

**East Hagbourne Parish Council**

**To members of the Council: you are hereby summoned to attend the Meeting of  
East Hagbourne Parish Council at The Pavilion, Great Mead on Thursday 18<sup>th</sup> April 2024 at 7.30pm  
for the purpose of transacting the following business.**

**Members of the press and the public are cordially invited to attend.**

**PLEASE DO NOT COME TO THE MEETING IF YOU ARE DISPLAYING ANY POSSIBLE COVID SYMPTOMS**

**THANK YOU FOR YOUR COOPERATION**

*Laura Lloyd* Mrs L. Lloyd, Clerk of the Council  
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**Date: 12<sup>th</sup> April 2024**

- 1) Attendance, apologies, declarations of pecuniary interest and vacancy**
- 2) Public Forum**
- 3) Confirmation of the minutes of the Parish Council Meeting held on 7<sup>th</sup> March and the Extraordinary Parish Council Meeting held on 26<sup>th</sup> March 2024**
- 4) Reports from County Councillor and District Councillors**
- 5) Items for Discussion**
  - a) OCC Flood Risk Management funding for 2024/25
- 6) Items for Decision**
  - a) To ratify the council's decision to include a contribution of £2,000 CIL money on the TOE (Trust for Oxfordshire's Environment) grant application form, as part funding for the FP4 resurfacing project at Butts Piece
  - b) To confirm the council's acceptance of a formal grant offer from TOE of up to £7,515 for the FP4 resurfacing project at Butts Piece
  - c) To review quotes and agree in principle the contractor for resurfacing works on the following footpaths (subject to OCC approval):
    - i) FP12 Fieldside to the Causeway (Contractor A: £7,812, Contractor B: £17,990 Contractor C: £9,750)
    - ii) FP15 Grange footpath (Contractor A: £5,976, Contractor B: £7,950, Contractor C: £10,200)
  - d) To confirm the Parish Council's ONPA membership for 2024/25 at a cost of £50.00
  - e) To note training courses booked with OALC: Essentials of Employing People – C Gover and C. Shaikh at a total cost of £60.00
  - f) To confirm the Parish Council's ICO fee payment of £40.00
- 7) Items for Report**
  - a) Planning Applications
  - b) East Hagbourne Sport and Recreation Committee
  - c) Cemetery Committee
  - d) Employment Committee
  - e) Butts Piece Allotments
  - f) Future Oxfordshire Partnership
  - g) Emergency Plan
  - h) Flood Management
  - i) Community Speedwatch
  - j) Neighbourhood Plan
  - k) Housing development adjacent to the village hall
  - l) Matters raised at the Chairman's Surgery and OALC Chairman's meeting
- 8) Correspondence**
- 9) Finance**
  - a) Expenditure and receipts since the last meeting and account balances
  - b) Review and approval of pending payments
  - c) Bank Reconciliations for January, February and March 2024
  - d) Q4 Budget Review
  - e) Internal Audit progress

f) Progress with Unity Bank change of signatory

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

Items for consideration for the May agenda must be received by the clerk no later than Wednesday 1<sup>st</sup> May

The next Parish Council meeting will be the Annual Parish Council Meeting on 9<sup>th</sup> May at The Pavilion, Great Mead, East Hagbourne

### ATTACHMENT 1: ACTION LIST

Action No	What	Who	Status
2023-03-01	Deanfield Homes Car Park Land Transfer	LL	Transfer documentation signed at Extraordinary meeting on 26 <sup>th</sup> March. Awaiting confirmation of transfer from solicitors.
2023-06-02	Parking and Traffic Management on Main Road	NM	On hold
2023-06-03	Footway repairs in the parish	ID/PD/RJ	Prioritise potential repairs for OCC to review
2023-07-01	Kingsholm Close dropped kerb request	LL	Complete
2023-10-01	Disabled Parking spaces in the village car park	LL	Research options and costs
2023-10-03	Weed management on Main Road	LL/ID	SODC/OCC to progress – chased
2023-12-01	Footpath 4 surface improvements	LL	TOE Grant confirmed in mid March, OCC to arrange works with contractor ASAP
VARIOUS	Footpath accessibility: 2023-12-02 FP10 MFL to West Hagbourne 2023-12-03 FP12 Church Lane to Fieldside 2023-12-04 FP13 Parsonage Lane 2024-01-01 FP1 West Hagbourne to Didcot 2024-03-01 FP12 Fieldside to the Causeway 2024-03-02 FP15 Grange Footpath 2024-03-03 FP8 Bakers Lane to The Croft	LL/CS/ID	Chasing OCC for a meeting between OCC/EHPC and WHPC to assess FP10 and FP1 and for approval for potential works to FP12, FP15 and FP8 Volunteer labour is available for FP8 aggregate laying subject to OCC approval Agreement in principle to spend CIL money on FP12, FP15 and FP8 improvements C. Shaikh has 3 quotes for potential works for FP12 and FP15 Field owner reviewing options for FP12 between the Causeway and the Church Chase quote for FP13 from OCC Highways, investigate obtaining comparison quote
2023-12-09	Community Speedwatch	RJ	Harwell Speedwatch session attendance to be arranged
2024-01-02	Emergency Plan / Flooding documentation Review	RJ/LL	Draft circulated to councillors for review, also liaising with OCC's Resilience Team for review and advice
2024-01-04	Car Park Drainage	LL	OPC Drains instructed to carry out CCTV survey – this has been scheduled for 24 <sup>th</sup> April

2024-02-01	Pavilion Lease Renewal	DR/LL	Further investigation required
2024-02-03	Cycle Parking at the village car park	LL	Liase with VH Committee ref signage/alternative solutions
2024-02-04	Flood Management in the Parish	CS/DR/PD	Meetings with OCC, SODC and EA complete. Awaiting details from L. Travers (SODC) ahead of submitting an expression of interest for funding from OCC's Flood Risk Management funding for 2024/25
2024-03-04	Main Road 20mph limit	OCC	Proposal currently with OCC ahead of public consultation.
2024-03-05	From APM: Step reinstatement on Main Road/Bakers Lane footpath	OCC/LL	No progress made since originally reported in November 2023. L. Lloyd chasing SGN for action (NB: this is an OCC Highways matter)
2024-03-06	From APM: Main Road to Coscote road surface	OCC	An OCC matter as no agreement was made with the developer during the planning process and the S278 agreement to maintain and repair the main agreed access route to the site. The Parish Council has full support from our County Councillor, Jane Murphy, to lobby for repairs and reinstatement