

# West Hagbourne Parish Council



## Minutes of West Hagbourne Parish Council Meeting held at Hagbourne Village Hall on Wednesday 3 July 2024 at 7:30pm.

Present: Cllrs D. Tozer, M. Leishman, R. Wilkes & J. Freeland, Val Brownsword, Sheila Taylor and Mr. A. Wise (Clerk)

	DT opened the meeting at 19:30 hrs	
24/839 Apologies	Cllr. A.M. Simpson, Cllr. B. Manning, Cllr. J. Murphy, Cllr. Andy Wimshurst, Mr & Mrs Lay and Terry Pritchard	
24/840 Declarations of personal and prejudicial interest	<ul style="list-style-type: none"> <li>None received.</li> </ul>	
24/841 Report on OCC and SODC activities	<u>SODC Report</u> – None received due to General Election <u>OCC Report</u> – None received due to General Election	
24842/ Hear representations from members of the public	<ul style="list-style-type: none"> <li>VB reported from the latest Hagbourne Village Hall Meeting that the committee had submitted a grant application for £75k to go towards the funding required for a new roof for the village hall. VB is the West Hagbourne Rep on the Hagbourne Village Hall Committee. The committee will shortly be going out to tender. At some stage WHPC will be asked to make a financial contribution towards the costs of the new roof.</li> <li>ST asked if there was somewhere suitable for the village archives including village newsletter, history group and village association records to be stored securely. The village archive is currently stored in her house. ST to speak to Didcot Library about opportunities for them to store the village archive.</li> <li>Clerk to take advice from OALC with regards to how long Clerks should keep paper copies of minutes and financial records now that everything is stored electronically.</li> </ul>	ST AW
24/843 Approve the minutes of the meeting of 1 May 2024	It was proposed by DT, seconded ML, that the minutes be signed as a true record. Carried nem con.	
24/844 Consider matters, not take elsewhere, arising from the minutes of the meeting 1 May 2024	<ul style="list-style-type: none"> <li>All action items had been completed</li> </ul>	
24/845 Receive reports from Parish Councillors and the Clerk	<ul style="list-style-type: none"> <li>Arrange defib training for all interested parties in the village on a suitable date. Training can be arranged through Community Heartbeat Trust.</li> <li>Chair to talk to Mr Lay to see if a compromise can be reached with providing safe access on the other side of the road from the pub, which is where the established path starts.</li> </ul>	JF DT
24/846 Financial matters	<ul style="list-style-type: none"> <li>Approval of payments. It was proposed DT, seconded ML, and carried nem con that the following invoices be paid: Parish Clerk's wages, Expenses, PAYE, Grass Cutting x 2, Councillors Expenses x 2, Village Newsletter Printing and Village Hall Hire.</li> <li>Current Financial situation for 2024/25 – attachment 2 &amp; 3</li> <li>ML to ask Hugh Lewis if he is happy to continue printing the village newsletter going forward.</li> <li>Clerk to provide a report on who paid for newsletter advertising in 2024 and who are the current advertisers</li> <li>JF who is WHPC rep on the Hagbourne Villages Cemetery Committee reported that the committee had requested a flooding survey report at the cost of £1500 of which WHPC will need to pay their 25% share to ascertain what work is required to prevent the Cemetery becoming unusable when wet.</li> </ul>	ML AW

24/847 Flooding Alleviation Strategy	<ul style="list-style-type: none"> <li>RW has made a start of information gathering for how the Jan'24 Flood affected different parts of the village from residents. Not many responses yet so will keep asking for a bit longer.</li> <li>He reported that Ian Leishman's water courses map was proving very useful</li> <li>An expression on interest form has been submitted to OCC to try and obtain a £10k grant to spend on improving flood alleviation defences going forward.</li> <li>20 June RW/DT/ML held a site meeting with OCC Highways in which they agreed that there was too much water coming from A471. Pond area, land opposite the pub and Manor Close. Brook Lane drains will need to be cleared.</li> <li>Currently trying to schedule a site meeting with Carl Stallwood (OCC Highways) and Leigh Travers (OCC Flooding).</li> <li>OCC has just opened it's 'Local Flood Risk Management Strategy' consultation and contributions can be made by all, via a survey, until 23 August 2024.</li> </ul>	RW
24/848 To note decisions made with respect to planning applications dealt with since meeting of 1 May 2024 and consider outstanding applications.	<ul style="list-style-type: none"> <li>Planning applications reviewed - attachment 5</li> <li>It was proposed DT, seconded ML, that the PC reply with OBJECT to Planning Appeal Letter to Secretary of State with regard to P23/S2094/O - Land to the North of the Horse &amp; Harrow Main Street, West Hagbourne. AW to draft a response and then circulate to other councillors for comment before passing to Clerk to submit by 31 July 2024 stating OBJECTS and comments.</li> <li>AW to reach out to villagers to encourage them to object to this planning appeal as individual residents.</li> </ul>	AW / Clerk  AW
24/849 Highways and Transport	<p><b>Moor Lane</b></p> <ul style="list-style-type: none"> <li>DT is still chasing OCC Highways for an update</li> </ul> <p><b>VAS x 2 on Main Street</b></p> <ul style="list-style-type: none"> <li>ML has submitted the form to get these changed to show 20mph</li> </ul> <p><b>Community Speed Watch</b></p> <ul style="list-style-type: none"> <li>Margaret Leishman reported that during a recent 30 minute session they counted 120 cars driving through the village meaning that during the 2 hours of rush hour traffic both AM and PM there is an average of 1000 cars driving through the village.</li> <li>ML reported that 75 cars had been reported for speeding with the worst offender clocked at 41 mph.</li> </ul> <p><b>Highways Engagement</b></p> <ul style="list-style-type: none"> <li>ML will be meeting with 2 members of the Highways Engagement Team at 1:30pm on 26 July 2024. All councillors welcome to join ML</li> </ul>	DT          ML
24/850 Risk assessment	DT signed off appropriate parts on the current Risk Assessment Checklist - attachment 5	
24/851 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
24/852 Respond to Communications as the Chairman may direct	<ul style="list-style-type: none"> <li>None</li> </ul>	
24/853 Attend to any other business at the Chairman's discretion	<ul style="list-style-type: none"> <li>Emergency Plan: DT &amp; Clerk to produce a draft for consideration by the councillors at the next meeting.</li> <li>Clerk to contact highways engagement to ask them to clear the overhanging branches on the footpath outside Lizard Bank House which is forcing pedestrians to walk on the road and is also covering the road sign</li> <li>ML to consider whether to take up offer from OCC highways to borrow a road sign jet washing kit for use in September at the same time as the village tidy up which is being organised by JF is taking place.</li> <li>ML raised the possibly of whether the welcome to West Hagbourne Road Sign should be moved back nearer the A417 now that the village has expanded with the development of the Nursey site. Councillors to consider and if felt beneficial to ask Clerk to lodge a request with highways engagement. Also, ML could raise with</li> </ul>	DT/Clerk  Clerk  ML / JF  ML / Clerk

# West Hagbourne Parish Council

Chmn

	<p>team during site visit on the 26 July 2024.</p> <ul style="list-style-type: none"><li>JF to contact Head of Community Grants for advice concerning what the TOE'S LOCAL ENVIRONMENT FUND grant can be spent on if successful, before deciding whether to apply for a grant. Detailed information and application forms are on <a href="http://www.trustforoxfordshire.org.uk/local-environment-fund">www.trustforoxfordshire.org.uk/local-environment-fund</a>. Check your project idea meets TOE's funding criteria at an early stage by contacting Rachel Sanderson, Head of Community Grants <a href="mailto:admin@trustforoxfordshire.org.uk">admin@trustforoxfordshire.org.uk</a> or ring 01865 407003.</li></ul>	JF
24/854 Date of next meeting	<ul style="list-style-type: none"><li>Wednesday 4 September 2024</li></ul>	
24/855 Meeting Closed	<ul style="list-style-type: none"><li>DT declared the meeting closed at 21:10 hrs.</li></ul>	

Signed:

Date:

## Attachments:

1. Agenda
2. Financial Statements
3. Expenditure against Budget 2024/2025
- 4.. Planning Applications
5. Risk Assessment
6. SODC Report