**WEST HAGBOURNE PARISH COUNCIL**

**Minutes of the Parish Council Meeting duly convened and held on Wednesday 2 September 2015 at The Hagbourne Hall, East Hagbourne**

**Present:** Cllrs M. Butler, H. Lewis, V. Brownsword, J. Bannister and M. Telford

**In attendance:** B. Gill (Clerk), P. Greene (County Cllr), J. Murphy (District Cllr) and 2 members of the public.

1. **Apologies for Absence:** None
2. **Declarations of personal and prejudicial interest:** None
3. **Public Participation:**

Marcus Wood from the locally formed group “MindtheGreenGap” attended the meeting to discuss Grainger plc’s proposals for building 170 houses in East Hagbourne. The three main areas of concern are traffic, planning policy and precedent.

The developers have submitted a screening opinion, but no formal planning application has been submitted as yet (the developers don’t need to submit an EIA). The proposals are for very high-density building. A further concern is that the south part of the field could also then be built on; another developer (Nurton Ltd) is already showing an interest in that additional land. Mr Wood also pointed out that the area in question is not included in the SODC 2012 Core Strategy.

“MindtheGreenGap” would like residents of West Hagbourne (and other neighbouring villages) to look at the website (mindthegreengap.org), stay engaged and help the campaign in any way they can.

The owner of No. 17 York Road attended the meeting to discuss planning application: P15/S2909/FUL. It was noted that the resubmitted application is now for a 2-bedroom detached dwelling rather than 3-bedroom as per previous application P15/S2193/FUL (Now withdrawn).

1. **To confirm and sign as a true record the minutes of the last meeting of the Parish Council held on 1 July 2015.** The minutes of the last meeting were agreed and signed by the Chairman.
2. **Matters Arising:** The trustees of the Tyrrell Trust will remain as V. Brownsword, M. Butler and M. Judd for the time being while the business relating to the Tyrrell Trust land and the new roundabout on the A417 is concluded.
3. **District Councillor’s Report – Jane Murphy / Pat Dawe**

August report received from Cllr Murphy. If we need anything from the District Council, we should contact Jane or Pat in advance of the meeting. Jane will also follow-up on our request to be kept informed of planning proposals on West Hagbourne’s boundary; particularly from VoWH.

1. **County Councillor’s Report – Patrick Greene**

Cllr Greene reiterated the financial pressures on current services due to the continuing cuts at County level. Savings are being sought in many areas; back-office functions are now with Hampshire CC while the future of “Household Waste Recycling Centres” is the subject of a public consultation, comment closes on 5th October: [www.oxfordshire.gov.uk/waste](http://www.oxfordshire.gov.uk/waste) - have your say!

September’s full report was received after the Parish Council meeting.

1. **Clerk’s Report:**

* The 2nd instalment of the precept has arrived in the Parish Council accounts.
* The grant for £600.00 from South & Vale for the defibrillator project has now been received.
* A claim for £571.86 VAT on purchases (01/03/14 to 30/04/15) has also been refunded from HMRC.

1. **Finance:**
2. The following accounts for payment were agreed.

|  |  |  |  |
| --- | --- | --- | --- |
| **Payee and Reason** | **£ NET** | **£ VAT** | **£ TOTAL** |
| Hagbourne Village Hall – Room Hire | 37.20 |  | 37.20 |
| S.O.D.C. – Uncontested Election Fees 2015 | 85.00 |  | 85.00 |
| Mears Estates Ltd – Grass Cutting ( June Invoice ) | 190.70 | 38.14 | 228.84 |
| Mears Estates Ltd – Grass Cutting ( August Invoice ) | 190.70 | 38.14 | 228.84 |
| B. Gill – Clerk’s Salary & Expenses | 308.99 |  | 308.99 |

1. Annual Return 2014/15 (Conclusion of Audit): BDO LLP (Government-appointed external auditors) have completed their audit; there being no matters arising the annual return has therefore been approved and accepted by the council. The ‘Notice of Conclusion of Audit’ along with the requisite information is displayed on the main village noticeboard.
2. **Planning – P15/V1649/O: application for houses behind the Horse & Harrow PH. Follow-up**

WHPC have commented and objected to the proposed plans. Cllrs Butler and Telford also attended the recent Upton Parish Council planning meeting and reported that they are objecting to any development in that area.

1. **Traffic Calming – review options with a view to S106 Budget funding:**

The Highways Commission will be reviewing traffic calming plans and providing options for WHPC to consider, it is anticipated that the proposals will be available in time for discussion at the November meeting. Cllr Butler to follow up accordingly.

1. **Cemetery (Ownership review):**

EHPC owns 75% of the cemetery while WHPC owns the other 25%; the latter proportion will need to be added to WHPC’s fixed asset register (Clerk to flag for discussion with internal auditor next year). Cllr Brownsword to follow up with Derek Button regarding managing the cemetery account separately from East Hagbourne finances – the cemetery committee can’t be a subcommittee of EHPC as the cemetery is owned by both councils.

1. **Grass-cutting (Formal decision on land opposite Horse & Harrow)**

The owner of the Horse & Harrow is now cutting the grass by the pub – the Clerk can now confirm to Mears (the grass-cutting contractors, formerly SCION) that this area should be removed from the cutting plan.

1. **Correspondence**

The plans for P15/S2909/FUL (Resubmission of P15/S2193/FUL; as noted above – Point 3) were reviewed and discussed. It was acknowledged that the revised application is for a smaller dwelling with larger parking spaces, however, the front of the proposed property still extends beyond the existing building line and still appears very close to the boundary with No. 17. The Council agreed to post an objection based on these concerns; Clerk to submit.

Mr Templeton has e-mailed the Parish Council regarding the non-closure of Moor Lane despite the formal announcement back in June from OCC Countryside Access. The Parish Council asked Cllr Greene to follow up with Mark Sumner (Area Field Officer) as he is reportedly unreachable; Cllr Butler to respond to Mr Templeton.

Cllr Brownsword advised that asbestos in Moor Lane has been reported and that a Highways representative has been out to observe the evidence (following correspondence from Marian Judd). Residents are reminded to report such matters in the first instance to SODC’s Waste Management team; this can been done via the following web-link:

[**http://www.southoxon.gov.uk/services-and-advice/environment-and-neighbourhood-issues/street-cleaning-and-fly-tipping/fly-tipping**](http://www.southoxon.gov.uk/services-and-advice/environment-and-neighbourhood-issues/street-cleaning-and-fly-tipping/fly-tipping)

1. **Newsletter Report**

Cllr Butler to draft a report for the newsletter.

1. **Items for report and inclusion on next meeting’s agenda**

* The need to appoint a new Clerk/RFO may still be needed; the current Clerk has completed the required period of notice following formal resignation in July. The position has already been advertised in the August Newsletter; O.A.L.C. will be advertising the position in their next monthly update (due w/c: 07/09). In the interim, Email account details will be passed to Cllr Lewis to monitor and control until a new Clerk/RFO is appointed.
* Budget 2016; Outgoing Clerk/RFO to provide council with current ‘2015/16’ vs. ‘To Date’ figures.
* Traffic Calming (subject to receipt of proposals from The Highways Commission).
* New Councillor to be Co-Opted (Cllr J. Bannister has now resigned).
* Offer of land by ‘Lay’ family to be discussed again.
* Risk Assessment – Annual Review.

1. **Future Meetings:**

To confirm the date of the next Council Meeting as November 4th 2015, to be held at Hagbourne Hall, East Hagbourne, commencing at 7.30pm.

There being no further business the meeting was declared closed at 9:30pm.

Signed…………………………………………………..Dated…………………………………………………….