system launches, OCC needs to deal with reports that are still marked as 'open' in the current version. This means: 1) Leave open anything which has been active within the last 12 months; 2) Close anything older than 2 years; 3) For reports between 1 and 2 years old, notify the reporter by email that OCC intends to close their report, but give them the option to 're-open' the issue if they believe it is still a problem.

EXTENSION OF FIRE & AND AMBULANCE SERVICE CO-RESPONDING

OCC Fire and Rescue Service has been working in partnership with South Central Ambulance Service (SCAS) co-responding in the community for over 12 years. More recently OCC has also been working with Thames Valley Fire and Rescue partners to undertake a collaborative co-responding trial. (Co-Responders are firefighters trained by SCAS to provide a 'first response' to specific medical emergencies where there is an immediate threat to life prior to an emergency ambulance arriving on scene.) The trial has been a success with crews attending approximately 1500 medical emergency calls per year. To further support communities Oxfordshire Fire and Rescue Service are working in partnership with SCAS towards all fire engines within communities being available for cardiac arrests, so that casualties across Oxfordshire can receive the quickest available defibrillator and casualty support.

CADDY CAMPAIGN TO REDUCE OXFORDSHIRE'S FOOD WASTE

Residents are being urged to do their bit to make sure food waste doesn't end up on the scrap heap. At the moment it is thought that around 30% of the county's food waste is put in waste bins rather than the food caddy – a figure all Oxfordshire's councils hope to cut significantly. To do this, the councils have launched a campaign with Agrivert, the company who process the county's food waste, to encourage residents to recycle more of the food they would otherwise throw away. It is two and a half times cheaper to process food waste if it is put into a food waste caddy for recycling or composting than if the same waste is put in the general rubbish bin. There's lots of advice on how to reduce food waste and information on how it is recycled at www.recycleforoxfordshire.org.uk/lovefoodhatewaste

County Councillor David Nimmo Smith, Cabinet member for Environment, said: *"It is as easy to recycle food waste as it is to throw it in the main rubbish bin – but the benefits of recycling can be quite startling. Food waste collected for recycling is treated at Agrivert's anaerobic digestion plants in Oxfordshire, and used to generate enough electricity for over 9,000 homes, as well as making fertiliser for use on local farms."*

UNITARY UPDATE

At the end of January, OCC launched 'A Fresh Start for Oxfordshire', a draft of OCC's intended proposal for DCLG on how and why a single unitary authority for Oxfordshire could work. Since then, there have been meetings with the Leaders of South Oxfordshire and Vale District Councils, and further public consultation. It has now been agreed that the three councils will move forward with a new joint proposal for a single unitary council called 'A New Council for a Better Oxfordshire'. The principal change from the earlier version is that the proposed five area boards would be replaced by 15 to 20 area boards, based on the county's main market towns and their surrounding villages. In addition, Oxford (the city itself) would have a strengthened model of governance including an autonomous local council and area boards covering different parts. Full details can be found here: <https://www.better-oxfordshire.org>

Update revised 03/03/17

Cllr Patrick Greene – Didcot East & Hagbourne Division – Oxfordshire County Council

**SODC A Conservative District Councillor's View
(Or What The Council Is Doing)**

March 2017.

Devolution

The discussions with Oxfordshire CC on the question of a Unitary Authority have continued and this resulted on the publication of the 'Better Oxfordshire Proposal' last Friday. This is now subject to a Scrutiny Committee Review this Thursday (9th March) and will go before Full Council at an Emergency Meeting on the 10th. If approved by the three councils involved, South Oxfordshire, Vale of the White Horse and Oxfordshire CC, then we expect the proposal to be submitted to the Secretary of State for his consideration. You can read the full proposal: A new council for a Better Oxfordshire at: www.betteroxfordshire.org

There will be much more information in coming months and we will be passing this on to you through the various communications channels available.

Planning Matters.

* Over 300 residents of Ladygrove attended briefing sessions on 15 and 16 February regarding the initial garden town proposals, particularly regarding potential development on Ladygrove Park. At these sessions the council presented the proposals and the rationale behind these, followed by the opportunity for residents to express their opinions.

* Didcot Town Council has met and decided not to release their land in Ladygrove Park for development. These views will be considered before the delivery Plan is published.

Neighbourhood Planning Up-date.

This month at Planning Committee we had the first opportunity to put Minister For Housing Gavin Barwell MP's announced new rules concerning Neighbourhood Plans to the test. An application for homes at Sonning Common was refused for a number of reasons, but one of the most significant was that the application differed significantly from the policies of the Adopted Neighbourhood Plan. This was not the only reason and I have no doubt that the developer will appeal, but it will be one of the earliest tests of the Minister's directive.

5 Year Housing Land Supply (5YHLS) update

Our public position remains that we have 3.8 years housing land supply (target 5YHLS).

* We have updated the district-wide completions data, which is being verified before we recalculate our 5YHLS

* In addition to all the major applications in and around our larger villages we are starting to receive housing proposals in our smaller villages such as Brightwell cum Sotwell (3) and Warborough (2).

Monitoring Progress

1. Majors: 88% decided within 13 weeks against local target of 70% (national target 60%).
2. Minors: 84% decided within 8 weeks against local target 75% (national target 65%).
3. Others: 93% decided within 8 weeks against a local target of 90% (national target 80%).

Appeals Public Inquiries

- * East Hagbourne, land east of New Road – held in early January. SofS confirmed that he will not recover the appeal (ie review the Inspector’s decision).
- * Tetsworth - traveller site of 12 pitches outside of the Green Belt and is scheduled for the second week of June.
- * Thames Farm, Shiplake – we have confirmed our views that the two appeals should be the subject of a co joined inquiry (the quashed first appeal was for 110 units and second for 90 units refused in August 2016). Date TBC.
- * CABI, Crowmarsh – appeal against refusal of new offices and residential development will be the subject of an inquiry in July.
- * Long Wittenham – appeal against non-determination of 35 unit scheme - strongly opposed by Parish Council and local residents. Likely to be an inquiry – date TBC

Enforcement

- * 22 new cases opened
 - * 37 cases closed
 - * 13 cases closed were more than six months old
- Our six week performance was 95 per cent this month (target 80 per cent). This is a great effort by the team as we have three vacancies and a member of staff on sick leave recovering from a hip operation.

Community Infrastructure Levy (CIL):

- * Total CIL demand (20 notices): £1,919,195 (note: two demand notices are for a large site and the first instalment of £372,675 is not due until May 2017)
- * Total CIL received: £205,670
- * CIL proportion paid to Henley: £4,940.63 (next transfer to town/parishes by 28 April 2017)
- * Total CIL Liability (209 notices): £7.1 million

South Local Plan 2033

- The Second Preferred Options consultation is scheduled to commence at the end of March 2017. The slight delay from the last update is to ensure we have the most robust evidence available to support the consultation – particularly for infrastructure. It will take the form of a full Draft Local Plan to include development management.
 - Some of the evidence studies and their progress:
 - o Housing & Economic Land Availability Assessment (HELAA): Final draft received. Will form an appendix to overarching SHEELA document
 - o Infrastructure Delivery Plan (IDP): Draft ‘baseline’ report received mid-Feb. officers are currently reviewing
 - o Evaluation of Transport Impacts (ETI): Draft interim report received Mid-Feb. Officers are reviewing.
 - o Green Infrastructure Strategy: Received first detailed ‘pilot’ (for Abingdon) and expecting similar settlement level assessments for all towns and larger villages through the first half of 2017. Settlement level assessments received and comments returned.
 - o Sustainable transport study: Consultants (Steer Davies Gleave) appointed. Technical note received and comments returned. Stakeholder workshops to be held Spring.
 - o Leisure Strategy: Consultants appointed Nortoft. Inception meeting to be scheduled.
 - o Gypsy & Traveller Accommodation Assessment: Consultants ORS appointed. Cherwell to join study.
 - o Sustainability Appraisal. AMEC Foster Wheeler appointed. Inception meeting scheduled March.

Design Guide shortlisted for award

South and Vale urban design officers together with collaboration from other specialist officers have had the South Oxfordshire Design Guide shortlisted for the Public Sector entry in the Francis Tibbalds Urban Design Awards 2017.

Being shortlisted for the award is a good step towards raising the profile of the Council and the need to secure high quality design in South Oxfordshire. Awarded by the Urban Design Group, the awards give more recognition to urban design work, particularly at project stage. Voting is now underway and the results will be announced in March 2017.

46 Young Achievers awarded in South Oxfordshire

Dozens of young people from South Oxfordshire have been recognised for their achievements in sport, art or citizenship at a celebration event.

South Oxfordshire District Council's Young Achiever Award Ceremony took place on Wednesday 22 February at Didcot Civic Hall with district council Chairman Paul Harrison and Vice Chairman Jeanette Matelot presenting certificates to 46 young people. Each young achiever also received £250.

Those recognised for their achievements include synchronised swimmers Lottie Moghul, aged 12, and Teri-Faye Coupar, 15; ice dancers Hannah Stewart and Anais Sophie, 13 and 15 years old; 16 year old endurance athlete Nancie Bowley; and Emily Williams, 15, who volunteers to help at her local Beaver group.

Cllr Elizabeth Gillespie, Cabinet Member for Grants at South Oxfordshire District Council, said: "I'm delighted that we are recognising the achievements of these talented young people. They are involved in activities ranging from voluntary community work, music and traditional sports. They are a real credit to the district setting great example for others to follow."

Communications

Another quick reminder that we are keen to improve communications with residents and South News, the newsletter which includes information of interest to residents, is one of our initiatives. Please do encourage local residents to sign up for the newsletters which will be published every two months.

South News keeps residents in touch with news from the council, including the latest on planning and housing in South Oxfordshire, news on recycling collections and events at our leisure centres and Cornerstone Arts Centre in Didcot.

To receive South News visit www.southoxon.gov.uk/southnews

Thames Valley Police

Given that the Government has now allowed Police and Crime Commissioners the opportunity to bring the Fire Service within their portfolio, I thought that an up-date for our PCC would be appropriate.

Commissioner Standfeld is minded to take up this option as there are significant benefits to be gained, but as with any new legislation, there are bound to be wrinkles that need to be ironed out. Several other PCCs have already started the process and because of this, our PCC is going to wait for the immediate future to see how these pan out.

Once the process is clear and has been tested, I fully expect that a bid will be put in for Thames Valley to proceed with this.

