

East Hagbourne Parish Council

Minutes of the Parish Council meeting duly convened and held virtually using the ZOOM platform on Thursday 19th November 2020

- 1) **ATTENDANCE, APOLOGIES, DECLARATIONS OF PECUNIARY INTEREST AND VACANCIES:** Present were Chairman I. Duff, Vice Chairman D. Button, Councillors D. Rickeard, C. Gover, C. Shaikh, J. Elliott and P. Dixon.

In attendance: L. Lloyd (Parish Clerk)

Apologies were received from District Councillor A-M Simpson. D. Button queried the long-term non-attendance of the county councillor at the Parish Council meetings, and I. Duff confirmed that he would try to make contact by telephone.

I. Duff confirmed there is currently one vacancy for a Parish Councillor.

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

- 3) **REPORTS FROM COUNTY COUNCILLOR AND DISTRICT COUNCILLORS:** I. Duff referred to the District Councillor's report circulated by A-M Simpson prior to the meeting, in particular the District Councillor Community Grant Scheme which is available from 20th November. With a lean towards nature and community the grant scheme may be of particular interest to the Hagbournes and Upton Group for Sustainability (HUGS). L. Lloyd confirmed that she planned to include details in the December Parish Newsletter, on Facebook and via the website. It was also agreed that L. Lloyd would check how groups or individuals should apply, and whether EHPC has potential access to £5,000 or £10,000 worth of grant money as we have two District Councillors covering our parish. Referencing the note in the report on the Local Plan, C. Shaikh reported that the SODC lawyer present at the Sandringham Road consultation confirmed that the Local Plan will be going through as there isn't an alternative. Please see attachment 2 for the full report.

- 4) **Confirmation of the minutes of the Parish Council Meeting held on 15th October 2020:** The minutes were verbally agreed. L. Lloyd confirmed that she will post the minutes on the website as a DRAFT, and the hard copy will be signed at the next physical meeting.

- 5) **ACTIONS FROM PREVIOUS MEETINGS:**

2019-04-03 Main Road 20mph speed limit: Nothing to report

2019-04-04 Village Gateways: C. Shaikh confirmed that A-M Simpson has not had any success with her efforts to obtain a quote for the two gateways.

2020-10-01 Definitive Map Modification Order (DMMO) Application: L. Lloyd reported that following inclusion in the Parish Newsletter as well as requests on Facebook and the website, she has had responses from over 50 volunteers who are happy to complete a witness statement for use of the path. In light of this, the pre-application form has now been completed and returned to the Countryside Access team.

- 6) **ITEMS FOR DISCUSSION/DECISION:**

a) **Deep Cleanse Feedback** – D. Rickeard confirmed that the efforts on the bend at Lower Cross were good but not as ambitious as we hoped as the path could have been widened further. The cleanse did not reach as far as 61 Blewbury Road which was on the priority list, for the second year running.

b) **Resolution: To approve the factual changes made by SODC and posting of the 'made' EH Neighbourhood Plan on the SODC website.** D. Rickeard confirmed that following the completion of the 12-month review of the East Hagbourne Neighbourhood Plan reported at the July meeting, SODC has prepared the final 'made' Plan, incorporating some factual corrections to bring the text up to date. The updated text was circulated to Councillors before the meeting. The council approved the resolution.

c) **Planning Applications**

P19/S0357/RM MacTaggart & Mickel: I. Duff confirmed that Tom Ryder, Land Director of Deanfield Homes has nominated himself as the liaison between EHPC and confirmed that they are buying the land from M&M. The drainage survey has been booked for 23rd November which could prove interesting given the recent

flooding on Main Road. M&M are retaining management of the reserved matters plan until completion through the planning system. I. Duff confirmed he has also sent Penny Silverwood photographic evidence of the flooding on Main Road to reiterate the importance of the drainage management. C. Shaikh queried to what extent the site plan and housing will change, given that Deanfield Homes will have their own home designs to implement. This is unknown at this stage. I. Duff confirmed that he has also emailed Penny Silverwood to confirm that the additional parking spaces agreed by M&M should remain part of the planning approval.

I. Duff confirmed that after Thames Water visited the overflow site on Main Road at the weekend, the engineer confirmed that they approached Lanes for Drains to resolve the issue rather than OCC.

P19/S4558/HH 34 Main Road gates appeal – There is no update on an outcome which may take up to 6 months, but Neil Davies did confirm to I. Duff that that this application was being fought quite strongly.

P20/S3785/HH 11 Windsor Crescent – I. Duff confirmed that he has been unable to contact the residents as they are not living on the property, and despite speaking with neighbours who were not happy with the size of the outbuilding, they did not submit an objection. The Parish Council's objection has been submitted online but I. Duff has also spoken directly with Neil Davies who confirmed that a district councillor call-in would be overruled in this situation. Neil Davies has been in contact with the agent and both district councillors during the consultation window.

Millennium Wood Paddock - A new change of use application has been submitted and will be uploaded once a planning officer has been assigned.

P20/S4152/HH Tindaya, 14 Main Road – I. Duff confirmed that he plans to speak with the applicants about their amended planning application, including to clarify the exterior treatment.

P19/S2502/O Sandringham Road – C. Shaikh attended the online appeal and was generally impressed by the no-nonsense approach of the inspector. The result may be announced as early as the end of the month.

d) Dog Bin Provision:

- i) **To approve the cost of £178.74 to purchase a 90l bin to replace the current 45l bin at location 2 (Lake Road/Millennium Wood footpath):** The council approved the purchase of the bin and agreed that it would be red in colour.
- ii) **To discuss installation costs:** D. Rickeard confirmed that the installation of the large bin requires a concrete base with securing bolts, and C. Shaikh has received a quote of £245.00 to carry out the work. The existing bin could then be reinstated at Wilcher Close.
- iii) **Discussion regarding location and neighbour consultation for relocating the 45l bin to the junction at Wilcher Close/North Croft:** Following discussion, it was agreed to include the possible bin location in the Parish Newsletter to ascertain whether residents have any objections.

C. Shaikh left the meeting

- e) **To agree the specification for the renewal of the grass cutting contract:** Councillors discussed the circulated grass cutting schedule and agreed that it was well-constructed and comprehensive. It was agreed that if any councillors had queries or concerns, they should contact L. Lloyd over the next couple of days. BGG have provided costings for 2021/22 ahead of the contract renewal in April next year, which are marginally higher than the existing costs. L. Lloyd will contact other local contractors to obtain comparative quotes however it was noted that BGG have provided a consistently good service to EHPC so there is no concern with renewing with BGG.
D. Rickeard also queried whether EHPC should be cutting back the brambles along the south side of Millennium Wood, D. Button confirmed that the brambles did not represent an issue. Also discussed was the path running from Fieldside towards the Church, however this was also not considered to be an issue. D. Button thanked D. Rickeard for his efforts.
- f) **Response of Hagbourne Parochial Charities, summarising discussion at their last meeting:** I. Duff reported that in general the response to queries raised by EHPC have been favourable, with no issue regarding the installation of picnic benches. D. Rickeard confirmed that he was a little disappointed that HPC did not wish to look at the longer-term plans beyond 2028 when the existing lease ends. It was suggested that EHPC should still consider the usage beyond this point as it is a well-established area.
- g) **Hopfields: Proposal to renew the current lease for a 5-year period:** D. Rickeard confirmed that the formal lease for the Hopfields has expired. It was agreed that this should be renewed, with input from D. Rickeard, D. Button and L. Lloyd. It was agreed that L. Lloyd would share the previous land agent details to enable a quote to be sought.

C. Shaikh re-joined the meeting

h) Future Community Projects including:

i) Proposal for renovation of the Art Benches along the railway embankment to include provision of funding to undertake work in Spring 2021: D. Rickeard referred to a report circulated prior to the meeting and the proposition that EHPC contribute towards the repair of the art benches within East Hagbourne Parish as part of this initiative. Discussions with Sustrans over the past two years have not succeeded in progressing the work, although Sustrans are supportive of the venture providing it is done sensitively. He has already approached West Hagbourne Parish Council for their support prior to obtaining costs, who agreed to support but would be happy to leave the management of the project to EHPC. He will be approaching Upton to do the same. I. Duff noted that the District Councillor Grant Scheme may be an avenue for funding for this project. D. Button confirmed it would be nice if all three Parishes completed the restoration so the whole trail was refreshed. It was resolved that EHPC would support the project cost in the region of £650.00, possibly looking to obtain a grant to cover some of the costs. At present, the trio of benches at the Butts Piece/Millennium Wood triangle could be restored and improved but have not been costed by Jason.

i) Request from Community Shop for EHPC to purchase 2000 dog poo bags at a cost of £26.52 + £6.25 carriage charge from JRB Enterprises: This was started as an initiative by the Parish Council and it was agreed that on this occasion the council will approve the cost.

j) Royal British Legion – To approve making a donation of up to £100.00: I. Duff asked for views on the donation amount for RBL this year. Last year's donation was £100.00 and the council resolved to make a donation of £100.00 again this year, in accordance with its powers under Section 137 (S137) of the Local Government Act 1972.

7) ITEMS FOR REPORT:

a) East Hagbourne Sport and Recreation Committee: D. Rickeard confirmed that he is meeting with a member of Trevor Davies' family on Saturday to clarify bench locations and fitting. D. Rickeard reported that the Pavilion remains closed at the present time during Lockdown 2. The grant obtained from SODC has been of assistance and will continue to help the financial situation into next year. D. Button confirmed that the invoices sent out last month have in the most part been settled.

b) Cemetery Committee: D Button discussed items from a circulated report following the Cemetery Committee meeting on Tuesday of this week.

The first two considerations were relating to the HUGS group: The first proposal was to include the wildflower meadow on walking routes around the village. D. Button confirmed the recommendation of the cemetery committee to refuse this due to the sensitive nature of the cemetery, D. Rickeard and I. Duff spoke in agreement of this and the council agreed this should be refused.

The second proposal from HUGS was for an Owl Tower, which the cemetery committee were in favour of in principle. D. Rickeard queried whether it would be an invitation for youths to attempt to climb. C. Gover confirmed that she has been approached and is discussing possible siting of the Owl tower on their land, so there are alternative locations being considered. Concern was also raised over aesthetic, and what happens to the structure if HUGS are no longer in operation if they are covering all costs and ongoing maintenance. D. Rickeard also queried whether the structure would need planning permission as the council would have to apply for this if it is sited in the wildflower meadow. It was agreed that D. Button would communicate the concerns to HUGS and ask for additional details to present at the next council meeting.

The proposal to align the cemetery fees with the financial year end was agreed by the council.

D. Button has communicated with Parochial Church Charities (PCC) regarding the central line of trees in the cemeteries, in particular relating to the PCC's insurance should they cause damage to the new cemetery if they are not managed effectively.

The cemetery committee are putting together a proposal to spend on digital mapping to link with the cemetery database. D. Rickeard commented on the mapping and wondered whether PSMA mapping would be of use for the project. D. Button confirmed that L. Lloyd is clarifying costs and details.

C. Shaikh left the meeting

c) Employment Committee: D. Button confirmed that a letter detailing the previously approved contractual changes will be sent to L. Lloyd imminently.

d) Butts Piece Allotments: P. Dixon confirmed that a water bill had been received following submission of an actual meter reading. I. Duff enquired on progress with the OHA fencing repair. L. Lloyd reported that she has chased SOHA for this to be resolved following a further incident of a resident dog entering the allotment and would chase again as it is still outstanding.

e) Community Speedwatch: No update this month

f) East Hagbourne Community Support Group (Coronavirus): No update this month.

- g) Didcot Garden Town:** P. Dixon confirmed that there is a meeting on the 30th November for public attendance.
- h) Flood Group:** I. Duff confirmed that the overflowing culvert leading to the flooding across Main Road had caused issues at the weekend. The sheer volume of water led to the Fieldside end of the causeway being submerged in a few inches of water and Main Road itself acted as an overland route from the overflowing drains in Lawsons Orchard to Hakkas Brook on the opposite side of the road. Leaves and other debris were cleared to ease the flow but the cause of the overflow needs assessing by Oxfordshire Highways and Drainage, who have been made aware of the issue on FixMyStreet and by email.
- i) District and County Plans:** I. Duff confirmed that there may be a decision regarding the Local Plan before the next Parish Council meeting.
- j) Oxfordshire Growth Board:** P. Dixon confirmed the next meeting is on 24th November.
- k) Neighbourhood Plan:** D. Rickeard confirmed that nothing further needs to be done with the NP until the local plan is agreed, at which point a cross check that there are no conflicts.

8) Correspondence:

L. Lloyd confirmed that no progress has been made regarding the dangerous trees along FP197/8 since the last meeting. She confirmed that she has spoken with Luke Rowland who has not been able to arrange a meeting with Arthur McEwan-James to agree the works. The money is to come from the OCC Footpaths budget. D. Button confirmed that the worst tree has visibly shifted again and the ivy is extensive, so this really must be progressed. It was agreed that L. Lloyd would continue to chase Luke Rowland and Arthur McEwan-James for progress.

D. Rickeard confirmed that the new timetable has been issued for bus route 94. It will no longer complete a circular route and will change to a return trip from Didcot to Chilton/Harwell Campus via New Road/Blewbury Road. Villagers will have to go to Lower Cross to use the service and Coscote will not be serviced. There will be a Saturday service and the school buses will continue.

L. Lloyd confirmed receipt of a school admissions poster from OCC. It was agreed that this should be posted on the noticeboard.

9) Finance:

a) Expenditure and receipts since the last meeting and account balances.

a) Payments since last meeting:

NB: Payments pending approval are shown in yellow and are not included in the account balance shown in c)

Payee	Item	Cheque Number	Amount	VAT	Total	Date
Grundon Waste Management	Cemetery Bin Emptying - September	DD	£44.34	£8.87	£53.21	21/10/2020
WEL Medical Limited	2 x replacement pads for iPad SP1	102777	£61.75	£12.35	£74.10	22/10/2020
L. Lloyd	Expenses - New Laptop and Microsoft Office	102778	£557.49	£111.50	£668.99	22/10/2020
SLCC	ILCA Training Course	102779	£99.00	£19.80	£118.80	22/10/2020
Hagbourne Village Hall	Meeting room hire 11/02/2020	102781	£9.00	£0.00	£9.00	22/10/2020
Castle Water	Monthly allotment Water payment	DD	£3.33	£0.67	£4.00	28/10/2020
Dark White Digital	November web hosting	102782	£30.00	£0.00	£30.00	04/11/2020
Scoop Dotty Dog Ltd	October bin emptying (x4)	102783	£160.80	£0.00	£160.80	04/11/2020
Hagbourne Village Hall	Electricity usage (car park) 24/08/19 - 22/10/20	102784	£153.77	£0.00	£153.77	19/11/2020
BGG Garden and Tree Care	Parish Grass cut on 05/10/20, cemetery hedge cutting on 24/10/20 and car park hedge cutting on 24/10/20	102785	£655.00	£131.00	£786.00	19/11/2020
L. Lloyd	November salary	102786	£673.24	£0.00	£673.24	30/11/2020

b) Receipts since last meeting

From	Item	Amount	Date
Gale Estates	Hopfields Rental	£1,465.00	18/10/2020
Highworth Memorials	Wickens memorial CM68	£170.00	12/11/2020
Abingdon Stone and Marble	Hutchings memorial CM72	£85.00	12/11/2020

c) Accumulated Account Balances (reconciled as of last bank statement through 30/10/2020)

Barclays Bank Accounts (2) £67,887.14

d) The Special Project Balances (as of 19/11/2020) are:

Planned Development Support Fund	£5,303.15	
Cemetery	£9,739.69	
Community Infrastructure		Received 24/04/19 so requires spending by 23/04/24
Levy Fund 2	£1,905.97	
Community Projects		
Reserve Fund	<u>£10,619.89</u>	
Total	<u>£27,568.70</u>	

The council approved pending payments.

b) Bank Progress: L. Lloyd confirmed that she has spoken with Barclays bank on two separate occasions as well as completing an online registration form to gain access to online viewing. The outcome of the calls is that something has been put in the post but the call operator was not able to disclose what it was. The hope is that it might be the online registration details requested via the website.

D. Button confirmed that the Didcot and Abingdon Marcham Road branches are closing early next year.

L. Lloyd confirmed that she has completed and returned the CIL Report for 2019-20.

10) Items for report and inclusion on the December agenda.

Precept and Budget 2021/22

The meeting closed at 10.08pm. The next Parish Council meeting will be on 17th December 2020 using the ZOOM platform.

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

ATTACHMENT 1: ACTION LIST

Action No	What	Who	Status
2019-04-03	Main Road 20mph speed limit	LL	Follow Up
2019-04-04	Village Gateways	CS/A-M S	A-M S Follow Up
2020-10-01	Definitive Map Modification Order (DMMO) Application	LL	In progress
2020-11-01	Dangerous Trees on FP197/8	DB/LL	In progress

ATTACHMENT 2:

TITLE	DISTRICT COUNCILLOR'S REPORT
AUTHOR	CLLR ANNE-MARIE SIMPSON
PARISH	EAST HAGBOURNE PARISH COUNCIL
DATE	19 NOVEMBER 2020

Councillor Community Grant Scheme is opening this Friday 20 November

On Friday SODC will be launching their usual councillor grant scheme, where every councillor has £5,000 to help fund projects in their ward.

The Cabinet Member with oversight of the scheme has made one change to the overall scheme since the last round in light of feedback from both councillors and applicants – Cllr Filipova-Rivers has removed the restriction that previously excluded town and parish councils and parish meetings with an annual grant scheme and/or giving budget from receiving funding.

The only other change is SODC are trying to encourage applications for projects that will contribute to our new corporate plan priorities, in particular to protect and restore our natural world; action on the climate emergency and improved economic and community well-being. The funding is ideal for projects which are relatively low in costs and can complete within a year.

To make an application, please get in touch with me or Jane Murphy first and then submit an online application via our website under [the grants page](#). The scheme will close at noon on Friday 5 February 2021.

Covid-19 support for individuals and families

Recently, there has been a lot of focus on councils and how they are assisting with supporting those financially impacted by Covid-19. With the country now back into a national lockdown, the Council's Community Hub has geared back up to provide a wide range of support to those in need. From the start of the pandemic SODC have had a team working to support the most vulnerable in our communities. The Community Hub continues to carry out this work and is the main point of contact for individuals and families in need, if the local neighbourhood groups have not already provided such support. Our message to residents is to contact the Community Hub if as result of Covid-19, they need help with access to food. We have a dedicated team who can put them in touch with a network of volunteer groups and organisations who can offer help with food and essential supplies.

The Community Hub team is available from:

- 8.30am-5pm Monday to Thursday
- 8.30am-4.30pm on Fridays

Call our Community Hub on 01235 422600 or email communitysupport@southandvale.gov.uk.

Covid-19 support for businesses

Businesses can now apply for lockdown support grants

Businesses in our districts that have been severely financially affected by the latest national lockdown, including those that have been temporarily forced to close, can apply for new support grant funding worth up to £3,000 per month per business.

The councils are administering two grant schemes in the districts, using funding secured from central government:

Local Restrictions Support Grant (for businesses required to close)

This scheme is for businesses which pay rates and have been forced to close due to the national lockdown. This grant is also available to businesses that have closed their main operations, but who are currently offering take-away or click and collect services.

More here southoxon.gov.uk/businessrates / whitehorsedc.gov.uk/businessrates

Additional Restrictions Grant

This scheme is for business that aren't eligible for the Local Restrictions Support Grant, including those that haven't been temporarily forced to close, but have been severely impacted by the current restrictions, and those that do not pay any business rates. Deadline for applications is 4 December.

More here svbs.co.uk/

We're sharing these messages on our social media sites, please share them and let anyone you know that could benefit from them.

Civil Parking Enforcement

Plans to transfer responsibility for civil parking enforcement from the Police to SODC are well underway, and we expect that this process will conclude around this time next year.

White Paper on Planning Reforms – Planning for the Future

SODC submitted a very robust and detailed response to the Government's White Paper on Planning Reform, which is available on the council's website here:

<https://www.southoxon.gov.uk/south-oxfordshire-district-council/planning-and-development/local-plan-and-planning-policies/external-planning-consultations-our-response/>

Local Plan Latest

The public consultation on the main modifications closed on 2 November and all responses have been sent to the Inspector who will review all submissions and will then write an Inspector's Report; the decision on whether to adopt the Local Plan will come to the Council in December.

SODC's Corporate Plan

The Corporate Plan highlights the council's priorities and strategic themes for the next few years. Following a really successful engagement exercise with residents, we reviewed hundreds of responses and our Cabinet members worked hard to finalise the plan. It was adopted at a full council meeting in October 2020.

The themes in the plan are:

Protect and Restore our Natural World

Openness and accountability

Action on the climate emergency

Improved economic and community well-being

Homes and infrastructure that meet local needs

Investment that rebuilds our financial viability

Download the [Corporate Plan 2020 – 2024](#)

Thames Champion calls on MPs to support a bill to improve UK waterways

Our Thames Champion, Cllr Jo Robb, is calling on two Oxfordshire MPs to support a bill to improve UK waterways. Last month South Oxfordshire District Council [passed a motion](#) calling for more stringent water testing and reduced pollution to make the Thames and its tributaries 'safe for all'. Now Cllr Robb, who brought the motion, has written to John Howell, MP for Henley, and David Johnston, MP for Wantage. In her letter she outlined her role as our Thames Champion, looking at ways of improving the water quality in the Thames. She calls on the MPs to support Philip Dunne MP's Sewage (Inland Waters) Bill which will have its second reading in Parliament on 15 January 2021.

[The Bill](#) is the result of joint working by Mr Dunne and groups including Surfers Against Sewage, The Rivers Trust, The Angling Trust, Windrush Against Sewage Pollution and others.

It will improve transparency and monitoring of the impact of sewage spillage on water quality, require separate surface and foul water drainage systems from new infrastructure and housing development, encourage nature-based solutions for water treatment, prohibit use of plastics in flushable products, require water meters in homes and promote improvements in bathing water standards for inland waters and rivers.

Residents can join the campaign to #EndSewagePollution [here](#).