

Minutes of West Hagbourne Parish Council Meeting held at Hagbourne Village Hall on Wednesday 4 September 2024 at 7:30pm.

Present: Cllrs D. Tozer, M. Leishman, Andy Wimshurst, Mr & Mrs Lay, Terry Pritchard, Caroline (SOFEA Charity) and Mr. A. Wise (Clerk)

	DT opened the meeting at 19:30 hrs	
24/856 Apologies	Cllr. A.M. Simpson, Cllr. B. Manning, Cllr. J. Murphy, R. Wilkes, J. Freeland & Sheila Taylor	
24/857 Declarations of personal and prejudicial interest	<ul style="list-style-type: none"> None received. 	
24/858 Report on OCC and SODC activities	<ul style="list-style-type: none"> <u>SODC Report</u> - attachment 5 <u>OCC Report</u> - None received 	
24/859 Hear representations from members of the public	<p>ST emailed the clerk to say that her update on the situation regarding the village history archives is that she is still waiting for a response from Didcot Library. They have apparently sought advice from the History Centre in Cowley. She will keep chasing. Also, she has kindly managed to track down the WH Parish Council documents which were sent away for storage to the Oxford History Centre. This is what they hold:</p> <ul style="list-style-type: none"> ANNUAL PARISH COUNCIL MINUTES 1894-1999 PARISH COUNCIL MINUTE BOOKS 1964-1999 ADMINISTRATIVE RECORDS 1882 PARISH COUNCIL ACCOUNTS 1897-2000 ENCLOSURE 1897 They were accessioned in April 2012. Link - https://heritagesearch.oxfordshire.gov.uk/search/all:combined/0_50/all/score_desc/west%20hagbourne <p>Clerk to write back thanking Sheila for her efforts.</p> <p>ST also enquired as to whether the Parish Council would support the development of a Neighbourhood Plan for the village. Discussion was had on the merits and costs of a developing a Neighbourhood Plan.</p> <p>Neighbourhood Plan</p> <p>AW will write to ST explaining that the Parish Council's view on Neighbourhood Plans following a discussion where not all of councillors present were keen, due to our limited understanding of the cost vs benefits to the village, and suggest a further discussion and a formal decision on the matter at the November meeting - hopefully with more residents in attendance next meeting. A few days after this meeting AW and DT had a call with the SODC planning team and they have put AW in contact with their expert on Neighbourhood Plans (Ricardo Rios), who is possibly available to come and meet us to discuss the matter in more detail and explain all the benefits, costs and what the realistic purpose of them. They were very clear that Neighbourhood Plans are not a charter for zero development, but rather that if we are forced to have development in the village, where we want it located! Summary as follow:</p> <ul style="list-style-type: none"> A Neighbourhood Plan can be used to ensure that any development is in line with the wishes of the local people and is sympathetic to local needs. They cannot be used to stop development in an area, but it can help to shape and guide where development is located. They are costly to produce, and most of the cost will be for the PC to fund. We can suggest areas of the village where we don't want further development We would have to suggest areas of the village that we would be supportive of further development. <p>Caroline from the local charity SOFEA gave a presentation on what they do for the local community and to plead for a grant from the Parish Council. After she left, it was</p>	<p>CLERK</p> <p>AW</p>

West Hagbourne Parish Council



	<p>proposed by DT, seconded ML, that the PC award the charity the sum of £100 initially, starting with the current financial year and intended to be included in future years Budgets subject to annual approval, as a donation towards the outward-bound work they are doing on Lays Farm.</p> <p>Clerk to include in draft budget for 2025/26 and to include in the payments for approval at the November Meeting.</p> <p>Dave Totterdell emailed the clerk to ask the PC who owns the land that contains the village garden, by the bus shelter, and associated pots etc. as the Prunus tree is now too large in the context of the garden. Email read as follows: "This means that in summer much of the garden is in shade and in the "dry" months the tree mops up most of the water in the soil and necessitates a lot of watering. One solution would be to remove the tree, however I am mindful of the fact that it was planted as a memorial to Isobel Walmsley, a prominent lady of the village in bygone years. Such action may well be resisted by some villagers.</p> <p>Alternatively, the crown could be lowered and reduced in area. I have spoken to Robert (Woodleys) who would have no problem with that. This work should be carried out by a suitable tree surgeon and there would therefore be a cost. If this is your decision, would the PC be able to cover this?" Clerk to write to highways to obtain permission for the Parish Council to maintain this strip of land next to the bus shelter. If permission is granted by highways, then the PC will fund the necessary work undertaken by a tree surgeon.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
24/860 Approve the minutes of the meeting of 3 July 2024	It was proposed by DT, seconded ML, that the minutes be signed as a true record. Carried nem con.	
24/861 Consider matters, not take elsewhere, arising from the minutes of the meeting 3 July 2024	<ul style="list-style-type: none"> All action items had been completed except for 24/845 Arrange defib training for all interested parties in the village on a suitable date. Training can be arranged through Community Heartbeat Trust. 	JF
24/862 Receive reports from Parish Councillors and the Clerk	<ul style="list-style-type: none"> Chair spoke to Mr Lay at this point of the meeting re pedestrian access to the village from the houses near Scotlands Ash garage. The pavement into the village starts from the Horse & Harrow, leaving residents of those houses to walk along the road until they get to the pavement. Mr Lay kindly agreed to permit pedestrian access for residents along the edge of his field on top of the verge on the other side of the road from the houses (all dogs to be on leads), and will assist by cutting the grass along that strip to make it easier to walk on. Mr Lay may erect some relevant signage. Clerk to write to Upton PC Clerk about the state of the overgrown grass verges on the boundary between WH and Upton. 	Clerk
24/863 Financial matters	<ul style="list-style-type: none"> 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 and Grass Cutting. Current Financial situation for 2024/25 – attachment 2 & 3 ML reported Hugh Lewis is happy to continue printing the village newsletter going forward on the current terms. Clerk reported that certain Village Association assets (marquees etc.) will be added to the Parish Council's insurance policy, subject to the Village Association paying any incurred increase in premium (to be confirmed). Clerk to draft a 2025/26 Budget for discussion at the November Meeting 	Clerk
24/864 Flooding Alleviation Strategy	<p>Flooding Alleviation Activities Update for WHPC Sept'24 Meeting</p> <p>Since our last WHPC meeting on the 3rd July 2024, we have been engaged in a number of investigative activities across the village in conjunction with the following parties:</p> <ul style="list-style-type: none"> - Lewis Purbrick, Flood Mitigation Officer, Oxfordshire County Council - Carl Stallwood, Senior Officer, Highway Schemes, Oxfordshire County Council - Leigh Travers, Flood Risk and Drainage Engineer, South Oxfordshire and Vale of 	

	<p>White Horse District Councils. Investigations have involved looking at both the water entering the village and the routes of exit for this water. In particular for the latter, the 15th and 16th of August saw Carl from OCC Highways visit the village with his team and OPC Drain Services to inspect various pipes and ditches from the old Horse & Harrow pub area, down to Moor Lane and up to York Road and Manor Close. A number of villagers were actively involved in discussions, particularly in relation to their own area of the village and this was helpful information for the OCC/OPC team. We are awaiting a report from the three parties mentioned above on their co-ordinated thoughts following the visit. Their recommendations will play a key part in how we will allocate and spend the grant money from the OCC Lead Flood Authority Funding for 2024/25. Towards this, we have already drawn up a list of eleven priority items across the village. Some of these items may be addressed by OCC directly, some may be for consideration by landowners and residents and some may need to be contracted out by WHPC to local businesses. These items include removal of silt from the pond, digging out ditches and removal of silt from pipes. Towards monitoring of water entering the village, Leigh Travers has informed us that he will look at all outlets into the watercourse from GWP Didcot into the ditches running to West Hagbourne, as well as checking that all hydro brakes are correctly sized, sometime in September. We will update everyone on progress towards all items at, or before, the next WHPC meeting in November. Worthy of final mention was the flash flooding we observed on Thursday 1st August, affecting Main Street and the areas around the duck pond and York Farm. This prompted a next day visit by Carl Stallwood of OCC Highways, again highlighting some of the action items mentioned earlier, such as the large volumes of water we are still seeing in drains even at this time of year, which are still somewhat puzzling his team. The WHPC additionally submitted a response to the Oxfordshire Local Flood Risk Management Strategy survey in August 2024.</p> <p>ML to report overgrown drain which has vegetation coming up through it, in York Road outside Val Walton's house, by sending a photo with an email to Highways Engagement - highwaysengagement@oxfordshire.gov.uk and ccd in Clerk.</p>	ML
24/865 To note decisions made with respect to planning applications dealt with since meeting of 3 July 2024 and consider outstanding applications.	<ul style="list-style-type: none"> • Planning applications reviewed - attachment 5 • AW reported that he has seen no decision on the appeal to the Secretary of State lodged by the developers who wish to build 6 houses on the land opposite the Horse and Harrow, and no indication of when a decision will be made. 	
24/866 Highways and Transport	<p>Moor Lane</p> <ul style="list-style-type: none"> • DT is still chasing OCC Countryside Access Team for an update <p>VAS x 2 on Main Street</p> <ul style="list-style-type: none"> • ML has submitted the form to get these changed to show 20mph and these will be changed as part of Highways County wide programme. <p>Community Speed Watch</p> <ul style="list-style-type: none"> • Margaret Leishman reported that her team had conducted 10 sessions since May. In a recent 30 minute session, outside rush hour, the team counted out of 38 vehicles that were monitored, 19 were reported to TVP for speeding. She also reported that 158 cars had been reported for speeding with the worst offender clocked at 43 mph in a 20mph area. <p>Highways Engagement</p> <ul style="list-style-type: none"> • ML & RW met with 2 members of the Highways Engagement Team on 26 July 2024. They explained to them that they were not only recording speeds but the volume of traffic going through the village. ML has now followed up this visit with a number of emails to highways. <p>Super User for Fix My Street</p> <ul style="list-style-type: none"> • After listening to ML explain what the role involves, Mr Chris Lay volunteered to undertake the necessary training which will enable him to paint around the pot holes and communicate directly with OCC Highways contractors which 	DT

West Hagbourne Parish Council



	should result in better response times for highways issues. Julie Freeland to advertise the annual village litter pick in the next issue of the village newsletter will be taking place on the 19 October 2024	JF
24/867 Risk assessment	DT signed off appropriate parts on the current Risk Assessment Checklist - attachment 5	
24/868 Chairman's Report for Newsletter	<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. Councillors agreed to continue supporting the production of the West Hagbourne News in hard copy format, rather than moving to a solely online option. We will encourage residents to let the Editor (Sue Totterdell) know if they would prefer not to receive a hard copy newsletter in future. 	DT
24/869 Respond to Communications as the Chairman may direct	<ul style="list-style-type: none"> Email received from Sheila Taylor and Dave Totterdell, both read out at the meeting by the Clerk. See 24/859 for response and actions. 	
24/870 Attend to any other business at the Chairman's discretion	<ul style="list-style-type: none"> Emergency Plan: Councillors to consider what form this should take at the next meeting. Clerk to add to November Agenda as a separate item for discussion 	ALL Clerk
24/871 Date of next meeting	<ul style="list-style-type: none"> Wednesday 6 November 2024 	
24/872 Meeting Closed	<ul style="list-style-type: none"> DT declared the meeting closed at 21:20 hrs. 	

Signed:

Date:

Attachments:

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

Title	District Councillors' Report
Councillors	Cllr Anne-Marie Simpson & Cllr Ben Manning
Parish	West Hagbourne Parish Council
Date	4 September 2024

Booking link for planning surgeries for town and parish councils

Corporate Plan Performance Report – Fourth Quarter

Climate Action Plan Performance Report – Fourth Quarter

Revenue Grant Scheme

A new round of the Revenue grant scheme is now open.

The Revenue Grant Scheme, run by South Oxfordshire District Council, aims to help voluntary and community organisations build and support thriving communities and improve the quality of life of people across South Oxfordshire.

West Hagbourne Parish Council



The council offers in principle funding for two years and has a provisional budget of £667,992 to allocate. This is subject to annual approval by the council when setting its budget.

As well as covering essential operational costs, this funding can also be used to help voluntary sector organisations become more financially sustainable and have a long-lasting impact in the communities they support. For example, organisations may consider using this funding to support training staff in new skills or to invest in new income streams to help diversify their fundraising.

Organisations can apply for a minimum grant of £10,000 and a maximum grant of £125,000 per annum over the two-year period.

The closing date for applications is midday 1 November 2024.

The services and activities must be able to demonstrate direct benefits to meet a clearly identified need for South Oxfordshire residents. They must contribute towards at least one of the council's externally focussed emerging Corporate Plan priorities.

- Action on climate change and nature recovery
- Inclusion, accessibility and accountability
- Thriving and healthy communities
- Homes and infrastructure that meet local need

More information about the grant scheme can be found on our website southoxon.gov.uk/grants or organisations can contact the council's Community Enablement team on 01235 422405 or grants@southandvale.gov.uk

‘Ask for Angela’

We are encouraging pubs, restaurants and cafes to join the growing list of licensed venues that are signed up to ‘Ask for Angela’, the national scheme aimed at ensuring help is available for those who are feeling unsafe or receiving unwanted attention.

If someone needs help while in a registered ‘Ask for Angela’ venue, they just need to ask any member of staff “Is Angela in?”. Staff are trained to recognise the request and to offer the appropriate support, such as keeping an eye on the individual, calling a friend, relative, taxi or the police - or helping them to leave the building via an alternative exit.

Twenty-four businesses across South and Vale have already signed up, but we’d like to see lots more get involved to ensure help is available for anyone who needs it. Please encourage venues in your area to register – any that are interested should email [Community Safety](#) or, for more information, visit the national [Ask for Angela website](#).

Family theatre at Cornerstone

The unforgettable family adventure [Luna Loves Library Day](#) is coming to Cornerstone Arts Centre in Didcot on Sunday 6 October.

Based on the beloved book by Waterstones Children’s Laureate Joseph Coelho and illustrator Fiona Lumbers, this heartwarming production will take you on a journey filled with laughter, sadness, and the healing power of stories.

With music and lyrics by the much-loved David Gibb, this musical show is a perfect treat for children aged 5+ and their families. Don't miss out—book your tickets now via the [Cornerstone website](#) or Box Office.

Riverside outdoor pool and splashpad extended season announced

There is great news for children and families looking to cool down in the summer sunshine before the end of the school holidays.

GLL, who manage the outdoor pool and splash pad on behalf of South Oxfordshire District Council, has agreed to an extension to the opening season this year.

Riverside outdoor pool and splash pad in Wallingford will now stay open a week later than anticipated.

The pool and splash pad would usually close on 1 September. Taking into account the predicted good weather and timing with schools returning, the plan is now to extend the opening until Sunday 8 September to allow everyone more time to make the most of these popular facilities.

Significant funding has gone into the Riverside in recent years into the campsite, pool, toilet and wash facilities and a makeover of the splash pads – which has proved incredibly popular the last two seasons.

As part of the wider work to enhance the environment in Wallingford, the district council has also supported environmental charity Thames21 and Wallingford Town Council in their successful bid to secure bathing water status on the River Thames at Wallingford earlier this year, which will help to drive improvements to water quality.

Young stars wanted for the Cornerstone Christmas Show

Cornerstone Arts Centre is calling for the attention all young actors and theatre fans across Oxfordshire!

The arts centre in Didcot is inviting young performers from the local area to help them bring alive the magic of pantomime with Cinderella their Christmas show this year.

Together with the award-nominated KD Theatre Productions, the centre is on the lookout for talented young people aged 9 to 16 to join the cast and make up two teams of junior performers. The teams will rotate performances throughout the run from December 18 to December 31, offering a fantastic opportunity for young actors to shine on stage.

Auditions are on Saturday 14 September, with junior auditions (ages 9-11) taking place at 2pm to 3.30pm and senior auditions (ages 12-16) from 3.45pm to 5.15pm.

All the information auditioners need to get involved, including a link to the audition pack and online submission form, is available on the Cornerstone website. Auditionees will find out within two weeks if they have been successful.

West Hagbourne Parish Council



Young performers don't need to prepare anything in advance—just bring your energy, enthusiasm, and love for the stage! Those selected will have the chance to work alongside professional actors in a dazzling production that promises plenty of laughter, stunning sets, and the enchanting magic of a classic British pantomime.

For more information and to sign up for auditions, visit [Cornerstone Arts Centre's website](#).