

EAST HAGBOURNE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING DULY CONVENED AND HELD ON THURSDAY 10TH MARCH 2022

1. ATTENDANCE, APOLOGIES AND DECLARATIONS OF PECUNIARY INTEREST:

Present were Chairman I. Duff, Vice Chairman D. Button, Councillors P. Dixon, C. Gover, J. Elliott and C. Shaikh, and District/County Councillor J. Murphy.

Apologies were received from Councillor D. Rickeard and District Councillor A-M Simpson.
In attendance was L. Lloyd (Clerk)

I. Duff indicated there is 1 vacancy for a parish councillor. He noted that it will be important to encourage any prospective new councillor to come forward in the next year ahead of the 2023 election.

2. PUBLIC FORUM AND QUESTIONS: None

3. CONFIRMATION OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 10TH FEBRUARY 2022:

Following a correction of the spelling of P. Blades' name in item 6.a), the minutes of the meeting on 10th February 2022 were approved by Council and signed by I. Duff.

4. REPORTS FROM COUNTY COUNCILLOR AND DISTRICT COUNCILLORS: I. Duff confirmed that a report had been circulated by A-M Simpson ahead of the meeting (please see attachment 2). I. Duff referred to a recent letter from the council leaders to Michael Gove raising concerns about the 5-year housing supply. J. Murphy noted that it is unlikely to have a significant impact.

J. Murphy reported on the following:

- The Housing Infrastructure Fund (HIF) currently stands at c.£300 million following a further £20 million investment. However, the fund is currently at risk due to party preferences for focusing on Oxford's infrastructure. This issue is due to be discussed at Cabinet level next week and councillors were encouraged to consider attending to speak in favour of the HIF. The Local Plan is reliant on the HIF.
- The budget has increased the council tax for band D properties by £80 for Oxfordshire County Council and £5 for South Oxfordshire District Council for the coming year. There is a £150.00 refund for band A-D properties, and other funding is planned for some people outside of these bands who are vulnerable or on low income.
- SODC are borrowing £20 million which will be used to build the new headquarters at Didcot Gateway.

5. ACTIONS FROM PREVIOUS MEETINGS:

2019-04-03 Main Road 20mph speed limit: I. Duff reported that the 20mph limit consultation ends on 18th March. The consultation details are on the village website and on the noticeboard outside the Community Shop.

2022-02-01 VH Footpath Repairs: The work to add scalplings to a section of the VH footpath to avoid more people slipping in wet weather was carried out at the end of half term week by three school parents and D. Rickeard. The DMMO application is now essentially complete as there were no objections raised during the public consultation period. The final stage will be the confirmation of the order and publicizing in the paper. OCC will then be responsible for the path.

6. ITEMS FOR DISCUSSION/DECISION:

- a) **Deanfield development site adjacent to the village hall:** I. Duff confirmed that he has been speaking with Ross Stewart of Deanfield and reported that they have now confirmed their booking for the public meeting in the Church on 7th April. This will be chaired by J. Murphy. There are still two planning applications pending approval for the development. It was agreed that the Parish Council will help publicise the Deanfield meeting. I. Duff reconfirmed that site access has been agreed via Park Road and through Coscote. J. Murphy queried whether signage is being placed at the east entrances to the village to deter construction traffic from using Main Road and I. Duff agreed to discuss with Deanfield.
- b) **Annual Parish Meeting plans:** I. Duff referred to the draft Agenda for the APM which was circulated ahead of the meeting for discussion. It was agreed that the Financial Statement would be drafted by L. Lloyd with input from D. Button who will not be attending the meeting. D. Rickeard suggested ahead of the meeting that HUGS should be approached to speak at the APM. He also confirmed that the Neighbourhood Plan Steering Group (NPSG) intend to briefly present the proposal to update the plan and add a Design Guide. D. Button queried the biodiversity item and I. Duff confirmed that this will include an update from HUGS. C. Shaikh noted that a 'digital suggestion box' following the meeting for ideas for community project ideas could be a good idea.

D. Button noted that any suggestion should be a considered idea rather than just a wish list. I. Duff invited comments via email prior to finalising the agenda.

- c) **To approve Insurance Renewal with Gallagher (formerly Came & Co) for 2022-23 at a cost of £1425.62:** All councillors approved the insurance renewal for 2022-23.
- d) **To approve the Clerk's SLCC membership renewal for 2022-23 at a cost of £144.00:** All councillors approved the clerk's membership for 2022-23.
- e) **To approve OALC membership renewal for 2022-23 at a cost of £207.05 (+VAT):** All councillors approved the membership for 2022-23.
- f) **To renew CFO Membership for 2022-23 at a cost of £70.00:** I. Duff spoke with D. Rickeard and L. Lloyd ahead of the meeting to confirm the value of Community First Oxfordshire membership. They have been very useful with Covid regulations and it was agreed by all councillors that membership should be renewed.
- g) **SODC Consultations:**
 - i) **Draft Community Infrastructure Levy (CIL) Charging Schedule:** Councillors agreed that there is no need to respond to this consultation at this stage.
 - ii) **Draft Developer Contributions Supplementary Planning Document (SPD)** Councillors agreed that there is no need to respond to this consultation at this stage.
- h) **Queens Platinum Jubilee plans:** Councillors do not wish to get involved in the organisation of an event so it was agreed that the Parish Council should ensure the pavilion/recreation ground is available as a venue to support a Big Lunch or other activities if any members of the community wish to organise something.

7. ITEMS FOR REPORT:

- a) **Planning Applications:** I. Duff confirmed that there are no outstanding planning applications.
- b) **East Hagbourne Sport and Recreation Committee:** D. Button confirmed that billing is up to date and the first party booking since Covid has been secured for May. The EHS&RC AGM is on 12th April.
- c) **Cemetery Committee:** D. Button reported that the committee met on 8th March. It was formally agreed at the meeting that the cemetery fees will remain the same for 2022-23 and D. Button will continue as Chairman for the coming year. Fly tipping in the cemetery layby was reported by L. Lloyd via FixMyStreet and cleared away within a week.
- d) **Employment Committee:** D. Button confirmed that the NJC payrise for 2021-22 has finally been agreed at 1.75% but the pay scale breakdown is still pending. D. Button asked for permission to calculate the backpay based on the percentage, and to pay this alongside the March salary payment. All councillors agreed with this course of action.
- e) **Butts Piece Allotments:** L. Lloyd confirmed that she is currently drafting the letters ahead of tenancy renewals on 1st April.
- f) **Community Speedwatch:** Nothing to report.
- g) **East Hagbourne Community Support Group (Coronavirus):** Nothing to report.
- h) **Didcot Garden Town:** J. Murphy confirmed that a planning application has been submitted for the Gateway site, for around 144 houses. One area of concern is the parking on site.
- i) **Flood Group:** Nothing to report.
- j) **Future Oxfordshire Partnership:** P. Dixon confirmed that the next meeting is on the 22nd March.
- k) **Neighbourhood Plan:** Ahead of the meeting, D. Rickeard circulated notes from a discussion between the NPSG and SODC held on 7th March. He confirmed that Locality have approved the application for support in preparation of a Design Guide and they hope to start work as soon as possible. The process seems straightforward and R. Rios of OCC thought that it should be realistic to prepare a Design Code and an updated Neighbourhood Plan text in about 2 months. There is no formal process for the preparation phase although it is encouraged to communicate and engage with the local community - the Annual Parish Meeting will be the first stage in this process. Once this is done, there will be a six-week formal pre-submission consultation.
- l) **Downland Villages Transport Group (DVTG):** Nothing to report.
- m) **DMMO Application:** See item 5.
- n) **North Wessex Downs AONB discussions:** I. Duff reported that L. Lloyd's attempts to initiate a discussion with the AONB team have not been successful. J. Murphy agreed that the added protection could be beneficial for the parish. I. Duff suggested that David Johnston MP could be involved to try and help with this.
- o) **Parish pavements and verges:** I. Duff reported on the issues with the lack of clarity on OCC maps concerning verge ownership. He is currently speaking with Nick Blacow at OCC to see if this can be resolved, initially querying the Blewbury Road/New Road bend alongside Grange Farmhouse. I. Duff also reported on the potential pavement/kerb repair along Main Road. J. Murphy spoke with Daniel Depp today and will meet with him to try and move this up the priority list. Pavements in the village are still a concern but a lack of updated information on possible repair options and costings is increasingly frustrating. J. Murphy is trying to

progress the issue. C. Gover noted that the Hagbourne to Blewbury road should be a priority. The new tarmac was badly damaged by the sun not long after it was laid, and the road surface badly needs repaired. It was agreed that C. Gover would send photographs of the road to J. Murphy to action. I. Duff noted that D. Rickeard is in discussion with HUGS to develop plans for a balanced approach to grasslands including road verges. HUGS plan to get wildlife guidance and input from BBOWT in the next week and then arrange an informal discussion for interested parish councillors before the APM.

- p) Use of 4WD vehicles along Moor Lane:** D. Rickeard reported ahead of the meeting of a convoy of 15 vehicles that had recently been seen travelling the whole length of Moor Lane into West Hagbourne. This has also been raised with WH Parish Council and Jane Murphy. Moor Lane is a byway open to all traffic so use of vehicles is legal, but it is anti-social as it causes great damage to the surface and sometimes the margins where HUGS have been maintaining and planting new trees and other plants.

8. Correspondence:

L. Lloyd reported the following correspondence items this month:

Jeff Powell enquired about permissive rights to use the section of 197/6 path that has been diverted onto his land for several years due to a damaged bridge. As this is a public right of way, L. Lloyd has passed the details on to A. McEwan-James of OCC who will liaise directly with Jeff Powell on the matter.

Hagbourne PTA are holding a circus event on the school field on Tuesday 5th July following discussions with the circus team about venue suitability. All circus vehicles and vendors will be sited on the school field but visitors will be using the village car park.

C. Shaikh reported that close board fencing c. 2m tall has recently been erected along the Grange footpath boundary of the Manège at Lower Cross Farm.

An email from SODC has been received confirming an increase in the cost of their weekly dog bin emptying service from £6.90 per bin to £7.25 per bin (+VAT) from 1st April. The Parish Council's 2022-23 budget anticipated this increase and covers the cost.

D. Button confirmed that a note of thanks following the tree removal along footpath 197/8 has been received from 14 Main Road.

9. Finance:

- a) Expenditure and receipts since the last meeting and account balances:**

a) Payments

since last meeting:

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

Payee	Item	Online Payment/Cheque No	Amount	VAT	Total	Date
Dark White Digital	INV000869 February web hosting	O/P Auth: D. Rickeard/C. Gover	£30.00	£0.00	£30.00	14/02/2022
EHS&RC	INV 220104 - meeting room hire 13/01	O/P Auth: D. Rickeard/C. Gover	£25.00	£0.00	£25.00	14/02/2022
BGG Garden and Tree Care	INV 1132/22 Car park hedge cutting 04/12 and cemetery hedge cutting 14/01	O/P Auth: D. Rickeard/C. Gover	£400.00	£80.00	£480.00	14/02/2022
BGG Garden and Tree Care	INV 1133/22 - Cemetery tree works 25/01	O/P Auth: D. Rickeard/C. Gover	£650.00	£130.00	£780.00	14/02/2022
SODC	INV 10287225 Dog Bin Emptying 1 Oct - 31 Dec 2021	O/P Auth: D. Rickeard/C. Gover	£1,166.10	£233.22	£1,399.32	14/02/2022
Grundon Waste Management	Cemetery Bin - January	DD	£40.85	£8.17	£49.02	21/02/2022
Laura Lloyd	February Salary	O/P Auth: D. Rickeard/C. Gover	£673.24	£0.00	£673.24	28/02/2022
Graham Crow	Expenses for scalpings, VH footpath		£44.29	£8.86	£53.15	
SLCC	FILCA qualification		£120.00	£24.00	£144.00	
Dark White Digital	March web hosting		£30.00	£0.00	£30.00	
EHS&RC	Meeting room hire 10/2		£25.00	£0.00	£25.00	
Laura Lloyd	March Salary		£673.24	£0.00	£673.24	

b) Receipts since last meeting

From	Item	Amount	Date
R. Spurrett	EROB and ashes interment	£352.00	04/03/2022

c) Accumulated Account Balances (reconciled as of last bank statement through 10/03/2022)

Barclays Community Account	NOW CLOSED
Unity Trust Bank - current account	£46,925.96
Total	<u>£46,925.96</u>

d) The Special Project Balances (as of 10/03/2022) are:

Planned Development Support Fund		£5,303.15
Cemetery		£11,202.15
Community Infrastructure Levy Fund	Received 24/04/19 so requires spending by 23/04/24	£1,905.97
	Received 30/04/21 so requires spending by 29/04/26	£1,517.73
	Received 27/10/21 so requires spending by 26/10/26	£3,307.90
	Total CIL money	£6,731.60
Community Projects Reserve Fund		£4,943.91
	Total	<u>£28,180.81</u>

e) General Reserve (as of 10/03/2022)

£18,745.15

b) Review and approval of payments: The Council reviewed the pending payments and approved those without prior minuted/regular payment approval.

10. Items for report and inclusion on the April agenda:

None noted

The meeting closed at 9.08pm. The next Parish Council meeting will be on 21st April 2022 at the Pavilion, Great Mead, East Hagbourne.

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

ATTACHMENT 1: ACTION LIST

Action No	What	Who	Status
2019-04-03	Main Road 20mph speed limit	ID/LL	With OCC
2022-02-01	VH footpath repairs	DR	Complete

ATTACHMENT 2:

TITLE	DISTRICT COUNCILLOR'S REPORT
AUTHOR	CLLR ANNE-MARIE SIMPSON
PARISH	EAST HAGBOURNE PARISH COUNCIL
DATE	10 MARCH 2022

Standing with Ukraine

Cllr David Rouane, leader of South Oxfordshire District Council, has issued a statement on the war in Ukraine (4 March):

We all value those qualities of democracy, freedom and security which we in Britain take for granted. We stand by the people of Ukraine in the face of the invasion by Russia and our thoughts are with everyone affected by this action.

It's difficult at this stage to predict exactly what may or may not unfold over the coming days and weeks, but we know that our community will want to do whatever they can to support our neighbours whose friends and families are directly affected by the conflict and those we see on our television screen.

We will show our solidarity with those affected through the channels open to us as a council and we would urge those who want to help the aid effort to support the appeals issued by established international agencies who are already working in the area, and to be aware of local community groups who are supporting Ukrainian families here in the UK.

Guidance on [government support available](#) to Ukrainian nationals and their family members, including the Ukraine Family Scheme.

If you'd like to help, the government is advising people to ensure they "give safely" to registered charities.

Established charities with experience of responding to disasters are usually best placed to reach victims on the ground.

The best current route to donate and support is via the [Disasters Emergencies Committee](#). The UK Government has said it will match fund up to £20m. DEC works with 15 charities including Oxfam, Christian Aid and Save the Children.

There are a number of other international charities you can support:

- [The British Red Cross has launched a Ukraine Crisis Appeal](#) to support the work of the Ukrainian Red Cross to fund food, water, first aid, medicines, warm clothes and shelter.
- The [UNHCR refugee agency](#) is collecting monetary donations for humanitarian assistance, emergency shelter and relief items like blankets. It will also fund psychological support for refugees.
- The [UN's children's charity, UNICEF](#), is accepting donations to help ensure child health and protection services are sustained and families have clean water and food.

If you're looking to donate to causes working in Ukraine and neighbouring countries, you should make a few simple checks before giving:

- Check the charity's name and registration number at www.gov.uk/checkcharity
- Make sure the charity is genuine before giving any financial information
- Be careful when responding to emails or clicking on links within them
- Contact or find out more online about the charity that you're seeking to donate to or work with to understand how they are spending their funds
- Look out for the Fundraising Badge on charity fundraising materials, this is the logo which shows that a charity has committed to fundraise in line with the Code of Fundraising Practice

Parking charges

Important changes will be introduced to parking in South Oxfordshire from next month.

Motorists parking in district council car parks in Didcot, Goring, Henley, Thame or Wallingford are advised that from **Monday 4 April**:

- There will be a new charging period, from 8am to 6pm Monday to Saturday*
- There will be a small increase in parking fees*
- New and renewed permits will only be valid for the specific car park for which they are issued and will not be transferable.

For more information (Questions and Answers) visit southoxon.gov.uk/parkingchanges.

*These changes will not apply at Goldsmiths Lane in Wallingford, which is part-owned by Wallingford Town Council and a private developer.

Letter to Rt Hon Michael Gove MP on the 5 year Housing Land Supply Rules

On 31st January all of the leaders of the 6 Oxfordshire authorities (instigated by SODC Leader David Rouane) [wrote to Michael Gove](#) at DHLUC to express their concerns about the 5-yr HLS system, which is in urgent need of review and completely unfit for purpose. All Oxfordshire MPs were also copied and some have responded positively.

Sessions to help health and beauty staff identify victims of domestic abuse

Free training is now available to help ensure hair and beauty staff know what to do if they suspect a client or colleague is at risk of or suffering from domestic abuse.

The South and Vale Community Safety Partnership and Oxfordshire charity Reducing the Risk of Domestic Abuse are running a series of free online training sessions for people in the hair and beauty industry to raise awareness of domestic abuse.

The events, called 'Transformations – changing our response to domestic abuse', are now available for anyone working across Oxfordshire in hair and beauty, including nail bars, tattooists and ear-piercing establishments.

Domestic abuse affects 1 in 3 women and 1 in 6 men in their lifetime, so it's very important that people know how they can support those affected.

For more information and to register visit – southandvale.gov.uk/youcanhelp.

For advice and support on domestic abuse please call Oxfordshire Domestic Abuse Service's Helpline number **0800 731 0055** (Mon-Fri 10am-6pm Sat 10am-4pm) or visit reducingtherisk.org.uk

South Oxfordshire tree-planting drive

Tackling the climate emergency is a major priority South Oxfordshire District Council which is aiming to become carbon neutral within its own operations by 2025.

The council's new [Climate Action Plan](#) outlines the steps it will take to achieve this aim, as well as how it will support local efforts to tackle the climate emergency. This includes identifying sites for new tree planting and wilding opportunities on council land or through partnership opportunities on privately owned land to support natural carbon capture.

A district-wide tree planting drive began last Sunday in Wallingford where South Oxfordshire District Council has granted applications from [Friends of Wallingford and Cholsey Green Spaces](#) to plant approximately 45 trees at Radnor Road, including a community orchard and walnut, sweet chestnut, oak, rowan and hawthorn trees and also a new community orchard on Wilding Road, which will feature apple and plum trees, hornbeam, oak, field and horse chestnut and a new hedgerow.

The applications for Radnor Rd and Wilding Rd are the first to be approved following the launch of the council's new tree planting policy, which outlines how it will support local tree planting

Trees absorb carbon dioxide from the atmosphere so this work will play an important role in helping to reduce local emissions.

District councillors are now urging more groups to come forward with proposals for planting trees on council land across the district – for more information visit southoxon.gov.uk/trees