



Minutes of West Hagbourne Parish Council Meeting held at Hagbourne Village Hall on Wednesday 4 May 2022 at 7:30pm.

Present: Cllrs M. Butler, M. Telford, O. Doogue, D. Tozer, Ian & Margaret Leishman, Sheila Taylor and Mr. A. Wise (Clerk)

	MB opened the meeting at 19:30 hrs	
22/619 Apologies	Cllr A.M. Simpson, Cllr J. Murphy & H. Lewis	
22/620 Declarations of personal and prejudicial interest	<ul style="list-style-type: none"> • None received 	
22/621 To elect a chairman and vice-chairman for 2022/23	<ul style="list-style-type: none"> • It was proposed by MT, seconded OD, that Cllr. Butler remains as Chairman for another year. It was proposed by MB, seconded DT, that Cllr. Lewis remain as Vice-Chair for another year. 	
22/622 To receive the Chairman's and Vice Chairman's declaration of acceptance of office	<ul style="list-style-type: none"> • Chairman's and Vice Chairman's declaration of acceptance of office was received. <ul style="list-style-type: none"> ○ The following Councillor responsibilities were allocated for another 12 months: ○ MB – Chairman and Cemetery Rep ○ HL – Vice Chairman ○ MT – None ○ OD – None ○ DT – None 	
22/623 Report on OCC and SODC activities	<p><u>SODC Report</u> – See appendix 7 for AMS Report.</p> <p><u>OCC Report</u> – None received</p>	
22/624 Hear representations from members of the public	<p>4th June 2022 Jubilee Party Preparations</p> <ul style="list-style-type: none"> • ML & ST requested that the PC either pay now, refund the Village Association or pay later this month for the following 3 invoices: <ul style="list-style-type: none"> ○ Children's Entertainer £250 ○ Singer's £500 ○ Caterers £850 approx. but ladies will let Clerk know the exact figure a week before party when the invoice will need to be paid by the PC upon receipt of an invoice for the full amount owed • Approval of payments. It was proposed MB, seconded MT, and carried nem con that the above invoices be paid by the clerk. 	
22/625 Approve the minutes of the meeting of 03.03.2022	It was proposed by MB, seconded MT, that the minutes be signed as a true record. Carried nem con.	
22/626 Consider matters, not take elsewhere, arising from the minutes of the meeting of 03.03.2022	<ul style="list-style-type: none"> • All action items had been completed except for 22/610 (Hugh Lewis still needs to speak to Barclays Bank about signing powers) 	
22/627 Receive reports from Parish Councillors and the Clerk	<ul style="list-style-type: none"> • None 	

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<p>22/628 Financial matters</p>	<ul style="list-style-type: none"> Approval of payments. It was proposed OD, seconded MT, and carried nem con that the following invoices be paid Parish Clerk's wages, Expenses, PAYE, OALC & CFO Membership Subs, Sheila Collins Party Expenses, Insurance Policy Premium Renewal, Newsletter Printing, the Band and the catering for the village Jubilee Party (04.06.22) Current financial situation. AW presented the current financial situation – attachments 2 & 3. 2021/22 Accounts were signed off by the Internal Auditor and it was proposed MT, seconded MB that the councillors approve these accounts and instructed the Clerk to now send them to the External Auditor. Chair will update the PC's Standing Orders in time for the changes to be approved at the July Meeting. This is mainly to do with the change of payments process going from cheques to online banking. This will formalise the process that has been ongoing since we went into lockdown. Clerk explained that the grass cutting contractor has recently increased his rate for 2022. This was approved by email and the clerk subsequently signed the new contract to enable the grass cutting work to re-commence. Clerk to contact BGG Garden and Tree Care to request a copy of the marked plan of the village which shows what they are contractually obliged to cut, since they took over the contract from OCC Highways some years ago. 	<p>AW</p> <p>MB</p> <p>AW</p>
<p>22/629 To note decisions made with respect to planning applications dealt with since meeting of 03.03.2022 and consider outstanding applications.</p>	<ul style="list-style-type: none"> Planning applications reviewed 	
<p>22/630 Highways and Transport</p>	<ul style="list-style-type: none"> Proposed 20mph speed limit <ul style="list-style-type: none"> Chair presented the results to the councillors which will now be presented to the village at next week's APM – attachment 6 Chair to write up the survey results and summarise and then pass to the clerk to formally submit to OCC Highways. Councillor Tozer volunteered to write to Cllr. Jane Murphy to request further information on next steps for this new process. 	<p>MB/AW</p> <p>DT</p>
<p>22/631 Risk assessment</p>	<p>MB signed off appropriate parts on the current Risk Assessment Checklist - attachment 5</p>	
<p>22/632 Chairman's Report for Newsletter</p>	<ul style="list-style-type: none"> Chair will send a report to Editor Sue Totterdell before the end of the month in time for the next edition of the Village Newsletter but after the APM has taken place. 	
<p>22/633 Respond to Communications as the Chairman may direct</p>	<ul style="list-style-type: none"> None 	

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22/634 Attend to any other business at the Chairman's discretion	<ul style="list-style-type: none">• None	
22/635 Date of next meeting	<ul style="list-style-type: none">• Wednesday 6 July 2022	
22/636 Meeting Closed	<ul style="list-style-type: none">• MB declared the meeting closed at 20:30 hrs.	

Signed:

Date:

Attachments:

1. Agenda
2. Financial Statements
3. Expenditure against Budget 2022-2023
4. Planning Applications
5. Risk Assessment
6. 20mph speed signs survey results
7. SODC Report

Title	District Councillor's Report
Author	Cllr Anne-Marie Simpson
Parish	West Hagbourne Parish Council
Date	29 April 2022

Ukraine Scheme (as at 14 April)

Here's the latest on our system-wide response to the government's Homes for Ukraine scheme. Included in this update are some details on the accommodation and safeguarding checks we are undertaking and on the progress we are making on the financial support payments to guests.

Accommodation

Visits are progressing well in both South and Vale – and we are planning to have most visits carried out by the end of this week – this is also the case in the city and Cherwell, with West expecting to have them done by the end of next week. More than half of all hosts are currently within South and Vale.

Our goal, as a system, is to be practical and provide the support our guests and hosts need in the quickest and safest way possible. This does mean that the checks required of local authorities by government may not happen simultaneously. Our visiting officers may be the first contact hosts have received since applying to be a sponsor. The response from hosts has been positive to date.

For these visits, officers are using a checklist, with an accompanying set of standards, that has been agreed by all Oxfordshire councils – in line with the government's expectations. The suitability of the accommodation visit includes such things as the number of bedrooms in a property, the location of bedrooms and sleeping arrangements.

The number of properties being rejected for overcrowding or poor housing conditions is low in every district but remains a concern. We are also recording examples of where the accommodation is safe but there may be insufficient space for the number of Ukrainian nationals expected to live there. This may save time for any houses and hosts that can be re-matched once a system for that is developed. Currently, there is no national



guidance on this.

We are asking government for this and on what happens if a placement breaks down, including what financial resources and support are available to rehome people in this situation. While we wait for this information, we are working together with our partners on developing plans to respond locally should we need to.

Guests have already started to arrive with their hosts in a growing number of properties.

Safeguarding

Safeguarding visits have also been taking place and will increase significantly as more Ukrainian guests arrive. DBS checks have been initiated for all the hosts visited.

There has been some media interest nationally around the Homes for Ukraine scheme and the safeguarding checks in place. To reassure, the safeguarding visit runs through a comprehensive set of questions around living arrangements and relationships. The full process and assessment of suitability will not be made until the Disclosure and Barring Service check has concluded and all other checks and visits have taken place. [Information on the checks](#) that take place can be found on the county council's website.

Finance

Support payments of £200 in cash per Ukrainian national have been taking place as part of home visits. As above, to support our guests getting the help they need as quickly as possible, we are working in system to ensure that the first visit to take place once the guest(s) has arrived with their host is the one to facilitate the cash handover.

Signposting

You can direct general Ukraine queries to either:

- www.oxfordshire.gov.uk/ukraine
- **Oxfordshire Ukraine helpline:** +44 1865 966444 / 01865 966 444 (opening hours: 8.45am - 5pm, Monday to Friday. Closed weekends and bank holidays).
- **Email:** ukraineresponse@oxfordshire.gov.uk

For general queries, housing and community support in South and Vale:

- www.southoxon.gov.uk/ukraine
- www.whitehorsedc.gov.uk/ukraine
- **South and Vale helpline:** +44 1235 422600 / 01235 422600 (press option one). Opening hours: 8.30am-5pm Monday to Thursday, 8.30am-4.30pm Fridays, Closed weekends and bank holidays.
- **Email:** communitysupport@southandvale.gov.uk

As always, we will keep you updated on progress.



Didcot Garden Town projects to benefit residents discussed

A wide range of improvement projects and facilities in the Didcot Garden Town area will be prioritised to ensure climate change and pandemic recovery are tackled first.

The Didcot Garden Town Advisory Board discussed the actions set out in 2017's Delivery Plan to identify the projects they thought were the most important to bring more community improvements and assist recovery for the garden town area following the pandemic.

The board heard details of feedback from local residents, business and parish councils sounding boards giving details on which projects they'd like to see give more prominence to, including help for local businesses, introducing more green spaces around the town and to build on the success of the Didcot Garden Party by organising exciting new community events.

Since 2017, the Didcot Garden Town team has worked with partners to complete projects, such as setting up the resident, business and parish councils sounding boards and the completion of infrastructure projects, for example, the new pedestrian and cycleway at Backhill Tunnel on Milton Park.

One of the most important schemes identified by members was the need for a wider public transport strategy – something that could encourage everyone to tackle climate change by making it easier for everyone to use public transport rather than having to rely on car journeys, particularly to get about around the garden town area and surrounding villages.

Oxfordshire Climate Change survey

The county council is running a survey to discover people's understanding of and opinions about climate change across Oxfordshire.

This is part of a countywide project we're involved in to increase awareness of the impact of climate change and inspire behaviour change.

The survey results will be used to help develop a new online tool to help people across Oxfordshire find climate actions they can take which are relevant to them.

Residents can take part in the survey using this link:

- [South Oxfordshire](#)

Street naming consultation

The government is asking people to comment on proposals to alter process for changing street names. This includes replacing the current system with a single requirement for a residents' vote on any changes to street names and some changes to regulations and statutory guidance for councils. To find out more and to have your say visit [the government's consultation](#).