

**East Hagbourne Parish Council  
(EHPC)**

**Minutes of the Parish Council meeting duly convened and held on  
Thursday 6<sup>th</sup> September 2018**

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

Present were Chairman I. Duff and Councillors, J. Elliott, P. Dixon, C. Gover and D. Rickeard.

Apologies were received from Vice Chairman D. Button, County Councillor S. Clarke and District Councillor J. Murphy.

I. Duff indicated there are 2 vacancies for parish councillors, but that Carolyn Shaikh was present to be co-opted as councillor. The council recalled that it was in favour of co-opting C. Shaikh at the July meeting and at this meeting unanimously co-opted her to the council as Parish Councillor.

There is now one vacancy for Parish Councillor.

**2) Public forum and questions.** None

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

**Oxfordshire County Council (OCC)**

I. Duff reported that S. Clarke had sent him an OCC report for the meeting. It was discussed that S. Clarke had looked into the issue of the overhanging trees reported by a resident. S. Clarke has not had a resolution on this and will continue to follow up on his end.

It was reported that there has been fencing removed from Footpath 15 (the Grange Path). S Clarke is going to check on this.

S. Clarke indicated that he had spoken to Didcot Town Council (DTC) about the ownership of/responsibility for St. Anne's Court. DTC indicated that there is nothing that can be done until the end of the financial year. A. Leigh queried the council about the management for the remainder of the financial year. The council would like A. Leigh to change the contact information on the sign at the St Anne's play area from what is there to the current contact information. The council will also need to keep an eye on the grass and the play area. On the topic of changing contact information, the council asked that A. Leigh change the contact information on the sign at Butts Piece as well.

**South Oxfordshire District Council (SODC)**

It was noted that a report had been received from J. Murphy. C. Gover noted that the broadband mentioned in the report has not yet been installed.

I. Duff touched on the Joint Statutory Spatial Plan which is a collaboration of all of the councils in Oxfordshire.

It was noted that the SODC reports are very helpful, containing valuable information.

**4) Confirmation of the minutes of the Parish Council Meeting held on the 26th July 2018:** The minutes were approved and signed.

**5) Actions from previous meetings**

**2017-03-01: Repairs to Upper Cross:** A. Leigh reported that she has tried several times to contact Richard Noviss with no response. She indicated she had cc'd I. Duff on these e-mails so he would be aware of the situation. A. Leigh will attempt phoning him to make contact.

**2017-08-01: Action repairs in Great Mead Playground:** A. Leigh reported that she had circulated a revised quote. The quote is from SJ Aplin Playgrounds Ltd and A. Leigh spoke to Steve Aplin on 6/9/18. He indicated the roundabout is the only item where the cost is a rough estimate as he doesn't know what is actually needed until he takes the top off.

The council resolved to have EHS&RC take on the expense of the playground repair, but that the council would continue to pay for the playground inspections. A. Leigh will confirm timeframes with Steve Aplin and report back to D. Rickeard.

The council discussed that while these costs are higher than initially thought, there have been added areas in need of repair. It was discussed that perhaps a grant could be obtained for this cost. It was noted that the East Hagbourne Sports and Recreation Committee (EHS&RC) is legally separate to the Pavilion so that if a grant is to be sought, it is the EHS&RC who should handle this process.

A. Leigh will put the issue of play area costs and payment of same on the October agenda.

**2017-09-0-4: The Future of St Anne's Court:** See agenda item 3.

**2018-01-01: Defibrillator Training:** A. Leigh reported that she has been in touch with the ambulance service about training, but has not heard back. The council would like to have two separate training courses that are made available to the public. A. Leigh will follow up and cancel the 24<sup>th</sup> September session and get dates for October and November for publication in the newsletters. These would be on a Monday, Thursday or Friday evening in the Pavilion. A. Leigh will e-mail those who said they could make the 24<sup>th</sup> to inform them of the cancellation..

**6) Items for discussion/decision**

**A) Planning Applications**

**i. Mactaggart and Mickel Update:** I. Duff reported that members of the council had met with representatives of Mactaggart and Mickel on the 4<sup>th</sup> September to discuss the development by the Village Hall. It was discussed that there would be more meetings with the public. It was noted that it would be helpful to have a meeting of a smaller group, which would be a more technical meeting possibly with some members of the Redlight/Greenlight Campaign. There would be a general public meeting most likely after the technical meeting. I. Duff will work with Mactaggart and Mickel on dates in October.

The issues of the appearance at the front of the development and the size of the car park were raised. I. Duff also reported that SODC's enforcement committee are looking at whether there is anything to be done about the Mactaggart and Mickel sign.

With regards to other applications, it was noted that the appeal with respect to planning application P17/S3609/O, land next to 6 Great Mead, East Hagbourne, OX11 9BN has been dismissed.

**B) Grainger fence:** I. Duff continues to be in touch with J. Murphy on this issue.

**C) Neighbourhood Plan (NP) Update:** D. Rickeard reported that the chairman of the NP Steering Group has sent his apologies due to a business commitment.

The Landscape Assessment commissioned from Novell Tullett, titled 'EH Green Buffers Assessment' is almost complete and a final draft is expected by the end of the week. Based on the existing draft, the Steering Group has already been able to incorporate findings into the NP report.

On the 3<sup>rd</sup> September the NP report was reviewed with SODC who advised some wording changes, principally to policies VC1a-d and recommended some strengthening of the supporting text. The report incorporating these changes had been communicated to the Parish Council before this meeting. The steering group has asked Novell Tullett to comment on the revised policies and the way the information has been used from their study. The group expects to receive the Basic Conditions Statement from Community First Oxfordshire and updated Strategic Environmental Assessment (SEA) from AECOM within a few days and are working to finalise the Consultation Statement. The package of documents will then be complete.

With the council's agreement, the NP Steering Group is ready to formally submit its plan to SODC and aims to do this by the 17<sup>th</sup> September. SODC will conduct a final review and the NP should start its formal consultation around the 1<sup>st</sup> October. The consultation will be conducted by SODC. Anyone is permitted to comment, but comments must go directly to SODC. The steering group has the responsibility for publicising on the website and the steering group propose to hold an information meeting for the public early in October to explain what is in the plan. This meeting should not be the same week as any meetings with Mactaggart and Mickel.

It was resolved by the council that the submission draft of the NP be formally submitted to SODC under regulation 15 of the Neighbourhood Planning (General) Regulations 2012. D. Rickeard proposed the motion and J. Elliott seconded it. All councillors were happy with this resolution.

**D) Village tidiness:** It was noted that D. Button has been pleased with the recent cleaning of the streets. The council thanks SODC for this.

The council would support the rental of any equipment needed for working on tidying around the war memorial. The grass by the mound near the war memorial needs scarifying.

It was asked that village tidiness be kept on future agendas.

**E) Memorials:** It was noted that D. Button is working on a policy for memorials in the village.

I. Duff reported he has been in touch with a resident with regards to a footpath sign as a memorial to her husband. A drawing for what this could look like has been sent by the resident to I. Duff. I. Duff will forward this to S. Clarke for approval and will inform the footpath officer at OCC. The council agreed it should not install the sign or be responsible for its upkeep. However, it should be involved in where the hole for the sign is dug.

It was noted that the footpath officer as of February 2018 was Arthur McEwen James. A. Leigh will confirm if he is still the footpath officer.

**F) General Data Protection Regulation (GDPR):** A. Leigh reported that she has read the new toolkit sent from NALC and has sent an e-mail of questions to the lawyers who wrote it. She will be attending OALC's training on GDPR in November.

**G) Donation request: Didcot Community Bank:** The council agreed that this was not something it wishes to support financially or publicise via the website.

**H) Minute taking:** I. Duff reported that when he edited the draft of the previous minutes, he was anxious that there was too much detail. A. Leigh had circulated a document from OALC on minute taking. The council agreed that it is happy with the revised set of minutes and is happy for the process to continue in the same way.

**I) Shovel Spring Bench:** At a previous meeting the issue of which way the bench is facing at Shovel Spring was discussed. C. Gover reported that she had been in touch with the headmistress of the school who agreed that it could be turned around 180 degrees. EHPC can't take action, but A. Leigh will contact Jane Drewe with regards to the two benches on this footpath. EHPC defers to West Hagbourne Parish Council on the Shovel Spring bench which is in their Parish.

**J) Grants from District and County Councillors:** It was reported that there are grants available from both County and District Councillors. Parish councillors were asked to send ideas to the chairman and clerk. A Leigh would contact the District and County councillors.

## **7) Items for Report**

**A) East Hagbourne Sport and Recreation Committee:** D. Rickeard reported that the Toddler Group has left the Pavilion. There is a committee meeting on the 14<sup>th</sup> September. More assistance on the committee is needed.

### **B) Employment Committee Report**

**i. Clerk's Annual Review:** It was noted that the Employment Committee had held a review of the clerk's performance. A report of this review was circulated to the council. The committee noted that the council has been happy with A. Leigh's performance. For development, the committee would be pleased if A. Leigh could come to the village more to learn more about it.

**ii. Clerk's Salary Arrears:** It was noted that the clerk had not had an annual review last year, so that there were arrears to be paid due to the increase in salary scales. The council noted this and the increase in salary is going forward.

### **C) Cemetery Committee Report:**

**i) Cemetery Database:** A. Leigh reported that the Cemetery Committee would like to ask the council for permission to spend monies for an electronic database for the cemetery files. She indicated she had received an updated quote from Epitaph, the company chosen, which would be £199 + VAT annually and a training fee of £212 + VAT which would hopefully be shared with another council. The council agreed to proceed with this, but would like to put a formal resolution on the October agenda. A. Leigh indicated she has a meeting with Epitaph to proceed with the project. The council agreed to A. Leigh to move ahead.

**D) Stream maintenance:** The issue of the management of sedges was raised. There had been a meeting at the site with a Gary Hill and SODC. Mr Hill is happy for access on his land to work on this project as needed.

It was noted that the ultimate responsibility to clear the sedges lies with the landowner but the question was put to the council as to whether or not it would be willing to provide support. The council is sympathetic but needs to find out more about the costs involved. It may be difficult for the Council to fund this directly, but it can look to ways to help. SODC or OCC may be able to provide a grant for this.

**E) Standing Orders and Financial Regulations Revisions:** A. Leigh reported that she had circulated the revised Standing Orders to the council including the recent changes from OALC. I. Duff requested that A. Leigh circulate a pdf file of the document to review. A. Leigh indicated that she will be reviewing the Financial Regulations sent to her by D. Rickeard and will have these circulated to the council for the next meeting.

**F) Traffic signs by war memorial:** The council has been assured by the County Council that the directional sign by the lower cross that had been damaged and removed and would be replaced by something that is very similar to the old sign. The damaged 30mph sign at the entry to the village on Blewbury Road is still being investigated.

## 8) Correspondence

**a) Emergency Plan Session 20/9/18:** No one will be attending this session as the council has an emergency plan in place.

The council received correspondence about the Hopfield Allotments. The clerk received an e-mail from Adkin with regards to the Farm Business Tenancy Agreement with the Gale Partnership. They stated that should the council wish to terminate the agreement in September 2019, it needs to let them know by 30/9/18. The council resolved to instruct Adkin to continue as is. It was noted that some background questions need to be asked. A. Leigh will follow up with Robin Parsley and get the information to I. Duff.

An e-mail was received about parking on pavements on New Road. It was discussed that this is dangerous and noted that the council has flyers that can be put on cars that are causing problems for pedestrians.

An e-mail was received from Need Not Greed informing the council of a meeting to discuss the Joint Statutory Strategy Plan. I. Duff didn't feel it necessary to have a PC representative at the meeting.

The review of national parks and Areas of Outstanding Natural Beauty was raised. The council asked the NP Steering Group to look at this.

## 9) Finance Report

### *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>
Kingdom Signs	Post and sticker for Bakers Lane sign	102563	79.16	15.83	94.99	9/8/18
Novell Tullett	Landscape Study for NP	102564	2825.45	565.09	3390.54	23/8/18
Allison Leigh	Defibrillator battery and pads	102565	238.00	47.60	285.60	23/8/18
Dark White Digital	Web hosting	102566	30.00	n/a	30.00	6/9/19
Allison Leigh	Clerk salary	102567	521.76	0	521.76	30/9/18
Allison Leigh	Mileage and expenses	102568	129.65	14.95	144.60	6/9/18
OALC	Planning training for Paul Dixon	102569	40.00	8.00	48.00	6/9/18

OALC	Roles and Responsibilities training for Paul Dixon	102570	80.00	16.00	96.00	6/9/18
Playsafety Limited	Rospa inspection	102571	77.00	15.40	92.40	6/9/18
Hagbourne Village Hall	Hagbourne Village Hall - Cemetery meeting 10/7/18 and Allotments meeting 5/4/18	102572	24.00	0	24.00	7/9/18
Dark White Digital	Web hosting	102572	30.00	0	30.00	6/9/18

**Receipts since last meeting**

<u>From</u>	<u>What</u>	<u>Amount</u>	<u>Date</u>
Abbey Memorials	K. Warner stone	80.00	24/8/18

**1) Accumulated Account Balances (reconciled as of last bank statement through 31/7/18)**

Barclays Banks accounts (2) £ 34,582.40

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

Neighbourhood Plan £ 4,526.24

Planned Development Support Fund £ 5,303.15

Cemetery £ 6,452.04

**10) Items for report and inclusion on the October agenda:**

It was requested that the plans for the Oxford/Cambridge Expressway be put on the next agenda.

The meeting concluded at 10:20pm. The next meeting is on Thursday the 4th October at 7:30pm in the Pavilion.

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

**ATTACHMENT 1 ACTION LIST**

<b>ACTION NO</b>	<b>WHAT</b>	<b>WHO</b>	<b>STATUS</b>
2017-03-01	Repairs to Upper Cross	AL	In progress

2017-08-01	Action repairs in Great Mead playground	AL	In progress
2017-09-04	The future of St Anne's Court	AL	In progress
2018-01-01	Defibrillator training	AL	In progress

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

**September 2018.**

**Planning**

**As a separate Planning Newsletter will be issued over the next few days ago, I am only including a few, more recent items.**

**Local Plan update**

We're continuing our dialogue with the Ministry of Housing, Communities and Local Government on the progress of the Local Plan.

We've updated our partner authorities who are part of the Oxfordshire Growth Board and continue to work to the approach agreed by Council to ensure we are in the best possible position to produce a 'sound' and robust Local Plan.

The timetable states that councillors will make a decision in December on which of the 15 available major housing sites will be included in the plan, following completion of necessary assessment and filtering work.

The final plan, outlining how the district should develop until 2033, will then be published and residents will have a chance to comment on its technical 'soundness' early next year. It will then be submitted for public examination by an independent planning inspector later in 2019. For more please see our Local Plan page.

**Neighbourhood Plans**

At a special Full Council on the 23<sup>rd</sup> August, the final step in the process was completed with members voting to 'make' the Benson and Watlington Neighbourhood Plans. Whilst a formality really as the plans are effective from the date of the yes vote at referendum, this is still an important step.

Congratulations to both Communities on completing what is a time consuming and arduous process!

**CIL update**

We've just published the 2017/18 financial statement for our Community Infrastructure Levy (CIL). The total CIL receipts amounted to £2,190,161 of which £205,890 has been transferred to town and parish councils.

**SODC is exploring whether to take over on-street parking enforcement in the district.**

The council is contacting Oxfordshire County Council (the highways authority), which is responsible for formally applying for powers and then delegating civil parking enforcement responsibilities, to find out whether this could be possible.

Councillors have also asked for work to be carried out to look at the business case involved in the district council taking over enforcement, including costs and projected income.

Thames Valley Police is currently responsible for this across most of South Oxfordshire, apart from a small number of spaces in Wallingford, which the district council deals with, and some areas of Henley, which the town council is responsible for.

Cllr Caroline Newton, South Oxfordshire District Council's Cabinet Member for Housing and Environment, said: "We're very mindful that problems do exist with on-street parking in some areas of South Oxfordshire. That's why we're taking this issue seriously, not only by contacting by liaising with the police and partner organisations, but by exploring whether we should apply to take over responsibility for enforcement.

"We're working on this and there's lots to be considered. In the meantime, I'd like to encourage motorists to park responsibly and help to keep our towns and villages moving."

### **Go Active Gold**

Residents of southern Oxfordshire aged 60 and over can sign up for a month's swimming for just £5 thanks to a special September offer from South Oxfordshire and the Vale of White Horse District Councils and 'Better' leisure centres.

Would-be swimmers simply register for the offer by visiting the GO Active Gold website or by calling 01235 422219 by 27 September.

Once they have received confirmation they can visit the participating leisure centres throughout September to swim as many times as they like for a one-off payment of £5. The month-long swim deal will start from the date of the first swim.

The scheme is part of the district councils' GO Active Gold programme, funded by Sport England, which aims to increase health and well-being among people aged 60 and over living in rural areas across South Oxfordshire and Vale of White Horse.

The participating centres are:

Abbey Sports Centre, Berinsfield  
Didcot Wave  
Faringdon Leisure Centre  
Henley Leisure Centre  
Thame Leisure Centre  
Wantage Leisure Centre  
White Horse Leisure and Tennis Centre, Abingdon

Cllr Lynn Lloyd, Cabinet Member for Leisure at South Oxfordshire District Council, said: "Since launching in 2016, GO Active Gold has helped thousands of older people in rural areas get more active. The £5 swimming offer is just the latest offering from this great project."

### **More GO Active Gold activities**

GO Active Gold Activities coming up for people aged 60 and over include:  
Walking Netball tasters on Monday 17 September, 11am to midday at

Crowmarsh Pavilion, and on Wednesday 19 September, 11am to midday at Chalgrove Multi Use Games Area. There's also a Walking Football taster on Thursday 20 August, 10.30am to 11.30am at Wallingford Sports Park.

To book onto any of these sessions residents should email Conor Grogan or call 07717 326660.

For details on the other sessions available please see the GO Active Gold webpage.

Residents can also request an activities brochure, including a free voucher. This includes information of all sports and activity sessions from GO Active Gold, Age UK Oxfordshire and GLL leisure centres for older residents. To get hold of a copy call 01235 422226 or email Hendriette Knouwds.

### **Health and Well-being event for gardeners**

Carrying out a full day's gardening can cause aches and pains.

To help out, GO Active Gold are holding an event to give people advice on how to prepare their body before they start gardening and what they can do afterwards too. There will also be the chance to look at some garden centre displays and try out 'Yoga for gardeners'.

The event takes place on Thursday 13 September, 9am to 12.30pm at Wallingford Sports Park, entry is £4 - to book please email [conor.grogan@southandvale.gov.uk](mailto:conor.grogan@southandvale.gov.uk) or call 07717 326660.

### **It's a yellow letter day in South and Vale as residents are urged to confirm their details**

Residents in South Oxfordshire and the Vale of White Horse are urged to respond to a yellow letter which will arrive through their letter boxes in the coming days.

The 'Household Enquiry Form' requires people to confirm who currently lives in their property.

As soon as people get their yellow letter they should visit [www.householdresponse.com/southandvale](http://www.householdresponse.com/southandvale) to confirm their details are correct or, if not, provide the correct information. You will need the code on the yellow letter to do this.

South Oxfordshire District Council needs this information to make sure everyone who is eligible to vote is able to do so in future elections, including the district, town and parish elections happening in May 2019.

Important – by law, each household must confirm their details, even if they are correct. Anyone who fails to do so could be fined up to £1,000.

Residents who do not have access to the internet can confirm their details by completing and returning the form that comes with the letter. If your details are correct you can confirm this by phone or text – the details required for this are included on the yellow letter.

If a household doesn't respond they will receive reminder letters. Council staff will also visit properties which haven't responded by the Autumn to confirm the details.

### **Fire-damaged council headquarters up-date**

Demolition work has started at the former headquarters of South Oxfordshire and Vale of White Horse District Council.

Excavators have moved in on-site this week to dismantle the building, which was severely damaged in an arson attack in 2015. The reception area, where the fire was started, is among the first sections to be demolished (pictured).

The contractors have been at the site, in Benson Lane, Crowmarsh Gifford, since early July carrying out preparatory works before starting demolition. It is expected to take around three months to completely clear the site.

The contractors are salvaging as many leftover materials from the building as possible so that they can be recycled or re-used.

Cllr Jane Murphy, Leader of South Oxfordshire District Council, which owns the site, said: "So far, everything is going to plan and the demolition work is being carried out with neighbouring properties in mind. We're continuing to work with the contractors to minimise disruption and I'd once again like to thank residents for their patience.

Cabinet member for Corporate Services Kevin Bulmer added 'This is a project that has been a long time getting under way and both the Council and the residents of Crowmarsh are pleased that, at last, work is beginning. There is still a lot of planning to do, but things are now moving forward.'

### **Opening the doors to volunteering**

Released on 10 August 2018

Help is now available in South Oxfordshire for voluntary groups who have difficulties recruiting volunteers for financial reasons.

Community groups have told South Oxfordshire District Council that one of the biggest obstacles they face when trying to attract volunteers is finding money to meet training and transport and insurance costs.

In answer to this, the council has launched a pilot volunteering grant scheme with a total of £25,000 to give away to help voluntary and community groups find the volunteers they need.

Small voluntary groups in South Oxfordshire can apply for a new volunteering grant of between £250 to £750 to help cover costs, for example the costs of training as a sports coach or the costs of additional insurance needed to be a volunteer driver.

Cllr Lynn Lloyd, cabinet member for community services for South Oxfordshire District Council said: "Volunteers are the lifeblood of any community group – we know there are lots of people out there who want to help out in their local community, but sometimes the costs can be a barrier.

We want to do everything we can to open those doors and give our local groups and charities the lift they need to help them continue to build thriving communities.”

The scheme will be run as a pilot in 2018/19 and depending on its success in improving the voluntary sector, councillors will decide whether to continue with it in the future.

The district council made a commitment in its Corporate Plan to provide additional support to voluntary and community groups to help them find the volunteers they need. The volunteering grant is the first of a range of exciting new projects underway to do that, and to help get communities working together to make life better in the district.

To find out more about the grant, eligibility and how to apply please see [southoxon.gov.uk/volunteering](http://southoxon.gov.uk/volunteering)

### **New service to help victims and witnesses to report hate crime**

Victims and witnesses of hate crime who are not comfortable talking to the police now have an alternative place to go to report incidents in confidence.

Hate crimes can be reported to specially trained staff at familiar locations across South and Vale, including at Citizens' Advice Bureaus. Incidents can be reported in person or by telephone.

Staff will be available to talk about the incident and can offer to report it to the police on their behalf. They will also refer people to Victims First, a service dedicated to ensuring that victims or witnesses receive the support they need to cope with and recover from their experience.

To find out where your nearest reporting centre is visit [southoxon.gov.uk/hatecrime](http://southoxon.gov.uk/hatecrime).

### **National Parks and AONB government review**

Cllr Felix Bloomfield, Cabinet Member for Planning, has written to the Secretary of State for Environment, Food and Rural Affairs expressing our wish to respond to, and feed into, a government review of National Parks and Areas of Outstanding Natural Beauty (AONB) which will assess whether AONBs can become National Park Authorities.

The letter can be read here.

[https://ebtk.co.uk/resources/stats/click.php?c=2636&e=55&o=9492&url=http%3A%2F%2Febtk.co.uk%2Ffilestore%2Ftinymce\\_images%2Fuser9492%2Freview\\_into\\_national\\_parks\\_and\\_areas\\_of\\_outstanding\\_natural\\_beauty.pdf&a=0](https://ebtk.co.uk/resources/stats/click.php?c=2636&e=55&o=9492&url=http%3A%2F%2Febtk.co.uk%2Ffilestore%2Ftinymce_images%2Fuser9492%2Freview_into_national_parks_and_areas_of_outstanding_natural_beauty.pdf&a=0)

### **Residents' Surveys**

The results of the 2018 Residents' Surveys, carried out among 1,100 residents in both districts at the start of the year, were discussed at Scrutiny meetings at the end of July.

These have now been published and press releases have been issued and shared with town and parish councils - you can view these on the South website at:

<https://ebtk.co.uk/resources/stats/click.php?c=2636&e=55&o=9492&url=http%3A%2F%2Fwww.southoxon.gov.uk%2Fnews%2F2018%2F2018-08%2Fresidents-satisfied-council%25E2%2580%2599s-work-%25E2%2580%2593-room-improvement&a=0>

### **Thames Valley Police.**

#### **Reminder - Nottingham Knockers Are About**

Thames Valley police has received reports of 'Nottingham Knockers' in our area. Often these people try and sell you cleaning items and say that they are trying to improve their lives following release from prison. **These people are often trying to find out more about the home owner and whether they are vulnerable and could be scammed out of more money.**

Please do not buy from these people and report it to Trading Standards by calling 03454 04 05 06 (Citizen's Advice) or emailing [TSinformation@oxfordshire.gov.uk](mailto:TSinformation@oxfordshire.gov.uk)

If you feel threatened in anyway please call the Police on 999 (or 101 to report an incident after it has happened).

#### **Reminder - Protect Your Shed Or Garage**

Opportunist thieves identify sheds and garages as easy pickings because they are usually fairly unprotected and lack basic security measures. The buildings often contain property that can be sold on or implements that can be used to force entry into the owner's home. Many people fall short on basic security of their sheds and garages.

- Keep your shed/garage in good condition.
- Fit a closed shackle padlock to the door.
- Fittings should be bolted through the door and any screws concealed.
- It is easy to unscrew the ironmongery, steal contents and in some cases replace the screws to make it look as if the shed has not been tampered with.
- By using tamper proof screws or coach bolts, together with a good quality pad bar or hasp and staple and close shackled padlock, the shed owner will make it harder for the would-be thief.
- Bond any window glass in with mastic to prevent easy removal. Fit grilles or mesh to windows to slow down the thief.
- Ensure all equipment and tools are locked away when not in use.
- Install a shed/garage alarm.
- Post-code or mark all property such as lawnmowers, bikes, and tools using ultraviolet pens, forensic marking such as Selecta DNA, SmartWater or engravers.
- Install security lighting as a deterrent, and plants such as thorny shrubs to act as a barrier at potential access points.
- If building a shed, put it where it is most visible to you and neighbours.
- Ensure ladders are locked to a secure fixture in the shed or garage so they can't be used to reach top floor windows.
- Chain large items such as bicycles together, making it much more difficult for a thief to carry away.
- Fit a wire cage inside a shed where more expensive items can be locked away.
- No thief wants to hang about longer than they have to so delay the time it will take them to get their hands on your tools

### **Ultrafast broadband comes to East Hagbourne**

Around 90 properties in East Hagbourne can now access ultrafast broadband speeds thanks to a joint effort by two home business owners, Hagbourne Primary School and residents. The group used Openreach and government funding schemes to cover the full cost to install the full-fibre broadband to 92 properties.

The government's Gigabit Broadband Voucher scheme was launched earlier this year and can be used by small and medium-sized businesses, and communities based around them, to claim up to £3,000. Residents can also claim a £500 voucher as part of a wider project.

You can find out more information on broadband coverage and the voucher schemes on the Better Broadband for Oxfordshire website.

### **Lottery offers more than jackpot with family theatre ticket giveaway**

South Oxfordshire's community lottery has joined up with Cornerstone arts centre in Didcot to give away a free family ticket to the Christmas production of 'The Pied Piper'.

The ticket is being offered as an extra prize by SO Charitable Lottery, which supports local charities and voluntary organisations, in addition to a jackpot of £25,000 and smaller cash prizes.

Residents simply need to play SO Charitable Lottery before 29 September to be in with the chance of winning the ticket for the show, which is running at the arts centre from 14-29 December.

It costs just £1 per draw to play the lottery, with 60p from every ticket sold going to good causes in South Oxfordshire and helping to support local communities. Players can choose which local good cause to support when they purchase tickets and can see how much is being raised from week-to-week.

The lottery was set up earlier this year by South Oxfordshire District Council as part of its work to assist the voluntary sector.

Cllr Lynn Lloyd, Cabinet Member with responsibility for the lottery, said: "We're grateful to Cornerstone for giving the prize and it promises to be a fantastic show, which I'm sure many families would love to see. This is an extra incentive to play our community lottery and support local charities and voluntary organisations in South Oxfordshire.

"Many people have already got behind the lottery and play regularly, and this is a great way for people to support local causes, while being in with the chance of winning a prize."

The lottery runs online and draws take place every Saturday.

To find out more about buying tickets, or if you are a good cause working in South Oxfordshire that would like to apply to become a beneficiary of the lottery, visit [www.socharitable.co.uk](http://www.socharitable.co.uk)







**1. CORPORATE**

**Oxford to Cambridge Express Way**

Sources advise that the ‘corridor’ feedback will be announced in the Autumn 2018. Please see ‘The Investment Opportunity’ document produced by DTI (Invest in Great Britain) (see attached).

**NPPF**

The final version of the NPPF was published 24 July. We are waiting for the guidance notes to be published. The revised NPPF increases the focus on high-quality design but maintains the importance of housing delivery.

<https://www.gov.uk/government/publications/national-planning-policy-framework--2>

**Housing & Growth Deal**

As part of the freedoms and flexibilities, consultation of a 3 Year Housing Land Supply for the County was concluded, and the comments sent to the Ministry – awaiting Ministerial statement. A timetable for bring the JSSP scope, LDS, SCI to Cabinet/Council is being developed – no substantive work has yet been undertaken on the JSSP.

**2. DEVELOPMENT MANAGEMENT**

**Registration**

- **NUMBER OF APPLICATIONS CURRENTLY IN THE SYSTEM IS 105. WORKING 4 DAYS BEHIND (REFLECTING STAFF VACANCIES AND LEAVE).**
- **AVERAGE NUMBER OF APPLICATIONS RECEIVED THROUGHOUT JULY WAS 29 – BELOW OUR NORMAL AVERAGE.**

**Planning Application Performance – July**

<b>Application Type</b>	<b>July Performance</b>	<b>Government Target</b>
Major	58%	60%
Minor	78%	65%
Other	84%	80%

**Enforcement**

**July 2018**

- 41 new cases opened
- 48 cases closed
- 17 cases closed were more than six months old

Our six week performance 76% per cent (target 80 per cent)

20 cases were closed as no breach of planning control. Of the breaches identified 1 case was closed after retrospective planning permission was granted and 14 cases were resolved through voluntary compliance. 9 investigations were found to be not expedient to pursue

**Development Management updates**

**Referral of planning applications to Committee as a result of Parish Council comments**

	TOTAL NUMBER OF REFERRALS TO PLANNING COMMITTEE	ATTENDANCE BY PARISH	RESULTS
31 JANUARY	6	4	2 OVERTURNS
7 FEBRUARY	7	6	2 OVERTURNS AND 4 DEFERRALS (THREE FOR SITE VISITS)
7 MARCH	5	5	1 OVERTURN
20 MARCH	5	5	2 OVERTURNS
28 MARCH	4	2	1 OVERTURN
11 APRIL	7	6	NO OVERTURNS
23 MAY	5	3	1 OVERTURN
13 JUNE	7	3 (ALL THE ITEMS THAT WERE CONSIDERED)	1 OVERTURN AND 4 ITEMS WERE DEFERRED)
11 JULY	8	4 (ALL THE ITEMS THAT WERE CONSIDERED)	1 OVERTURN AND 4 ITEMS WERE DEFERRED
25 JULY	7	3	1 OVERTURN AND 2 DEFERRALS
1 AUGUST	6	3	NO OVERTURNS ONE DEFERRAL
TOTAL TO DATE	67	44	13 DECISIONS IN ACCORDANCE WITH THE RELEVANT PARISH'S VIEWS

## Appeals - Public Inquiries

### Recent decisions

- **Benson** - an appeal relating to the site known as BEN5 for 120 units (to the north of Blacklands Road) was heard at a Public Inquiry in February. The appeal was recovered (i.e. was called in by the Secretary of State). Whilst the Inspector's report recommended that planning permission was granted the SoS disagreed and dismissed the appeal based mainly on the conflict with Neighbourhood Plan.
- **Sonning Common** – an appeal relating to a site off Kennylands Road for 90 units has been dismissed with the Inspector finding conflict with the Neighbourhood Plan and harm to the local landscape and setting of the village.

### Current/forthcoming inquiries

- **Chinnor** – An inquiry opened in June that considered three residential applications. Our 5 HLS is being challenged (again) and it ran for four weeks. It will be reconvened later in the year.
- **Emmer Green** – an appeal relating to a site off Kiln Lane for 245 units opened on 1 May and has been deferred until 29 August because of our revised 5 year HLS position
- **Tetsworth** - an appeal for a traveller site comprising 12 pitches originally was deferred. in November 2017 was scheduled for the end of August 2018. We have just heard that it is to be postponed for a third time at the request of the Planning Inspectorate. No new set yet.

Two inquiries scheduled for later in the year will no longer go ahead as the appeals have been withdrawn (Residential development at Sotwell Fruit Farm, Brightwell cum Sotwell and a retirement scheme off Reading Road Shiplake).

### **Community Infrastructure Levy and Section 106**

**CIL Administration:** The Community Infrastructure Officer is continuing to provide help and support to officers and agents/developers/applicants – and is ensuring that the CIL procedure (and payment of CIL) is followed. Part of this work is being undertaken by the registration/business support and customer service team, which will facilitate the proposed restructure.

**CIL Spending Strategy:** The responsibility for this work has transferred to Development and Regeneration Service who will be taking a report to Cabinet in October.

**CIL Review:** Work is progressing to review our CIL Charging Schedule in line with the timescales on the emerging Local Plan. Further viability will be required if new sites are identified. Once complete a review of rates and zones will be considered at a CIL rate setting workshop.

**S106 Collection:** The Infrastructure Monitoring Officer monitors trigger points when S106 payments become due and issues invoices to developers.

**S106 Spending:** The S106/CIL Team have improved the procedure in relation to S106 funding applications from parishes and other parties to improve efficiency and speed.

## **5. POLICY**

### **South Local Plan 2033**

The Local Development Scheme, which is the Council’s timetable for Development Plan Documents, was approved at a meeting of Cabinet on 2 August. This timetable indicates that the next version of the Local Plan will be under the Regulation 19 or Publication stage, following which we can submit the Plan for examination.

We have published the correspondence between officers and MHCLG on the Council’s website, which was circulated to all Councillors.

Officers are reviewing the published national Planning Policy Framework. A verbal updated was provided at Cabinet on 2 August, but a written note will be made available to all councillors shortly.

Work on the Local Plan sites review is progressing and the evidence base studies are being commissioned to support this. This evidence is testing the sites which have progressed and includes

<b>Number</b>	<b>Status</b>
<b>Plans Made</b>	
<b>8</b>	<b>Thame, Woodcote, Henley &amp; Harpsden, Sonning Common, Chinnor, Long Wittenham, Brightwell-cum-Sotwell and Dorchester on Thames.</b>
<b>Plans post referendum</b>	

2	<p><b>Benson and Watlington</b></p> <ul style="list-style-type: none"> <li>We are currently consulting Natural England on the revised HRA reports and we expect a response by 10<sup>th</sup> August 2018.</li> <li>The cabinet reports considering whether these plans should be made will go to Cabinet on 14<sup>th</sup> August and Council on 23<sup>rd</sup> August.</li> </ul>
<b>Plans currently at Examination</b>	
7	<p><b>The Baldons and Warborough &amp; Shillingford</b> – ICMD forms considering the independent examiner’s recommendations and whether these plans should proceed to referendum are currently being drafted. These decisions must be made by 17/08/2018.</p> <p>We anticipate the local referenda will take place on 04/10/2018.</p> <p><b>Chalgrove</b> - The examiner has asked for an opportunity for the public and consultees to comment on the parish council’s suggested revisions to the neighbourhood plan and the environmental report. They are therefore consulting on the revisions during a six-week consultation period, which runs from Thursday 5 July until 5pm on Thursday 16 August 2018.</p> <p>The council has instructed LUC to review the HRA Report for the Chalgrove NDP. We expect to receive the revised report by 10/08/2018.</p> <p><b>Goring</b> - The examination is expected to conclude in mid-September.</p> <p><b>Little Milton</b> - the council received the examiner’s report for fact checking. The examiner’s final report is expected to be published by 16/08/2018.</p> <p><b>Pyrton</b> - We have been unable to reach an agreement with Ann Skippers so that she could be appointed to examiner the Pyrton NDP. With the support from the parish council we decided to re-start the procurement process to appoint an examiner. We will endeavour to complete the procurement process by 24/08/2018.</p> <p><b>Cholsey</b> – Andrew Ashcroft has been appointed to examine the NDP. The examiner is expected to make a decision on whether a public hearing will be required by 16/08/2018.</p>
<b>Submitted (or about to submit)</b>	
1	<p><u>About to submit</u></p> <p>East Hagbourne - Landscaping Character and Capacity Assessment is underway. The plan is expected to be submitted in September.</p>
<b>Area designated; plan preparation in progress</b>	

28	Aston Rowant, Beckley & Stowood, Berrick Salome, Chinnor (Review), Clifton Hampden, Crowmarsh, Cuddesdon & Denton, Ewelme, Garsington, Horspath, Henley & Harpsden (Review), Kidmore End, Lewknor, Little Milton, Long Wittenham (Review), Sandford on Thames, Shiplake, Sonning Common (Review), Stanton St John, Sydenham, Tetsworth, Thame (Review), Tiddington with Albury, Towersey, Wallingford, Woodcote (Review), Wheatley, Whitchurch on Thames.
<b>Preparing area designation; considering undertaking a NDP</b>	
6	<p><b>Group with area designation applications submitted:</b> None</p> <p><b>6 Considering undertaking a NDP:</b> Binfield Heath, Didcot, Eye and Dunsden, Lower Elsfield PM, Newington and West Hagbourne.</p>
52	<b>Total NDP Activity</b>

**6. CUSTOMER SERVICE**

<b>June 2018</b>	<b>Performance achieved</b>	<b>Variance on last month</b>	
Responding to written enquiries within 10 days for South, 7 days for Vale (target 85%)	65.3%	Increase of 6.5%	
Responding to FOI/EIR requests within 20 working days (target 85%)	100%		
Total average number of weekly calls	771	Increase of 38	