

East Hagbourne Parish Council

Minutes of the Annual Meeting of East Hagbourne Parish Council held at East Hagbourne Pavilion on Thursday 12th May 2016

1) Election of Chairman & Signing of Declaration of Office

Cllr Duff proposed Cllr D. Rickeard as Chairman this was seconded by Cllr Topping.

Cllr Rickeard proposed Cllr Duff as Vice –Chairman this was seconded by Cllr Topping.

It was **RESOLVED** to elect Cllr Rickeard as Chairman and Cllr Duff as Vice-Chairman.

Cllr Rickeard signed the declaration of acceptance of office in the presence of the Clerk.

2) Attendance, apologies and declarations of pecuniary interest.

Present were Cllrs D. Rickeard (Chair), D. Button, C. Topping, C. Gover and I. Duff.

In attendance: L. Dalby (Clerk), County Cllr P. Greene and one member of the public.

Apologies for absence were received from Cllr J. Elliott and District Cllr J. Murphy.

There were no declarations of pecuniary interest.

3) Public Forum and Questions.

There were none.

4) Reports from County Councillor and District Councillor.

The reports from County Cllr Greene (See Appendix 2) and District Cllr Murphy (See Appendix 3) were noted.

Cllr Greene gave a report on the Unitary Authority proposal and the pros and cons were discussed. The new Milton Interchange layout is now up and running and the works at Hagbourne Hill are going well.

The County Council have proposed a new pilot scheme to make use of the school buses owned by the County Council to help some of the communities who will lose their bus service when the subsidies are withdrawn.

5) Confirmation of the minutes of the Parish Council Meeting 17th March, 2016.

The minutes of the last meeting were approved and signed by the Chairman.

6) Procedural Matters.

- a) Review of nominations and terms of reference to committees, working groups and non-Council bodies, including cheque signatories.
- b) New arrangements for the Cemetery Committee.
- c) Review of standing orders and financial regulations.
- d) Review of inventory of land and assets including buildings and office equipment.
- e) Review and confirmation of arrangements for insurance cover in respect of all insured risks.
- f) Review of the Council's and/or employees' memberships of other bodies.
- g) Other Councillor responsibilities

(a)-(g).The annual review of Council procedures and nominations were carried out and the record updated as shown in Appendix 4. The Standing Orders will be reviewed to bring them into line with current legislation.

A revision to the Council's mission statement was agreed. The adopted Review document is attached in Appendix 4.

h) Setting the dates, times and place of ordinary meetings of the full Council for the year ahead. The following meeting dates were proposed and accepted for meetings during the coming year until May 2017.

June 9th, July 21st, September 1st, October 6th, November 3rd, December 15th, January 19th, February 23rd, March 30th, April 27th (APM) and May 4th.

7) Items for Discussion/Decision.

- a) Pavilion Car Park Plans and funding
The Pavilion Car Park report was discussed. It was agreed in principle to apply for a loan to carry out the work subject to full information including costings being available as it was considered important to complete the work as soon as possible in order for the Pavilion to be able to operate fully.
 - b) Neighbourhood Plan - approval of budget
The Neighbourhood Plan budget was reviewed and approved. It was noted that SODC have approved a grant of £5000 but it has not yet been received. The Plan is also eligible for a grant of £9000 from Locality. It was resolved to accept the quotation from CFO for £12392 subject to all Councillors having seen the detailed quotation.
 - c) New Road Development Application
The Clerk will distribute '10 Good Reason' why the application should be refused to the SODC planning committee ahead of their meeting. Comments on the latest amendments to the planning application have been submitted. Cllr Topping will speak at the Planning Committee on behalf of the Parish Council. The Planning Officer has recommended approval.
 - d) Planning Application P16/S0808/O - Outline Planning Application for the erection of a detached dwelling for continuation of family farming of surrounding and nearby land.
96 New Road East Hagbourne OX11 9JZ
The comments of the Planning Officer were discussed and it was agreed that the council would modify its position to remove its objection while reiterating our objection in principle to building outside the envelope of the village, noting that the application was premature to the Neighbourhood Plan and that the building should be single storey and built with materials sympathetic to its surroundings
 - e) EHSRC Report (Appendix 5) & funding request
The Report was discussed and it was agreed to donate £1500 in two equal instalments.
 - f) Recreation Ground Grass Cutting
The Clerk and Chairman will meet with BGG to discuss the grass cutting contract.
 - g) Bus Subsidy Withdrawal
The Bus Report was noted.
 - h) Queen's Birthday Celebrations
It was agreed to apply to SODC for funds for the two Street Parties being held in the Parish for the Queen's Birthday.
- 8) Items for Report
- a) Parish Website
The web committee is waiting for quotes to migrate the site to a new platform.
 - b) Cemetery Committee Status
The new procedures are to be agreed at the Cemetery Committee meeting in July. A review of fees is taking place.
 - c) Allotment Report
All of the plots have been let and all bar one rent paid. The committee have met and works will be carried out on the communal areas.
 - d) Didcot Garden Town meeting
A report of the meeting has been circulated and noted.
- 9) Correspondence.
A resident has requested permission to cut back trees overhanging his garden from the recreation field. It was agreed to give permission for him to carry out the work.
- 10) Finance.
- a) Expenditure and receipts since the last meeting and account balances.
All of the paperwork is currently with the auditor. Details will be reported at the next meeting.

- b) Appointment of Internal Auditor
It was agreed to appoint Trish Ingham as Internal Auditor.

11) Items for report and inclusion on the June agenda.

There being no further business the meeting was declared closed at 10pm.

ATTACHMENT: Appendix 1 Actions from previous meetings

ACTION NO	WHAT	WHO	STATUS
2015-09-03	Pavilion and Bakers Lane Signs	LD	Requested
2015-10-06	New Dog Bins	LD	Requested
2015-11-04	Reposition Defibrillator	LD	Letter sent
2015-11-05	Web Hosting Service	CG/DR	See Item 9(a)
2016-01-05	Car Park Drainage	DR	
2016-03-01	Car Park Funding Application	DR	See Item 8(a)
2016-03-02	Grass Cutting Review	LD	
2016-05-01	Review Standing Orders	LD	

Appendix 2

PROPOSALS FOR UNITARY COUNCIL

As reported last month, without consulting the public or the County Council, on Thursday 25th February a surprise announcement was made by Oxfordshire's District Councils and Oxford City Council. It called for the abolition of the County Council and the establishment of four district quasi-unitary councils, to include parts of Gloucestershire and Northamptonshire. (A unitary council combines the functions of a county council and a district council into one body.) In addition, the announcement called for the creation of an unelected quango to be known as a 'Combined Authority' to take on difficult areas of responsibility currently with the County Council, such as social care and major road projects. So, this would mean four councils spread across three counties, plus an over-arching unelected quango.

The Districts are now in the process of commissioning management consultants to produce a report to evaluate their proposals. Initially their brief to consultants stated: "The District Councils' view is that a single county-wide unitary authority is not the right solution for Oxfordshire". It went on to say that any finding suggesting a single county-wide unitary is best would not be approved.

The Oxfordshire County Council view was that a single county-wide unitary authority was an option that should be considered (along with the Districts' proposal and other options for two or three unitary councils), and had thus been forced to begin the

process of commissioning a separate management consultant's report.

As a result of County and public pressure, District Council leaders have now agreed to commission a report covering all the options. It is hoped Council-Tax payers might not now have to fund two separate reports. However, the terms of reference of the Districts' revised brief to management consultants has not yet been agreed between County and Districts.

STREET LIGHTING

OCC's current Street lighting contract with Scottish & Southern Electrical (SSE) was until March 2024, however, the contract contained a single break point at 1st April 2016. In July 2015, SSE served notice on OCC that they intended to activate this break clause as the contract was not affordable to them for its full duration. Negotiations to achieve a compromise were unsuccessful. OCC therefore has to implement interim arrangements while a new maintenance contract is procured. The interim contract is expected to last 18 months. For the first 6 months there will be an emergency/make-safe service only. Beyond that period OCC will look to increase the level of service provided to more than just emergency/make-safety activity as appropriate.

The street lamp LED replacement project is a one-off capital programme of works funded through DfT's challenge funding. A separate procurement arrangement is being made for this project to ensure its continued delivery as planned.

It is appreciated that there will be concerns locally about the impact of this interim arrangement and reduced level of service, but in a time of significant financial pressures, the termination of the current street lighting contract provides an opportunity to procure a new and improved street lighting contract. The county council will also be able to take advantage of recent improvements in technology and general advancements within the sector.

DRAGON IGNITES BATTLE AGAINST POTHoles

A new weapon is being deployed in the battle against potholes on Oxfordshire's roads. The 'Dragon' – so called because of the fire breathing nozzle it uses to dry out potholes – is a mobile patching machine that has already fixed many hundreds of potholes and a multitude of other defects on the county's roads. Skanska, OCC's highways maintenance contractor, has added the Dragon to its arsenal against potholes and is using it to good effect across Oxfordshire, Cambridge and Peterborough. The machine repairs an average of 20 defects a day and has filled up to 44 potholes in one shift. So far it has fixed just short of 2,000 in Oxfordshire. The traditional method of pothole repair consists of a two-person gang and a lorry manually filling the potholes with hot tarmac. In the right circumstances, potholes filled using the Dragon can cost as little as £10 compared to £70 for traditional methods. It is also safer and provides a more environmentally sustainable solution. The potential savings that Dragon brings allows additional focus on repairing many of the defects that have yet to form into potholes. These repairs can be done at the same time due the multi-function repair capabilities of the Dragon. It can fill pot-holes, seal cracks and provide a thin overlay to minor surface damage. This preventative maintenance saves money in the long-term as the repairs are all undertaken at the same time.

RECYCLING CENTRES TO OPEN LATE ON THURSDAYS

Opening hours on Thursdays at OCC's Household Waste Recycling Centres will be extended from 7 April to 29 September. The sites will be open until 8pm on Thursdays in addition to the normal hours of 8am-5pm every day (including Sundays). The Household Waste Recycling Centres can accept a wide range of materials for recycling including garden waste, textiles and electrical items. Food waste should always be placed in the food caddies provided by the district council and collected as part of the kerbside collection scheme. More information about the sites, including layout and a full guide to what can be recycled can be found at <https://www.oxfordshire.gov.uk>

KEEPING HGVS MOVING WHILE REDUCING THE IMPACT ON COMMUNITIES

A free online mapping tool has been launched to help freight and logistics companies plan their routes through the county. Oxfordshire Freight Gateway is linked to the National Freight Journey Planner and is designed to help logistics managers and drivers of large goods vehicles to select the most appropriate routes for their journeys in Oxfordshire. A suitable route is provided based on the vehicle's weight and dimensions and journey details. Details here: <http://freightgateway.co.uk/oxfordshire/>

OXFORD CITY CENTRE'S NEW TEMPORARY LIBRARY NOW OPEN

The central library closed February 27 as part of ongoing redevelopment work. A new, smaller, temporary library has now opened in Oxford's Castle Quarter with facilities including books, audio books and DVD's for adults and children. Due to the size and facilities available at the site of the temporary library, Internet access, reference information, newspapers, journals and music services will not be available. However these services will still be provided at other libraries in the area. The library service's Reference Online service and eBooks and eAudio lending services will also be available. Redevelopment of the whole Westgate building is the reason for the relocation – with the central library set to reopen back in its original building in October 2017. The existing front of the current Central Library building will be replaced to become part of the new curving wall forming the south side of Bonn Square marking the entrance to the new Westgate Oxford.

Appendix 3

Our new Council was formed following the elections in 2015, giving a very strong Conservative majority which has and will continue to help us deliver major positive initiatives. These have delivered more value for money and better services for the District.

Cabinet – we have had a full Schedule of Work ranging from Dealing with Homelessness, Refurbishment of facilities and equipment at our Leisure Centres and some of the District's Public Toilets, and Treasury Management and Investment Planning for the next few years. Cabinet has also worked hard with the other Councils involved in the development of the Corporate Services Project, extending the way we have worked with the Vale of the White Horse previously to deliver even greater efficiencies without degrading the services we offer.

Committees - As well as the full complement of committees, SODC is represented by members on a number of external boards. These include the Community Safety Partnership, the Local Enterprise Partnership, and The Chiltern Conservation Board. We are also represented on The River Thames Alliance, the Police And Crime Commissioners Panel and we are actively working on relaunching our commitment as a Council to the Armed Forces Covenant. A couple of the more unusual items to come before our Licencing Panels this year were an

all-electric taxi For Didcot (we believe a first For Oxfordshire) and Licencing and amateur film for public performance.

Community Safety - Even with the major cuts of the austerity years, we have worked with our Police & Crime Commissioner in introducing initiatives, seeing Thames Valley Police Force's performance improve from one of the least effective forces to the group right at the top of the League. We have also maintained our support for additional PCSOs in our District.

Waste And Recycling - For the second year SODC has been awarded top place in the Recycling League Table in the country. During the last year, the kerb-side collection of fabrics and small electrical items for recycling has been introduced. We are occasionally asked if waste really is recycled, and we can confirm that that is the case. Councillors have visited the BIFFA recycling Centre at Edmonton, the Agrivert Food and Garden Waste Facilities at Benson & the Anaerobic Digestion Facility at Cassington and also the Incinerator Facility at Yarnton, where the heat produced is used to generate electricity.

Finances - South Oxfordshire remains a financially sound council. Despite increasing financial restrictions we have been able to decrease, and for the coming year freeze, our part of the council tax. Our sound and prudent approach to money has still allowed us to maintain our Capital & Revenue Grants scheme. Maintaining our long term Financial Plan is vital, given the continuing reduction in Central Government Support, which we expect to see removed in the next three years.

Development – Didcot Garden Town – We have secured funding to help us develop Didcot for the 21st Century, granting Garden Town Status. This will provide additional funding and enable us to deliver the infrastructure to support the new businesses and housing needed. This also includes the development of the Didcot Gateway, which aims to make the centre of the town a more attractive place to live and work.

Development – Berinsfield – For a long time, this Community has been in need of support and improvement, and Council has agreed funding for the necessary work to develop a Plan to improve the community and social infrastructure. This is a major piece of work and will lead to significant investment in the future.

Development – Local Plan – Work has continued to develop the Local Plan, setting out how future housing is to be delivered. The District has it's own requirement identified through to 2031 which amounts to some 15,000 homes, but this is likely to be higher as we will probably have to accept some of those required by Oxford City Council, which has been unable to identify sufficient land to meet it's needs. The Council also continues with strong support for Neighbourhood Planning, with more plans in the various stages of completion.

Development – Communities – Council has approved the new Corporate Plan, which looks at new and innovative initiatives to improve many aspects of life in the District, including air quality, social housing and transport, to name just a few. We have also provided the means for Town and Parish Councils and Voluntary Organisations to improve many facilities by way of our Grants Schemes.

Appendix 4

East Hagbourne Annual Parish Council Meeting 12 May 2016 Review of Council Operations

Under Standing Orders (and as a legal responsibility) the Council is required to carry out the following reviews at each Annual PC Meeting.

- (a) Review of nominations and terms of reference to committees, working groups and non Council bodies
 - EHPC also includes cheque signatories and delegated authorities.
- (b) Review of standing orders and financial regulations and confirmation of Internal Auditor
- (c) Review of inventory of land and assets including buildings and office equipment.
- (d) Review and confirmation of arrangements for insurance cover in respect of all insured risks.
- (e) Review of the Council's and/or employees' memberships of other bodies.

(f) Setting the dates, times and place of ordinary meetings of the full Council for the year ahead. Nominations to Committees, Working Groups and outside bodies remain in force until the next Annual Parish Council Meeting.

1. Committees

– Employment Committee

- Members: Vice-Chair (Cllr Iain Duff, convenor) plus Cllr D Button, Cll C Topping
- TOR: to review the contractual arrangements with the Clerk for the coming year and make recommendations for any changes needed, taking account of NALC recommendations where appropriate.

– Cemetery Committee

- The constitution of this body has been updated and it is now constituted as a full Committee of the Parish Council.
- TOR: The Committee will consist of two Councillors from EHPC and one from WHPC. The Chair of the Committee will rotate between these three persons for each ensuing year. The Clerk of EHPC will act as administrator and have direct responsibility for the bookings and maintenance of the Cemetery. Up to two lay members from each Parish may also be recruited to the Committee but would have no vote.
- Members: Cllrs Derek Button & TBD

2. Working and Affiliated Groups

– Flood Group

- Coordinator: TBD.
- Members: Local residents in Tadley and other areas who live close to the stream.
- TOR: To carry out routine inspections and minor maintenance of the stream channels from the end of Fieldside as far as FP16, in accordance with Environment Agency guidelines. To engage OCC and SODC as needed to support these activities. To keep records of meetings, discussions and activities

– Planning Application Advisory Group

- Members: Cllr Iain Duff (convenor) and other councillors as needed.
- TOR: To consider planning applications, where needed, and make recommendations to the Clerk on how the Council should respond, taking into account comments from other councillors, via email and/or the circulated paper documents.

– Neighbourhood Plan Steering Group (NPSG)

- Members: Cllr Crispin Topping (Chairman), Cllr Iain Duff, Cllr David Rickeard plus members of the public.
- TOR: To prepare a Draft Neighbourhood Plan and any revisions as a result of the on-going consultation process and steward this through the approval process. As a Working Group of the Parish Council, the NPSG is empowered to make recommendations to the Parish Council for actions and expenditure, but these must be approved by the full Council before being implemented. Full TOR are posted on the village web site.

– East Hagbourne Archive Group

- Chairman, Ms Allison Huckle. Parish Council Representatives: Cllrs Iain Duff, David Rickeard
- TOR: To care for and preserve the village's archives, to make the archive available for the benefit of the community and to extend the archive into the future. To keep records of meetings and discussions.

3. Review of Delegated Authorities

– Response to Planning Applications:

- Clerk, in consultation with the Planning Application Advisory Group.

– Financial arrangements:

- See Financial Regulations

– Didcot Development:

- Decisions on responses to SODC/OCC should normally be agreed in full Council. In the event of an urgent response being needed, submissions delegated to the Clerk in consultation with Cllr Iain Duff and input from other councillors as time allows.

4. Outside Bodies supporting EHPC

– East Hagbourne Sport & Recreation Committee

- EHSRC is legally separate from the Parish Council and has been appointed by the Parish Council to carry out day-to-day management of the Pavilion and Recreation Ground.
- TOR are as described in the EHSRC Constitution. EHSRC and EHPC work co-operatively to ensure that the facility is used for the general benefit of the communities of East Hagbourne and the surrounding district.
- The Committee is made up of five officials, who may then co-opt additional members.
- The constitution requires that the Parish Council representative be appointed at the Annual PC Meeting and that the other four officers (who are proposed by EHSRC and need not be Parish Councillors) be affirmed.
- For the year 2016-17, the officers will be Mr Derek Button (Treasurer), Mr Trevor Davies, Mr Iain Duff (Parish Council representative), Mrs Jean Elliott and Mr David Rickeard (Chairman).

– Web site management

- Mr Chris Alberry will continue to oversee maintenance and posting of new material on the web site supported by Cllr Cordelia Gover.
- A support group consisting of Cllrs Cordelia Gover and David Rickeard plus Mr Andy Barmer will support Mr Alberry in migrating the web site to a new platform.

– Hagbourne Environment Group

- Hagbourne Environment Group, under the leadership of Mrs Cynthia Napper will improve and maintain the wild area of Butts Piece to make it attractive for wildlife and people.
- Working parties of local residents will be the primary activity. Where financial support is needed, this must be endorsed in full Council.

5. Nominations to Non-Council bodies

Parish Charities *

- Cllr I Duff and Mrs J Y Rickeard are nominated to serve as Trustees of the Parish Charities

– Village Hall *

- Cllr D Rickeard is nominated to serve as a Committee Member and Trustee of the Village Hall.

– Allotments Management Committee

- Cllr D Button is appointed to the Allotments Committee, to maintain a liaison between that group and the Council, and to support the Clerk.

– Fleet Meadow Community Hall Association *

- Cllr D Button is nominated to serve as a Committee Member and Trustee of the Fleet Meadow Community Hall.

* NOTE: In accordance with the law governing charities, those nominated to serve as trustees do so in an individual capacity, and their duty is to further the best interests of that charity.

6. Cheque signatories

- Councillors David Rickeard, Jean Elliott, Derek Button and Cordelia Gover.

7. Review and adoption of new standing orders and Financial Regulations etc

- Standing Orders: adopted at meeting of 22 March 2012
- Financial Regulations: adopted at meeting of 22 March 2012
- The new Code of Conduct was adopted at a special meeting on 20th June 2012

- The Council's Public Information Guide was approved on 4th October 2012
- The Council's Health & Safety Policy was approved in October 2015
- The Council's Expenses Policy was approved in October 2015
- An update to the Council's Mission statement was approved at the meeting of 12th May 2016
- The Parish Council's risk assessment was adopted on 8th October 2015
- Internal Auditor:

8. Review of inventory of land and assets including buildings and office equipment

- Great Mead recreation ground and new pavilion
- Hopfields
- Lease of Butts Piece
- Village Car Park
- Bus shelter
- (New) Cemetery (shared with W Hagbourne)
- Office equipment – 4 Drawer Cabinet & Texet Laminator.
- Other equipment – Measuring Wheel, Flood Fork.

9. Review and confirmation of arrangements for insurance cover in respect of all insured risks.

- o A review of the Council's insurance arrangements was carried out in 2012 and the range of cover found to be acceptable.
- o The insurance has been extended to cover the new Pavilion.
- o A review of the Schedule has been completed to ensure that it is correct and clear in the light of the recent Parish boundary change.

10. Review of the Council's and/or employees' memberships of other bodies.

- o Oxfordshire Association of Local Councils (OALC)
- o National Association of Local Councils (NALC) - to be deleted
- o Oxfordshire Playing Fields Association (OPFA)
- o Council for the Preservation of Rural England (CPRE)
- o Oxfordshire Rural Community Council (ORCC)
- o Public Sector Mapping Agreement
- o A contribution is made to the Clerk's membership of SLCC (Society of Local Council Clerks)

11. Setting the dates, times and place of ordinary meetings of the full Council for the year ahead.

2016: June 9th, July 21st, September 1st, October 6th, November 3rd, December 15th

2017: 19th Jan, 23rd Feb, 30th March, 27th April (APM), 4th May (Annual PC Meeting)

Appendix 5

The East Hagbourne Sport & Recreation Committee manage and run the Pavilion and Recreation Ground on behalf of the Parish Council who own the facilities.

Our Committee is approved each year by the Parish Council at its Annual Meeting: the members for 2015/16 were

Cllr David Rickeard (Chairman)

Cllr Derek Button (Treasurer)

Mr Trevor Davies

Cllr Iain Duff
Cllr Jean Elliott

We have not co-opted additional members over the past year.

The Committee requests that these same people be appointed to serve for the coming year 2016/17

Successes

As we complete our first full financial year of operation we can record some significant successes:

- The building itself has been completed to a high standard.
- To celebrate the final hand-over from the builders, we held a formal opening ceremony in January which was very well attended. We are grateful to our MP Mr Ed Vaizey for joining us and officially opening the building.
- The committee has effective operational procedures in place covering booking procedures, proper conduct of meetings and monthly safety and maintenance inspections. We also have a very conscientious and effective cleaner who keeps the building spick and span.
- We have some successful regular activities in place:
 - o Hagbourne United Football Club field two men's teams who play on Saturday afternoons as well as training during the week.
 - o The Community Choir has around 35 members and has recently given its first full public concert
 - o Pilates classes are held on Tuesdays catering for 16-18 people each week
 - o Table Tennis evenings are held each Wednesday in the Community Room
- In addition, the Pavilion has been enjoyed by a number of children's parties and a few adult events and meetings. The playground is enjoyed by many children, especially during the warmer months, and we do manage a sometimes uneasy relationship with dog owners, most of whom are responsible, but are let down by the few.
- The site will also be the venue for the 2016 Village Fête.

Challenges

- The ladies football team that we hoped would join us was lured away by free facilities elsewhere. As reported by Trevor Davies at the APM, Hagbourne United football club hope to increase football use of the Pavilion. The club aims to be competitive but not to win at all costs. Players of all ages are encouraged and they hope to build a bigger club. The club has applied for funding to build junior teams and they hope to eventually run boys, girls and women's teams. If the application is successful the money will be used to train helpers.
- We would also like more regular bookings for the Community Room: Monday, Thursday and Friday evenings as well as weekends are currently vacant, and there are daytime slots available every day except Tuesday.
- The car park continues to cause us problems. The reinforced grass approach unfortunately seems inadequate for the conditions and traffic loadings and even after the temporary repairs is rather muddy and will need work over the coming summer.

Finances

As shown in Attachment 1, our running costs currently exceed revenue by a significant amount and we are grateful to the Parish Council for a grant to bolster our finances over the past year..

We are grateful also for support from Robin and Gillian Harries who provided the table tennis equipment and the Village fund for support with pitch line marking equipment.

The reason for our financial situation is simple - our usage is well below what we planned and as a consequence our revenue is down. This situation was envisaged at the start of the project, and with just a couple more regular bookings we will be in sight of balancing the books.

For 2015/16, East Hagbourne Parish Council provided a grant of £2500 to support operations. As shown in Attachment 1, we have managed to accumulate a balance of just over £1000 at the end of the

financial year. In coming years, we would hope to increase our reserves to allow a buffer for unexpected events and reduce dependence on Parish Council assistance.

As we enter the new financial year, however, our best estimate for revenue is that it will be the same as last year, until we can secure further users of the Pavilion.

Accordingly, the Committee respectfully requests the Council to provide further operational support for the coming year at a level of £1500, payable in two equal installments. The need for funding support will be reviewed in the event that additional regular users are secured.