

## East Hagbourne Parish Council Meeting – 10<sup>th</sup> October, 2010.

A meeting of the East Hagbourne Parish Council was held at the Hagbourne Village Hall on Monday 11<sup>th</sup> October, 2010 when the following members were present :-

Mr D Rickeard (Chairman)  
Mr C Alberry  
Mr D Button  
Mr R Emery  
Mr D Harding  
Mr R Rendell

Three members of the public also attended.

### 1. Apologies.

Apologies were received from the Clerk, Mr Parsley and Mr Greene because of health problems, from Mr Duff due to business commitments, and from Mr Dawson.

### 2. Public Session to discuss SOHA planning application for Wilcher Close

The Council has already submitted written comments recommending refusal of planning application P10/W1242 (see Attachment 2). Councillors and members of the public agreed that the key points had been covered in these written comments. In discussion, some additional points were raised:

- Concern expressed that the choice of bricks would not blend in and that materials should be chosen to match the existing houses
- Residents felt that parking is congested all the time. In particular, turning areas need to be kept clear. In the evenings, parking stretches from North Croft along the road.
- Residents asked if the fencing could be removed, particularly at the area adjacent to nos 25/26, since there is no turning space and parking is inadequate.
- Some concern that the new houses could bring in families and children which would further increase the traffic load.

### 3. Minutes.

The minutes of the Parish Council meeting held on 2<sup>nd</sup> September, 2010 were confirmed as a correct record and signed by the Chairman.

### 4. Actions and Matters Arising.

See Action List and the appropriate agenda items for full details.

2010-06-07 Installation of the new dog bins has started.

2010-09-04 Mr Rickeard attended the workshop on Self-Help flood Groups held by the Environment Agency. Notes in Attachment 3.

2010-09-12 Mr Rickeard had attended the final meeting of TOE and thanked Mrs Danks for her support over the years.

2010-09-13 Mr Duff is now not able to attend the OALC meeting on Councils and Charitable Trusts. Mrs Yen Rickeard, who is the Parish Council's other representative on the Parish Charities has offered to attend and report back. This proposal was unanimously accepted.

2010-09-14 It was agreed to continue with the change of signatories to include Mr Harding in place of Mr Wilkins. Papers are being drawn up.

Councillors asked that their best wishes be sent to Mr Greene as he suffers health problems and wished him a speedy recovery.

At the previous meeting, Mr Greene enquired if the flooding problem along Main Road had been addressed. It was noted that OCC had now started work on Main Road at Parsonage Lane and at the Village Hall entry, but we had not been contacted with details. Mr Rickeard will discuss with Mr Keable at OCC to understand the scope of the work.

#### 5. Items for Decision.

A request for funding support had been received from Sustainable Wallingford to help with costs in preparing a cycle route leaflet, which would include a route through East Hagbourne. It was proposed by Mr Rickeard, seconded by Mr Rendell, and agreed unanimously to donate £75, subject to

- the leaflet including reference to the Village Shop and Post Office, the Fleur de Lys, and the playground
- a reasonable supply of leaflets being available for distribution from the village shop

*Action: Mr Parsley*

#### 6. Planning Applications.

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

P10/W1242	Wilcher Close, SOHA	Should be Refused (see Attachment 2)
P10/W1291(RET)	6 Fieldside	No strong views.
P10/W1347	98 New Road	-ditto-
P10/W1401	East Barn, Hagbourne Mill Barns	-ditto-
P10/W1437	40 New Road. (Care Home)	Under Discussion.
P10/W1328/RM	Great Western Park Development	No strong views.
P10/W1504	10 Fieldside	-ditto-
P10/W1523	40 New Road (3 Bed Detached House)	Under Discussion.
P10/E1532/LD	3 Windsor Crescent	-ditto-

3 Windsor Crescent is an application for a 'Lawful development Certificate'. Councillors were unsure exactly what was required of us

*Action: Mr Rickeard to get clarification from SODC*

#### (b) Housing Needs survey

Mr Rickeard reported that following the SOHA planning application for Wilcher Close, we had been approached by ORCC to ask if we wanted to carry out a Housing Needs Survey. Following discussion with ORCC the situation is that:

- In the normal course of events, new SOHA social housing would be put into the general SODC pool and potentially be available to anyone on the housing list.
- ORCC can however carry out a local survey on behalf of SODC/SOHA which may lead to a 'local lettings agreement' where SODC/SOHA agree to give priority to local residents in need. SODC would pay for printing of the survey, ORCC provide paid reply envelopes, but we would be responsible for distribution to each household.

Councillors agreed that if we wanted to carry out a survey, distribution with the January Parish Magazine would make sense. There was a general feeling that priority for those with local connections was desirable, but also recognition that social housing was not a concern that had arisen in previous village surveys. Also a parish survey might not reach those with village connections who had moved away. Finally, it was inconsistent to carry out a survey at the same time as opposing the current planning application, so it made more sense to await the outcome of the planning process. It was agreed that more information on housing needs was desirable and agreed that we should ask SODC for information on the numbers of people on their list with East Hagbourne connections

*Action: Mr Emery, Mr Rickeard*

SODC had advised that the application would not go to the October Planning Committee, because there was a question over flood risk on part of the site, so a report was needed.

(c) Planning Application 40 New Road

Councillors unanimously endorsed the previously circulated comments objecting to the planning application P10/W1437 (change of use and extension at 40 New Road), subject to deletion of one unnecessary sentence at the end of the second paragraph (Attachment 4).

The background of the second application for this site (P10/W1523, new access for proposed 3 bedroom house to rear of 40 New Road) was discussed. Council comments on this application are not yet prepared.

## 7. Parish Plan

Collation of comments for the report is ongoing.

(a) Free Parish Magazine issue in January.

Mr Rickeard reported that he had discussed the format with Fr Jason and John Jones, representing the PCC. It is proposed that:

- The free issue should have a special colour front page to give it impact, and encourage people to read it.
- Artwork to be commissioned including elements of all parts of East Hagbourne Parish, but including the church in a central position.

Councillors unanimously supported this approach, but noted that we would need to quantify costs. Mr Rickeard agreed to progress the artwork; Mr Rendell said he would investigate economic ways of printing the front page.

*Action: Mr Rickeard, Mr Rendell*

West Hagbourne Parish Council had been asked whether they wanted to participate in the free issue. They are willing to circulate copies to all houses in West Hagbourne if they are made available at no cost to them. Since they have a separate village newsletter, they cannot contribute to the costs. It was agreed that EHPC funds should be used to support free distribution only within East Hagbourne Parish. Mr Rickeard will work with the editors and PCC on a publication plan.

## 8. Ongoing Activities

(a) Didcot Development

Councillors expressed their thanks to Mr Emery and Mr Townsend who had attended a meeting on the SODC Core Strategy earlier in the evening.

This was the first of a series of consultations to be held by SODC to decide how to proceed now that the South East Plan has been revoked. The current Local Development Plan expires in 2011, and if not replaced will leave the way open for developers to propose building on their own chosen sites. There was a lot of criticism of the housing figures in the SE Plan, but there is no time to carry out a new study, so SODC proposes to stick with the existing overall numbers. One change is that under new rules, small developments can be included in the totals, which reduces the build requirements on green-field site to some extent.

There is a proposed change in the distribution of housing across the District, so that each town and village makes a proportional contribution. Didcot itself is outside this proposal, but the situation for East Hagbourne needs to be monitored. Mr Emery said that he had verbal assurance that the impact of Didcot development on East Hagbourne would be taken into consideration so that we did not need to build within the parish, but this needs to be firmed up

*Action: Mr Emery to clarify how this would affect East Hagbourne*

(b) Butt's Piece

Mr Rendell reported on the meeting held on 7th October to set up a management Committee for the allotments (Attachment 5). Mr Button will be Parish Council representative on the committee. The Committee will be responsible for day-to-day management of the site, reporting to the Parish Council. All monies will be held by the Council, and requests for expenditure would have to be submitted for approval. It is expected that receipts from fees will cover running costs and roughly cover the annual rent to be paid to the Parish Charities, however water costs are not quantified and fees may need to be adjusted to cover these in future.

Some further expenditure may be needed to get things running, for example an additional notice board may be requested. Mr Rendell has asked the Clerk to send an itemised list of expenditure to the Charities as required by our agreement.

*Action: Mr Parsley*

Mr Rendell said that the grassed area was not being used for sports as hoped for and that the rough surface might be a contributing factor. After discussion, it was agreed to include a note in the Magazine asking who would potentially use the area, so that we can get more idea of the local needs.

*Action: Mr Rendell, Mr Button*

Mrs Napper has prepared a detailed work plan for the wild area, extending over several years. Costs are modest since it is intended to use mainly volunteer labour and Mrs napper is able to source plants free of charge. Longer term, sale of coppice wood will produce a small revenue. However, some expenditure can be expected for equipment, signs etc. Mr Rickeard suggested that a budget of £2000 be set aside out of the Butt's Piece fund with Mrs Napper authorised to draw on that as needed. Proposed by Mr Rendell, seconded by Mr Harding and agreed unanimously.

*Action Mr Parsley to record*

Wording for the signs has been agreed and they will now be sourced.

*Action Mr Rendell, Mr Rickeard, Mr Parsley (2010-09-05)*

(c) Standing Orders. Mr Button confirmed that he will prepare a condensed draft for the next meeting. It is not practical to adopt the model text as it stands, since some customisation is inevitable.

## 9. Correspondence

- SODC are conducting a Leisure Facilities Strategy consultation as a follow up to Open spaces Study which we contributed to earlier. End date is 5 November.

*Action: Mr Parsley to forward to Bowls, Football, Tennis Clubs*

*Action: Mr Rickeard to respond on behalf of the Parish Council*

- A Town and Parish Council forum is to be held on Wed 10 November at SODC, 6-9pm. Mr Emery and Mr Button agreed to attend, subject to confirmation of their availability

*Action: Mr Emery, Mr Button*

## 10. Finance.

(a).Payments since the last meeting :-		£
OALC	(Seminar)	29.38
Oxfordshire Assoc. for the Blind.	(Donation)	75.00
D & D C A B	( " )	250.00
Scion Estates Ltd	(Grass Cutting)	194.30
Thames Valley Copiers	(Maintenance Contract)	211.49
D.Carey	( Hedge Cutting)	150.00
BDO LLP	(Audit)	646.25
D.Carey	(Grass Cutting)	75.00
Playsaftey Ltd	(Annual Inspection)	148.05

R.Parsley	(Clerk's Salary & Expences)	1447.35
Scion Estates Ltd	(Grass Cutting)	836.92

(b).The receipts were :-

Gale Estates	(Lease)	950.00
Barclays Bank	(Interest)	5.69
SODC	(Precept - 2nd payment)	18371.50

(c).The account balances are :-

Community A/C	5129.06
Business Base Rate Tracker A/C	51037.77
Savings Bond	80000.00

(d).East and West Hagbourne Cemetery :-

Community A/C	572.14
Business Saver A/C	1339.60

(e).Project Balances :-

Play Area	553.87
Butts Piece	15034.47
Parish Plan	615.48
Sports Facilities	85140.40
Britain in Bloom	414.62

(f). The Statement of Accounts and the Annual Governance Statement for the year ending 31st March, 2010 for East Hagbourne Parish Council and East and West Hagbourne Cemetery, approved at the meeting of 17 June 2010 have been endorsed and approved by the internal and external auditors.

#### 11. AOB

Mr Button said it was becoming increasingly difficult to prepare the Parish Page each month. Mr Rickeard asked that an email be sent reminding people when contributions are due each month.

Mr Rendell noted that there was an overhanging hedge on Wilcher Close from one of the houses in Windsor Crescent

*Action: Clerk to ask owners to maintain it*

There being no further business the meeting closed at 9.59pm.

The next Parish Council meeting will be held on Thursday 18<sup>th</sup> November, 2010 at Hagbourne Village Hall, 7.30pm.

Chairman :

Date:

## ATTACHMENT 1 – Action List

Action No	Action	Who	Status
2009-10-02	Register Recreation Ground, Car Park and hopfields with Land Registry	RR/DB	Solicitors instructed
2010-01-14	Discuss our understanding on North Croft maintenance and define a way forward	RR/DR/RP	Mtg held with OCC
2010-02-04	Review new model standing order and make a recommendation for EHPC	DB	For Nov meeting
2010-03-02	Action new controller for car park lights	RP	To be done
2010-06-07	Install new dog bins	RP	In progress
2010-07-04	Clarify rights of way for Sustrans route and feeder paths	DR	To be done
2010-09-01	Review and comment on the draft Parish Plan Chapters	All	In progress
2010-09-02	Prepare Chapter 2 for PP by end September	RE	In progress
2010-09-03	Prepare Chapter 1 for PP by end September	DR	In progress
2010-09-04	Attend EA Self-Help group meeting in October	DR	Done
2010-09-05	Action signs for Butt's Piece	DR/RR/RP	In progress
2010-09-06	Convene allotment holders' meeting	RR	Done
2010-09-07	Arrange vegetation/ seats at corner of Butt's Piece		Done
2010-09-08	Liaise with Mrs Napper to clarify costs for Butt's piece	DR	Done
2010-09-09	Progress plans for updating the web-site	CA	In progress
2010-09-10	Follow up actions on keeping footpaths clear	RP/DR	Done
2010-09-11	Circulate details of OCC's Big Debate consultation	DR	Done
2010-09-12	Attend final meeting of TOE	DR	Done
2010-09-13	Attend OALC meeting on Councils and charitable Trusts	ID	Mrs Rickeard will attend
2010-09-14	Arrange survey of Upper Cross	RP	In progress
2010-09-15	Follow up change of signatories and position of MW	RP/DR	In progress
2010-09-16	Report Grange path footbridge to OCC	RP	Done
2010-09-17	Talk to SOHA to get their views on social/affordable housing needs in the Parish	RE	On hold
2010-09-18	<p>Prepare inputs for free Magazine</p> <p>Parish Council input would be extended to 3 or perhaps 4 pages and will include:</p> <ul style="list-style-type: none"> <li>– Didcot Development Update <i>Mr Emery</i></li> <li>– Parish Plan Progress <i>Mr Rickeard</i></li> <li>– Solicit input for the APM</li> <li>– Our Communications Strategy <i>DR/ID/CA/RR</i></li> <li>– Flooding summary <i>Mr Rickeard</i></li> <li>– Call for new councillors (election due in May) <i>Mr Rickeard</i></li> </ul>		In progress
2010-09-19	Talk PCC/magazine editors about cover page	DR	Item 7(a)

2010-09-20	List of volunteers who circulated PP questionnaire	RE	In progress
2010-10-01	Make donation of £75 with conditions to sustainable Wallingford	RP	
2010-10-02	Get clarification from SODC on 3 Windsor Crescent	DR	
2010-10-03	Ask SODC for information about social housing needs	RE/DR	
2010-10-04	Progress front page for free Parish magazine and publication plans	DR	
2010-10-05	Investigate colour printing options	RR	
2010-10-06	Clarify how new housing plans would affect our Parish	RE	
2010-10-07	Submit an itemised list of expenses for Butt's Piece to the Parish Charities	RP	
2010-10-08	Parish mag item on potential users of Butt's Piece grassy area	RR/DB	
2010-10-09	Set aside budget of £2000 for wild area from the Butt's Piece fund	RP	
2010-10-10	Forward Leisure Facilities consultation to Bowls, Tennis, football clubs	RP	
2010-10-11	Respond on behalf of PC	DR	
2010-10-12	Attend SODC Forum 10 Nov	RE, DB	
2010-10-13	Talk to Windsor Crescent house about overhanging hedge at rear.	RP	

## ATTACHMENT 2

### East Hagbourne Parish Council comments on SOHA Planning Application P10/W1242

Application P10/W1242, submitted by SOHA proposes 4 two-bed and 1 three-bed houses in Wilcher Close, East Hagbourne

East Hagbourne Parish Council believes that this application should be **refused**, for the following reasons:

1. The proposal as submitted represents an over-development of an integral and central part of East Hagbourne village. Wilcher Close lies to the north of The Croft and is one foot access point to the amenity area known as Butt's Piece, which contains allotments, a playing area and a wildlife area. Contrary to the rather dismissive tone of the Design & Access Statement, Wilcher Close is a relatively spacious and attractive area, containing both green areas and trees. It is part of our village identity. Contrary to the design statement, development would have a visual impact on properties in neighbouring Harwood Road, as well as impacting Wilcher Close itself.
2. Part of the scheme, the building of the houses at the rear of 27 -30, appears to be an extension to the built-up limits of the village (albeit that there are already garages on the land). Any development on this site should not set a precedent for future applications in similar positions within the village.
3. Demolition of the 13 garages would remove at least this number of parking spaces (in fact, there is additional parking space around the garages, so the actual loss would be greater). These would be replaced by 8 spaces adjacent to the houses (2 each for houses 1,2,3 plus two for existing 26 Wilcher Close), representing a significant loss of parking space within the existing built area, in spite of the addition of 5 houses.
4. There is no provision for parking alongside houses 4 & 5. Instead it is proposed to build 8 parking spaces directly in front of nos 27-30 Wilcher Close on an area which is currently grassed with two small trees. Removal of this green buffer zone would mean that these houses look directly out onto parked cars at the end of their very short front gardens. We consider development of this green area an unacceptable intrusion on the amenity of these properties.
5. While the application makes no mention of this, we understand that the proposal is for social housing. However no case has been made that East Hagbourne needs or would benefit from the building of more houses.
6. The views of neighbours should be taken into consideration. Some residents have expressed themselves reluctant to comment in writing, and the Parish Council will provide an opportunity for them to present verbal comments at their next meeting (which unfortunately falls after the end date for written comments).
7. The garages are currently mostly empty because notice was served on the tenants to quit, rather than because they were unused. We note that a right of access exists to the garage behind 11 Windsor Crescent which should be respected, and that the resident of this house has provided comments.
8. East Hagbourne Parish Council is not opposed in principle to some re-development of the land currently occupied by garages, but believe that the current proposal is a significant over-development and detrimental to the amenity and environment of Wilcher Close.

### **ATTACHMENT 3 - Report from Self-Help Flood Action Groups: Information and Knowledge Exchange Workshop, 9 Oct 2010.**

This workshop was organised by the Environment Agency as an information exchange for local flood groups.

Topics covered:

Information collection: How rivers are monitored and gauged. An emphasis on larger rivers where flow measurements as well as water height are regularly monitored, growing amount of information available from web site or through EA.

Options and constraints: Understanding the problem, EA able to advise, but draw on local experience. Practical advice for local groups, tools, equipment, realistic aims.

*Stressed need to understand your watercourse, advocated relating water height to rainfall to understand how quickly the stream responds.*

*Noted that clearing downstream is the priority, clearing upstream may just hasten the speed with which a problem arrives. Need may be to absorb water in some cases to reduce peaks. Beware that problems are not passed on to areas downstream (not really an issue for us).*

Need to be aware of environmental constraints and strike a balance between wildlife and flood protection – but the two are not incompatible. Be aware of need for consents; EA will help, but can also enforce. Criteria for sensitive management explained (cut no lower than 75mm, leave tall vegetation at top of bank, don't remove gravel)

*Our work meets these criteria.*

Some useful suggestions on reducing silting – *worth following up as we develop our plans.*

Legal rights and obligations: As expected, it's a complicated story. General maintenance by riparian owners allowed under Common Law, but consents may be required under Statute Law. Permission of riparian owner needed before any work is done. Care needed in the case of absentee landowners.

*For group work, this means we need the consent of the land owner before doing work. EA leaflets explain when consents are needed and on first sight look onerous. Talking to staff, the requirements are based on major works using power equipment*

– *For work using hand tools, or work done by a householder in their garden, consent is not generally required unless it is a major work.*

Implementation: Talks by VoWHDC and Hannays Flood Group on the practicalities. There were 5 flood groups in the Vale before 2007, but there are now 25. Many of these have also developed Flood Plans. Responsibility for oversight will move to the County Council from April 2011.

Hannay is a large group, set up independent of the Parish Council, has its own insurances etc.

General:

A good summary of information and guidance that is useful to us at the state we have reached in East Hagbourne.

EA's preoccupation is naturally with the larger projects. I made the point that for a full assessment, involvement of District Council and County (road drains) was needed.

We should investigate preparing a Flood Plan to coordinate our activities. EA have a template, but we need to ensure that a plan meets our specific needs – every flood problem is individual.

D Rickeard

## **ATTACHMENT 4**

### **EHPC Comments on P10/W1437 – change of use/ extension at 40 New Road**

#### **SUMMARY:**

East Hagbourne Parish Council is not opposed in principle bringing some care home capacity into the Parish, however the special requirements of such a facility and its impact on local residents need to be carefully assessed.

The Parish Council objects to the present application. We believe this site is not sufficiently large or segregated from neighbours for the proposed use. The proposal would lead to increased traffic and the parking provision looks inadequate. The amenity impact on the two immediate neighbours could be significant in terms of overlooking and noise, particularly since previous extension and subdivision of the site has left little space between these properties.

#### **PARKING and TRAFFIC:**

Given the staffing schedule set out in the application (6 staff for 2 shifts in the day and 2 staff at night), the parking provision appears to be inadequate and unacceptable. The case presented in Section 6.6 of the Supporting Statement is not convincing. At times of staff change-over, visitors or deliveries the number of vehicles on site could substantially exceed the number of proposed parking spaces.

Unless parking restrictions are placed on the staff, it appears very likely that a number of staff cars will nearly always be parked in New Road and Bishops Orchard, converting either road into a single lane at that point. The Supporting Statement already anticipates this (#6.6.3 "..... the lack of on street parking restrictions .....". Parking on New Road and Bishops Orchard should not be considered as a routine practice.

There would be a significant increase in traffic at the junction of New Road and Bishops Orchard.

- Is separate or widened access onto the Bishop's Orchard/New Road corner proposed?
- If so, what are the traffic implications?

#### **ACCESS:**

The area in front of the house has a substantial portion excluded from the application labelled 'Land outside of application for which vendor retains legal right of ownership'.

- What traffic and access is reserved for this area?
- How will this impact the real availability of parking in this application?

#### **EXTENSIONS:**

Section 4.2.8 of the Supporting Statement claims that "This planning history has confirmed that the principle of extending the property has been established as acceptable". The fact that the property has been extended in the past does not necessarily confirm the principle of further extension. In fact, it is more likely to indicate that the limit of extensions has already been reached. We consider that this is the case for 40 New Road. Extensions have already taken the property right up to the boundaries on the northern and southern sides of the present application.

#### **OVERLOOKING:**

In the planning history, Section 4.2.3 of the Supporting Statement regarding the November 2006 extension application (reference P06/W0999), drawing # 0854 shows a bedroom and large window on the south/east corner, and corresponding bathroom and small window on the south/west corner, on the first floor. The present applications (drawing 2010/175-101) shows these rooms and windows to be reversed and so were not built according to the November 2006 permission.

- When was an amendment to the 2006 application requested and granted?

This change is very unfortunate because the bedroom and large window (bedroom 3 of the present application) directly overlooks the body of the house at 42 New Road and into their north facing upper windows. At present, this overlooking is modified by a mature sycamore tree. The new southern extension applied for (to make bedroom 2) appears to make any effective replacement screening impossible.

#### SCREENING:

As already addressed, the proposal to remove the existing Sycamore (designated A on the proposed site plan) creates an unacceptable overlooking problem for house at # 42 New Road and the remedy proposed " .....a replacement tree of suitable species ....." does not address this properly. Given the close proximity of # 40 New Road and # 42 New Road, we do not consider that sufficient and realistic attention has been given to the problem of screening (Section 6.5.4 Support Statement), both for noise and for overlooking.

6.5.4 of the Supporting Statement mentions that the existing property (#1 Bishops Orchard) to the rear is some distance away, but completely ignores the potential new dwelling which would be positioned immediately next to the fence at the west end of the application site and so subject to noise and overlooking from #40 New Road.

#### NOISE AND DISTURBANCE:

6.5.1 and 6.5.2 compare the development with a single family occupation, however up to 12 residents and staff, all present throughout each day presents a very different situation. Both the nature and amount of outdoor activity will increase the noise and disturbance to neighbouring properties.

#### DENSITY:

The present application, together with the future permitted development under planning reference P09/W0283, constitutes a significant increase in density in a building already substantially extended and on a site that has been sub-divided to provide a plot for a new dwelling.

#### OTHER CONSIDERATIONS:

- We note that part of the screening hedge between the property and Bishops Orchard has already been removed. Removal of the hedge would have an unfavourable impact on the character of this part of Bishops Orchard.
- We note that provision is made for temporary builders' accommodation to the front of the building. Permission for such accommodation should not set a precedent for future more permanent building in this area.

## ATTACHMENT 5 Butt's Piece Meeting Thursday 7<sup>th</sup> October 2010

- 1                    Approx 23 in attendance
- 2                    Six volunteers for Allotment Committee (including Derek Button – PC representative)
- 3                    Role of Committee:
  - a)                Reports to PC
  - b)                Notifies PC of maintenance required
  - c)                Notifies PC of allotment holders not keeping to rules (eg not maintaining plot, encroaching onto common areas etc.
  - d)                Organises rotas for maintenance / cutting back of common areas
  - e)                Organises events for allotment holders.

Parish Council will continue to allocate allotments. It will write letters to allotment holders.
- 4                    Sheds. It was explained that any decision would need to be approved by the Parish Council and the Parochial Charities. Of all those present 5 said they would like to have sheds; likely size 6ft high and 4ft x 2ft. RJR expressed his own view:
  - a)                Plots too small for sheds
  - b)                Close proximity to residential
  - c)                Problem with enforcing maintenance to a good standard.
  - d)                Suggested low level tool boxes instead

Others expressed concern over loss of light due to shadows cast  
General consensus seemed to be against sheds, nevertheless those wanting sheds were invited to submit proposals for the size required
- 5                    Concern expressed over flow of water into trough. At peak times simply does not fill up quickly enough. PC approval sought for a second trough
- 6                    Robin Parsley to organise replacement of defective lock with Rob Low of Scion
- 7                    PC may need to approve initial help with levelling communal areas and three allotments just marked out (two allocated) in south east corner
- 8                    No rubbish to be allowed, it must be removed
- 9                    Bonfires; must comply with by laws and have regard to neighbours
- 10                  Request for message board within the allotments, in addition to the one already proposed
- 11                  The Community. Encourage all to give excess produce to the Community shop. Enter Produce show

### Other Matters

- 1                    We have one full size and one half sized allotment left.
- 2                    Suggested policy on future allocation. East and West Hagbourne have preference, then work out in a circle geographically; so Lloyd Road, Mowbray Road would be next layer. Establish a waiting list. Avoid existing allotment holders building up an empire! We want as many in the community involved as possible

