

East Hagbourne Parish Council

Minutes of the Parish Council meeting duly convened and held virtually using the ZOOM platform on Thursday 22nd April 2021

1) ATTENDANCE, APOLOGIES, DECLARATIONS OF PECUNIARY INTEREST AND VACANCIES:

Present were Chairman I. Duff, Vice Chairman D. Button, Councillors D. Rickeard, C. Shaikh, C. Gover, J. Elliott and P. Dixon, District Councillor Anne-Marie Simpson.

In attendance: L. Lloyd (Parish Clerk)

No apologies were received.

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

2) PUBLIC FORUM AND QUESTIONS: NONE

3) Confirmation of the minutes of the Parish Council Meeting held on 18th March 2021: The minutes of the meeting on 18th March were approved and signed on screen.

4) REPORTS FROM COUNTY COUNCILLOR AND DISTRICT COUNCILLORS: A-M Simpson confirmed that there are plans moving forward for a joint local plan between SODC and VOWHDC. She also confirmed that following the refusal of permission to apply for a judicial review against the council's decision to adopt the Local Plan 2035, Bioabundance CIC have appealed this decision and a court hearing is now pending to determine whether their appeal is strong enough to be heard at High Court.

5) ACTIONS FROM PREVIOUS MEETINGS:

2019-04-03 Main Road 20mph speed limit: No actions taken this month

2019-04-04 Village Gateways: C. Shaikh reported on communication issues with Leander signs since the last meeting. She has obtained a quote from an alternative company with a slightly different shaped sign for £2334 compared to £2549 for the original shape. Councillors agreed a slight preference for the original shape. This will be discussed further at the next meeting.

2020-10-01 Definitive Map Modification Order (DMMO) Application: No update this month.

2020-11-01 Dangerous Trees on Footpath 197/8: L. Lloyd confirmed there has been no feedback following the site visit that was arranged for w/c 23rd March. The email for the officer who carried out the site visit is no longer valid, so A. Lederer is being chased for a response.

6) ITEMS FOR DISCUSSION/DECISION:

a) Planning Applications including:

- i) **P20/S4343/FUL Millennium Wood paddocks** – I. Duff reported briefly on the approval granted for this application. Countryside Access did not respond to the consultation and unfortunately the Parish Council's concerns were not addressed in the decision process. D. Button confirmed that the parking requirements on site were quite onerous for the applicant but the lack of a condition for access to be over the applicant's land rather than over the PROW was disappointing. D. Rickeard queried the signatory on the delegated report, as it was not signed by the case officer. A-M Simpson confirmed she would clarify this.
- ii) **34 Main Road** - P19/S4558/HH - The appeal is still pending decision. I. Duff reported that he has spoken with the owners who are in the process of selling the property. L. Lloyd confirmed she has been in touch with the N. Davies (case officer for the original refused application) who expressed surprise that this appeal is still unresolved. He also confirmed that it should be flagged in property searches so any buyer would be aware of the unresolved appeal.
- iii) **P19/S0357/RM site adjacent to the village hall** – I. Duff reported that Drains Technology have been working at the Butts Piece site for 3 days this week and work will continue into next week

since the culvert had more blockages than originally thought. I Duff was advised in conversations with Mactaggart and Mickel that drainage from the green areas of the site will still be coming onto Main Road. A meeting is taking place between M&M and the planning officer next week, with the expectation that the reserved matters application will be passed shortly afterwards. When this happens Deanfield will take possession of the site and will soon commence building.

P21/1248/HH 3 Kingsholme Close – I. Duff confirmed receipt of an application received today to replace front and rear windows in the property, which requires planning due to the Article 4 directive in place in Kingsholme Close. There does not appear to be any issue with the proposal.

b) Community Projects including:

i) **Sustrans Art Benches** – D. Rickeard reported that J. Capone has been working with a colleague this week and carried out the refurbishment of all but one of the benches. The final bench, Ridge and Furrow, in EH parish will be completed in June. Restoration of the lettering of the poem carved into the bench is not part of Jason's work, but Sustrans are working to find a specialist to rejuvenate the poem.

ii) **Progress on benches and waste bin at Butts Piece** – C. Shaikh clarified potential locations using a drawing that was shared at the meeting. L. Lloyd confirmed that the SODC waste team have been consulted regarding the bin location and have said they have no concerns with the proposal. C. Shaikh confirmed that the costs for 2 benches will be 50% of the quotes approved in principle at the March meeting. It was agreed that councillors would meet at Butts Piece to discuss exact locations for the benches.

c) Pavilion Foul Drainage Issues – I. Duff confirmed that EHPC has received a solicitor's letter regarding the foul drainage from the Pavilion which is routed through land belonging to 87 New Road. This was agreed as part of the build process when the new Pavilion was built and, following initial legal advice, it has been established that there is reasonable evidence confirming this agreement was made. An initial response letter has been sent indicating that the parish council is seeking legal advice. There is concern over the timeframe to respond with a robust reply as the insurer has a 7-10-day period of clarification regarding claims. It was confirmed that L Lloyd will contact the insurer tomorrow to discuss progress.

d) To review the report on the trees along FP5 and engage BGG to advise and provide a quote for remedial pruning to be carried out next winter – A report circulated by D. Rickeard prior to the meeting was discussed. It was agreed that carrying out the work in Autumn 2021 should be considered and that L. Lloyd would proceed to obtain a quote from BGG. D. Button confirmed that the chestnut trees are all quite badly infected and it was further agreed that it would be worth BGG assessing their long-term value.

e) To approve adding the value of the newly installed dog waste bin (£159.95) to the asset register – All councillors approved the addition to the register.

f) To consider renewal of membership of the Oxfordshire Neighbourhood Plans Alliance at a cost of £50.00 for 2021/22 – All councillors approved renewing the membership.

7) ITEMS FOR REPORT:

a) East Hagbourne Sport and Recreation Committee: D. Rickeard confirmed that Didcot Casuals U16, U17 and U15 teams have been using the pitch as well as Hagbourne United. The changing rooms are still not in use. Explorer Scouts are using the field for outdoor meetings on Wednesday evenings and there are outdoor activities on Tuesday and Thursday evenings too. D. Button confirmed that he is preparing the accounts for 2020/21. D. Button also confirmed that the proposed contribution from EHS&RC towards the parish council's insurance is £500.00.

b) Cemetery Committee: D. Button confirmed that the works approved last month are underway. The churning up of the grass during the poor weather has been satisfactorily rectified by the grave digger. D. Button has not heard anything from PCC despite trying to arrange a meeting to discuss the cemeteries.

b) Employment Committee: D. Button confirmed that L. Lloyd's annual review is pending this month.

c) Butts Piece Allotments: P. Dixon confirmed that all allotment plots are allocated. L. Lloyd confirmed that the balance of the Castle Water bill has been paid although it was not adjusted correctly following the water meter reading. The parish council is thus currently in credit by around £100.00. L. Lloyd confirmed that there are only two allotment payments outstanding. These have been requested by the end of the month.

d) Community Speedwatch: I. Duff reported on a meeting with Roger Bartlett, held earlier this week. Thames Valley Police are now advising that it would be useful for the group to have their own

equipment, such as a hand-held speed gun, as it would allow more flexibility. The suggestion is that this could be paid for by the parish council. D. Rickeard questioned the calibration requirement for the speed gun, which would be an ongoing cost that should be clarified with Thames Valley Police before moving forward.

- e) **East Hagbourne Community Support Group (Coronavirus):** Nothing to report this month.
- f) **Didcot Garden Town:** P. Dixon reported on the recent meeting – please see attachment 2.
- g) **Flood Group –** D. Rickeard confirmed that he has completed a questionnaire from CPRE Oxfordshire on Sewage, Flooding and Water. The deadline for submission is 31st May if the parish council decide to submit the response.
- h) **Oxfordshire Growth Board:** P. Dixon reported that nothing of specific interest was raised at the recent meeting. A-M Simpson confirmed that she is part of the Oxfordshire Plan 2050 team and the consultation is on track to be circulated this summer.
- i) **Neighbourhood Plan:** Nothing to report this month.

8) Correspondence:

C. Shaikh reported that she has spoken with the owners of a boundary wall alongside the footpath running from Blewbury Road to Fieldside. The wall is deteriorating and they have asked SODC for advice as to whether planning permission is required as the wall is in the Conservation Area. D. Rickeard noted that it is in a sensitive location with the only thatched wall in East Hagbourne on the opposite side of the footpath.

D. Button suggested that social media interactions could be noted as correspondence particularly when the Parish Clerk responds to posts such as the recent complaints over parking in the village. It was agreed that this would be useful moving forward.

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
T E Taylor	Cemetery signage installation	102816	£55.00	£0.00	£55.00	19/03/2021
Grundon Waste Management	Cemetery Bins February 2021	DD	£43.39	£8.68	£52.07	22/02/2021
Castle Water	Balance payment for allotment water	DD	£304.60	£60.92	£365.52	29/03/2021
Came & Co	Insurance Renewal 2020/21	102817	£1,385.57	£0.00	£1,385.57	01/04/2021
SLCC	Membership 2021/22	102818	£144.00	£0.00	£144.00	01/04/2021
OALC	Membership 2021/22	102819	£220.00	£42.00	£262.00	01/04/2021
CFO	Membership 2021/22	102820	£70.00	£0.00	£70.00	31/03/2021
Dark White Digital	April web hosting		£30.00	£0.00	£30.00	Pending
Scoop Dotty Dog	March dog bin collection		£217.00	£0.00	£217.00	Pending
I. Duff	Zoom monthly subscription x 3 (15/01-14/02, 15/02-14/03, 15/03-14/04)		£35.97	£7.20	£43.17	Pending
L. Lloyd	April Salary		£673.24	£0.00	£673.24	Pending

b) Receipts since last meeting

From	Item	Amount	Date
Abingdon Stone and Marble	East Memorial CM73	£85.00	01/03/2021
SODC	Councillor Grant (for Art Bench Restoration)	£650.00	05/03/2021
Barclays	Interest on Business Savings Account	£0.05	08/03/2021

Allotment Holder	Allotment Payment 2021/22 - Plot 11	£26.35	09/03/2021
Abingdon Stone and Marble	East Memorial CM73 (second cheque due to non-resident fee requirement)	£85.00	18/03/2021
M J Didcock	Bishop interment F156	£170.00	18/03/2021
SSE	Wayleave Payment	£54.88	01/04/2021
Allotment Holder	Allotment Payment - Plot 5	£29.95	01/04/2021
Allotment Holder	Allotment Payment - Plot 23	£31.70	01/04/2021
Allotment Holder	Allotment Payment - Plot 20	£23.90	01/04/2021
Allotment Holder	Allotment Payment - Plot 2B	£15.45	01/04/2021
Allotment Holder	Allotment Payment - Plot 8B	£7.10	01/04/2021
Allotment Holder	Allotment Payment - Plot 8B	£7.00	01/04/2021
Allotment Holder	Allotment Payment - Plot 22B	£12.05	01/04/2021
Allotment Holder	Allotment Payment - Plot 17B	£14.35	01/04/2021
Allotment Holder	Allotment Payment - Plots 26 and 28A	£45.55	01/04/2021
Allotment Holder	Allotment Payment - Plot 17A	£10.65	06/04/2021
Allotment Holder	Allotment Payment - Plot 22A	£11.30	06/04/2021
Allotment Holder	Allotment Payment - Plot 2A	£15.00	06/04/2021
Allotment Holder	Allotment Payment - Plot 8A	£15.15	06/04/2021
Allotment Holder	Allotment Payment - Plot 29B	£15.65	06/04/2021
Allotment Holder	Allotment Payment - Plot 18	£27.15	06/04/2021
Allotment Holder	Allotment Payment - Plot 7	£28.95	06/04/2021
Allotment Holder	Allotment Payment - Plot 3	£29.00	06/04/2021
Allotment Holder	Allotment Payment - Plot 21	£36.30	06/04/2021
Allotment Holder	Allotment Payment - Plots 4B and 6	£43.50	06/04/2021
Allotment Holder	Allotment Payment - Plots 12 and 13	£54.40	06/04/2021
Allotment Holder	Allotment Payment - Plot 29A	£12.80	06/04/2021
SODC	Precept Payment 1	£15,478.00	08/04/2021
Allotment Holder	Allotment Payment - Plot 24	£29.75	09/04/2021
Allotment Holder	Allotment Payment - Plots 1 and 16	£54.60	09/04/2021
Allotment Holder	Allotment Payment - Plot 27	£25.20	12/04/2021
Allotment Holder	Allotment Payment - Plot 19	£28.65	12/04/2021
Allotment Holder	Allotment Payment - Plot 10	£22.90	14/04/2021
Allotment Holder	Allotment Payment - Plot 14	£27.60	15/04/2021
Allotment Holder	Allotment Payment - Plot 4A	£14.85	19/04/2021
Allotment Holder	Allotment Payment - Plot 25	£28.45	20/04/2021

£17,183.18

c) Accumulated Account Balances (reconciled as of last bank statement through 20/04/2021)

Barclays Community Account	£20,479.65
Barclays Business Savings Account	£50,113.12
Total	<u>£70,592.77</u>

d) The Special Project Balances (as of 22/04/2021) are:

Planned Development Support Fund	£5,303.15	
Cemetery	£11,002.14	
Community Infrastructure Levy Fund 2	£1,905.97	Received 24/04/19 so requires spending by 23/04/24
Community Projects Reserve Fund	<u>£10,619.89</u>	
Total	<u><u>£28,831.15</u></u>	

D. Button confirmed that himself and another councillor will trial the online payment authorisations following approval at this meeting. The council approved all payments listed in the table.

- b) Q4 Budget Review** – The Q4 budget was reviewed and approved.
- c) Bank Reconciliations for January, February and March 2021** - L. Lloyd confirmed that the Q4 bank reconciliations were checked by P. Dixon and approved earlier this month. They have already been signed and sent to the internal auditor.
- d) Bank Progress:** D. Button confirmed that all 4 signatories now have online access but Barclays have yet to confirm receipt of the paperwork completed by L. Lloyd last year.

10) Items for report and inclusion on the May agenda:

Village Gateways

The meeting closed at 21.18pm. The next meeting is the Annual Parish Council Meeting which will be held on 6th May 2021 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: DIDCOT GARDEN TOWN REPORT – P. DIXON

The two topics that were discussed at length were:

Walking/cycling networks. The Science Vale Cycling Network is aimed largely at improving access to the main employment area. DGT suggested that PCs might like to think about working on a Local Cycling and Walking Infrastructure Plan (LCWIP). The Department for Transport (DfT) is funding LCWIPs: Oxford and Bicester have had plans approved and netted £3M between them. An LCWIP is more than just a footpath somewhere: it's an integrated local system. So it might be something that would radiate out of Didcot and link the five PCs; hence the talk of all five PCs collaborating. (For combined walking/cycling the path would need to be around 3 m wide and presumably reasonably well surfaced.) It was agreed that this is a good thing and should be taken further, though the problem of getting landowners to cooperate was noted.

'Meanwhile' and Pop-up Spaces. This is a Didcot-centric topic. Meanwhile Spaces are empty spots that can be used for activities that benefit the community, e.g. local artisans selling stuff, an art centre etc. They can simply be earmarked spaces where someone books a slot, or maybe shipping containers that are semi-permanent. The areas being considered are the Orchard Centre, and Ladygrove and Boundary Parks.