

## WEST HAGBOURNE PARISH COUNCIL

### Minutes of the Parish Council Meeting duly convened and held on Wednesday 2<sup>nd</sup> May 2012 at Hagbourne Primary School

**Present:** Cllrs M. Butler (Chair), V. Brownsword, H. Lewis, and M. Thornhill.

**In attendance:** L. Dalby (Clerk)

**1. Election of Chairman and Declaration of Acceptance of Office**

Cllr Brownsword proposed Cllr Butler as Chairman this was seconded by Cllr Thornhill.  
Cllr Butler signed the Declaration of Acceptance of office.

**2. Election of Vice-Chairman**

Cllr Butler proposed Cllr Lewis as vice chairman this was seconded by Cllr Brownsword.

**3. Apologies for Absence**

Apologies were received from Cllr Setch and County Cllr Greene.

**4. Declarations of personal and prejudicial interest**

There were none.

**5. Public Participation**

There was none.

**6. To confirm and sign as a true record the minutes of the last meeting of the Parish Council held on March 19<sup>th</sup> 2012**

The minutes were agreed with amendments and signed by the Chairman.

**7. District Councillor 's Report**

There was none.

**8. County Councillor's Report**

Cllr Greene's report forms part of these minutes.

**9. Clerk's Report**

The Clerk reported that the Enclosure Award and minutes books have been deposited at the Oxford History Centre.

Highways have now inspected the gullies and will clear them in the next month.

The Electoral Commission is undertaking a consultation on the number of divisions in SODC.

Councillors will be required to sign a new Code of Conduct before the 1<sup>st</sup> July.

The Clerk has contacted SODC once again about the S106 funding from Great Western Park for traffic calming measures in the village but hasn't had a response.

The bin by the notice board still hasn't been replaced.

The Clerk had received a letter asking the Council to review the level of funding it had awarded to the Community Association for a new marquee. The Clerk advised that without suspending Standing Orders it is not possible to review this decision for six months. The Council agreed that they didn't wish to review the decision.

**10. Annual Reports**

The following reports form part of these minutes.

- a) East and West Hagbourne Cemetery Committee

- b) Hagbourne Parochial Charities
- c) Hagbourne Village Hall
- d) West Hagbourne Village Association

**11. Annual Donations**

It was agreed to consider donations as and when grants were applied for.

**12. Renewal of subscriptions** - the following subscriptions were confirmed.

- a) Oxfordshire Association of Local Councils
- b) Oxfordshire Rural Community Council
- c) Society for Local Council Clerks

**13. Appointment of Trustees and Representatives on other bodies**

The following representatives were confirmed.

- a) The William Tyrrell Trust – Patsy Ryman
- b) Hagbourne Village Hall – Janet Coburn
- c) East & West Hagbourne Cemetery Committee – Cllr Brownsword
- d) West Hagbourne Village Association – Marion Judd
- e) Hagbourne Parochial Charities – Marion Judd
- f) Oxfordshire Rural Community Council - Transport Representative – Terry Pritchard
- g) Parish Plan steering group – Cllr Setch
- h) Western Village Alliance - rotation
- i) DROP – Didcot Ring of Parishes - rotation
- j) Harwell-Chilton Campus Local Stakeholders Group - rotation
- k) Didcot Community Forum - rotation

**14. Finance**

- a) Accounts for payment

Payee and Reason	£ detail	£ VAT	£ total
Lucy Dalby – Clerk’s salary and expenditure	258.79		258.79
Post Office Ltd – PAYE	53.00		53.00
ORCC – Subscription	30.00		30.00
Hagbourne Village Hall – hire for APM	13.50		13.50
Aon Ltd – Insurance	888.67		888.67
Square Wave Technology – Newsletter Printing	75.00	15.00	90.00
West Hagbourne Village Association – donation for Jubilee Celebrations	200.00		200.00

The first half of the precept £3056.50 has been received.

- b) The Accounts 2011/12 were approved.
- c) The Accounting Statements for 2011/12 were agreed and signed by the Chairman and Clerk.
- d) The Annual Governance Statement was agreed and signed by the Chairman and Clerk.

**15. Parish Plan**

More volunteers have come forward to form a steering group. The Clerk confirmed that the Council had included £250 in the budget for the Parish Plan.

**16. Broadband Speed**

The connection speed has improved to some people in the village. The Council agreed to find out how many people can now access faster broadband before taking further action. The matter will be raised at the Annual Parish Meeting.

**17. Highways**

It was agreed to gauge opinions at the Annual Parish Meeting for preferred traffic calming measures.

**18. Annual Parish Meeting**

The agenda for the Annual Parish Meeting will include Chairman's Report, Traffic Calming, Broadband, Reports from Parish Organisations, The Newsletter and an open forum. The Councillors will distribute leaflets advertising the meeting this weekend and the Clerk will display the agenda on the notice boards.

**19. Correspondence**

Complaints have been received about the bin men leaving wheelie bins on the pavement. The Clerk suggested that residents complain individually to SODC.

**20. Items for inclusion on July's agenda**

Broadband

**21. Future Meetings**

The next meeting of the Council was confirmed as July 4<sup>th</sup> 2012 to be held at Hagbourne Primary School, East Hagbourne, commencing at 7.30pm.