EAST HAGBOURNE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING DULY CONVENED AND HELD ON THURSDAY 10TH SEPTEMBER 2026

1. **ATTENDANCE, APOLOGIES AND DECLARATIONS OF PECUNIARY INTEREST:**

   Present were Chair I. Duff, Cllrs P. Dixon, C. Gover, R. Jaboor, D. Rickeard and C. Shaikh, and District Councillors A-M. Simpson and C. Topping.

   Apologies were received from Vice Chair N. Milner and Cllr R. Avery
   In attendance: L. Lloyd (Clerk).

2. **PUBLIC FORUM AND QUESTIONS:** None

3. **REPORTS FROM COUNTY COUNCILLOR AND DISTRICT COUNCILLORS:** I. Duff confirmed receipt of the County Councillor report (Attachment 2) and District Councillors' report (Attachment 3). A-M Simpson and C. Topping confirmed that the District Councillor Grant application window is open again until 4th December, with each ward councillor having £7,500 to award. C. Gover noted that as the Parish Council has CIL money to spend at present, supporting the village shop should be a priority. Councillors were in agreement with this suggestion. Details were given on the status of the Joint Local Plan and councillors were encouraged to respond to the scoping consultation for JLP 2045. The Local Government Reorganisation is now on hold while a review is undertaken to ensure the process is correct. C. Topping noted that elections next May will now likely go forward on the basis that the current OCC/SODC structure will remain in place.
   A-M. Simpson and C. Topping left the meeting at 7.42pm.

4. **CONFIRMATION OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 16TH JULY 2026:** The minutes of the Annual Parish Council Meeting held on 16th July 2026 were approved by Council and signed by I. Duff.

5. **ITEMS FOR DECISION:**
   a) **Bus Shelter Artwork usage agreement**: I. Duff confirmed that a draft agreement had been circulated to councillors and Linda Benton in advance of the meeting. Councillors reviewed and approved the draft. C. Gover noted as an aside that the plaque at the rear of the bus shelter has been temporarily removed and will need to be reinstated in an alternative spot within the bus shelter.
   b) **To consider a variation to the Pavilion car park resurfacing project for the connection between the car park and existing pathway, and to consider the quotation of £3,450 +VAT from SCS Oxon Ltd to complete the works:** D. Rickeard circulated a briefing to explain the need for a variation to the original proposal to use paving instead of tarmac, due to difference in levelling between the newly laid car park surfacing and the existing pathway. This would include new paving which will improve levels and disabled access. Councillors approved the expenditure, which will be funded using CIL money.
   c) **Allotment Rules Update:** P. Dixon confirmed that the September 2026 rules include an improved format of the document and updates to better suit the current committee and requirements of the tenants. Councillors approved the new Allotment Rules which will be circulated with allotment renewal notices later this month.
   d) **To consider awarding a grant to Clean Slate:** Councillors reviewed the funding request from Clean Slate and resolved to award a grant of £110 in accordance with the council's powers under Section 137 (S137) of the Local Government Act 1972.
   e) **To consider planning applications received since the last meeting:**
   P26/S3811/HH 7 Rymans Crescent, East Hagbourne – loft conversion including dormer to rear (East) roof slope and rooflight to front (West) roof slope. Received 8th September with an end of consultation before the next Parish Council meeting. Councillors agreed that the plans do not look contentious and it is likely that the Parish Council will be able to submit a no objection response following a full review of the plans and discussion with neighbours.

   Planning applications received after the posting of the agenda may also be considered at the meeting

6. **ITEMS FOR REPORT:**
   a) **Recreation Ground and Pavilion:**
      i) **RoSPA inspection:** Ahead of the meeting, D. Rickeard circulated the RoSPA report and a document he had prepared addressing the findings of the inspection and their recommendations. A number of minor items were flagged which have been reviewed and will be monitored. Two actions have been identified: a screw in the basket swing has already been rectified and the gate matting will be improved by EHSRC.
      ii) **Initial Report on potential heat mitigation measures at the Pavilion and plans for follow up:** D. Rickeard confirmed he had circulated a report highlighting recent issues relating to heat at the pavilion, and

looking at heat mitigation options. C. Shaikh noted that, having purchased portable air conditioning units for her own home over the summer, at least 3 units would be required for the community room, with the disadvantage of having to open windows so they work properly. Councillors formally accepted the report (Attachment 1) and agreed with the proposal to investigate options that would be suitable for the pavilion to make users more comfortable.

iii) **Pavilion Car Park Resurfacing:** D. Rickeard reported that the car park resurfacing works were completed within the agreed timeframe, with the car park and pavilion left very tidy by the contractors which is much appreciated. BGG Garden and Tree Care also completed some tree and scrub work around the field during the car park works, including crown-raising and thinning of the lime tree behind the Pavilion and crown-raising the one next to the slide, which should protect their health going forward. The paved path has been weeded by a young member of HUFC. Councillors expressed their gratitude for this community-minded action. Councillors agreed that once the new art gates were installed, it would be beneficial to reuse the existing double gate to replace the double gate access to the recreation ground further up Great Mead.

b) **Cemetery Committee:** R. Jaboor reported that the Lawful Development application for the cemetery drainage is still under scrutiny but it is looking likely that the District Council will refuse this. A full planning application will therefore be required and this will delay possible works by at least another 2 months.

c) **Employment Committee:** C. Shaikh noted that the NJC pay agreement has been finalised and Tetbury Accounting have adjusted the pay, NI and pension contributions accordingly.

d) **Butts Piece Allotments:** L. Lloyd confirmed that the renewal letters will be sent to all tenants head of the 1st October renewal date along with the newly approved allotment rules. P. Dixon reported on some rubbish that has been dumped over the allotment fence by SOHA residents in Wilcher Close. This has been reported to SOHA who will speak to those involved.

e) **Community Speedwatch and Traffic Monitoring:** The Parish Council is currently waiting for confirmation from Jon Beale of a date for the post installation. The Westcotec signage order has also been placed. R. Jaboor noted OCC's request received earlier today for feedback on 20mph limit introductions. Councillors agreed that the signage implementation will be useful to better monitor speeds through the village**.**

f) **Public Art Projects:** The Bus Shelter Artwork is now installed, although there were some issues with installation that had to be resolved and meant a small opening event was not possible. It has been noted that the waste bin directly in front of the shelter now detracts from the artwork, so the Clerk has asked SODC whether it is possible to move it.
Recreation Ground Gates: Installation will be delayed; the Clerk will send a follow up to Julie Grose to ascertain when they may be ready.
Sculpture at St Andrews Crescent: The steering group is meeting with Alex Wenham on 18th September.

g) **Flood Management:** The Clerk confirmed that following the Ecology survey, the OCC funded project for channel clearance and fallen tree removal along Footpath 19 is able to proceed. Now awaiting a response from ODS to confirm when they can complete the works.
Concerns have been raised over South Grange's lower garden excavations which appear quite extensive; the Clerk has emailed SODC to check that these are in line with the approved plans. It was noted that Robert Ainger who was a member of the flood group for a long time has now moved out of the village. Councillors extended thanks to him for all his efforts.

h) **Matters raised at the Chairman's Surgery and OALC Councillor's Forum:** I. Duff confirmed there has been no surgery since the last meeting, and nobody attended the OALC Councillor's Forum so there is no report this month.

8. CORRESPONDENCE:

The following correspondence was noted:

- Parking issues on Church Close:
  Concerns raised by a churchgoer relating to ongoing attempted parking enforcement by residents for church visitors, when the road is currently unrestricted.
  A formal request from a resident for double yellow lines (copied to OCC) due to service accessibility issues.
  The Clerk confirmed to both parties that the parking on Church Close will be part of the wider review that the Parish Council is requesting from OCC.
- C. Gover reported that 3 ladies have requested a traffic mirror at Lower Cross Junction heading into Main Road coming from Didcot. D. Rickeard noted that possible solutions on the bend were looked at in a review 15 years ago and there was not a viable solution. It was agreed that the situation should be revisited and the Clerk will contact OCC to ask for possible solutions in the first instance.
- Shovel Spring bench damage – West Hagbourne Parish Council reported damage to the bench, they had been told that EHPC purchased the bench some time ago as part of an arts project with school children and asked if we were planning to replace or if they should go ahead as it is in WH. EHPC did not purchase the bench and it is not a Parish Council asset. The Clerk will write to WHPC to confirm.

- COPYTRACK – A company persistently requesting retrospective licencing fees for use of bus imagery in conjunction with a local bus timetable news article on the website in 2019. The Clerk has responded asking for solid evidence of exclusive rights which has not been supplied, although several chase emails have followed. The situation is being monitored.
- C. Shaikh noted that she has received feedback that there has been damage to FP15 and FP12 between Blewbury Road and Parsonage Lane, possibly due to horses, and it would be worth asking SCS Ltd to review.

9. FINANCE:

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

1) Payments since last meeting: **NB: Payments pending are shown in yellow and are not included in the account balances shown in 4-6**

Payee	Item	Auth	Amount	VAT	Total	Date
Nest	Pension Contributions for June 2026	DD	£66.55	£0.00	£66.55	16/07/2026
Grundon Waste Management	PSI-1499559 May and PSI-1520560 June Cemetery Bin Collections	DD	£199.52	£39.90	£239.42	20/07/2026
Castle Water Ltd	INV 10010620305 Allotment Water bill dated 07/07/2026	DD	£88.96	£17.79	£106.75	21/07/2026
Hagbourne Parochial Charities	Butts Piece Rental 2026-27 July payment	CS / DR	£480.60	£0.00	£480.60	23/07/2026
Shield Maintenance Ltd	INV10452 Dog and General Waste Bin Collections June 2026	CS / DR	£223.17	£44.63	£267.80	23/07/2026
EHSRC	INV144-26 Community Room Hire 18 June	CS / DR	£25.00	£0.00	£25.00	23/07/2026
Dark White Digital	INV002233 Web Hosting July 2026	CS / DR	£30.00	£0.00	£30.00	23/07/2026
Laura Lloyd	Expenses - Printer, Noticeboard accessories and A4 Paper	CS / DR	£161.39	£32.28	£193.67	23/07/2026
Noel Carter	Noticeboard Fitting for the Community Shop and New Road	CS / DR	£463.00	£0.00	£463.00	23/07/2026
HMRC	120PE003402942703 Q1 National Insurance Payment	CS / DR	£249.06	£0.00	£249.06	23/07/2026
Tetbury Accounting	INV3954 Payroll Services 2025/26	CS / DR	£280.00	£56.00	£336.00	23/07/2026
Edge IT Systems	INV39550 Epitaph and Heritedge Annual Payment	CS / DR	£358.00	£71.60	£429.60	23/07/2026
Unity Trust Bank	Bank Service Charge	Auto	£7.00	£0.00	£7.00	31/07/2026
Laura Lloyd	July Salary & WFH Allowance	CS / DR	£978.48	£0.00	£978.48	31/07/2026
Scribe	INV-20598 Accounting Software Monthly Fee August	DD	£35.00	£7.00	£42.00	03/08/2026
Nest	Pension Contributions for July 2026	DD	£66.55	£0.00	£66.55	07/08/2026
Dark White Digital	DWD-INV-002261 Web Hosting August 2026	CG / DR	£30.00	£0.00	£30.00	14/08/2026
Shield Maintenance Ltd	INV 10557 Dog and General Waste Bin Collections July 2026	CG / DR	£223.17	£44.63	£267.80	14/08/2026
EHSRC	INV 151-26 Community Room Hire 16 July	CG / DR	£25.00	£0.00	£25.00	14/08/2026
BGG	INV 26648 Parish and Cemetery Cut July 2026	CG / DR	£395.00	£79.00	£474.00	14/08/2026
Moore	INV 339084 External Audit 2025/26	CG / DR	£341.25	£68.25	£409.50	14/08/2026
Playsafety	INV 100610 RoSPA Playground Inspection	CG / DR	£95.00	£19.00	£114.00	14/08/2026
Paul Dixon	Expenses: Allotment Trophy Engraving	DR / CG	£33.33	£6.67	£40.00	17/08/2026
Oxfordshire County Council	INV 3920938937 Speed Sign Post Installation x 5	DR / CG	£2,708.39	£541.68	£3,250.07	17/08/2026
Grundon Waste Management	PSI-1551444 Cemetery Bin Collection July	DD	£100.39	£20.08	£120.47	20/08/2026
Castle Water Ltd	INV 10010929037 Allotment Water Bill dates 06/08/2026	DD	£88.96	£17.79	£106.75	20/08/2026
SCS Oxon Ltd	TP196 Car Park Resurfacing Works Initial 25% payment	RJ / CS	£13,207.13	£2,641.43	£15,848.56	24/08/2026
SCS Oxon Ltd	TP196.1 Car Park Resurfacing Works Interim 50% payment	CG / RJ	£26,414.26	£5,282.85	£31,697.11	25/08/2026
Laura Lloyd	August Salary & WFH Allowance	CS / DR	£978.48	£0.00	£978.48	28/08/2026
Unity Trust Bank	Bank Service Charge	Auto	£7.00	£0.00	£7.00	31/08/2026

Scribe	INV-21506 Accounting Software Monthly Fee September	DD	£35.00	£7.00	£42.00	01/09/2026
Dark White Digital	INV002285 Web Hosting September 2026		£30.00	£0.00	£30.00	
Shield Maintenance Ltd	INV10689 Dog and General Waste Bin Collections August 2026		£223.17	£44.63	£267.80	
SCS Oxon Ltd	TP196.2 Car Park Resurfacing Works final 25% payment		£13,207.11	£2,641.42	£15,848.53	
Kingdom Signs Ltd	KS645518 Bus Shelter Panels and installation		£868.00	£173.60	£1,041.60	
Laura Lloyd	September Salary & WFH Allowance (inc backpay to April for adjusted pay rate)		£1,154.69	£0.00	£1,154.69	
Linda Benton	Completion and digitisation of the original Bus Shelter artwork (S106 Funded)		£3,132.00	£0.00	£3,132.00	
Terry Taylor	Installation of replacement access cover at the Cemetery Lych Gate		£75.00	£0.00	£75.00	

2) Receipts since last meeting:

From	Item	Amount	Date
SSE	Wayleave payment (Credit 7 for cheque on bank statement)	£64.23	16/07/2026
OCC	Councillor Grant Top Up (Recreation Ground Benches)	£154.98	30/07/2026
NatWest Bank	Interest July 2026	£186.88	31/07/2026
Nationwide	Interest July 2026	£102.71	31/07/2026
Redwood Bank	Interest July 2026	£250.92	31/07/2026
Nationwide	Interest August 2026	£52.79	31/08/2026
Redwood Bank	Interest August 2026	£240.81	31/08/2026
Ridgeway Funeral Service	Cosson Interment G185	£186.00	02/09/2026
SODC	2nd Half Precept payment	£18,434.00	03/09/2026
Cooperative Funeral Care	EROB and Interment x 2 Jones CM090	£275.00	08/09/2026
	Total	£19,948.32	

3) Transfers since the last meeting:

From	To	Amount	Date
Redwood Bank	Unity Trust T1 Account (monthly automatic transfer)	£250.92	31/07/2026
Nationwide	Unity Trust T1 Account	£60,000.00	11/08/2026
Redwood Bank	Unity Trust T1 Account	£50,000.00	29/08/2026
Redwood Bank	Unity Trust T1 Account (monthly automatic transfer)	£240.81	31/08/2026

4) Accumulated Account Balances (reconciled online 09/09/2026)

Unity Trust Bank - T1 current account	£80,488.31
Unity Trust Bank - Instant access account	£17,142.17
Redwood Bank - 35 Day Notice Savings Account	£70,000.00
Nationwide - Instant Access Business Savings Account	£23,560.51
Natwest - Liquidity Manager 95 Day Notice Account (July balance – August statement pending)	£89,272.07
Total	£280,463.06

5) The Special Project Balances (as of 09/09/2026) are:

Community Infrastructure Levy Fund	Received 27/10/23 so requires spending by 26/10/28	£64,617.30
	Received 26/04/24 so requires spending by 25/04/29	£4,165.09
	Received 24/10/24 so requires spending by 25/10/29	£115,173.81
	Received 25/04/25 so requires spending by 24/04/30	£8,330.18
	Total CIL money	£192,286.38
Community Projects Reserve Fund		£5,000.00

Planned Development Support Fund	£5,303.15
Cemetery Fund	£9,617.96
Climate and Biodiversity Reserve	£2,500.00
Reactive Works and Emergency Response Reserve	£4,000.00
Asset Maintenance Reserve	£9,591.64
Election Reserve	£2,000.00
S106 Funds	£10,200.00
Total	£240,499.13
6) General Reserve (as of 09/09/2026)	£39,963.93

b) Review and approval of pending payments: SCS Oxon Ltd: R. Jaboor noted that the joins of the tarmac in the car park will need monitoring, and D. Rickeard confirmed that the path lights seem to come on at a lower light level than the pavilion light at present. It was agreed that these observations should be recorded but the final car park payment should be approved. L. Lloyd noted that she has received two additional invoices that require payment: Linda Benton for completion and digitisation of the original Bus Shelter artwork for £3,132, and Terry Taylor for installation of a replacement access cover for the time capsule at the Cemetery Lych Gate for £75.00. Councillors agreed to add both payments to the list. Council reviewed and approved the pending payments.

c) External Audit Report: L. Lloyd confirmed that the External Audit Report had been received and circulated to councillors, with no matters of concern. It was noted under other matters that specific additional information on variances was requested - the Clerk will include more detail for clarity if needed moving forward.

d) To note the NJC 2026/27 pay award will be implemented from September in line with national agreement, and backdated to 1 April 2026: Councillors noted the pay award implementation.

10. ITEMS FOR REPORT AND INCLUSION ON THE OCTOBER AGENDA

Items for consideration for the October agenda must be received by the Clerk no later than Wednesday 7th October 2026.

The next Parish Council meeting will be held on 15th October 2026 at the Pavilion, Great Mead.

Meeting closed at 9.34pm

Signed_____ Date_____

APPENDIX 1: ACTION LIST (FOR INFORMATION ONLY: ITEMS WILL NOT BE DISCUSSED AT THE MEETING UNLESS FEATURED ON THE MAIN AGENDA)

Action No	What	Who	Status
2023-03-01	Deanfield Homes Car Park Land Transfer	LL	19/06/2025 Transfer complete. **05/03/2026 Clerk to follow up with OCC Legal team on Land Registry progress**
2023-06-02	Parking and Traffic Management on Main Road	NM	**14/05/2026 Looking into possible OCC led consultation**
2023-06-03	Footway repairs in the parish	ID/PD/RJ	Priority areas now complete
2023-10-03	Weed management on Main Road	LL/ID	01/07/2025 Referred to Johnny Hope-Smith for assistance
VARIOUS	Footpath accessibility: 2023-12-02 FP10 MFL to West Hagbourne 2023-12-03 FP12 Church Lane to Fieldside (FP25 towards Church last remaining stretch) 2023-12-04 FP13 Parsonage Lane 2024-01-01 FP1 West Hagbourne to Didcot 2024-03-02 FP15 Grange Footpath 2024-03-03 FP8 Bakers Lane to The Croft 2025-11-01 FP9 Shoe Lane	LL/CS/PD/ ID	05/12/2024 FP15 surface (short stretch) between Fieldside and the bridge may be better finished in tarmac to withstand flooding. This is under consideration. 17/07/2025 Volunteer labour available if required for FP8 10/10/2025 Surfacing options for FP12 stretch from FP25 towards Church need consideration 12/02/2026 Agreement to move forward with FP13, FP9 and FP30 subject to permissions and quotes. Shoe Lane would benefit from a more comprehensive resurfacing following the patching works completed at Easter but
2023-12-09	Community Speedwatch	RJ/ID	New coordinator and team members needed. **12/02/2026 New volunteer, needs to undertake training**

2024-02-04	Flood Management in the Parish	CS/DR/PD	**18/06/2026 OCC Flood project funding confirmed for channel clearance and tree removal along FP19** **16/07/2026 Ecology survey scheduled for 17/07/2026** **Channel clearance and tree removal works scheduled for w/c 12th October.**
2024-03-06	From APM 2024: Main Road to Coscote road surface – OCC MATTER	OCC	03/12/2025 Further request for assistance sent to OCC Highways Engagement and C. Stallwood. The road has been reviewed recently but its condition will be reviewed again during the winter in poor conditions. 15/01/2026 A number of potholes have been marked up for repairs, red ones (urgent) have been filled today, white markings should be completed within 28 days. 12/03/2026 Further pothole repairs completed – monitor for longevity
2024-04-01	CIL Projects Shortlist	ALL	09/10/2025 Progress being made with Footpaths and Village Sparkle, recreation ground needs consideration as has the potential to use a lot of CIL funds. **Feedback from the 2026 APM to help inform the decision-making process.**
2024-10-01	Blewbury Road Drainage	CS/LL	Ongoing monitoring. EH will receive annual gully clearance as part of the ongoing highway maintenance schedule, issues can be escalated directly to the Flood Risk Management Team.

ATTACHMENT 1:

Heat Mitigation Options for East Hagbourne Pavilion

This spring and early summer of 2026 have been very hot and some Pavilion users have experienced problems with the heat. EHSRC has provided circulating fans as an interim measure, but the Community Room was designed more for winter warmth than for summer cool, so we should consider what further improvements we could make.

Understanding the Problem - user experiences

Most morning activities opened blinds, doors and windows to get a breeze: one group kept blinds down to shade from sun. It was still hot either way, particularly for more physical activities. The shutters keep out some of the heat, but by midday it was hot both inside and outside, so ventilation would not help much at these times. One group held classes outdoors under a shady tree. Evening groups had similar experiences, it was hot even with windows and blinds open.

Understanding the Problem - how the building is designed

Most of the Pavilion is ventilated mechanically via two units in the roof space which change the air constantly. The Community Room is the exception, because it is designed to be ventilated by opening the windows. We can check how well the air is being exchanged by using the CO_2 meter mounted on the wall. The room does receive some mechanical air exchange from the kitchen and the lobby if the connecting doors are left open, and when the room is empty the CO_2 level drops to near-ambient levels. If the room is being used and the windows are closed, CO_2 levels quickly build up into the amber and red zones on the meter.
Heating is from the radiators around the room and is effective, but no active cooling is installed, except that the ventilation system passes through heat exchanges so that any warmth or coolness in the room is not entirely lost as the air is circulated. The shutters were installed primarily for security, but they also provide an additional layer of insulation against winter cold and summer radiant heat. The building eaves and veranda provide some sun protection particularly when the sun is high.
The windows looking out to the field point due East, so receive morning sun, however by midday (1300BST) the sun is due south and there is no direct sunlight into the room. The single north-facing window receives direct sun only very early on summer mornings.

Understanding the Problem - how exceptional is this year's weather?

Please refer to the Appendix, where temperature data for Benson (our nearest weather station) are presented. These show the number of hours the temperature exceeded base temperatures of 26°C, 28°C and 30°C back to 2000. The annual data (Figure 1) show that even by the end of June, 2026 is close to the previous hottest year (2022). Including data up to 22 July, we have already exceeded 2022 figures.
Figure 2 shows how the temperatures varied by month. In previous years the hottest periods occurred in July and August. In 2026 May and June have already been very hot, and 26°C figures for 1-22 July (319 hours) are already approaching those of the previous hottest July (2006).
So, this is already a very exceptional year, particularly since the heat has come much earlier in the year. It is, of course, difficult to predict what will happen next year, but a recent Met Office study highlights how UK heatwaves could become longer and hotter due to climate trends.

Potential Actions

Improving ventilation is important in itself and in cooler weather also provides some cooling, but it has less or no cooling effect in the hottest weather.

Ventilation

The Community Room is designed to be ventilated by opening windows. Users are unlikely to do this when outside temperatures are very cold or very warm.
The existing mechanical ventilation system covering the rest of the building cannot easily be extended to cover the Community Room, because it does not have enough capacity. Adding a new unit in the roof space would be a big project, requiring new vents in the ceiling and probably new roof vents as well. If mechanical ventilation is needed, a better solution would be to consider a wall mounted unit. This is a simpler installation, but needs expert advice, because the requirements for ventilating a public space are more demanding than for a home.
A more promising approach is to make window ventilation easier. At present, the shutters all operate together, so if the room needs to be shaded from the sun the windows cannot be open.
There are two possible approaches:
Window shading could be provided, allowing the shutters to be opened. Outside awnings could be effective, but are complex and run the risk of damage from mischief or stray footballs. Inside, blinds are probably more versatile than curtains, because you can pull them up or down to give the right balance of shade and ventilation.
Or, the shutters could be modified so they can be selectively opened, for example with separate controls for the lobby, Community Room east windows and the north window.
Either approach would allow the north and lobby windows and doors to be opened while the east-facing Community Room windows remain closed and shaded. The through-breeze should be effective is providing cooling during all but the most extreme heat.
An alternative (but more costly) approach would be to install sash windows so that they could open when the shutters are partially down.
Whatever actions we take, the three floor-standing fans should remain useful and can help generate a breeze when there is little wind.
The CO_2 meter also remains valuable to gauge how well the air is being exchanged.

Cooling

Improving ventilation as above will mitigate heat to some extent, and should make high temperatures more bearable, but if it is very hot outside, opening the windows may not help.
For the hottest temperatures, air conditioning could be considered.
Portable units are relatively cheap and do work, but require a window vent kit (the heat extracted from the air has to go somewhere!), so could be fiddly to set up and take down. There are small portable units that do not need a window kit, but they work by evaporating water, so very good ventilation would be needed to avoid high humidity - and they will not cool the air as much as a refrigerating air-conditioner.
The preferred approach for a single room seems to be a 'split' air-conditioner. This uses a small indoor unit mounted on the wall, connected by refrigerant tubes to a quiet compressor unit placed outside. Installation requires a qualified engineer, but only minor work on the wall to allow the small refrigerant lines to pass through.
An on-line air-conditioning-calculator suggests a unit of 7kW output for a room of our size that is used by many people. The electrical power required would be about a third of this (because it's a heat pump). Cost for a unit this size is around £2k, plus installation of course. The rules for public buildings are more stringent than for domestic use, so it would need expert advice.
A big question is whether air conditioning is the right way to go. At present air-conditioning is the least-preferred option in planning regulations, although some units are reversible and can provide heating in cooler weather, so could replace or reduce the need for gas heating and possibly be cost/environment effective.

Appendix: Temperature Records (updated 7th September 2026)

Our nearest weather station is at Benson, which has comprehensive records and should be very close to what we experience in East Hagbourne.

The following data are from www.degreedays.net which is a very useful resource covering weather stations around the world.

The concept of "degree-days" is used in building design to estimate cooling or heating needs. For cooling, we are interested in the time the outside temperature is higher than a base value (Cooling Degree-Days). For heating, we would choose a different base temperature and calculate how many hours were below this temperature.

The figures provided by www.degreedays.net are calculated from hourly (or more frequent) readings, so are more accurate than approximation methods.

In simple terms, for each hour, the amount by which the temperature exceeds the base temperature, summed over the whole day and divided by 24, gives the CDD for that day. Higher temperatures or more prolonged heat during the day increase the CDD figure.

The figures below are expressed as cooling degree-hours, which I think makes them a little easier to understand.

The base temperatures used are 26°C, 28°C and 30°C to reflect the recent hot weather.

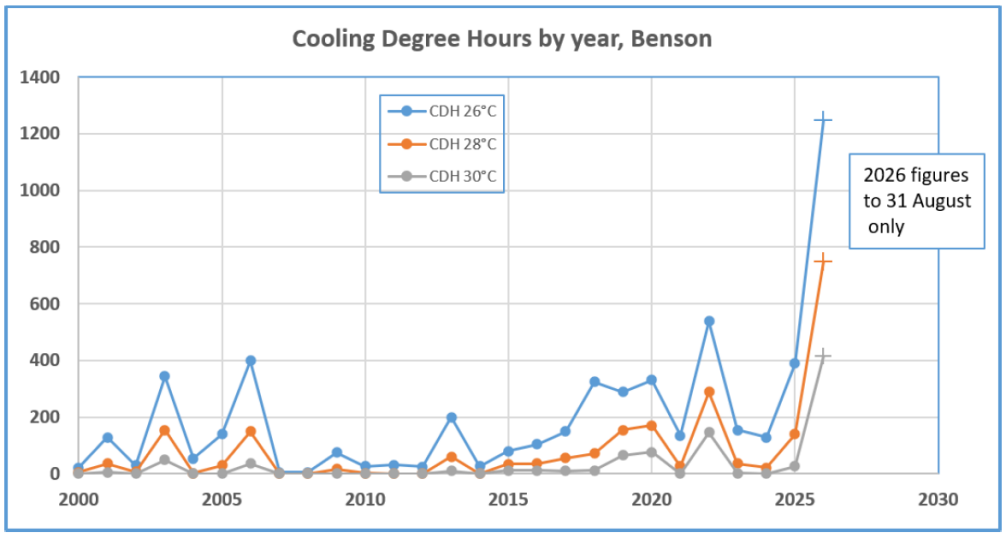


Figure 1. High temperature data for Benson [EGUB] by year

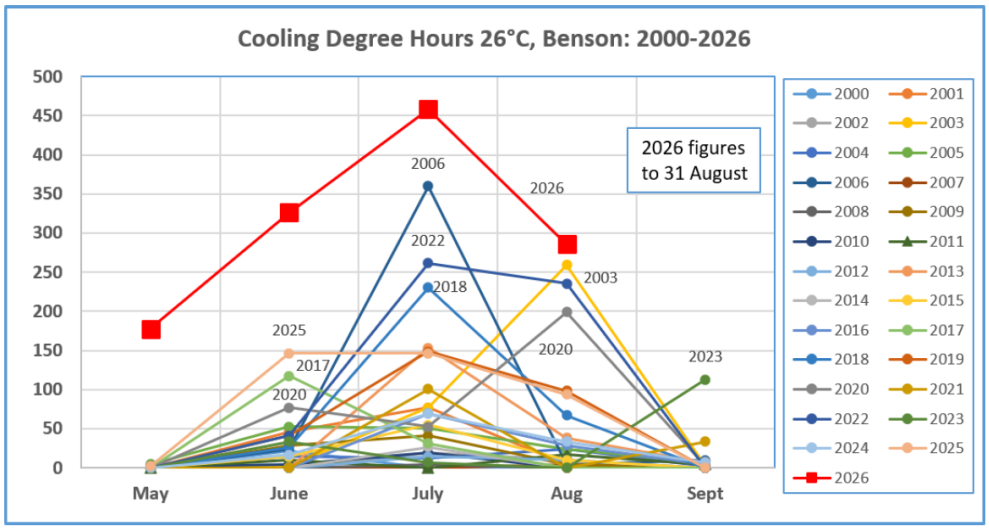


Figure 2. High temperature data for Benson [EGUB] by month 2000-2026

ATTACHMENT 2:

TITLE	**COUNTY COUNCILLOR'S REPORT**
AUTHOR	**CLLR JOHNNY HOPE-SMITH**
PARISHES	**ASTON TIRROLD/UPTHORPE, CHOLSEY, EAST HAGBOURNE, LITTLE WITTENHAM, LONG WITTENHAM, MOULSFORD, NORTH MORETON, SOUTH MORETON, WEST HAGBOURNE**
DATE	**SEPTEMBER 2026**
CONTACT DETAILS	**JOHNNY.HOPE-SMITH@OXFORDSHIRE.GOV.UK**

Dear Parish Councillors and Residents,

Here are some updates and news I have gathered for you. Please provide any feedback; or if its too much or not enough and of course any more information on a specific topic I can help with. I have put in BOLD the items which I think may be specifically appropriate for the Parish Councils to consider advertising or acting upon

Best wishes,
Johnny



Free Electric Blanket Checks – Book Early for Winter Safety
Key Details

- Oxfordshire County Council is once again offering free electric blanket safety checks to help residents stay safe and warm this winter.
- Last year, more than a third of blankets tested failed safety checks, highlighting the importance of regular testing. Faulty electric blankets can present a risk of fire or injury.
- Testing sessions will be held across Oxfordshire during September and October, including nearby locations in Didcot on the 5th October
- Appointments are expected to be popular and should be booked in advance.

What Parishes Can Do

- Share the opportunity with residents, particularly older people and vulnerable households who may rely on electric blankets during the winter.
- Encourage residents to have blankets tested even if they appear to be in good condition.
- Direct residents to the OCC booking page to arrange or manage an appointment:

Site for further details: https://service.oxfordshire.gov.uk/blankettesting

Temporary Restrictions on Fridge & Freezer Disposal
Key Details

- A national shortage of specialist facilities for recycling fridges and freezers has led Oxfordshire County Council to introduce temporary restrictions at Household Waste Recycling Centres (HWRCs).
- Residents can now only see fridge and freezer booking availability up to one week in advance rather than the usual two weeks.
- Households are limited to one fridge or freezer booking every three months, although up to two appliances can be taken per booking.
- OCC reports that national treatment capacity has fallen by around one third, creating a significant backlog across the country.
- Residents are encouraged to use retailer take back schemes, or to sell or donate working appliances where possible.

What Parishes Can Do

- Share the temporary restrictions with residents who may be planning to dispose of fridges or freezers.
- Encourage residents to book early and check availability before travelling to an HWRC.
- Promote retailer take back services and reuse options for working appliances.
- Remind residents that proof of Oxfordshire residency is required when attending an HWRC and that visitors from outside the county are charged £15.

Local Government Reorganisation (LGR) – Government Review Announced
Key Details

- The government has announced it will review its Local Government Reorganisation (LGR) decisions across England following legal advice, including the previously announced proposals affecting Oxfordshire and West Berkshire.
- As a result, the government's earlier “minded to” decision for Oxfordshire has been paused while the underlying evidence and advice are reviewed.
- OCC has stated that significant preparation work has already been undertaken for LGR and is now seeking further clarification from government on the implications for the programme.
- Questions remain about the future timetable, including how this may affect local elections scheduled for May and the overall implementation timeline.

What Parishes Can Do

- Keep residents informed that no final decision has yet been made on future council structures in Oxfordshire.
- Continue to engage with existing county and district councils as normal, as current governance arrangements remain unchanged.
- Monitor future updates from government and Oxfordshire County Council, as further announcements are expected on timescales, elections and implementation.

Botley Road Reopening – Expected This Month
Key Details

- Network Rail and its contractors are currently working towards reopening Botley Road to traffic on 20 September 2026, following more than three years of closure associated with the Oxford Station expansion project. The road has been closed since April 2023 and has experienced several delayed reopening dates during that period.
- The most recent delay was announced in July after gas leaks were discovered during excavation works. Gas network operator SGN has since confirmed its work was completed on 3 August.

What Parishes Can Do

- Continue to advise residents that the current target date for reopening is 20 September 2026, whilst recognising that previous reopening dates have been postponed.
- Share updates with residents who regularly travel to Oxford, particularly commuters and those accessing the city centre and rail station.
- Monitor Network Rail announcements for confirmation that the reopening date remains on track as September progresses.
- Be aware that traffic patterns around Oxford may continue to evolve even after the road reopens as wider station improvement works continue.

Site for updates: https://www.networkrail.co.uk/our-work/our-routes/western/oxfordshire/

REMINDER: Councillor Priority Fund – Supporting Local Projects – DEADLINE NOVEMBER 2026
The Councillor Priority Fund is still open, offering each Oxfordshire County Councillor £10,000 to support community projects within their division. This funding is designed to help deliver local priorities and strengthen community initiatives.
Parish councils, community groups, and local organisations are encouraged to apply for funding to support projects that benefit residents. Examples might include:

- Improvements to community facilities
- Local environmental initiatives
- Activities that promote wellbeing or inclusion
- Smaller-scale projects are especially encouraged, as the fund is modest and intended to support a wide range of communities across Oxfordshire

Key Details:

- Applications must be submitted by 30 November 2026
- Grants are typically paid within 28 days of approval
- Applicants must register for an account to apply and track progress
- Monitoring and reporting are required for successful projects

To ensure your project meets the funding criteria, please read the guidance document before applying.
What Parishes Can Do

- Identify local projects that could benefit from modest funding
- Collaborate with community groups to develop proposals
- Submit applications early to allow time for review and payment

Keep records and be prepared to report on outcomes
For more information and to then apply, visit the Councillor Priority Fund page.
https://service.oxfordshire.gov.uk/councillorpriorityfund

ATTACHMENT 3:

TITLE	**DISTRICT COUNCILLORS' REPORT**
COUNCILLORS	**CLLR ANNE-MARIE SIMPSON & CLLR CRISPIN TOPPING**
PARISH	**EAST HAGBOURNE PARISH COUNCIL**
DATE	**10 SEPTEMBER 2026**

Booking link for planning surgeries for town and parish councils
South News a monthly resident newsletter packed with the latest news, events, and consultations happening across South Oxfordshire.

Consultation on Councils' second Joint Local Plan launched
A consultation has launched this week on the South Oxfordshire and Vale of White Horse District Councils' second Joint Local Plan.

A local plan sets out how development will be planned and delivered over time to meet the current and future needs of people living and working in a particular area. It guides where development should go (and where is shouldn't) including new housing and employment, as well as identifying the supporting infrastructure needed.

The two councils are working on a joint plan that covers both districts.

This stage of the process, known as a 'scoping consultation' is an initial step to get an idea of what communities, businesses and the planning industry think the plan should include and how the councils should approach future engagement.

This consultation does not include any proposed policies or strategies for the plan as the councils are at such an early stage in the plan making process.

The consultation runs from Tuesday 8 September until Tuesday 29 September at 11.59pm. People can take part online here: www.southandvale.gov.uk/JLP2-scoping-consultation

Visit www.southandvale.gov.uk/JLP2-scoping for more background information on the Joint Local Plan 2045 (JLP2) and all the ways to take part in the consultation.

Why two plans?
New government regulations mean that at the same time as working towards adopting the first Joint Local Plan, the councils are required to start preparing the next plan for the area, which would run to 2045. This is known as 'twin-tracking'.

This needs to be in line with the government's new requirements for preparing, examining and adopting plans in 30 months, which the councils must start by 31 October 2026.

The councils' first Joint Local Plan is currently being examined by government-appointed inspectors. The plan was submitted to the Secretary of State for independent examination in December 2024. The first stage of inspector-led hearing sessions took place in June 2025, the second stage in July 2026, and a further third stage is expected this autumn.

For more information on the first Joint Local Plan (JLP1) visit www.southandvale.gov.uk/joint-local-plan-2041-examination

Joint statement from South Oxfordshire and Vale of White Horse District Councils on Local Government Reorganisation (LGR) Announcement
The government has announced it will review its local government reorganisation (LGR) decisions across England.

This has implications about the future of councils in Oxfordshire and West Berkshire.
In a joint statement, the leaders of the South Oxfordshire and Vale of White Horse District Council expressed their disbelief and disappointment at the latest government announcement:

Councillor Maggie Filipova-Rivers, Leader of South Oxfordshire District Council:
"We're deeply disappointed to have received this information at such short notice. All along, our councils have all done what government had asked of us in the preparation for local government reorganisation. Every pound and every officer hour spent responding to a process that is subsequently paused, is a resource that could have been spent on housing, social care, roads, planning and other frontline services. The uncertainty this has caused is a further erosion of our trust in government.

"We will now do our utmost to understand the way forward for our districts."

Councillor Bethia Thomas, Leader of Vale of White Horse District Council:
"This unexpected announcement [yesterday] has come as a shock to us all at Vale and completely disregards the huge amount of time, money and effort we have put in so far to follow what has been asked of us.

"We will be seeking further clarity from the government on how this will affect the Local Government Reorganisation timeline in our area. We hope the government will provide the detail required urgently given the impact this announcement may have for us.

"In the face of such confusion created in Westminster, our priority remains to secure the best possible future outcome for our communities."

New signage to boost walking, cycling and connectivity across Didcot
New information and visitor signage is being installed across Didcot to improve awareness on walking and cycling routes to connect communities across the town.

The new signs aim to help residents and visitors find their way around Didcot more easily, as well as encourage sustainable travel and strengthen connections between neighbourhoods, facilities and open spaces.

A total of forty-nine wayfinding signs will be installed, with the first thirty going in from this week, 7 to 22 September. The signs will be placed across the town including locations across Ladygrove, Great Western Park, and the Jubilee roundabout.

Three types of signage will be installed:

- Totems (tall, freestanding structures with maps of town and local areas)
- Fingerposts (traditional directional signposts)
- Waymarkers (small directional markers placed along public paths)

The new signs will all be made from sustainable and recycled materials and where possible, any signage being replaced will be recycled.

The Didcot Garden Town team have been working with Oxfordshire County Council's highways department and Great Western Railway to identify the best locations and the most suitable signage before installation.

The new wayfinding project for Didcot has been funded by £50,000 CIL (developer contributions) from Oxfordshire County Council and government funding allocated to the Didcot Garden Town programme.

The idea for the signage came from the South Oxfordshire and Vale of White Horse District Councils Didcot Garden Town programme's "Wayfinding Strategy", which was set up to create a coordinated approach to signage, mapping and navigation across the town.

The councils are working alongside local housing developers and Milton Park to continue the signage as areas develop. Oxfordshire County Council will use the designs from these signs on the routes that will be part of the HIF1 improvements so that there is a lasting legacy to project across the area.

Further notes:

- The Didcot Garden Town Wayfinding Strategy was adopted by South Oxfordshire District Council and Vale of White Horse District Council in 2024.
- The study area covers the Didcot Garden Town boundary, including the town centre, existing neighbourhoods and future growth areas.
- The strategy supports the wider Didcot Garden Town vision and Delivery Plan
- You can find out more about Didcot Garden Town on the South Oxfordshire District Council website.

Residents urged to prevent waste before it starts
People across South Oxfordshire and the Vale of White Horse are being encouraged to discover how preventing waste can be easier than they think as Zero Waste Week gets underway.

As part of the councils' Waste Less. Clean Spaces. Better Places campaign, this week's focus is on preventing waste before it's created.

That could mean planning meals to reduce food waste, borrowing instead of buying, repairing broken items, refilling household products or donating unwanted belongings.
Throughout the week, the councils will be highlighting local refill shops, Libraries of Things and practical ideas that make it easier for residents to waste less without changing their lifestyle.

To find out more, visit southoxon.gov.uk/Reduce&Reuse / whitehorsedc.gov.uk/Reduce&Reuse, or pop along to one of the upcoming town markets where members of the councils' Waste Team will be on hand to answer your questions:

- 12 September – Didcot – 9am-2pm
- 16 September – Wantage – 8am-3pm
- 25 September – Wallingford – 9am-2pm
- 6 October – Faringdon – 8:30am-1pm
- 13 October – Thame – 8am-2.30pm
- 22 October – Henley – 9am-2pm