



## Minutes of West Hagbourne Parish Council Meeting held at Hagbourne Village Hall on Wednesday 1 November 2023 at 7:30pm.

Present: Cllrs M. Butler, H. Lewis, D. Tozer, Mr. A. Wise (Clerk), Margaret Leishman, Ian Leishman, Sheila Taylor, Dave Carter, Julie Hornsby and Valerie Brownsword.

	MB opened the meeting at 19:30 hrs	
23/768 Apologies	Cllr M. Telford, Cllr J. Murphy, Cllr A.M. Simpson, Cllr. B. Manning and Terry Pritchard	
23/769 Declarations of personal and prejudicial interest	<ul style="list-style-type: none"> <li>None received.</li> </ul>	
23/770 Report on OCC and SODC activities	<p><u>SODC Report</u> – See appendix 6 for AMS Report.</p> <p><u>OCC Report</u> – None received</p>	
23/771 Hear representations from members of the public	<p>VB bought the annual Royal British Legion Poppy Wreath with her to the meeting have just had it delivered to her house. She asked for a volunteer to lay the wreath at the statue in East Hagbourne on Remembrance Sunday. With no one else volunteering the Clerk volunteered to lay the wreath on behalf of WHPC.</p> <p>Chair asked for a sub-committee reporting to the Parish Council, to run the Community Speed Watch System. After Margaret Leishman kindly volunteered to persuade a few residents to assist her, DT passed her a print out of the pack so that she could request the equipment, once she had her team of volunteers in place.</p> <p>Sheila Taylor asked for an update from the councillors on the ongoing appeal for the Horse and Harrow Pub. The chair listened to the views of the members of the public present and said that the PC would submit its comments to SODC Planning for the appeal to be held on the 1<sup>st</sup> Application by the deadline of the 10 November. (See 23/776)</p> <p>Julie Hornsby raised the issue of the damaged drain cover in Main Street at the entrance to Moor Lane. Whenever it is driven over it makes a horrendous noise. As she had no joy with “Fix My Street”, the clerk requested a photo that could then be sent to the County Councillor for her to escalate with highways.</p>	<p>AW</p> <p>ML</p> <p>MB/AW</p> <p>AW</p>
23/772 Approve the minutes of the meeting of 06.09.2023	It was proposed by MB, seconded DT, that the minutes be signed as a true record. Carried nem con.	
23/773 Consider matters, not take elsewhere, arising from the minutes of the meeting 06.09.2023	<ul style="list-style-type: none"> <li>All action items had been completed</li> </ul>	
23/774 Receive reports from Parish Councillors and the Clerk	<ul style="list-style-type: none"> <li>None</li> </ul>	
23/775 Financial matters	<ul style="list-style-type: none"> <li>Approval of payments. It was proposed MB, seconded DT, and carried nem con that the following invoices be paid: Parish Clerk’s wages, Expenses, PAYE and donations to Royal British Legion for poppy wreath and local CAB.</li> <li>Current financial situation. AW presented the current financial situation – attachments 2 &amp; 3.</li> <li>Councillors reviewed the draft 2024/25 budget and asked the clerk to remove the £250 for possible skip hire from the budget and to bring the budget to the 03.01.24 Meeting for approval and sign off. To propose a precept amount for the councillors to approve and then inform SODC Finance.</li> <li>Councillors decided to award the clerk a 5% pay rise, with the increased monthly amount to take effect from Jan’24 Meeting.</li> </ul>	AW



<p>23/776 To note decisions made with respect to planning applications dealt with since meeting of 06.09.2023 and consider outstanding applications.</p>	<ul style="list-style-type: none"> <li>• Planning applications reviewed - attachment 4</li> <li>• Chair with input from fellow councillors to respond to the appeal notice for the first application for the Horse and Harrow Pub. Chair to draft words and pass to Clerk to respond to SODC Planning by the 10<sup>th</sup> November 2023.</li> </ul>	<p>MB</p>
<p>23/777 Highways and Transport</p>	<p>Clerk updated the meeting on how to go about changing the designation of Moor Lane from BOAT to Restricted Byway by reading out a response from <i>Conor O'Sullivan Team Leader - Highways and Operations</i>: The question of altering the status of a BOAT is not at all a straightforward one and has been the subject of much national debate over many years, so we should take care not to treat this route in isolation. Across the country, from time to time, problems arise as a result of complaint about the use of certain routes with motorised vehicles, where those routes might not be made up or suitable for such use and can lead to surface damage. This is not an offence as motor vehicle users have the right to use them. Because of the extent of the problem, there is Government Guidance on the subject and most highway authorities – including us – have policies that mirror this. There are two ways to answer the specific question here about changing the status of Moor Lane.</p> <ol style="list-style-type: none"> <li>1. Anyone can apply to alter the Definitive Map of Public Rights of Way if they deem it to be in error (i.e. if this route is incorrectly recorded as a BOAT). In order to make such an application, extensive evidence would need to be provided that shows that the route should not have been recorded in this way / has never been a public right of way with vehicles.</li> <li>2. Anyone can apply to the Council for application to be made to the Magistrates' Court for an Order to remove the motorised vehicular rights from the way, if it can be shown that such rights are unnecessary.</li> </ol> <p>Either of these actions could be lengthy, expensive and contentious; the main reasons why those actions are almost never taken. Instead, the guidance (and our policy) defines a process of management depending on the circumstances and the problems, ranging from signposting and maintenance, through voluntary constraint and up to the making of traffic regulation orders. Each of these actions ought to be considered in turn.</p> <p>Clerk to write back to Conor O'Sullivan asking for a copy of the Government Guidance on the subject and for a copy of Oxfordshire County Council Policy.</p> <p>Terry Pritchard had given his apologies but emailed the clerk with the following: Hi Andrew, Sorry I can't make the meeting. But can you say on my behalf that the <i>94 bus service</i> will be withdrawn on Friday the 24 of November 2023. There are ongoing discussions on what happens next! Regards Terry.</p> <p>Chair and Dan Tozer met with a representative from Highways for a site meeting between York Road and Main Street, where there is currently no footpath making walking towards the bus stop and the pub difficult for pedestrians. Chair and DT suggested that a suitable place for a sign warning of pedestrians in the road would be on the railings outside Peter Mitchell's house, and that the PC would purchase an appropriate sign and fix it in that location. The Highways representative did not consider that the Highways team would object to the suggestion, noting that placing such a sign at the standard location would be some distance from the hazard and would also currently be obscured by an overgrown hedge. DT will approach Peter Mitchell for permission before purchasing suitable sign. DT is to ask for help when it comes to attaching the warning sign.</p>	<p>AW</p> <p>DT</p>

# West Hagbourne Parish Council



23/778 Risk assessment	MB signed off appropriate parts on the current Risk Assessment Checklist - attachment 5	
23/779 Chairman's Report for Newsletter	<ul style="list-style-type: none"><li>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.</li></ul>	
23/780 Respond to Communications as the Chairman may direct	<ul style="list-style-type: none"><li>None</li></ul>	
23/781 Attend to any other business at the Chairman's discretion	<ul style="list-style-type: none"><li>None</li></ul>	
23/782 Date of next meeting	<ul style="list-style-type: none"><li>Wednesday 3 January 2024</li></ul>	
23/783 Meeting Closed	<ul style="list-style-type: none"><li>MB declared the meeting closed at 21:30 hrs.</li></ul>	

Signed:

Date:

Attachments:

1. Agenda
2. Financial Statements
3. Expenditure against Budget 2022-2023
4. Planning Applications
5. Risk Assessment
6. SODC Report

<b>Title</b>	District Councillors' Report
<b>Councillors</b>	Cllr Anne-Marie Simpson & Cllr Ben Manning
<b>Parish</b>	West Hagbourne Parish Council
<b>Date</b>	1 November 2023

**[Booking link](#) for planning surgeries for town and parish councils**

**South Oxfordshire and Vale of White Horse District Councils have pledged their ongoing commitment for paying staff at least the Real Living Wage.**

Both councils currently ensure all directly employed council staff receive at least the Real Living Wage and have done for several years. The Real Living Wage (currently £10.90 with an update due to be announced on 24 October this year) is based on the cost of living – looking at the current cost of household goods and services.

Last week, at Vale's Council meeting on Wednesday 11 October, and South's Council meeting on Thursday 12 October, councillors put forward a cross-party motion on the



Real Living Wage, which were both passed unanimously.

The councils are now working towards accreditation as a Living Wage employer with the Living Wage Foundation. This will include setting out a plan of action so all future companies seeking to win council contracts are committed to paying, as a minimum, the Real Living Wage. Whilst it is not in our power to change existing contracts, we will urge our current suppliers and contractors to follow our example and commit to the Real Living Wage.

## **More people eligible for help for energy-saving measures**

As the cold weather starts to set in, we are promoting Welcome the Warmth - which offers a variety of fully funded energy efficiency measures including insulation, solar panels and heat pumps for those on a lower household income. The good news is that the income eligibility cap for the Oxfordshire scheme, including South and Vale residents, is now £39,000 (up from £31,000) which should mean that many more people are eligible to receive the help. Please help spread the word – [for more details, see the Welcome the Warmth website.](#)

## **Extra garden waste**

As autumn gets underway, many of us are taking the opportunity to collect up the leaves and give our gardens a prune before winter sets in. There's good news for residents who subscribe to our brown bin service - they can put an extra garden waste out in their normal garden waste collection day between 30 October and 10 November. People can leave out a maximum of up to four standard sized (60L) sacks worth per brown bin subscription, or in boxes / containers equivalent to a bin full. But please, no rubble or builders' waste bags! More information can be found on the [South Oxfordshire garden waste page / the Vale garden waste page.](#)

## **Help to cut Halloween waste**

Did you know, around 22 million pumpkins go to waste each year - that's around £32 million worth of edible food!

To help reduce food waste, we're encouraging people to cook and eat their pumpkins. There are links to lots recipe ideas on our Halloween waste webpage along with advice on what to do



with used Halloween costumes and decorations - [visit South website](#) / [visit Vale website](#)

If a recipe isn't an option, then residents can simply leave it out whole next to their bin on their next collection day after Halloween or cut their pumpkin up and put it in their food waste bin – removing any candles or decorations first, or put it in their compost instead, if they have one.

## **Grants available now to help look after local green spaces**

If you know a local volunteer group or organisation helping nature, they could be eligible for funding from us. We've teamed up with Trust for Oxfordshire (TOE) to help communities protect and enhance their local green spaces and improve access for residents to benefit from being in nature. The next grant application deadline is midday 8 January 2024. If you've got an idea and want to give your project a boost, we recommend you have a quick chat with TOE before applying. Contact Rachel on [admin@trustforoxfordshire.org.uk](mailto:admin@trustforoxfordshire.org.uk)