

**East Hagbourne Parish Council**

**Minutes of the Parish Council meeting duly convened and held on Thursday 28th  
September 2017**

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

Present were Cllrs I. Duff (Vice Chair, Acting Chair at the meeting), C. Gover, D. Button, S. Beynon, J. Elliott, C. Topping

In attendance A. Leigh (Clerk), members of the public

Apologies for absence were received from D. Rickeard (Chair)

**2) Public Forum and Questions.** Members of the public were in attendance to discuss the Greenlight planning application. The discussion item **6a - Planning Applications** - moved to this section of the agenda. It was reported that Greenlight goes to planning committee on 9/10/17. The Parish Council will have a 5-minute slot and the public will have a 5-minute slot.

I. Duff indicated he is unimpressed with the safety audit document. He indicated that safety will be the most important issue at the committee.

Representatives from Red Light Green Light (RLGL) indicated they hoped that the Parish Council would cover general technical planning issues. RLGL indicated the main thrust of their presentation at committee will be safety.

Members of the Parish Council will review the presentation it will present at committee. After this meeting, A. Leigh to fill out the form for SODC indicating who will be speaking at committee.

It was reported that the Catesby planning application will also go to planning committee on the 9<sup>th</sup> October. The Parish Council has put in its objection. At committee I. Duff indicated that the Parish Council will build on its original objection.

C. Topping indicated that the Parish Council objects to Greenlight as well as Catesby as they are each wrong for the village for different reasons.

It was reported that on the 9<sup>th</sup> October, the Planning Committee is going to do a site visit to the village.

C. Topping reported that there is an upcoming meeting with SODC and West Hagbourne regarding the Neighbourhood Plan. The Parish Council agreed that it is not in the best interest of the village to have a joint Neighbourhood Plan.

It was reported that the planning application from Taylor Wimpey is not in yet. A. Leigh reported an e-mail had been received from a representative for Taylor Wimpey. C. Topping agreed to speak with him on behalf of the Neighbourhood Plan Steering Group.

It was discussed that there will likely be an application from Orchestra in East Tadley field.

**Item 7a – Neighbourhood Plan** – was also discussed here. C. Topping reported there had been a meeting on the 14<sup>th</sup> of September where the call of sites was announced. The meeting was well attended. The consultation will end on the 18<sup>th</sup> October.

Letters had been sent to the site owners on 6 local green spaces. C. Topping indicated the protection against development of these sites would go into the Neighbourhood Plan,

if approved. There was a discussion around this as Mrs Jane Drew who had received a letter was upset about the receipt of said letter. C. Topping indicated the information had been published on the East Hagbourne website in the East Hagbourne Character Assessment. This document is also available in the pub and in the shop. He indicated that the land allocated could always be used for what it was meant for, but just not development.

The Council admitted that those in receipt of a letter of allocation should have also been sent the Character Survey to read in conjunction with it. I. Duff apologised for this oversight. The member of the public wishes she had been sent a report along with the letter. A. Leigh to e-mail this report to the member of the public asap.

D. Button requested the minutes include a list of those organisations that have been sent the letter concerning protection against development within the Neighbourhood Plan.

**Item 6h - Slashing of hedges trees by electricity company** – was also discussed here. It was discussed that the electric company has cut trees along Millennium Wood. A member of the public indicated this has also occurred on Great Mead by Cherry Tree Farm.

The member of the public asked if the electric company is going to trim, it would be helpful if they could clear the debris so that people could get by. A. Leigh to research which electric company it is and ask them to do this.

The issue of the maintenance of the width of roads/ownership, footpaths, highways and bridleways was raised. A. Leigh to follow up with OCC.

A member of the public reported there is a flooding issue with the watercourse east from Blewbury Bridge and has requested this to be on the next agenda.

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

I. Duff referenced the report from Jane Murphy - See Attachment 2. There was no report from Simon Clarke.

### **4) Confirmation of the minutes of the Parish Council meeting held on 20<sup>th</sup> July 2017 and 31<sup>st</sup> August 2017.**

The minutes of the above meetings were agreed and signed.

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

**2015-09-03: Pavilion and Bakers Lane signs** – A. Leigh reported that D. Rickeard had met with Mark Francis of OCC. They discussed the potential usage of the black post at the site being used for the Pavilion Sign. Mark Francis believes this may be intended for usage as a street lamp and will look into this, reporting back to A. Leigh.

Regarding the "No Through Road. No Turning" request for the entry to Bakers Lane, Mark told D. Rickeard that the No Turning part is not a standard sign, but there would be no objection to the council putting one on the wall, subject to the owner's agreement. A. Leigh to follow up as Mark Francis had earlier reported this wouldn't be a problem and would get a cost to the council.

**2016-09-03: Progress website migration:** It was reported that a meeting is due to take place between Pete Borlace and the website working group.

**2016-10-02: Land Registration Documents:** A. Leigh reported she is waiting for the Bus Shelter document from Land Registry. A. Leigh reported that Justine Wood had

provided several registry documents on the Green Gap. A. Leigh to review these and report back to D. Rickeard and C. Topping.

**2016-10-03: Close Cemetery Bank Account:** D. Button indicated this is in progress.

**2017-02-01: New Dog Bins –** This item can be removed from the next action sheet as it is completed.

**2017-03-01: Repairs to Upper Cross:** A. Leigh reported she had had a discussion with Richard Noviss who indicated he would send a recommendation proposal for Upper Cross, but she has not yet heard anything further.

**2017-05-01: Update Emergency Plan:** J. Elliott to review documents sent from OCC and get back to A. Leigh.

**2017-08-01: Action repairs in Great Mead Playground:** A. Leigh reported that RoSPA doesn't repair/recommend someone for repair. A. Leigh reported that Playdale only supplied some of the equipment so she is still working on getting companies to quote.

## 6) Items for Discussion/Decision

a) **Planning Applications (see item 2)**

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

c) **Grass cutting – review of status:** A. Leigh reported that she had left a voice mail for BGG regarding the contract, but not had a reply. A. Leigh to continue to get in touch with them.

d) **Defibrillator:** A. Leigh reported she had left e-mails for Steve at the Hagbourne Garage. She reported the cabinet for the defibrillator would need to be changed if it were moved to an outside location. She showed the council a photo of one type of cabinet. A. Leigh to e-mail a photo of this to D. Button to show to Steve. The cost is in the vicinity of £600 and the council would install it.

e) **Central Heating problem in the Pavilion:** This is still in progress. A. Leigh to follow up with Zurich.

f) **Village handyman/helper:** D. Button to circulate a job description to the council.

g) **Status of St Anne's Court:** A. Leigh reported she had received a document from Land Registry indicating that EHPC owns this area. A. Leigh contacted Didcot Town Council (DTC) regarding this. They indicated that while they show e-mails regarding the desire to transfer the land from EHPC to DTC, the conversations never took place in a meeting and were therefore not minuted. DTC asked for the council to resolve whether or not it would like to transfer ownership. The council resolved it would like to sell the land to DTC for £1, which is what it was purchased for.

h) **Slashing of hedges trees by electricity company: see item 2**

i) **Grants – request from Victims of Abuse:** A. Leigh had sent e-mails to the council indicating that work is being done in East Hagbourne. The council resolved to make a donation of £100 to Clean Slate. A. Leigh to prepare a letter and cheque for the next meeting.

## 7) Items for Report.

a) **Neighbourhood plan report (see item 2)**

b) **Cemetery committee report and lych gate:** D. Button reported he has been in discussions about the repairs of the lych gate. He reported that someone had apparently attempted to fix it, but it hasn't been fully repaired. He continues to work on this.

c) **Highways/footpath repairs:**

i) **Bishops Orchard, Millennium Wood, Village Hall paths:** It was reported that additional railings are due to be put up in Bishops Orchard.

A. Leigh reported there is a new Outdoor Services Manager at DTC. She had e-mailed him regarding the sign that refers to no fires/hole digging to which Brenda Andrews had referred. He has reported that he has not seen the sign and will have it replaced if it has been removed.

D. Rickeard had a conversation with Mark Francis regarding the damage to the village hall path. Mark is intending to replace the barrier at the Croft end of the Village Hall path. The gap will need to be larger as new installations have to comply with disability requirements.

**8)Correspondence.**

a) **Town and Parish Forum – 1<sup>st</sup> November:** The Autumn Town and Parish Forum 2017 will take place on Wednesday the 1<sup>st</sup> November from 6 – 9pm in Wallingford. An invitation will be sent inviting 2 representatives to attend.

C. Topping reported he will attend the SODC Local Plan update briefing on the 11<sup>th</sup> October 2017.

It was suggested that all correspondence coming in/going out of the council are recorded.

**9) Finance.**

a) **Payments since last meeting**

<u>Payee</u>	<u>Item</u>	<u>Cheque no.</u>	<u>Amount</u>	<u>VAT</u>	<u>Total</u>	<u>Date</u>
BGG	Cemetery grass cutting	102462	160.00	32.00	192.00	28/9/17
BGG	Village cut	102463	175.00	35.00	210.00	28/9/17
Allison Leigh	Clerk salary	102464	521.76	n/a	521.76	30/9/17
Allison Leigh	Mileage and expenses	102465	25.50	n/a	25.50	28/9/17
Be Free Carers	Donation	102466	100.00	n/a	100.00	28/9/17

Derek Button	Engraving for Best Allotment Plot 2017	102467	8.33	1.67	10.00	28/9/17
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**8) Receipts since last meeting**

<u>From</u>	<u>What</u>	<u>Amount</u>	<u>Date</u>
SODC	2 <sup>nd</sup> half precept	15,478.00	7/9/17

**9) Accumulated Account Balances (reconciled as of last bank statement through 31/8/17)**

Barclays Banks accounts (2)	£ 46,808.47
Cemetery accounts (2) (not active)	£3,520.30
Grand total (4)	£50,328.77

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

Neighbourhood Plan	£ -4,161.40
New Road Development Fund	£ 2,389.42
Cemetery	£ 3,572.72
Car park	£ 4,508.43

**10) ITEMS FOR REPORT AND INCLUSION ON NOVEMBER AGENDA**

The flooding issue with the watercourse east from Blewbury Bridge will be on the next agenda.

The meeting was declared closed at 9:15pm. The next Parish Council meeting will be held on Thursday, 2<sup>nd</sup> November 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	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	
2017-08-01	Action repairs in Great Mead playground	AL	

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

**September 2017.**

Well, the summer is over, and if you had holidays, we hope you had good ones. The weather forecasters are suggesting we may have a nice, sunny September and October, but let's see what materialises!

**Planning Matters.**

**Thames Farm Planning Appeal**

Recently we lost the Appeal against our refusal of Planning Permission for this site, notwithstanding the existence of a Neighbourhood Plan and our publicly having a 4.1 year Land Supply. The Inspector's argument was that our Land Supply was, by his calculation, 2.998 years, or 17.6 hours short of the required 3 year supply under the Minister's Written Ministerial Statement. We believe that his calculation base is seriously flawed and that he is wrong in his decision on the basis of the legal advice we have received. On this basis we will be challenging his decision in the Courts.

**Neighbourhood Plans**

Good news! We are extending the current district grant support to community groups preparing revised neighbourhood plans. The amount of grant support available is as follows:

Market Towns £15,000

Larger Villages £10,000

Smaller and Other Villages £5,000

Community groups seeking to revise their neighbourhood plans need to submit a statement to explain why a review of their neighbourhood plan is necessary, alongside a project plan with associated costings.

Find more information on the neighbourhood grant support email the policy planning team.

**Modern Slavery - speak up**

You may have seen in the news recently that some members of a traveller site in Lincolnshire have been convicted for running a slavery ring. Vulnerable people were forced to carry out work for little or no pay and live in squalid conditions over many years.

This case highlights that modern slavery can happen anywhere and we all have a responsibility to report anything that looks suspicious and could relate to this kind of exploitation.

Our community safety team has put together a short guidance note to help you recognise signs of possible modern slavery.

You can read the note here by copying and pasting the link.

[http://southandvale.us8.list-](http://southandvale.us8.list-manage.com/track/click?u=33bec1cf8b5523ad47c7183a0&id=ee506f6118&e=eda6ce4f57)

[manage.com/track/click?u=33bec1cf8b5523ad47c7183a0&id=ee506f6118&e=eda6ce4f57](http://southandvale.us8.list-manage.com/track/click?u=33bec1cf8b5523ad47c7183a0&id=ee506f6118&e=eda6ce4f57)

### **New waste and recycling trucks**

Some of our new waste and recycling trucks are already making their way round the districts.

This should help to alleviate some of the disruption caused by the old vehicles. The rest of the new £6.5m fleet will be in place by 2 October and will be covered in eye-catching designs to encourage recycling.

With the new fleet, there'll be a change to the way our waste is collected. At present, food waste and recycling (or rubbish) is collected in separate compartments within the same truck. When the full fleet is here, these collections will be by two separate vehicles – one for food waste, another for recycling or rubbish. This will not affect collection days or how you use your bins.

Read the press release we issued about the new vehicles here;

[http://southandvale.us8.list-](http://southandvale.us8.list-manage1.com/track/click?u=33bec1cf8b5523ad47c7183a0&id=6b6be4bd99&e=eda6ce4f57)

[manage1.com/track/click?u=33bec1cf8b5523ad47c7183a0&id=6b6be4bd99&e=eda6ce4f57](http://southandvale.us8.list-manage1.com/track/click?u=33bec1cf8b5523ad47c7183a0&id=6b6be4bd99&e=eda6ce4f57)

### **Council tax discount review**

Reminder; Over the next few weeks we will be checking that everyone who currently claims a 25 per cent single person discount on their council tax is entitled to do so.

This review will involve us working with credit reference agencies to check that our records are accurate and that people are only receiving the discounts they are entitled to.

We will be encouraging anyone that currently receives a discount to contact us if they're unsure about their entitlement to avoid any action being taken at - [sodc.counciltax@secure.capita.co.uk](mailto:sodc.counciltax@secure.capita.co.uk) / 0345 302 2313

This is part of our continuing work to prevent and detect fraud on behalf of our residents.

### **Look out for your yellow letter**

Please remind people to keep a look out for a yellow letter arriving in the post.

The yellow letter, which is going to all residents, explains that we need confirmation of who is currently living at their property so we have the correct information on who is eligible to vote.

As soon as the letter arrives, they should visit [household.reponse.com](http://household.reponse.com) to confirm or update their details. We still need them to respond even if their details are correct.

It would help us greatly if you could encourage others to do this to avoid us having to send out reminders and to help save money. We've launched an awareness campaign to encourage people to look out for the letter and to respond as quickly as possible.

### **Housing team award**

You might remember that our housing team was recognised as one of the country's top performers by the National Practitioner Support Service (NPSS).

This followed a detailed review of our advice services where we scored 80 per cent against an average of 69 - putting us in the top eight councils in the country. The review checked that the advice and support we give to our residents is provided in a targeted, effective and efficient way.

The team has now been presented with their Bronze Award certificate and are already working towards the Silver Award.

## **Leisure**

### **Henley swimmers to benefit from changing area refurbishment**

Swimmers at Henley Leisure Centre will benefit from a major upgrade to their changing area this year, thanks to South Oxfordshire District Council.

The planned refurbishment will significantly improve the environment, with the pool-side changing rooms and toilet areas being refurbished throughout.

There will also be new changing cubicles, lockers and vanity units, while new LED lighting will also be installed to help improve the environment and reduce the amount of energy the building uses.

Work on the changing area is expected to start in November and will take around eight weeks to complete. During this time the swimming pool and all other facilities will remain open.

Cllr Lynn Lloyd, Cabinet Member for Leisure at South Oxfordshire District Council, said: "The refurbished area will provide a much better changing environment for swimmers at Henley Leisure Centre. This investment is part of our ongoing commitment to provide the best leisure facilities for all our residents across South Oxfordshire."

### **Didcot Wave**

South Oxfordshire District Council is to invest £100,000 into Didcot Wave for essential maintenance and improvement works.

Swimmers will benefit from refurbishment work to the poolside shower area and improvements to the changing area and changing cubicles, including new benches.

Essential maintenance will be carried out to improve the flow of rain water from the roof of the building with repairs to the gym roof and gullies.

Parts of the swimming pool air handling unit will also be upgraded and the lighting in the pool hall will be improved.

Cllr Lynn Lloyd, Cabinet Member for Leisure at South Oxfordshire District Council, said: "We are committed to providing quality leisure facilities for our residents. This essential work will provide swimmers at Didcot Wave with improved changing and shower facilities, while also ensuring that the building is better protected from bad weather."

## **New pay and display machines for district council car parks**

Motorists using district council car parks in South Oxfordshire will benefit from the use of new pay and display machines.

Following a successful trial, the new machines have been installed. They will allow payment by credit and debit card and also accept coins, including the

new £1. Old £1 coins will continue to be accepted until they cease circulation on 15 October.

Motorists will also still be able to pay by mobile phone via the Connect Cashless system.

When using the new machines motorists will need to insert their vehicle registration on the key pad when paying to park.

The new machines will be much cheaper and easier to maintain than the current stock which is a number of years old. The system will be powered by solar panels making it much cheaper and greener to run and, where possible, will be installed into the existing machine holders to save waste.

Cllr David Nimmo-Smith, Cabinet Member for the 5 Councils Partnership and Corporate Services Contracts at South Oxfordshire District Council, said: "The new machines introduce debit/credit card payments to our car parks for the first time which will be a great help for those who don't like to carry change around. Using solar panels means we're making another small contribution to reducing the environmental impact of the council."

### **Superfast broadband update**

Our work with the 'Better Broadband for Oxfordshire' programme to deliver superfast broadband to our districts is on track to complete later in the year. To date take up of superfast broadband has been 47 per cent across Oxfordshire, one of the highest take up rates in the country.

To find out progress and coverage in your local area copy this link;  
<http://southandvale.us8.list-manage.com/track/click?u=33bec1cf8b5523ad47c7183a0&id=31f67f955b&e=eda6ce4f57>

For those areas not covered by the programme, we have been in discussions with a number of wireless providers about addressing the remaining gaps of 1,822 premises in South. The county has launched a scheme for communities to co-fund broadband partnerships. Copy this link for more information.

<http://southandvale.us8.list-manage2.com/track/click?u=33bec1cf8b5523ad47c7183a0&id=9c68fa4265&e=eda6ce4f57>

We've sent updates on the superfast broadband for Oxfordshire programme to all parish councils and district councillors. If you haven't seen a copy or would like further information please contact Suzanne Malcolm, Economic Development Manager, by email [suzanne.malcolm@southandvale.gov.uk](mailto:suzanne.malcolm@southandvale.gov.uk) or telephone 01235 422217.

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