

## East Hagbourne Parish Council

### Minutes of the Parish Council meeting duly convened and held on Thursday 22nd June 2017

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

Present were Cllrs D. Rickeard (Chair), D. Button, C. Topping, C. Gover, S. Beynon.

In attendance A. Leigh (Clerk)

Apologies for absence were received from I. Duff (Vice Chair), S. Beynon and J. Elliott

#### **2) Public Forum and Questions.** Greenlight Developments was in attendance to present their proposed development. They indicated they were in attendance to engage with the community.

C. Topping indicated that the Didcot Garden Town document shows woodland where their development would be. Greenlight will make comments on this. D. Rickeard indicated his concern for the village car park, which is often at capacity.

The public had concerns about the following:

- The road's capacity to handle heavy vehicles during construction
- The road's capability to handle the increased traffic the development would bring, especially in the morning.
- Boundaries of existing properties

Andy Barmer requested a copy of the form of pre-application to be sent to the Parish Council and himself. Greenlight agreed to send this.

Greenlight indicated that it would like to meet with the Village Hall Committee and the school headmistress prior to their formal application.

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

Report District Cllr Murphy (see attachment 2) was noted.

#### **4) Confirmation of the minutes of the Annual Parish Meeting held on 27th April 2017 and the Annual Parish Council meeting held on 4<sup>th</sup> May 2017.**

The minutes of the above meetings were agreed with one change to the 4<sup>th</sup> May 2017 minute and were 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 reported that OCC is happy to have a sign at Bakers Lane reading No Through Road. No Turning, as long as the council pays for it. AL to find out the cost from Mark Francis of OCC. The public indicated the sign would be best placed at the entrance to the narrow bit of the lane.

AL spoke to OCC regarding a sign by the Pavilion. She reported that OCC recommends a sign reading Sports Ground rather than the one suggested by the Council, which would read, East Hagbourne Pavilion. The council agrees that the trading name is important to be on the sign. AL to go back to OCC with the Council's comments.

It was also noted that the sign near St Anne's needs replacing.

2016-09-03: Progress web site migration – CG indicated has 2 people she would like to invite to tender. The council agreed with her recommendations. AL to send the letters to tender. Applicants are to respond within 4 weeks.

2016-09-02: Land Registration documents - AL indicated she is working on the next stage of documents for Hopfields, the Bus Shelter and the Cemetery.

2016-10-03: Close Cemetery Bank Account - DB indicated this is in progress.

2017-02-01: New Dog Bins – AL reported the dog bin will be sent out as soon as bin liners are back in stock at Broxap.

2017-03-01: Repairs to Upper Cross: AL reported she had heard from Richard Noviss who previously repaired Upper Cross. He will let us know when he is available and I. Duff will meet with him if available.

2017-05-01: Update Emergency Plan: J. Elliott was not in attendance so this will carry over to the next meeting.

## 6) Items for Discussion/Decision

- a) **Website Migration:** See item 5, action 2016-09-03
- b) **Village Character Assessment:**
  - i) Approval of final invoices: D. Rickeard reported we have received a bill from Jeremy Lake for £4080. There will be approximately another £500 to come. The council agreed to these figures, to be paid from the Neighbourhood Plan project fund.
  - ii) Publications: The Village Character Assessment is ready to be put on the website and to print. The council is happy to make this assessment public. CG will put it on the website and will have copies printed to put around the village.
- c) **Grass cutting – review of status**
  - i) Adjustments to the contract scope: AL reported she has not yet received a contract from BGG. AL to draw up a contract for them to review and subsequently for the council to sign.
  - ii) St Anne's Close: AL reported she had mentioned to Didcot Town Council the issue of EHPC no longer cutting the grass at St Anne's Close due to the boundary change of 2015. DTC have asked for documentation of this, which A. Leigh is to provide.
- d) **Adoption of telephone kiosk:** D. Rickeard reported that the kiosk at Lower Cross had been removed. A. Leigh to ask BT when the one by Harwood Road would be removed.
- e) **Central Heating problem in the Pavilion:**
  - i) Approval of invoices: Mike Mullins is expected to come on Friday to make good the floor covering. Once this is done, we can expect his invoice.
  - ii) Insurance claim – Once all invoices have been received, they can be sent to Zurich for processing the claim.

The council has received a bill from Castle Water, but this does not seem to cover the £1,000 worth of water that was lost during the car park work. D. Button is happy to discuss this with Castle Water.

## 7) Items for Report.

### a) **Neighbourhood plan report and recent planning applications:**

C. Topping reported the NP is making progress. Andrea from CFO has made some excellent improvements to the policies and supporting wording.

The steering group hopes to have a complete draft the week of 26<sup>th</sup> June, which will be formally submitted to Ricardo Rios at SODC by the 10<sup>th</sup> July. The formal consultation will take place from the end of July at which time it can be circulated publicly.

New Road Development: We have not yet heard how the JR is progressing. The council believes it has not yet had its first hearing.

Greenlight: The council heard from Greenlight earlier in the meeting. No formal application has been made as of yet.

The potential applications of Nurton behind New Road and Persimmon Homes to the east of Millbrook were touched upon.

The Catesby application off Park Road north of Coscote has been submitted and is P17/S1965/O. C. Topping encouraged residents to object.

P17/S1604: Land off Bakers Lane: There was a discussion around the safety concern due to the area being a well used footpath.

Didcot Garden Town: This was published on Monday. C. Topping hopes we will send positive comments.

### b) **Cemetery committee report and lych gate:** The lych gate was damaged by a high-sided vehicle. It is unknown who caused the damage. The council discussed who might be the right person to fix this. A. Leigh to ask Richard Noviss and Jeremy Lake if they have any appropriate contacts.

There was a flood from a standpipe. Derek called Thames Water emergency line. They came out and a standpipe is to be delivered next week.

D. Button reported that the church (PCC) has been paying for the council's water use at the Cemetery, because there is a single meter serving both the old and new cemeteries. The church has suggested that the council and the church share the water charges as of 1/6/17, which should amount to approximately £10/month. The council agreed to this.

### c) **Highways/footpath repairs:**

#### i) **Bishops Orchard, Millennium Wood, Village Hall paths:**

There is currently damage to the railings in Bishops Orchard. A. Leigh has e-mailed Karen Brown at SODC regarding this.

Millennium Wood: C. Gover is going to speak with Lucy Dalby about the procedures needed to use CCTV, which Lucy has experience with in another council.

Village Hall Path: C. Barfoot e-mailed the council to notify it of an uprooted railing at the Harwood Road end of the path. A. Leigh to contact Mark Francis of OCC about this.

### 8) Correspondence.

A Leigh received an e-mail from a resident regarding planting a tree in memory of someone in the Cemetery. D. Button to speak with Cynthia Napper regarding this.

D. Rickeard reported that the 94/94A bus will stop at the end of August. DVTG met on Tuesday regarding what to do if no commercial bus service exists. There was a discussion around a bus to and from Didcot twice a week. The feeling is it is worth doing, but Council was supportive in principle to providing a grant, subject to seeing details of the proposals.

### 9) Financee.

#### a) Payments since last meeting

Payee	Item	Cheque no.	Amount	Date
Hagbourne Village Hall	Room hire for Cemetery meeting 21/11/16	102422	£12.00	22/5/17
David Rickeard	Cupboard for Toddler Group	102423	£357.60	22/5/17
David Rickeard	Valve to fix urinal in Pavilion	102424	£96.60	23/5/17
BGG	Grass cutting of Cemetery	102425	£288.00	24/5/17
BGG	Grass cutting of village	102426	£420.00	24/5/17
BGG	Recreation Ground scrub clearance (original cost £752.00 less £600 for double payments in 2016 = £92 + VAT (£18.40) = £110.40	102427	£110.40	24/5/17
HM Land Registry	Cemetery	102428	£4.00	27/4/17
HM Land Registry	Bus Shelter	102429	£4.00	27/4/17
BDS Surveyors	Car park (12% of contract sum)	102430	£746.04	31/5/17
BDS Surveyors	Locating/repairing leak in Pavilion	102431	£228.00	31/5/17
PWLB	Loan – 601 08669	Direct debit	£3,424.76	1/6/17
PWLB	Loan – 607 08669	Direct debit	£2,461.17	7/6/17
Allison Leigh	Salary	102432	£521.76	30/6/17 (note date of cheque)
Community First Oxfordshire	Membership (1001 – 5000 population)	102433	£70.00	22/6/17
EHS&RC	4/5/17 EHPC – APCM; 18/5/17 –	102434	£52.50	22/6/17

	NP Meeting			
Derek Button	Fox standpipe for Cemetery water repair	102435	£297.71	22/6/17
Allison Leigh	Mileage and expenses	102436	£249.30	22/6/17
CPRE	Membership	102437	£36.00	22/6/17
Jeremy Lake	Village Character Assessment	102438	£4,080.40	22/6/17
Hagbourne Village Charities	Butts Piece land rental	102439	£564.56	22/6/17

**a) Receipts since last meeting**

<u>From</u>	<u>What</u>	<u>Amount</u>	<u>Date</u>
HMRC	VAT	£14,921.56	17/05/17
Pring	Allotment	£27.15	19/5/19
Various	Allotments (£114.70)/SSE (£55)	£169.70	31/5/17

**b) Accumulated Account Balances (reconciled as of last bank statement through 31/5/17)**

Barclays Banks accounts (2)	£ 47530.14
Cemetery accounts (2) (not active)	£3,520.30
Grand total (4)	£51,050.44

**c) The Special Project balances are: -**

Neighbourhood Plan	£ -3,580.40
<b>NOTE: This figure is negative following the payment for the village Character Assessment, which exceeded expected costs. Project budgets to be reconciled at the end of the financial year.</b>	
New Road Development Fund	£ 3,589.42
Cemetery	£ 3,390.81
Pavilion Car park	£ 4,508.43

The meeting was declared closed at 9:40pm. The next Parish Council meeting will be held on Thursday, 20<sup>th</sup> July at 7:30pm in the East Hagbourne Pavilion.

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

ATTACHMENT 1 ACTION LIST

ACTION	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	In progress
2017-05-01	Update Emergency Plan	JE	

## ATTACHMENT 2

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

June 2017.

#### **Devolution And The Unitary Bid**

We will soon know what the result of the General Election is and whether there has been a change in government. Until that is sorted out there will not be any announcement about the Devolution Bid, but we will let you know just as soon as we have any information that we can share with you.

#### **Planning Matters.**

##### **Neighbourhood Planning Up-date.**

At the time of writing we have a number of advanced Neighbourhood Plans that have completed their pre-submission consultation, as follows:

- Benson
- Dorchester on Thames
- Chalgrove
- Pyrton
- Watlington
- Wheatley

Neighbourhood Plans are also well advanced and close to pre-submission consultation stage for:

- Warborough & Shillingford
- Cholsey
- East Hagbourne
- Goring on Thames
- The Baldons

Brightwell-cum-Sotwell, Chinnor and Long Wittenham Neighbourhood Plans are currently at examination stage. If successful, they will then proceed to a local referendum.

Once a Neighbourhood Plan is approved by local referendum (with a simple majority) it becomes part of the Development Plan for the district and forms the starting point for making decisions on planning applications.

##### **Local Plan update**

Our Local Plan: Second Preferred Options consultation closed on 17 May and over 1,000 respondents took the time to submit comments.

Planning Policy is currently reviewing and processing the comments. These will be available for public viewing in July 2017.

##### **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: 67% decided within 13 weeks against local target of 70% (national target 60%).
2. Minors: 89% decided within 8 weeks against local target 75% (national target 65%).
3. Others: 97% decided within 8 weeks against a local target of 90% (national target 80%).
4. 69% appeals dismissed (19% performance increase on this time last year) local target 74% (average national position 60%)

### **Appeals Public Inquiries**

\* Tetsworth - traveller site of 12 pitches scheduled for the 6/7 June – we have just received notification from the Inspectorate this is to be postponed mainly because it is likely to run for more than 2 days and venues are hard to source and staff with the election on 8 June.

\* Thames Farm, Shiplake – now one appeal opening on 13 June (in respect of a scheme for 90 units refused in August 2016) Venue – Nettlebed Village Hall

\* CABI, Crowmarsh – appeal against refusal of new offices and residential development. Inquiry will open in the first week of July. Venue – Howbery Park, Crowmarsh Gifford.

\* Long Wittenham – appeal against non-determination of 35 unit scheme strongly opposed by Parish Council and local residents. Will be an inquiry but date & venue yet TBC.

### **Judicial Reviews/Challenges**

We received confirmation on 4 May that the dismissed East Hagbourne appeal in respect of 170 houses will be the subject of a Judicial Review.

### **Enforcement**

\* 41 new cases opened

\* 23 cases closed

\* Five cases closed were more than six months old

Our six week performance was 100 per cent this month (target 80 per cent).

This included a

site visit for all new cases within our priority targets and to assess the issues within this

period. There was another increase in new cases this month and so with the recent level of

officers has meant the case numbers overall hasn't reduced.

### **Oxfordshire Infrastructure Strategy (OxIS) - phase one**

OxIS is an Oxfordshire Growth Board commissioned project involving all six Oxfordshire Local Authorities whose purpose is to identify, map and prioritise the county's infrastructure requirements for up to 2040 and beyond.

The project is being developed in two phases. Phase one is complete and the report can be viewed at <https://www.oxfordshire.gov.uk/cms/content/oxfordshire-growth-board>. This data will now be used as the baseline for phase two.

### **Biffa bin cleaning service**

Biffa has launched a new bin washing service in South and Vale – residents can pay a monthly fee to have their bins washed on a regular basis.

We are not involved in this service and it is not part of their contract with us, so please direct any queries, feedback or complaints about the service directly to Biffa on 0808 164 1000. There's more information at [www.biffawheelieclean.co.uk](http://www.biffawheelieclean.co.uk).

They are currently putting bin hangers on bins in the districts to advertise the service – they are doing this with our permission.

### **Communications**

#### **Roadwork alerts straight to your inbox**

You can now access the latest information on roadworks in your area from <https://oxfordshire.roadworks.org/> You can also set up email alerts by clicking on the envelope icon on the top left hand side of the webpage. It will only take a few minutes to complete your contact information and personalise the roads and areas that you'd like to receive alerts from - this will reduce the amount of emails you receive on this subject.

To receive **South News** visit [www.southoxon.gov.uk/southnews](http://www.southoxon.gov.uk/southnews)

### **South and Vale Community Safety Partnership**

You may have recently seen the hard hitting BBC production of Three Girls - a true life story based on the lives of three young girls in the Rochdale child sexual abuse case. The series can be viewed on BBC iPlayer.

The South and Vale Community Safety Partnership have funded several projects that are designed to help prevent child exploitation in our area. One of which is 'Chelsea's choice' - an innovative and powerful theatre production highlighting the serious and emotional issues of child sexual exploitation that shows how young people are groomed by adults.

Recently the production company Alter Ego delivered the performance to nine secondary schools in our districts including one to parents and staff in the evening at King Alfred's Academy, Wantage. The Community Safety Team aim to repeat the performances in other secondary schools later this year.

### **Homelessness prevention work is making a real difference**

Following the introduction of the housing team's on-line housing advice tool and providing customers with a dedicated case officer, we have prevented over 1,100 families from becoming homeless during 2016/17. This is despite an increase in the number of people approaching Housing Needs for help.

We have bucked the national trend (30 per cent increase in demand nationally) and reduced the number of households requiring temporary accommodation and saved ourselves £166,755 (68 per cent) compared to the same period 2013/14.

These results are a real credit to the Housing Needs and Development Teams, as well as both councils, and shows how we are making a real difference to the lives of our residents.

## **Leisure**

### **South Oxfordshire and Vale of White Horse win 2017 Better Club Games**

A team from South and Vale beat more than 120 55-year-olds to win the 2017 Better Club Games; an Olympic-style event for older people held at the White Horse Leisure and Tennis Centre.

Participants took part in six sports including walking football, badminton, short tennis, table tennis, timed swim and pickleball. Our local team claimed the title on home soil beating the four other teams from Chiltern & South Bucks, Reading, West Oxfordshire and Swindon.

### **Wallingford Riverside outdoor pool now open**

The heated outdoor swimming pool by Wallingford Bridge opened its doors just in time for last weekend's bank holiday. The site features a 23 metre pool, changing rooms, refreshments and a campsite. Jubilee Splash Park has been open for a while for younger children to enjoy.

A swim costs just £4.45 for adults, £2.85 for junior/seniors or £13.40 for a family swim (two adults and two children). Regular swimmers are also able to take advantage of a season pass for £69 for adults and just £34 for juniors and seniors.

Riverside Outdoor Pool is now open until 3 September\* at the following times:

Monday - Friday 7am-6pm

Saturday-Sunday 9am-6pm

\*subject to adverse weather conditions

For more information about Riverside Park and Pools please visit <http://www.better.org.uk/leisure-centre/south-oxfordshire/riverside-park-and-pools> or call 01491 835232.

### **South Chairman and charity fundraising**

The new Chairman for this year and her chosen charity is:

Chairman - Jeanette Matelot

Her charity is [Oxford Homeless Pathways](#)

Vice-chairman - Imran Lokhon

Last year our Chairman Paul Harrison attended 78 events and raised £4,277.71 for Ministry Aviation Fellowship, British Heart Foundation and British Liver Trust.

This is just a long brief summary of the work we are doing.

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