

Minutes of the Parish Council Meeting duly convened and held on Wednesday 13 May 2015 at The Hagbourne Hall, East Hagbourne

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

In attendance: B. Gill (Clerk) and no members of the public.

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

Cllr M. Butler was re-elected as Chairman and "Declaration of Acceptance of Office" forms were completed and signed by all council members.

2. Election of Vice-Chairman:

Cllr H. Lewis was re-elected as Vice-Chairman.

3. Apologies for Absence: Jane Murphy, District Councillor (Cholsey Ward).

4. Declarations of personal and prejudicial interest:

"Register of members' interests" were reviewed, updated and signed by all re-elected councillors. Newly elected Cllr M. Telford also completed and signed the required form.

5. Public Participation: None

6. To confirm and sign as a true record the minutes of the last meeting of the Parish Council held on April 1st 2015: The minutes of the last meeting were agreed and signed by the Chairman.

7. District Councillor's Report – Jane Murphy: Nothing to report at this time

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

9. Clerk's Report:

Final costs for the defibrillator project (inclusive of kiosk refurbishment) total £3400.70 (net of £185.23 VAT, which is cost neutral as the council will reclaim this from HMRC). Public donations and grants total £3830 (subject to receipt of final grant from South & Vale for £600), this should leave a surplus of ~£430 – enough for 6 years upkeep of the defibrillator based on the £70 annual budget requested.

It was agreed to add a note in the newsletter to highlight that people should call 999 prior to using the defibrillator (as this is part of the process to obtain the cabinet code prior to use).

The Pensions Regulator has contacted the Parish Council as all employers should now offer a workplace pension. A legal requirement is that a point of contact must be provided; the Clerk has duly given his details.

10. Appointment of Trustees and Representatives on other bodies -

The following appointments were confirmed/discussed:

- (a) The William Tyrell Trust - V. Brownsword and M. Butler to organise a meeting to agree future trustees (to be held before next council meeting).
- (b) Hagbourne Village Hall - V. Brownsword
- (c) East & West Hagbourne Cemetery Committee - V. Brownsword
- (d) West Hagbourne Village Association - V. Walton
- (e) Hagbourne Parochial Charities - tbc
- (f) Oxfordshire Rural Community Council (Transport Representative) – Terry Pritchard
- (g) Parish Plan Steering - tbc
- (h) Harwell-Chilton Campus Local Stakeholders Group – rota
- (i) Didcot Community Forum - rota

Handwritten signature and date: 1/7/15

11. Finance:

(a) The following accounts for payment were agreed.

Payee and Reason [Defibrillator]	£ NET	£ VAT	£ TOTAL
P. R. Taylor – K6 Kiosk Refurbishment Expenses *	433.26	26.74	460.00
Beechwood Electrical Ltd – K6 Kiosk Lighting & Power	108.00	21.60	129.60

* Note: Not all expenses were subject to VAT, hence VAT amount less than 20%

Payee and Reason [Other]	£ NET	£ VAT	£ TOTAL
Square Wave Technology – Newsletter Printing	90.00	18.00	108.00
Oxfordshire Association of Local Councils – Subscription	110.89	22.18	133.07
B. Gill – Clerk's Salary & Expenses	462.36		462.36
Oxfordshire South & Vale CAB – Donation	25.00		25.00
Aon UK Ltd – Annual Insurance Premium	897.26		897.26

(b) Accounts 2014/15 – The Accounting Statements & Annual Governance Statement for 2014/15 (Annual Return – Sections 1 & 2 respectively) were approved and signed by the Chair.

12. Planning - P14/V2873/O:

The Valley Park outline proposal will be discussed at the Annual Parish meeting; the contact officer has changed to Miss Holly Bates for this application (holly.bates@southandvale.gov.uk).

13. Correspondence:

The council agreed to re-subscribe to The Oxfordshire Rural Community Council (ORCC).

Moor Lane: an e-mail from OCC (Mark Sumner) has been received by a villager (Steve Templeton) confirming that a temporary closure of the route has been applied for - commencing 18th June for 6 months with motorised vehicles restricted for a further 6 months. However, the council have received no formal notification from OCC on this [formal notification received post-meeting].

Pieces of bonded asbestos have been reported in Moor Lane, which have possibly come from debris on the boundary with Grove Farm. Parish Council to monitor whether this is remedied as part of the OCC work.

14. Newsletter Report:

Newsletter Report: V. Brownsword has drafted a few sentences re the village tidy up for the newsletter and J. Bannister will resubmit the fly-tipping article.

15. Items for report and inclusion on the next meeting's agenda:

It was agreed to add matters arising from previous meeting's minutes.

16. Future Meetings:

The date of the next Council Meeting was confirmed as July 1st 2015, to be held at Hagbourne Hall, East Hagbourne, commencing at 7.30pm.

There being no further business the meeting was declared closed at 9:00pm.

Signed..........Dated.....18th July 2015.....