



## Minutes of West Hagbourne Parish Council Meeting held at Hagbourne Village Hall on Wednesday 13 March 2024 at 7:30pm.

Present: Cllrs M. Butler, H. Lewis, M. Telford, D. Tozer, Mr. A. Wise (Clerk), Cllr A.M. Simpson, Margaret Leishman, Ian Leishman, Julie Freeland, Terry Pritchard, Chris Lay, Sue Lay, Robin and Kathryn Wilkes, Andy Wimshurst, Betty Kendrick, Sheila Taylor and John Baille.

	MB opened the meeting at 19:30 hrs	
24/800 Apologies	Cllr. B. Manning and Cllr J. Murphy	
24/801 Declarations of personal and prejudicial interest	<ul style="list-style-type: none"> <li>None received.</li> </ul>	
24/802 Elect New Chair	It was proposed by HL, seconded MB, that the new Chair will be Dan Tozer who will replace Michael Butler, who announced his retirement as Chair after 10 year of sterling service. DT will take over with effect immediately and chair his first meeting on the 1 May 2024. The full Parish Council offered their thanks and gratitude to the outgoing Chair for his years of loyal service to the village.	
24/803 Co-opt new councillor	It was proposed by DT, seconded HL, that Julie Freeland be co-opted onto WHPC for the rest of the current term till May 2027. JF handed over signed paperwork to clerk. Clerk to sign and scan in and email to SODC Democratic Services. Michael Telford offered his resignation with immediate effect after 9 years of sterling service. The full Parish Council offered their thanks and gratitude to the Mike Telford for his years of loyal service to the village especially the clerk who always appreciated his proof reading skills. Clerk to send co-opt forms to both Margaret Leishman and Andy Wimshurst for completion and for them to bring them to the next meeting for consideration and, if co-opted, be formally co-opted at the May Meeting.	AW  AW
24/804 Report on OCC and SODC activities	<u>SODC Report</u> – See appendix 6 for AMS Report. <u>OCC Report</u> – None received	
24/805 Hear representations from members of the public	<b>Flooding in Jan'24</b> <ul style="list-style-type: none"> <li>In addition to the known incidents in Main Street , residents reported flooding in Manor Close and York Road. Clerk and DT reported that after the flood waters had resided in Main Street they arranged for the drains to be cleared by jet washing, to enable the excess water to drain away into Moor Lane ditch. Clerk reported that planned drain maintenance is scheduled only for every 4 years. Councillors instructed the clerk to contact OCC Highways in later summer with a view to booking them to do it every Autumn and the PC would make a financial contribution towards the cost rather than wait another 4 years.</li> <li>In the next Newsletter chairs report, DT will remind landowners that if they have ditch or ponds on their property, it is their responsibility to keep them clear. If you are unable to do this, then please ask the Parish Council for help.</li> <li>It was proposed by DT, seconded MT, that the clerk purchase a pallet of sand bags, which will be stored at York Farm for distribution the next time that there is an imminent flood danger in the village. DT to provide clerk with delivery address.</li> <li>Ian Leishman kindly agreed to put together a map of the watercourses around the village to help us with decisions and actions.</li> </ul>	DT  AW  IL
24/806 Approve the minutes of the meeting of 3 January 2024	It was proposed by MB, seconded HL, that the minutes be signed as a true record. Carried nem con.	
24/807 Consider matters, not take elsewhere, arising from the minutes of the meeting 3 January 2024	<ul style="list-style-type: none"> <li>All action items had been completed</li> </ul>	

# West Hagbourne Parish Council



24/808 Receive reports from Parish Councillors and the Clerk	<ul style="list-style-type: none"> <li>A case of persistent dog barking at night in Moor Lane was raised and the clerk was instructed to speak to the dog owner.</li> <li>Clerk asked for a volunteer from one of the councillors to replace MB as the WHPC rep on the Hagbourne Cemetery Committee. It was proposed by DT, seconded HL, that Julie Freeland be the new WHPC Rep on the Hagbourne Cemetery Committee. Clerk to write to EHPC Clerk to inform them of the new representative.</li> </ul>	AW  AW
24/809 Financial matters	<ul style="list-style-type: none"> <li>Approval of payments. It was proposed DT, seconded HL, and carried nem con that the following invoices be paid: Parish Clerk's wages, Expenses, PAYE, Village Hall hire and reimbursement for Margaret Leishman for purchasing the Community Speed Watch Signs.</li> <li>Clerk reported that had completed a VAT Return and £737.85 was credited to the Parish Council's Bank Account.</li> </ul>	
24/810 To note decisions made with respect to planning applications dealt with since meeting of 3 January 2024 and consider outstanding applications.	<ul style="list-style-type: none"> <li>Planning applications reviewed - attachment 5</li> <li>P23/S2135/FUL – Horse and Harrow Pub latest application was REFUSED by Planning Committee earlier tonight. The PC meeting was informed by a text from Sheila Taylor who had spoken at the meeting. The Chair had also earlier spoken at the meeting over MS Teams.</li> </ul>	
24/811 Highways and Transport	<p><b>Moor Lane</b> Sue Lay informed the PC that she as a landowner backing onto Moor Lane received a letter from the Countryside Access Team informing her that they planned to install some temporary concrete blocks in Moor Lane to implement a temporary closure to vehicles to enable its recovery. Clerk asked for a copy of the letter. Cllr Tozer then went on to inform the meeting that Margaret and himself met with Arthur McEwan-James from the Countryside Access Team at OCC and carried out a safety inspection by walking the length of Moor Lane. They were joined on the safety inspection by the Chair of the Green Lane Association. DT will continue to discuss redesignating Moor Lane form a BOAT to a restricted byway with the Countryside Access Team at OCC.</p> <p><b>Proposal for footpaths improvement received from East Hagbourne PC</b> Clerk reported as of the time of the meeting he was waiting for a formal response back from East Hagbourne PC. EHPC were awaiting an inspection from the Countryside access team to inspect and report on the way forward for footpaths EH Footpath 1, FP10 and FP14.</p> <p><b>94 Bus Service</b> Terry Pritchard explained that the bus had started servicing the village again with a new timetable that includes 4 visits a day to the village Monday to Friday. TP is currently trying to get the timetable adjusted so that it doesn't take quite so long to get back to West Hagbourne from Didcot Parkway.</p> <p><b>Community Speed Watch</b> Margaret Leishman reported that she has now recruited and trained 10 operatives for the Community Speed Watch Scheme in West Hagbourne. She has purchased the Speed Watch signs x 3 and is currently awaiting delivery of High Viz and the speed guns from Thames Valley Police.</p>	
24/812 Risk assessment	MB signed off appropriate parts on the current Risk Assessment Checklist - attachment 5	
24/813 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>	DT
24/814 Respond to Communications as the Chairman may direct	<ul style="list-style-type: none"> <li>Clerk read out the following email from John Baille: I noticed recently that the gutter on the front of the shelter is leaking because a bracket has broken and the sagging joint it no longer supports is leaking down onto the tiling at the entrance. I think it should be repaired asap. Chair asked Chris Lay to get one of his contractors to carry out the repairs and for the contractor to invoice the clerk for the work.</li> </ul>	

# West Hagbourne Parish Council



24/815 Attend to any other business at the Chairman's discretion	<ul style="list-style-type: none"><li>• None</li></ul>	
24/816 Date of next meeting	<ul style="list-style-type: none"><li>• Wednesday 1 May 2024</li><li>• APM Wednesday 8 May 2024</li></ul>	
24/817 Meeting Closed	<ul style="list-style-type: none"><li>• MB declared the meeting closed at 21:10 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>	13 March 2024

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

**Corporate Plan Performance Report – [Third Quarter](#)**

**Climate Action Plan Performance Report – [Third Quarter](#)**

**Go compost crazy for Food Waste Action Week – free compost and ‘hot’ composter up for grabs**

To mark Food Waste Action Week 2024, South Oxfordshire and Vale of White Horse District Councils are giving away free compost and running a competition to win a ‘hot’ composter worth over £130!

The Compost Giveaway takes place:

- **For Vale residents** – Saturday 16 March: 9am – 11am at White Horse Leisure and Tennis Centre, Audlett Drive, Abingdon (OX14 3PJ)
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- **For South Oxfordshire residents** – Sunday 17 March: 9am – 11am at the former council office on Benson Lane, Crowmarsh (OX10 8ED).

# West Hagbourne Parish Council



The councils' friendly Waste and Recycling team will be on-site to answer your composting questions and share tips. This offer is available while supplies last. You can fill up to 3 bags per household, just remember to bring your own bags and a spade!

To win a 'hot' composter:

A 'hot' composter offers the most efficient method of composting as it allows air at a higher temperature around the waste than traditional composters and it produces a nutrient-rich compost, perfect for your plants and soil, in as little as 90 days!

To enter – from 14 to 24 March find a 'hot' composter competition post on the councils' official Facebook or Instagram pages and write in the comments what actions you are taking to reduce your food waste.

- **South Oxfordshire residents** – visit [facebook.com/southoxfordshire](https://facebook.com/southoxfordshire) or [instagram.com/southoxon](https://instagram.com/southoxon)
- **Vale residents** – visit [facebook.com/whitehorsedc](https://facebook.com/whitehorsedc) or [instagram.com/valeofwhitehorsedc](https://instagram.com/valeofwhitehorsedc)

The competition is open to residents of South Oxfordshire and the Vale of White Horse only. For terms and conditions see [southandvale.gov.uk/HotComposterT&C](https://southandvale.gov.uk/HotComposterT&C)

## Where your council tax goes

The annual council tax bills are going out this month and we've put together this [video](#) as a handy explainer to show residents who provides which services and where the money goes. To find out more, visit our [council tax area \(south\)](#)

## Playing Pitch and Leisure Facilities consultations

Both councils' Playing Pitch and Leisure Facilities Consultations. These will be sent out to sports clubs and organisations but please do share with any sports groups in your wards and encourage them to get involved. You'll be able to view the consultation on our [Join the Conversation](#) website when it launches.

## Household Support Fund voucher scheme

There are now less than four weeks left for local people who are struggling with cost-of-living pressures and the rising cost of food and energy bills to receive vouchers through the current Household Support Fund.

Local South and Vale organisations are acting as referral agents which enables them to make direct referrals for this support into our Community Hub for their clients. Please help to spread the word in your ward to encourage more organisations to urgently come forward to act as referral agents to help us get to those who need it most.

The current round of Household Support Fund closes on 31 March 2024 (or sooner if all funds are spent). Following the announcement of the temporary extension of the Household Support Fund for a



further six months, the councils will shortly be considering the next round of funding. More details to follow in due course.

For more information contact our Community Hub team by calling 01235 422600 or email [communityconnectors@southandvale.gov.uk](mailto:communityconnectors@southandvale.gov.uk)

## **Retrofitting measures**

We have setup new webpages to help residents who want to retrofit energy-saving measures to their properties but are unsure if they need planning permission. This specially created online guide offers information whether people want to add simple insulation, solar panels, air source heat pumps or cladding to their properties.

They can be found at [www.southoxon.gov.uk/retrofitting-rules](http://www.southoxon.gov.uk/retrofitting-rules)

## **Changes coming to garden waste**

Last week we announced changes were coming in 2025 to the way people pay for their garden waste service in both South Oxfordshire and Vale of White Horse Districts. The councils' have agreed the introduction of a permit scheme from April 2025 which will include subscribers receiving a sticker for their bins to identify them as fully paid-up garden waste customers.

Find out more about these changes and read the full FAQ here: [South FAQ](#) / [Vale FAQ](#).

## **Enjoy fun for all the family this Easter**

Fun activities and community days, family exercise, a museum of marvellous things and a cartoon circus are just some of the free and low-cost activities we have on offer for children and their families to enjoy during the Easter holidays. To see the full list of what's on and to book, residents should visit our new joint [South and Vale holiday activities page](#).

People can also keep up to date with all our Active Communities events by following our new [South and Vale Active Communities Facebook page](#)

## **Community Infrastructure Levy (CIL) Grant Fund**

South Oxfordshire District Council will soon be launching a new grant scheme called the Community Infrastructure Levy (CIL) Grant Fund. Town and parish councils and not for profit community groups and organisations will be able to bid for between £75,000 to £250,000 for a wide range of infrastructure to support existing or planned future growth in the district. The council collects CIL funding from liable developments in order to deliver the infrastructure required to support growth in the district. Through this pilot scheme, we're helping to fund local organisations to deliver infrastructure for their community required as a direct result of development.

### **Eligibility:**

You can find more information about the Grant Fund and view the full eligibility criteria online, a few points to note:

- The fund is available to town and parish councils and not for profit community groups and organisations only.



- Proposed projects need to have a genuine focus on providing the infrastructure needed as a result of development and must be delivered in the South Oxfordshire District Council area.
- Proposed projects must adhere to the CIL spending requirements as set out in the regulations – the fund may only be used to support the actual delivery of physical infrastructure. It can be new infrastructure or improve or expand the reach of existing infrastructure. It is not able to cover costs for scoping or pre-planning of projects.
- We will prioritise projects that support our corporate priorities and other key criteria to ensure deliverability, sustainability, inclusivity and consideration towards the climate and ecological impacts.

## **How to apply:**

You'll soon be able to submit an Expression of Interest (EOI) from **week commencing 19 February 2024**. The EOI stage will be open for six weeks and you can view the [guidance materials](#) now to help prepare. We will be in touch again once submissions open. Following the EOI process, applicants whose projects meet the funding requirements will be invited to submit a full application.

If you have any questions, please send them to [infrastructureobligations@southandvale.gov.uk](mailto:infrastructureobligations@southandvale.gov.uk).

## **Didcot Wave flexes new gym equipment**

South Oxfordshire District Council has just upgraded the gym at Didcot Wave Leisure Centre to the tune of £130,000 with new state-of-the-art cardio and resistance equipment.

It's not just good news for those trying to get fit and healthy – it's also great news for the climate with some new equipment being powered by human energy rather than by electricity. These self-powered gym stations help reduce the energy consumption and therefore operational costs at Didcot Wave.

The refurbishment covered a full replacement of kit, including 57 new machines from bench presses, bikes and rowing machines to free weights and an Olympic Power Rack, as well as new flooring and lighting. It was largely funded from payments by developers which have built homes in the area, known as Section 106 funding, with some additional capital funding from the council.

## **New planning rules mean good news for nature recovery**

New planning rules came in across the country which will mean those looking to build a new development must include wildlife enhancements as part of their plans.



Developers in England will have to deliver at least ten per cent Biodiversity Net Gain (BNG) when building new housing, industrial or commercial developments. This means that by law they must replace any biodiversity lost to the development plus an additional 10 per cent by creating new habitats.

BNG – which came into law nationally on 12 February – is not a new concept for South Oxfordshire and Vale of White Horse District Councils, whose officers have been working on similar approaches to enhancing the wildlife value of new developments since becoming the first authorities in the UK to successfully secure a BNG agreement in 2013.

## **What BNG means for developers of sites (large or small)**

- To achieve BNG developers must first survey their sites before work starts to measure its biodiversity value.
- When submitting plans for a new development they must show they can replace the value of the habitats lost as well as provide a 10 per cent increase in wildlife value of the site (before work begins)
- Where this is not possible on-site they must provide habitats offsite.

Where offsite habitat is required, this can be provided on other land owned by a developer, in agreement with third parties, or through the purchase of credits.

South Oxfordshire and Vale of White Horse District Councils have already been working with local nature organisations such as the Trust for Oxfordshire's Environment (TOE) and Buckinghamshire, Berkshire and Oxfordshire Wildlife Trust (BBOWT) to create new habitats that can be made available to developers who require biodiversity offsets. This ensures any BNG requirements caused by development in our districts benefit our local wildlife.

## **Successful recycling districts urge residents to reduce and reuse before recycling**

Residents in South Oxfordshire are officially the best recyclers in the country, with residents in the Vale of White Horse a close third, according to a government league table published yesterday.

However, both districts are now encouraging residents to further boost this good work by turning their efforts to reducing and reusing where possible.

The Department for Environment Food and Rural Affairs (Defra) officially published the [recycling performance league table](#) yesterday (Wednesday 31 January). South Oxfordshire and Vale of White Horse District Councils were placed in the top three of the recycling tables for English local authorities. South



# West Hagbourne Parish Council



Oxfordshire had been ranked the highest for household waste recycling rates in 2022/23 at 61.6% and Vale of White Horse in third place with 60.9%. Each council has been in the top 5 for the last five years.

Alongside the high performing collection rates for both councils, locally, a recent waste satisfaction survey has yielded encouraging results for the councils' household waste collections, indicating a high level of resident approval with this side of the service. An impressive 82% of respondents expressed satisfaction, or high satisfaction, with the overall quality of the waste and recycling services provided.

## **Barclays customers can bank on Cornerstone**

Cornerstone has partnered with Barclays Bank to become one of the bank's 'local sites' for 2024. While no money will be handled and no transfers can be made on site, Barclays employees will be available to advise customers and offer services from 10am to 4pm Monday to Friday, and 10am to 1pm on Saturdays. Members of the public can prebook appointments via the Barclay's website and will meet advisors in the Flint Room.

## **Have you tried the EV Car Clubs?**

As the EV car clubs continue their trial period at our car parks in [Abingdon](#), [Henley](#) and [Wallingford](#), we are keen to hear from drivers who have used them. If you are a member of the EV car club or know anyone who has please get in touch via the [climateaction@southandvale.gov.uk](mailto:climateaction@southandvale.gov.uk) as we'd like to share real life experiences with other would-be EV car club users. Now is a good time to sign up as there are free membership and driving credit offers at some sites.