

WEST HAGBOURNE PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council duly convened and held on Thursday 19th May 2011 at Hagbourne Primary School.

Present: Cllrs M. Butler, V. Brownsword, H. Lewis, E. Setch and M. Thornhill.

In Attendance: L. Dalby (Clerk), P. Taylor (Retiring Chairman), District Cllr L. Docherty and two members of the public.

1. Election of Chairman

Cllr Setch nominated Cllr Butler as Chairman this was seconded by Cllr Brownsword. Cllr Butler signed the Declaration of Acceptance of Office as Chairman in the presence of the Clerk.

2. Election of Vice-Chairman

Cllr Butler proposed Cllr Lewis as Vice-Chairman this was seconded by Cllr Setch.

3. Declarations of Acceptance of Office

All the Councillors signed the Declaration of Acceptance of Office in the presence of the Clerk.

4. Apologies for Absence

Apologies were received from County Councillor P. Greene.

5. Declarations of personal and prejudicial interest

There were none.

6. Public Participation

Marion Judd asked the Council to continue to put pressure on the County Council to provide a handrail at Grove Terrace. She also asked the Council to find out if it would be possible to change the designation of Moor Lane to a restricted byway.

Patsy Ryman confirmed that she is happy to take over as the Parish Councils representative on the Tyrell Trust.

7. To confirm and sign as a true record the minutes of the meetings held on March 17th 2011 and the Annual Parish Council Meeting held on May 13th 2010.

Both sets of minutes were agreed and signed.

8. District and County Councillor's Reports

District Cllr Leo Docherty introduced himself to the Council. He reported that Anne Ducker has been re-elected as Leader of SODC.

Cllr Docherty agreed to find out why street cleansing had not taken place in West Hagbourne despite requests from the Clerk. He also agreed to support the Councils bid to have some of the Section 106 money from

Great Western Park used to fund a cycle path to Didcot and improvements to the drainage at Coscote.

9. Clerk's Report

There was nothing to report.

10. Annual Reports

The following reports were presented to the Council in the 2010 Report, which forms part of these minutes.

- a) East and West Hagbourne Cemetery Committee
- b) Hagbourne Parochial Charities
- c) Hagbourne School Governors
- d) Hagbourne Village Hall
- e) Parish Plan Steering Group
- f) Western Villages Alliance

11. Annual Donations

It was agreed as last year to allow residents to vote for which organisations should receive Section 137 payments from the Council.

12. Renewal of Subscriptions

The Council agreed to renew the subscriptions to :-

- Oxfordshire Association of Local Councils
- Oxfordshire Rural Community Council
- Society of Local Council Clerks (shared subscription with the Clerk's other Councils)

13. Highways

The Clerk has reported the potholes in the village to County Council Highways. She has also reported the problem of street cleansing to the District Council.

Cllr Setch asked the Clerk to report the flooding problem caused by the road by the pond.

14. Newsletter

Mr Taylor reported that the Newsletter is edited and distributed by the Parish Council. It was agreed that Cllr Thornhill would act as editor with help from all the Councillors and Cllr Lewis would organise the distribution.

15. Appointment of Trustees and Representatives on other bodies

The following Appointments were agreed.

- a) The William Tyrrell Trust – Patsy Ryman
- b) Hagbourne Village Hall – Janet Coburn
- c) East & West Hagbourne Cemetery Committee – Valerie Brownsword
- d) West Hagbourne Village Association – Marion Judd
- e) Hagbourne Parochial Charities – Marion Judd
- f) ORCC - Transport Representative – Terry Pritchard
- g) Parish Plan steering - Eve Setch
- h) Western Village Alliance - none

- i) DROP – Didcot Ring of Parishes - none
- j) Harwell-Chilton Campus Local Stakeholders Group – rotation of all councillors
- k) Didcot Community Forum – rotation of all councillors

16. Planning Consultations

- a) Applications received from the District Council for consultation

Ref	Description	PC Rec
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- b) Decisions by District Council

Ref	Description	PC Rec	Decision
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17. Commemorative Bench

It was confirmed that the residents would be asked at the Annual Parish Meeting if they would be prepared to fundraise for the bench.

18. Finance

- a) Accounts for payment

Payee and Reason	£ detail	£ VAT	£ total
Lucy Dalby – Clerk’s salary and expenditure	275.06		275.06
Post Office Ltd - PAYE	54.00		54.00
Scion – grass cutting	190.70	38.14	228.84
ORCC	30.00		30.00

- b) Payments made between meetings

Payee and Reason	£ detail	£ VAT	£ total
Square Wave Tech – newsletter printing	90.00	18.00	108.00
P.Taylor – printing expenses	38.76		38.76
Aon Ltd - Insurance	846.48		846.48

- c) Change of cheque signatories – it was agreed to make all Councillors signatories to the bank accounts.
- d) The Accounts 2010/11 were approved
- e) Accounting Statements for 2010/11 were approved and signed by the Chairman and Clerk as Responsible Financial Officer
- f) Annual Governance Statement was agreed and signed by the Chairman and Clerk as Responsible Financial Officer.

19. Tubs under tree

As previously agreed Mr and Mrs Todderdell will replace the tubs under the tree.

20. New Councillors Training day – 12th October

It was agreed that the Council would pay for the fees for any Councillor wishing to attend this event organised by Oxfordshire Association of Local Councillors.

21. Correspondence

A letter has been received from SODC asking if residents had not received their postal vote at the recent election.

22. Items for inclusion on July's agenda

Moor Lane

23. Future Meetings

It was agreed that the next meeting of the Council will be July 13th 2011 at Hagbourne Primary School, East Hagbourne, commencing at 7.30pm.

The Annual Parish Meeting will be held on Saturday 18th June 2011 at Manor Farm.

There being no further business the meeting was declared closed at 9.45pm.

Signed.....Dated.....