

Minutes of the Parish Council Meeting duly convened and held on Wednesday 1st April 2015 at The Hagbourne Hall, East Hagbourne

Present: Cllrs M. Butler (Chair), V. Brownsword, H. Lewis and J. Bannister

In attendance: B. Gill (Clerk), Terry Pritchard (Transport Representative) and no members of the public.

1. Apologies for Absence: None

2. Declarations of personal and prejudicial interest: None

3. Public Participation:

Mr Pritchard reported that an error occurred in the tendering process for the 94/95 bus service (and other bus services), which is delaying information on the future of these services. Alan Field said the tenders should have been resubmitted and returned by 31st March. There will then be a 10-day negotiation/cooling-off period and so information won't be available till end of April. The current bus contract runs to the end of May.

Clerk to request a post on the website to say that the village bus service is currently under review and further information should be available at the end of April.

4. To confirm and sign as a true record the minutes of the last meeting of the Parish Council held on February 4th 2015:

The minutes of the last meeting were agreed and signed by the Chairman.

5. District Councillor's Report – Leo Docherty: None

6. County Councillor's Report – Patrick Greene: None

7. Clerk's Report:

The 1st instalment of the precept will arrive on 2nd April, having been delayed by a day.

The Community Infrastructure Levy (CIL) is a levy that local authorities can choose to charge on new development in their area. The money raised can be used to fund a wide range of infrastructure to support growth set out in the adopted Core Strategy. CIL will also be updated at a later date to reflect any new infrastructure required through the emerging Local Plan 2031; no indicative time scale for these updates has been made available so far.

Cllr Butler will try to follow up on the traffic calming associated with S106 from Bloor Homes and will involve Leo Doherty as needed.

Potential traffic calming measures were discussed and it was suggested that if we had a number plate recognition system with video cameras sited at the entrance and exits of the village, we could monitor and report over-sized vehicles driving through the village to Trading Standards. Therefore, could we get and use S106 funding for such a system?

It has been reported to the Parish Council that over-sized farm vehicles (particularly a cattle truck) are driving through the village from Coscote Farm. Action: the Parish Council to write to Coscote Farm to respectfully request that overweight vehicles use a different route (Cllr Bannister to draft, Mike to review).

8. Finance – Accounts for Payment:

The following accounts for payment were agreed.

Payee and Reason [Defibrillator]	£ NET	£ VAT	£ TOTAL
The Community Heartbeat Trust – CPAD + Carriage	1775.00		1775.00
X2 Connect Ltd – New K6 Kiosk Door and Fixings + Carriage	309.44	61.89	371.33
Master Blast – Sand Blasting of K6 Kiosk	400.00		400.00
Revive (Oxford) – Painting of K6 Kiosk	375.00	75.00	450.00

Payee and Reason [Other]	£ NET	£ VAT	£ TOTAL
Oxfordshire Association of Local Councils – Training Course	130.00	26.00	156.00
Hagbourne Village Hall – Room Hire	12.00		12.00

9. Parish Council Elections:

Nomination forms to be completed and returned to the Council offices in Abingdon by 9th April (4 pm). These need to be delivered by hand.

10. Revised Standing Orders and Financial Regulations:

Cllr Butler amended the revised Standing Orders and Financial Regulations and the Councillors approved them (subject to the Chair correcting the reference to regulation 14.2 in section 12.5). Parish Clerk to file copies and bring hard copies to each meeting for reference as needed.

11. Planning process and discuss planning application P14/V2873/O:

If a planning application is submitted to the Parish Council that relates to a property/land within the village, this should be emailed to the village newsgroup. The Clerk should reply that there are no strong views to planning applications if they are not contentious.

The Valley Park application was discussed, and the Council agreed that they will continue to object to encroaching planning applications.

12. Website Domain – renewal:

The Parish Clerk is due to receive an invoice for £11.99 per year for renewing the web domain name, the Council agreed to renew for the next 5 years. Need to ensure it is renewed before the expiry date (expires 09/07/2015).

13. Citizen’s Advice Bureau donation

The Council agreed to donate £25 to the CAB again; Clerk to follow up.

14. Tyrell Trust

Marian Judd, Mike Butler, Val Brownsword and Nigel Darwin to meet and agree signatories for the trust. OCC are taking some land from the Tyrell Trust for the new roundabout on the A417, but they will be giving additional land to replace it.

15. Grass-cutting review

The grass-cutting budget from OCC has been halved (down from 5 cuts a year to 2 cuts a year; £546.80). The Parish Council originally committed to 6 cuts for 2015, but areas of grass cutting and funds will need reviewing for the future. The contractors (SCION) have quoted ~£200 per cut. The areas of grass cutting should be discussed at the Annual Meeting to see whether any areas can/are being cut by the village residents and therefore excluded from the contractor’s plan.

16. Potential gift of land by Lay family

The council discussed this briefly and await further information and map of the potential land. We could add this to the annual meeting agenda to ask the village what they would like to do with the land, e.g. playground, village building?

17. Correspondence

Science Vale Area Action Plan – Consultation Update: Letter and publicity poster relating to the consultation on Action Plan and issues and scope document received and relayed to village newsgroup; publicity poster also put on main noticeboard.

18. Newsletter Report: to be agreed at the next Council Meeting

19. Items for report and inclusion on next meeting's agenda


- Approval by existing Chair of meeting minutes
- Election of Chairman
- Grass cutting

20. Future Meetings

The date of the next meeting of the Council (i.e. the Annual Meeting of the Parish Council) was confirmed as 13 May 2015 to be held at Hagbourne Hall, East Hagbourne, commencing at 7.30pm.

Note: Notice of the Annual Parish meeting needs to be 7 clear days in advance of the meeting (being held on 20th May)

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

Signed.......... Dated..... 13/5/2015