

West Hagbourne Parish Council



Minutes of West Hagbourne Parish Council Meeting held at Hagbourne Village Hall on Wednesday 2 May 2018 at 7:30pm.

Present: Cllrs M. Butler, V. Brownsword, H. Lewis, M. Telford, O. Doogue, Mr. A. Wise (Clerk), Cllr. Jane Murphy, Steve Templeton, Roger Griffiths, Debbie Edmondson, Dave Edmondson and Tracey Anderson.

	MB opened the meeting at 19:30 hrs.	
18/225 Apologies	Cllr S. Clarke	
18/226 Declarations of personal and prejudicial interest	<ul style="list-style-type: none"> None 	
18/227 To elect a chairman and vice-chairman for 2018/19	It was proposed by VB, seconded MT, that Cllr. Butler remain as Chairman for another year. It was proposed by MT, seconded OD, that Cllr. Lewis remain as Vice-Chair for another year.	
18/228 To receive the Chairman's and Vice Chairman's declaration of acceptance of office	MB – Chairman HL – Vice Chairman and Broadband Champion VB – Cemetery and Village Hall Rep MT – None OH – None	
18/229 Report on OCC and SODC activities	<u>OCC Report</u> – None Received <u>SODC Report</u> – Cllr. Murphy updated the meeting on the latest housebuilding news from SODC in the week that they confirmed that they now have a landbank of 5.4 years. This means that the planning officers now won't just pass applications due to quota pressure from central government but will apply planning rules when reviewing applications. Cllr. Murphy advised the PC that the workload and cost would probably outweigh the benefits of having a neighbourhood plan. The councillors decided unanimously not to continue with preparations for a neighbourhood plan.	
18/230 Hear representations from members of the public	Steve Templeton raised the issue of the damage currently being done to Moor Lane by 4 x 4 vehicles again. The Clerk reported that he had raised the issue with both the appropriate department at OCC and asked the OCC Councillor for support with this issue. As at the time of the meeting the clerk had not heard back from either OCC or the County Councillor. Cllr. Murphy asked to be fully briefed on the subject so that she could take the issue with the appropriate department at OCC. Clerk to forward correspondence to Cllr. Murphy.	AW
18/231 Approve the minutes of the meeting of 07.03.2018	It was proposed by VB, seconded OD, that the minutes be signed as a true record. Carried nem con.	
18/232 Consider matters, not taken elsewhere, arising from the minutes of the meeting of 07.03.2018	<ul style="list-style-type: none"> All action items had been completed 	
18/233 Receive reports from Parish Councillors and the Clerk	Clerk reported that the new grass cutting supplier had completed his first cut. Cllrs. gave very positive feedback on his work. Clerk agreed with Ben Gristwood that the first invoice would be presented to the July meeting for payment approval. Cllr. Brownsword update the meeting on the latest Hagbourne Cemetery	

West Hagbourne Parish Council



	<p>Meeting. The committee has decided to computerise the cemetery records which are recorded in dusty books. The records will then be stored on a database. VB confirmed that there will no financial liability for WHPC as the Hagbourne Cemetery committee is fully funding this purchase and the ongoing costs. Although Cllr. Lewis raised the issue of the annual costs associated with such a system going forward, it was proposed by VB, seconded MB that WHPC support this decision. Cllr. Brownsword to report this back at the next Hagbourne Cemetery Committee Meeting.</p> <p>Chair reported that at the recent Main Road site meeting with Highways they said that as soon as all the costs for the recent work in Main Street can be calculated including for signage at each end of Main Street, they will let us know the balance of the S.106 funds. If the amount is known by time of APM (23/5) then the Chair will lead a discussion on proposals for spending the remainder of the money on for example the continuation of a footpath from Main Street to York Road.</p> <p>Chair reported that the map board had now been repaired. Work is ongoing to repair the bench beneath the tree.</p>	<p>VB</p> <p>MB</p>
<p>18/234 Financial matters</p>	<ul style="list-style-type: none"> • Approval of payments. It was proposed MB, seconded MT and carried nem con that the following invoices be paid: Parish Clerk's wages, expenses, PAYE, OALC subscription renewal, CFO Subscription renewal, Internal Auditor Fee and Square Wave Technology invoice for 2017/18 newsletter printing. • Clerk reported that the 2017/18 accounts had been approved and signed off by the Internal Auditor. The clerk took the councillors through the Annual Governance Statement and this was duly completed. It was proposed MT, seconded HL and carried nem con that the Parish Council approve the 2017/18 accounts and instruct the clerk to submit them to the external auditor as soon as these minutes have been written and the external auditors paperwork has been completed. • Current financial situation. AW presented the current financial situation – attachments 2 & 3. • Clerk took the councillors through the new insurance policy provided by BHIB. The councillors then raised a few questions i.e. Is there sufficient cover for the phone box, defib and bus shelter, which the clerk is to take away and seek answers from the broker before this new policy can be renewed. 	<p>AW</p> <p>AW</p>
<p>18/235 Planning since the meeting of 07.03.2018</p>	<ul style="list-style-type: none"> • Chair then took the meeting through his 4-page draft response to planning application P18/S1278/O – Taylor Wimpey. By the end of the discussion the 4 other councillors agreed that the chair was to produce a final version of the PCs response and send it to the Clerk before the response deadline of 22 May 201 for the Clerk to then submit the PCs response. Clerk to respond of behalf of PC. All residents of West Hagbourne Village are encouraged to submit their own personal reasons for objection to this planning application. • It was proposed MB, seconded VB and carried nem con that the PCs response to planning application P18/S1416/HH – The Laurels, 1 York Road is NSV with no supporting comments. It was proposed MB, seconded VB and carried nem con that the PCs response to planning application P18/S1177/FUL – Scotland's Ash Garage is NSV with no supporting comments as this is just an amendment to a planning application that has already been granted. Clerk to respond on behalf of 	<p>MB</p> <p>AW</p> <p>AW</p>

West Hagbourne Parish Council



	<p>PC to all 3 planning applications before response deadline.</p> <ul style="list-style-type: none"> AW presented the current planning application situation – attachment 5 	
18/236 Highways and Transport	<ul style="list-style-type: none"> See minute reference 18/230 	
18/237 Risk assessment	MB signed off appropriate parts on the current Risk Assessment Checklist. - attachment 6.	
18/238 Chairman's Report to Annual Parish Meeting	<ul style="list-style-type: none"> Chair to write his review of 2017/18 for reporting at APM on the 23 May 2018 	MB
18/239 Chairman's Report for Newsletter	<ul style="list-style-type: none"> Chair to write his report in time for the publication of the next village newsletter to include updates on Main Street and Taylor Wimpey Planning Application. 	
18/240 Respond to Communications as the Chairman may direct	<ul style="list-style-type: none"> None 	
18/241 Attend to any other business at the Chairman's discretion	Residents of West Hagbourne are encouraged to attend the Appeal Hearing of the Catesby Planning Application on 22 May 2018 at Upton Village Hall, Station Road, Upton, OX11 9HX at 10.00 am for 4 days.	
18/242 Date of next meeting	<ul style="list-style-type: none"> APM on Wednesday 23rd May 2018 PC Meeting on Monday 2nd July 2018 	
18/243 Meeting Closed	<ul style="list-style-type: none"> MB declared the meeting closed at 20:55 hrs. 	

Signed:

Date:

Attachments:

1. Agenda
2. Financial Statements
3. Expenditure against Budget 2018-2019
4. Planning Applications
5. Risk Assessment