

**East Hagbourne Parish Council  
(EHPC)**

**Minutes of the Parish Council meeting duly convened and held on  
Thursday 3<sup>rd</sup> January 2019**

**1) ATTENDANCE, APOLOGIES, DECLARATIONS OF PECUNIARY INTEREST AND VACANCIES.**

Present were Chairman I. Duff, Vice Chairman D. Button, County Councillor S. Clarke and Councillors, J. Elliott, P. Dixon, D. Rickeard and C. Shaikh

In attendance: A. Leigh, L. Lloyd

Apologies were received from Councillor C. Gover.

I. Duff indicated there is 1 vacancy for a parish councillor.

**2) PUBLIC FORUM AND QUESTIONS: NONE**

**3) REPORTS FROM COUNTY COUNCILLOR AND DISTRICT COUNCILLOR:**

**THE FOLLOWING WAS REPORTED BY S. CLARKE:**

The County Council budget is currently being decided, of note there will be c. £120 million for infrastructure. A large percentage of this will be for roads. A considerable sum of money is being allocated to improvements to the Jubilee Way roundabout. S. Clarke would be happy to recommend that some should be spent in East Hagbourne and I Duff had already submitted a proposal for works on Main Road and Blewbury Road.

The Hanney/Steventon Reservoir discussion has been restarted and there will be a call for a public enquiry with encouragement to participate and comment.

Salting and gritting has commenced and will continue through until April. East Hagbourne does not currently have a Salt Bin, this was briefly discussed and it was decided that one is not required.

There is approximately £2,000 of unspent money in the County Councillor Priority Fund which must be spent before the end of the month. S. Clarke set a deadline of 18th January to receive completed request forms to allow time for processing.

C. Shaikh queried whether this fund could be used for the repair of existing benches and/or additional benches in new locations in the village. S. Clarke confirmed this would be a suitable way to spend the fund.

Cllr Rickeard thanked Cllr Clarke for the OCC grant awarded to the Downlands Villages Transport Group which will support continued operation of the Friday morning Wallingford Market bus.

S Clarke remained at the meeting to participate in items involving the County Council.

**4) CONFIRMATION OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 6<sup>TH</sup> DECEMBER 2018: THE MINUTES OF THE MEETINGS OF 6<sup>TH</sup> DECEMBER, AFTER A MINOR UPDATE, WERE APPROVED AND SIGNED.**

**5) ACTIONS FROM PREVIOUS MEETINGS**

**2017-09-04: Progress St Anne's Court Transfer:** This will be discussed at the next meeting of the Environment Committee of Didcot Town Council. L. Lloyd to send an email to

the Didcot Town Clerk making a formal request to take on St Anne's Court. S. Clarke to remind the Leader that this is to be progressed.

**2018-01-01: Arrange Defibrillator Training:** One session has already taken place with the second fully booked session taking place on 11<sup>th</sup> January. L. Lloyd will publicise the course again to garner interest for additional sessions and book if appropriate. It was mentioned again that an additional defibrillator at the village hall would be beneficial due to the 300 metre range taken into consideration by telephone responders. S. Clarke confirmed that there should be additional funds available in April and he would support spending on an additional defibrillator.

**2018-07-09: Fixing of 30mph sign:** C. Shaikh confirmed that the sign is now correctly positioned.

**2018-04-10: Traffic signs by War Memorial:** I. Duff reported that the replacement Fingerpost sign is complete and ready for installation, although an installation date is still pending. The Give Way sign light has been flagged with Streetlighting and will be followed up by I. Duff. The new signage on Blewbury Road lacking in detail is also being queried. S. Clarke commented that the lack of detail may be to discourage through traffic in the village. I. Duff is investigating this further.

**2018-04-10: Identify need for benches:** C. Shaikh has undertaken research throughout the village and has highlighted benches in need of repair and possible new bench locations. The Parish Council has agreed to prioritise the village benches for allocation of the additional fund money. C. Shaikh will complete the form and an additional meeting will be held to discuss the Parish Council's recommendations for benches.

D. Button noted that the Memorials Policy defines criteria for the memorial benches and suggested that there should be similar criteria for materials and style of any new benches in the village.

D. Rickeard referenced a previous communication with Sustrans regarding the benches and wooden sculptures in which maintenance and repair was discussed. He will get back in touch to determine whether repairs can be carried out separately to C. Shaikh's bench proposal. It was also noted that some of the benches in the village are dedicated to village residents and we should be cognisant of this.

**2018-04-10: Removal/reduction of Grainger fence:** No further progress to report on this following the request that was dismissed in December.

## 6) ITEMS FOR DISCUSSION/DECISION

### A) Planning Applications

**i. Mactaggart and Mickel Update:** I. Duff reported that a planning application had been received to replace the large development sign. The deadline for comments was 13 January. Mactaggart and Mickel were planning to submit their reserved matters plan before the end of January.

**B) Neighbourhood Plan (NP):** The regulation 16 consultation period ends on 4<sup>th</sup> January at 5pm. It is anticipated that the Neighbourhood Plan Steering Group will be sent the results on the 4<sup>th</sup> January and will have until 11<sup>th</sup> January (1 week) to respond. D. Rickeard and the steering group will prepare a response and circulate before the 11<sup>th</sup>. Currently we are still on schedule for the 14<sup>th</sup> March referendum.

**C) Grants from District and County Councillors:** County Councillor Priority Fund application will be made by C. Shaikh for benches.

**D) Accidents:** There have been a number of potentially fatal accidents on the stretch of the Blewbury Road between Lower Cross and Fieldside in the last year.

A 20mph zone was discussed. A traffic survey would be needed to determine that the average speed of vehicles in the area of concern was 25mph or less to warrant a 20mph zone. 20mph zones are imminent in Aston Tirrold and Upthorpe and West Hagbourne is also looking into this at present. The County Council are open to looking into this but as they are the ones covering the traffic calming costs it may be decided that an alternative engineered method of traffic calming is more appropriate for the location. Chicanes and speed bumps have been discussed previously and are not favoured. D. Rickeard made reference to 2012 when a 20mph zone was not granted in East Hagbourne and will send the relevant emails to S. Clarke.

To support the case for traffic calming, C. Shaikh is collating evidence of incidents and accidents. C. Shaikh suggested that an illuminated speed sign such as the VAS on New Road might be useful.

I. Duff asked whether Access Only signs were possible for the village but S. Clarke said not due to the roads being public access. I. Duff also queried the possible addition of weight limit signs. S. Clarke will query both points with Ian Hudspeth.

**E) Trees:** D. Rickeard received correspondence from the Woodland Trust regarding a Charter for Trees. The principles are in line with the Neighbourhood Plan and also the Garden Town status of Didcot. I. Duff will circulate for comments.

## 7) Items for Report

**A) General Data Protection Regulation (GDPR):** A. Leigh will be looking at GDPR for her other Parishes and will work with L Lloyd on Privacy Policies. D. Rickeard has highlighted several potential changes to the initial draft.

**B) Village tidiness:** D. Rickeard has written a Village Tidiness Proposal which has been circulated and it was agreed that it should be published on the website following a final check to ensure it is ready for public viewing. I. Duff plans to schedule a meeting with Sean Rooney to walk around the village and discuss village tidiness strategies. Ideally c.50% of councillors would be present at the walkabout.

**C) East Hagbourne Sport and Recreation Committee (EHS&RC):** D. Button reported that he has received a very large water bill from Castle Water for the Pavilion which he is contesting. The bills have been estimated since May 2016 and the latest one is an actual meter reading. D. Button is also keen to meet with the meter reader at the Wilcher Close meter that serves the allotments to determine whether a valid reading can be taken.

**D) Cemetery Committee Report:** Nothing noted.

**8) Correspondence:** L. Lloyd noted that a resident had emailed a complaint about dog poo bags being thrown over the fence into the field along the footpath running alongside the bowling green (The Croft to Bakers Lane). L. Lloyd to respond appropriately.

## 9) Finance Report

### *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>
PWLB	Loan payment	Direct Debit	2461.17	0	2461.17	7/12/18
Allison Leigh	Mileage and expenses	102608	40.50	0	40.50	3/1/19
Dark White Digital	Web hosting	102609	30.00	0	30.00	3/1/19

E.H.S & R.C	2 x Pavilion Hire	102610	50.00	0	50.00	3/1/19
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**b) Receipts since last meeting**

<u>From</u>	<u>What</u>	<u>Amount</u>	<u>Date</u>
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**c) Accumulated Account Balances (reconciled as of last bank statement through 30/11/18)**

Barclays Banks accounts (2) £ 48,557.40

**d) The Special Project balances as of 3/1/19 are:-**

Neighbourhood Plan £ 3,348.38

Planned Development Support Fund £ 5,303.15

Cemetery £ 6,796.04

Community Infrastructure Levy Fund £ 2,000.00

**e) 2019 2020 Budget/Precept review:** A revised budget has been circulated by D. Button, with councillors in agreement that the precept should remain the same for 2019/2020 at £30,956. The additional £2,673 will increase the General Reserve to £11,502 which is approximately 50% of annual expenditure.

A new Internal Auditor needs to be found. A Leigh has a quote from IAC (for a different Parish) of £250.00 to carry out the Audit. D. Button will contact them to obtain a quote for carrying out the EHPC Internal Audit. D. Button will also contact the Cholsey Parish Clerk to establish whom they use.

**10) Items for report and inclusion on the 14<sup>th</sup> February agenda:**

I. Duff reported that we should have a record of the positions of Fire Hydrants in the village. L. Lloyd to contact the Fire Officer to obtain the relevant information. D. Rickeard will forward the contact details of the Fire Officer (Caroline Tilley) to L. Lloyd.

The council would like the following on the February agenda:

Internal Audit  
Upgrading website accessibility

The meeting closed at 9:15pm. The next meeting is on the 14<sup>th</sup> February 2019 at 7:30pm in the Pavilion. This is an amendment from the 21<sup>st</sup> February and requires updating on the website.

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

## ATTACHMENT 1: ACTION LIST

Action No	What	Who	Status
2017-09-04	Progress St Anne's Court Transfer	LL	In Progress
2018-01-01	Arrange defibrillator training	LL	In Progress
2018-04-10	Traffic signs by War Memorial	ID	In Progress
2018-04-10	Identify need for benches	CS	In Progress
2018-04-10	Removal/reduction of Grainger fence	ID	In Progress
2019-03-01	Fire Hydrant clarification	LL	In Progress
2019-03-01	Neighbourhood Plan reg 16 response	DR	In Progress
2019-03-01	Accidents and traffic calming	CS	In Progress
2019-03-01	Village Tidiness	DR/ID	In Progress
2019-03-01	GDPR policies	LL	In Progress