

East Hagbourne Parish Council

**Minutes of the Parish Council meeting duly convened and held on Thursday 31st
August 2017**

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

Present were Cllrs D. Rickeard (Chair), I. Duff (Vice Chair), D. Button, S. Beynon, J. Elliott and C. Topping

In attendance A. Leigh (Clerk)

Apologies for absence were received from C. Gover

2) Public Forum and Questions. There were no members of the public in attendance.

3) Reports from County Councillor and District Councillor.

None.

4) Confirmation of the minutes of the Parish Council meeting held on 20th July 2017.

The minutes of the above meeting were discussed and some revisions made. A. Leigh to edit the minutes and bring them for signing to the next meeting.

5) Actions from previous meetings.

D. Rickeard raised the topic of training courses for the clerk. The council agreed for A. Leigh to attend the OALC Planning and VAT training courses.

2015-09-03: Pavilion and Bakers Lane Signs – AL reported that she has met with Justine Wood regarding placement of the Bakers Lane sign. It was agreed that the new sign would read, No through road. No turning. It would go on the same wall where it is currently, but the placement would need to be high enough to be visible to drivers from both directions. A. Leigh has e-mailed Mark Francis to this effect.

With regards to the Pavilion Sign, A. Leigh is awaiting next steps from Mark Francis.

2016-09-03: Progress web site migration – D. Rickeard reported that Chris Alberry, Andy Barmer, Cordelia Gover and himself have been working on a plan to migrate the website. Two contractors had been invited to quote. The group asked the council to move forward with Pete Borlace working with Dave Woods for the following reasons:

1. The total price estimate is favourable
2. Their daily rate for any additional work needed is reasonable
3. They are capable; they delivered the Blewbury web site.
4. They can start late September and expect completion in 3-4 months.

S. Beynon enquired as to any annual fee. D. Rickeard indicated that the web hosting and associated fees were expected to be slightly higher than current. He indicated that once complete, the council, led by Andy Barmer and Chris Alberry, would be able to maintain the website, calling upon Pete for any issues.

The council agreed to proceed with Pete Borlace. D. Rickeard to craft an offer letter for A. Leigh to send to him for acceptance. Upon acceptance, A. Leigh to inform the other contractor of the council's decision.

2016-10-02: Land Registration documents - AL reported that these are progressing. The bus shelter documentation has been sent out for a first-time application, as there isn't currently a title registered. A. Leigh to review documentation sent regarding St Annes Court.

2016-10-03: Close Cemetery Bank Account - DB reported that one of the accounts is now closed and he is working on the other.

2017-02-01: New Dog Bins – This item has been completed and can be removed from the action list of the next meeting.

2017-03-01: Repairs to Upper Cross: A. Leigh reported she has left an e-mail for Richard Noviss, but has not had a response. A question came up as to ownership and Land Registry. The council decided that historically it has maintained Upper Cross so it should continue to do so. A. Leigh to try and contact R. Noviss via phone

2017-05-01: Update Emergency Plan: J. Elliott reported this has not been done as of yet. D. Rickeard indicated the contact details need updating and is going to re-send documentation to J. Elliott.

6) Items for Discussion/Decision

a) Planning Applications

Greenlight: A meeting had been held with Joan Desmond, the SODC Planning Officer for this application, on 22 August at SODC offices. Attending for East Hagbourne Parish Council were Cllrs Sarah Beynon, Derek Button, Iain Duff, David Rickeard and Crispin Topping. Joan outlined the planning issues around this application and the reasons why she felt she would have difficulty in recommending refusal.

Iain and Crispin presented to Joan the community use rationale and concerns about traffic and car parking. Joan explained that planning rules mean that this application cannot be made to take account of village needs outside the area of this development - so an argument about future car park needs was a political rather than a planning one. This is an outline application and Crispin argued that traffic and access should not be reserved matters. Following the meeting Iain checked on the OCC response on traffic and safety - OCC seem at present to have no strong objections.

Council was informed that the suggestion to move the school playing field next to Harwood Road and move the housing west had again been raised. Council reaffirmed that it did not support this approach, because it would extend the built line of the village further to the west. Council also agreed to write to OCC expressing our concerns about traffic and asking them to reconsider their position.

The application is expected to go to Planning Committee in late September or October. D. Rickeard said that we should consider our car park needs before the planning committee. D. Rickeard will e-mail the Red Light Green Light group the update from the SODC meeting.

Other developments: D. Rickeard reported that he had been quoted in the Didcot Herald regarding planning application P17/S3029/SCO, a Taylor Wimpey development of approximately 1000 units.

There is a development proposed in East Tadley field that is expected to arise in October/November timeframe for 70 homes. There may also be a Persimmon application for 100 units on the land northeast of the Green Gap.

The Catesby application will possibly go to committee in October. C. Topping indicated it should go to committee and be refused.

The Green Gap hearing date is fixed for 24/10/2017.

b) **Website migration:** See item 5, action item 2016-09-03.

c) **Grass cutting – review of status**

A. Leigh reported she had e-mailed Ben and Amelia of BGG about the proposed additions to the work schedule, but has had no response. A. Leigh to try phoning.

d) **Defibrillator:** A. Leigh reported that she has spoken to Steve at the Hagbourne Garage again regarding the possibility of the defibrillator being placed on the outside of their building. A. Leigh is waiting to hear back.

e) **Central Heating problem in the Pavilion - Insurance claim:** A. Leigh reported this is in progress.

f) **Poetry Trail Update:** The launch date of the Poetry Trail is the 17th of September. It was discussed that perhaps there would be something done at the Village Show.

g) **Tree cuttings – Orchard Footpath:** D. Rickeard reported that some beech and hawthorn cuttings had been dumped. It had been reported by C. Gover to Fix My Street and investigated by Dave Baldwin of Monson/SODC. The question arose as to who cuts the hedges on either side of the footpath. I. Duff reported that technically it should be OCC that does that. D. Button reported that he often cuts branches as well as do several other residents.

A. Leigh to contact OCC regarding what exactly they do.

D. Rickeard will look at getting rid of existing cuttings and liaise with Dave Baldwin.

h) **Village handyman/helper:** D. Rickeard reported that he and D. Button had discussed the possible need for a village handyman/helper. D Button said that some of the jobs mentioned for this individual might be collecting rubbish, grass cutting, re-organising/taking out the bins at the Cemetery and meeting with the grave digger for marking out grave sites.

The skill set identified would be someone trustworthy and resourceful, but the practicalities of removing rubbish, if required, would need to be considered.

The council agreed that this is a good idea and D. Button will work on a Job Description for review by the council with a view to being placed in the Newsletter.

i) **Actions on Playground:** The council discussed the actions put on the playground in the RoSPA report. A. Leigh to ask for a quote from the manufacturers as well as RoSPA's recommended contractor.

j) **Grants:** The council agreed that there are no projects at the moment for which to request a grant.

The council discussed how to give donations. It used to give 4/5 per year, but less requests have been coming in. There was a request from Be Free YC (formerly South & Vale Carers). The council agreed to a donation of £100. A. Leigh to prepare a letter and cheque for the next meeting. A. Leigh to ask Be Free YC for any information on work in East Hagbourne.

7) Items for Report.

a) **Neighbourhood plan report:** D. Rickeard and C Topping provided an update on the Neighbourhood Plan. SODC has strongly recommended that the council carry out an evaluation of potential building sites within the parish with a view to allocating a site or sites for development. A meeting was held with Ricardo Rios of SODC on

23rd August, attended by Bill Barksfield, Andy Barmer, David Rickeard and Crispin Topping on the behalf of the NP Steering Group to hear the arguments in detail. The position is:

- Although the council could submit the NP report for consultation now, it currently makes no provision for allocation. Because SODC has less than 5 years land supply, the Local Plan, and hence the NP, would be out of date.
- For those NPs that allocate land for development, the Plan will be considered to be valid provided the local authority has at least 3 years land supply and this provision would apply for 2 years.
- SODC's new Local Plan is expected to be approved in 4Q18. While this in itself does not imply they have a 5-year land supply, they hope to achieve that goal shortly afterwards.

Based on the above, not allocating means our plan would have no weight, whereas allocating could mean it has weight at least for a couple of years. The NP Steering Group has reluctantly come to the view that the allocation route should be followed and asked the council to support this process. The Council agreed to support the process, as it appears to be the only sensible option at this stage. This means an objective evaluation of at least 3 months following which we would decide whether and what to allocate. SODC have offered their support and funding is available through Locality - C Topping will make an application.

A public meeting will take place on the 14th September in the Pavilion to present this to the public. Ricardo Rios and Jane Murphy will attend this meeting.

- b) **Cemetery Committee report and lych gate:** D. Button reported there is no committee update, as the committee has not had another meeting. With regards to the lych gate, he has been looking for someone to repair it. The discussion was around whether or not it needs a specialist or not. D. Button will ask Pete Woods if he can help.
- c) **Highways/footpath repairs:**
 - i) **Bishops Orchard, Millennium Wood, Village Hall paths:** The local police have reported that the damaged railings in Bishops Orchard will be replaced and there will be additional fencing put up to prevent people from scaling the embankment.

A. Leigh has been in contact with DTC regarding Millennium Wood. They have indicated that they have put up signs regarding no fires and no holes to no avail.

A. Leigh has e-mailed Mark Francis re- meeting with D. Rickeard regarding identifying the damaged barrier at the Village Hall footpath.

8)Correspondence. None.

9) Finance.

a) Payments since last meeting

<u>Payee</u>	<u>Item</u>	<u>Cheque no.</u>	<u>Amount</u>	<u>Date</u>
BGG	Grass cutting of Cemetery	102455	£192.00	31/8/17

BGG	Village grass cut	102456	210.00	31/8/17
Allison Leigh	Clerk salary	102457	521.76	31/8/17
EHS&RC	Grant for village fete	102458	75.00	31/8/17
Allison Leigh	Mileage and expenses	102459	216.06	31/8/17
SODC	Emptying of dog bins	102460	138.14	31/8/17
Dentons	Invoice for work on New Road Development from 3/5/17 – 26/6/17	102461	1,200.00	31/8/17

b) Receipts since last meeting

<u>From</u>	<u>What</u>	<u>Amount</u>	<u>Date</u>
MJ Didcock Funeral Service	Cemetery fees for Darcy O’Gorman	640.00	27/7/17
Co-operative Funeral Care - Didcot	Cemetery fees for Kathleen Warner	280.00	27/7/17
R & H Barker	Interment fees for Pamela Lay	80.00	7/8/17
Reeves Memorials	Second inscription Sheila Strange	20.00	23/8/17

c) Accumulated Account Balances (reconciled as of last bank statement through 31/7/17)

Barclays Banks accounts (2)	£ 33,783.43
Cemetery accounts (2) (not active)	£3,520.30
Grand total (4)	£37,303.73

d) The Special Project balances are:

Neighbourhood Plan	£ -4,161.40
New Road Development Fund	£ 2,389.42
Cemetery	£ 3,732.72

Car park

£ 4,508.43

10) Items for report and inclusion on September agenda

D. Rickeard gave his apologies for the meeting of the 28th September 2017

The meeting was declared closed at 9:40pm. The next Parish Council meeting will be held on Thursday, 28th September at 7:30pm in the East Hagbourne Pavilion.

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	Agenda
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	DONE
2017-03-01	Repairs to Upper Cross	AL	In progress
2017-05-01	Update Emergency Plan	JE	

