

## East Hagbourne Parish Council Annual Meeting – 13<sup>th</sup> May, 2010.

The East Hagbourne Parish Council Annual meeting was held at the Village Hall on Thursday, 13<sup>th</sup> May, 2010 when the following members were present :-

### 1.Attendance and Apologies.

Mr D Rickeard  
Mr C Alberry  
Mr D Button  
Mr R Dawson  
Mr D Harding  
Mr R Rendell

Apologies were received from Mr I Duff, Business Commitment, Mr R Emery, Vacation, Mr M Wilkins, Business Commitment and Mr P Greene, District and County Councillor.

### 2.Election of Chairman and Vice-Chairman.

Mr Rickeard asked for nominations for chairman for the ensuing year. Mr Button proposed Mr Rickeard, seconded by Mr Rendell. There were no other nominations and the vote was carried unanimously.

The Chairman asked for nominations for vice-chairman. He proposed Mr Duff, seconded by Mr Alberry. Other nominations were declined by those proposed, and the vote was carried unanimously.

3.The minutes of the meeting held on 18<sup>th</sup> March, 2010 and the Annual Parish meeting held on 22<sup>nd</sup> April, 2010 were confirmed as correct records and signed by the Chairman.

### 4.Actions and Matters Arising.

A number of items from previous meetings are still in progressSee - Action List in Appendix 1 for full details.

2010-03-02. The clerk to follow up on the improvements to the car park light controller.

Action – Mr Parsley.

2010-03-08. OCC Traffic Surveys. The sub-committee has prepared recommended locations for OCC to arrange a traffic survey, and pressing for three speed checks on New Road, Main Road and Blewbury Road. Mr Emery to progress.

Action – Mr Emery.

Other actions are covered under agenda items below. Matters arising from the APM are in Section 8.

### 5.District and County Councillor.

No report.

## 6. Items for Decision.

(a). Mr Rickeard reported that two squatters had unfortunately made a base on Butts Piece. He had approached Slade, Son and Taylor, Solicitors, for advice and had served a letter from them on the squatters notice to leave the site by midday 24<sup>th</sup> May, 2010. He reported they did not currently seem to be willing to leave. If a court order is needed, the costs will be significant, probably in excess of £2000, however it was unanimously agreed to obtain a court order if necessary.

The clerk to check if our Insurance would cover legal costs.

Action - Mr Rickeard and Mr Parsley.

(b). Monica Lawson Memorial. Mr Duff had received a submission of designs for a seat from West Hagbourne Parish Council. Mr Duff, Mr Rickeard and Mr Dawson agreed to act as judges and to inform West Hagbourne Parish Council of their decision. Linda Benton will judge the children's competition.

Action - Mr Duff, Mr Rickeard and Mr Dawson.

(c). Internal Auditor. There had been no response from our first contact to be our Internal Auditor and Mr Rickeard volunteered to approach an accountant in a neighbouring village.

Action - Mr Rickeard.

(d). ORCC's 90<sup>th</sup> Birthday. Mr Rickeard stated that Mr Jones would represent the Village Shop at the celebration of ORCC's 90<sup>th</sup> Birthday. He asked for a volunteer from the Parish Council to attend but there was no interest and he agreed to attend.

Action - Mr Rickeard

(e). Clerk's Remuneration. The clerk left the room when his salary was discussed. It was agreed to increase the salary to £5555.00 pa. w.e.f. 1<sup>st</sup> April, 2010, representing 25% time at SCP26 on the salary scale.

## 7. Planning Applications.

(a). The following planning applications have been received since the last meeting. The Parish Council's comments are indicated.

P10/W0358	67 Blewbury Road	No strong views
P10/W0348/LB	9 Main Road	-ditto-
P10/W0329	9 Kingsholm Close	-ditto-
P10/W0207	25 The Croft	No strong views but however it should be stipulated that the glass be opaque as in the original submission. In spite of the agent's comments that he is discussing alterations to the existing roof proposals with the applicant, the dormer windows have already been installed. The original rear garden plantings which provided screening to the rear have already been removed and the area paved. New evergreen screening should be required to a height necessary to mitigate the overlooking into the gardens of North Croft, without excessive shading of those gardens.
P10/W0313	11 Viking Drive	No strong views but we note that the property has already been extended by a conservatory to the rear which is not shown on the block plan. We regret the loss of a garage space, but note that garages are in many cases not used to house cars. We note that there is room for two cars to park on the driveway, and that the SODC Local Plan requires only 2 places for a four bedroomed house, so the available driveway space should be sufficient. There is potentially space for a third parking area

to the front of the house, although it would require a 180deg turn to access. In our view use of this space is immediately outside the front room window, and will impair the appearance for neighbours by replacing an attractive grass/shrub area with hard standing.

P10/W0299/T56	DSLAM Cabinet, Lower Cross.	No strong views but the Cabinet is 450mm deep (more than the existing one). The position should ensure that the width of the pavement is not restricted for pedestrians. Perhaps keeping the cabinet as far north as practical.
P10/W0528	Old Cross House, Coscote.	No strong views
P10/W0352/LB	34 Main Road	No strong views subject to the new windows being acceptable to Listed Building consent.

(b).East Hagbourne Discussion Group.

Mr Rickeard asked for comments on the present system of recording comments on planning applications electronically. It was agreed to put the existing system on hold and to use emails to circulate comments when the plans were in anyway controversial.

Mr Alberry asked when planning applications were circulated electronically that the address and a brief description be added to the reference number in the email heading before circulation, so that each application is instantly recognisable. Mr Rickeard proposed that we ask SODC to include this information when they send out the applications.

Action – Mr Parsley.

8.Parish Plan.

Mr Rickeard noted that the two items that raised most discussion at the Annual Parish Meeting were communications and traffic.

(a).Communications. The idea of issuing a six monthly Parish Council newsheet was discussed and it was also suggested a free edition of the Parish Magazine could be delivered to all households to encourage new members. The practicalities of these ideas need to be tested, and contents for a newsletter decided. The existing small group were actioned to come up with suggestions and circulate for comment before the next meeting

Action – Mr Duff, Mr Rendell, Mr Rickeard.

(b).Road Safety. The sub committee comprising of Mr Rickeard, Mr Button and Mr Emery will further develop a plan to address road issues, concentrating on those that can be implemented before the OCC survey. It was suggested that Mr Murray, who had raised concerns about traffic on New Road be invited to join the discussion.

Action – Mr Emery, Mr Button, Mr Rickeard.

9.Britain in Bloom.

Mr Rickeard suggested we remove all the Britain in Bloom National Competition signs. Members were requested to report at the next meeting how we address this year's regional competition which will be judged in July. He stated that the four main headings to be judged are Horticulture, Environment, Community and Sustainability. A short brainstorming produced a list of topics that could be included; Mr Rickeard to circulate

Action – Mr Parsley, Mr Rickeard.

## 10.Reports.

(a).Village Hall. Mr Rickeard updated the meeting on the status of the Village Hall extension. The EHPC grant of £8000 agreed earlier is highly appreciated by the Village Hall, and was instrumental in their gaining a grant from WREN to supplement the money promised from OCC via the Pre-School. However, because of the recession, SODC did not put out a grant offer over the winter and their summer offer comes to late for the VH, who must start work before the decision date. This means that the Village Hall, after contributing their own funds faces a shortfall of approximately £10000.00 plus a further £10000.00 contingency allowance. Mr Rickeard asked that members consider whether the Parish Council could make any further contribution, for a decision at the June meeting. The general feeling of members was supportive of helping in some way, but more specific information was requested. Mr Button suggested we ask for a financial report on the project and any other further details. Mr Rickeard to contact Mr Jones for the latest information.

Action – Mr Rickeard.

(b).Dog Cleanliness. Mr Harding reported the general position had been improving but recently had taken a turn for the worse. The major problem is catching people with their dogs in the act. He had monitored certain areas without success but if anybody can name anybody please contact the police. He stressed you must be able to identify people.

One issue he had was that a dog walker complained there was too many notices and that people did not like being told. He highlighted the lane past Passey's garage to North Croft, Blewbury Road and Wilcher Close were particularly bad.

It was confirmed that doggy bags were available from the Village Shop. Mr Alberry suggested notices to this effect were put on the Dog Bins.

The purchase of three more dog bins was unanimously agreed, the exact locations to be identified later.

Action – Mr Parsley.

(c).Flooding.

Mr Rickeard advised that both SODC and OCC were planning further work in the village this year. Drawings had been provided to OCC showing the drainage layout in the car park.

(d).Didcot Development. Mr Rickeard had attended the GWP North Development meeting with Mr Townsend and also the Didcot Area Summit meeting.

- The GWP meeting covered the northern third of the development to the north of the Didcot-Harwell road. Work in this area is due to start within 6 months. There will be a spine road running north south, with green fingers to provide an attractive environment around the houses. East-west traffic will use the existing roads, but there will be a physical bus gate allowing buses to exit close to Steven Freeman School.
- The Didcot Area Summit was intended largely as a training and development exercise for OCC staff, to generate a more 'joined-up' approach between departments. The Didcot event was the first of several that will be held in key towns. Local representatives were invited to provide community input to the workshop discussions. There were good opportunities to comment.

Detailed notes have been provided to Mr Emery.

(e).Butts Piece. Mr Rendell reported that the allotment fencing should be completed next week. The plots could then be marked out and the allotments allocated.

Mr Rendell requested that the grass for the Play Area to be cut fortnightly in future. The clerk to make the necessary arrangements

He will draft a set of rules for allotment holders. No report has been received from Mr G Jones following his attendance at the Allotment seminar.

Mr Rendell and Mr Rickeard to agree signs for the wooded area, consulting with the solicitors if needed.

Action – Mr Rendell, Mr Rickeard and Mr Parsley.

(f).East Hagbourne Website. Mr Alberry requested photographs of the Fun Run. Mr Rickeard to liaise with Mr Tyler.

Action – Mr Rickeard.

(g). Standing Orders. Mr Button to issue a draft report.

Action – Mr Button.

### 11. Correspondence.

(a).Mr Rickeard to scan and circulate the LTP3 Meeting dates. Mr Button and Mrs Harrison to attend the Didcot session on 20<sup>th</sup> May, 2010.

(b).Cholsey Utd FC had requested permission to use the football pitch on the Recreation Ground on Sundays as their pavilion had been burnt down and will not be replaced until 2011. There was no objection in principle and Mr Rickeard will contact Mr Davies, Hagbourne Utd FC.

Action – Mr Rickeard.

### 12. Finance.

(a).Payments since the last meeting :-

		£
ORCC	(Subscription)	30.00
South Oxfordshire Ryder- Cheshire Volunteers	(Donation)	50.00
St Johns Ambulance.	(Donation)	50.00
Zurich Municipal	(Insurance)	2445.92
Thames & Chilterns in Bloom	(Entry Fee)	20.00
OALC	(Subscription)	331.95
Hagbourne Village Hall	(Hire)	41.25
Trojan Fencing	(Fence)	3864.00
Re-Vamp Multiserve	(Padlock)	15.50
LCR	(Subscription)	13.50
M J Napper	(Ploughing, etc)	1392.33
Slade, Son & Tayler.	(Professional Charges)	470.00

(b).The receipts were :-

Hagbourne Utd FC	(Lease)	100.00
Scottish & Southern Energy	(Wayleave)	43.61
SLCC Enterprises	(Refund)	141.00
SODC	(Precept)	18371.00

### 13. Any Other Business.

(a).Mr Rickeard stated there will be a Charity fete on the Recreation Ground in aid of Cystic Fibrosis on 3<sup>rd</sup> July, 2010. A meeting has been held with the organiser who will control the fete in its entirety. Mr Alberry suggested we put it on the website.

Action – Mr Alberry.

(b).Mr Rickeard reported wear and tear to the wetpour at Play Area at Millbrook. Mr Parsley is progressing the work

Action – Mr Parsley.

(c).Mr Rendell stated he had received a quote of £1200.00 from Trojan Fencing to finish off the fencing around the Play Area in the Recreation Ground. It was unanimously agreed to go ahead.

Action – Mr Rendell.

He also reported that there will be a further donation for the Play Area from the Headmaster at St Birinus School.

(d).Mr Dawson reported that the grass verge on the corner at Coscote was beginning to restrict the view of oncoming traffic. The clerk to contact OCC Highways Dept and request the grass is cut/strimmed.

Action – Mr Parsley.

He also highlighted the problem of caterpillars in the Car Park hedge. Mrs Napper had advised we should let them take their normal course.

There being no further business the meeting closed at 10.04 pm.

The next Parish Council meeting will be held on 17<sup>th</sup> June, 2010.

Chairman :-

Date :-

## APPENDIX 1 List of Actions

Action No	Action	Responsible	Status
2009-10-02	Register Recreation Ground, Car Park and hopfields with Land Registry	RR	in progress
2009-10-09	Make recommendations on updating the village web site so that it is more easily accessible and undatable	CA	ongoing
2009-10-10	Make proposal for new Standing Orders	DB	in progress
2010-01-14	Discuss our understanding on North Croft maintenance and define a way forward	RR/DR/RP	in progress
2010-02-04	Review new model standing order and make a recommendation for EHPC	DB	in progress
2010-03-01	Display posters for Memorial Bench competition	RP	done
2010-03-02	Action new controller for car park lights	RP	follow up
2010-03-03	Circulate TOR for and select new internal auditor	DB/RP	done
2010-03-04	Activate litter blitz on 17th April	RP/DR	done
2010-03-05	Publicise the APM through posters/newspaper	RE/RP	done
2010-03-06	Source technical equipment for APM	CA	done
2010-03-07	Prepare and circulate draft presentation for APM	DR	done
2010-03-08	Organise OCC traffic surveys	RE	in progress
2010-03-09	Progress Britain in Bloom	RE/RP/DR	in progress
2010-03-10	Replace seat in play area	RR	complete
2010-03-11	Attend Didcot Area Summit on 26 March	DR	done
2010-03-12	Determine revised plan for Allotments course	RP	done
2010-03-13	Follow up Mrs Napper on ideas for Butt'e piece green area	RR	done
2010-03-14	Follow up Mr Beren on gates for allotment area	RR	done
2010-03-15	Follow up Mr Drewe on allotment trough	RR	done
2010-03-16	Attend GWP briefing on 25th March	DR	done
2010-05-01	Check insurance cover re squatters, progress court order if necessary	DR/RP	
2010-05-02	Judge memorial bench entries	ID/DR/RD	
2010-05-03	approach accountant to carry out internal audit	DR	
2010-05-04	Attend ORCC 90th Birthday event with Mr Jones	DR	
2010-05-05	Ask SODC to include street address and a brief description in the title of emailed planning applications	RP	
2010-05-06	Make a specific plan for a newsletter to be issued in the autumn	ID/RR/DR	
2010-05-07	Develop more specific plans for traffic actions	RE/DB/DR	
2010-05-08	Take down BiB national Finalist signs	RP	
2010-05-09	Circulate BiB strawman	DR	

2010-05-10	Liaise with Mr J Jones to obtain detailed information on VH financial needs	DR	
2010-05-11	Purchase 3 new dog bins	RP	
2010-05-12	Have Butt's Piece cut fortnightly	RP	
2010-05-13	Draft rules for allotment holders	RR	
2010-05-14	Consider appropriate signs for Butt's Piece	RR/DR	
2010-05-15	Follow up on photos from the Fun Run	DR	
2010-05-16	Attend LTP3 drop-in 20 May, with Mrs Harrison	DB	
2010-05-17	Progress Cholsey FC request to use Great Mead	DR	
2010-05-18	Put 3rd July event on web site	CA	
2010-05-19	Action fencing at Great Mead playground	RR	
2010-05-20	Action repairs and St Anne's court playground	RP	
2010-05-21	Have grass cut back at Coscote corner	RP	