

West Hagbourne Parish Council

Chmn

Minutes of West Hagbourne Parish Council Meeting held at Hagbourne Village Hall on Wednesday 7 May 2025 at 7:30pm.

Present: Parish Cllrs: D. Tozer (Chair), M. Leishman, A. Wimshurst, R. Wilkes, J. Freeland; District Cllr. A.M. Simpson, , Mr. A. Wise (Parish Clerk)

25/937 Opening of Meeting	DT opened the meeting at 19:30 hrs with a warm welcome to all attendees	
Administrative Matters		
25/938 To receive Parish Councillor's apologies for absence	<ul style="list-style-type: none"> District Cllr. C.Topping and County Councillor Johnny Hope-Smith 	
25/939 Declarations of personal and prejudicial interest from Parish Councillors	<ul style="list-style-type: none"> None received 	
25/940 Elect a chair and vice-chair for 2025/26	<ul style="list-style-type: none"> It was proposed by AW, seconded RW, that DT continue as Chair for another 12 months It was proposed by JF, seconded RW, that ML continue as Vice - Chair for another 12 months 	
25/941 Confirm councillor's area of responsibilities	<p>It was agreed that the councillors would continue in their "lead roles" as follows:</p> <ul style="list-style-type: none"> Flooding/drainage – RW Planning - AW Community - JF Traffic/roads/rights of way - ML Budget - DT and Clerk Clerk was asked to ascertain from contractor when they will commence cutting the grass verges in the village. 	Clerk
25/942 To approve the minutes of the meeting of 5 March 2025	<ul style="list-style-type: none"> It was proposed by DT, seconded AW, that the minutes be signed as a true record. Carried nem con. 	
25/943 To agree any outstanding actions from minutes of the meeting of 5 March 2025	<ul style="list-style-type: none"> All action items had been completed 	
Open Session		
25/944 To hear reports on OCC and SODC activities from any OCC or SODC Councillor's present	<ul style="list-style-type: none"> <u>SODC Report</u> - attachment 6 <u>OCC Report</u> - None received from new County Councillor Johnny Hope-Smith 	
25/945 To hear representations from members of the public	<ul style="list-style-type: none"> None received as no residents present 	
Planning Matters		

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25/946 Discussion and decisions on any new planning applications since the previous meeting	<ul style="list-style-type: none"> Planning applications reviewed - attachment 5 	
25/947 Discussion and decisions on any other ongoing planning matters	<ul style="list-style-type: none"> AW reported that planning application P25/S0416/FUL was withdrawn by applicant Following concerns raised by a number of residents, AW has raised a planning enforcement notice with SODC in relation to a new building which appears to be erected at Manor Barn without planning permission. 	
Drainage Matters		
25/948 Any questions on ongoing drainage matters (see report submitted – included here for reference)	<p>Flooding Summary Report for WHPC Meeting on Wednesday 7th May 2025</p> <p>Activities Since Last Meeting</p> <ul style="list-style-type: none"> Flood Group Work: further work has been done on clearance of the Moor Lane ditch, recently on the section from the small bridge to the start of the area which has been closed off. OCC Surveys of Underground Pipes at Enard Cottage, Moor Lane and under York Farm: this was delayed and is now targeted for June. Expression of Interest Grant Applications submitted to OCC: for further investigation and work on both the Manor Close and Moor Lane ditches. We will continue to assess grant funding options to enable flooding maintenance (and other) projects across the village. Flood Summit in East Hanney on 10 April 2025, organised by Olly Glover MP and the Future Flood Resilience Group: was attended by RW. Stakeholders present included many local Parish Councils and agencies such as SO & VOTWH District Councils, OCC, Network Rail, Environment Agency and Thames Water. <p>Items for Approval by WHPC</p> <ul style="list-style-type: none"> Budget Agreement Requested to Purchase Equipment for Flood Group: to include items required such as a wheelbarrow, shovels, rakes, gloves, etc. Perhaps we could start by agreement of a fixed budget (amount to be agreed) and the Flood Group can provide input to what the team requires to better carry out activities. <p>A reminder that a stock of sandbags are held by the Parish Council and available to villagers in need. RW is going to draw up some ideas on other flood resilience options for consideration.</p> <p>Robin Wilkes, 28th April 2025</p>	
25/949 Decision re. approving quote for dredging of Moor Lane ditch	It was agreed to hold off on approving the Mansbridge quote to dredge the first section of the Moor Lane ditch until the results of the OCC underground pipe survey are known.	
25/950 Discussion on purchasing equipment for flood group	It was proposed by DT, seconded ML, that the Flood Group are authorised to spend up to £1000 on essential equipment to carry out maintenance work around the village. RW to discuss with Flood Group what would be required and to submit invoices to clerk at July Meeting	RW
Highways and Transport		
25/951 Any questions on ongoing highways matters (see report submitted– included here for reference)	<p>Roads, Traffic and ROW - Report 29/4/2025 - M Leishman.</p> <p>Community Speedwatch.</p> <p>The group has been in operation for almost a year, and in that time, conducted 21 sessions, resulting in 274 drivers being reported for speeding offences to TVP, from a total of 1834 monitored. There remain 10 members in the group and I am very grateful to those who willingly volunteer to take part, considering that at times, standing on the roadside is not a pleasurable experience!</p> <p>The figures show that an average of 15% of drivers monitored are found to be driving</p>	

	<p>over and above the accepted allowance of the speed limit; however this is no indication of the overall numbers during such times when monitoring is not in force.</p> <p>SID - Speed Indicator Device.</p> <p>Following the Council's decision at the March meeting to buy a SID, myself and Dan conducted a survey of Main Street to identify likely sites for its roadside positioning. Three sites were chosen, where existing poles could be utilised or new ones erected. The OCC Highways - Traffic & Road Safety team was then contacted in order to obtain permission, but a negative response was received due to the impending (requested) review of signage through the single file section of Main Street. We will wait to hear from Highways in due course and proceed with the purchase of the SID from Truvelo when sites have been agreed.</p> <p>VAS - Vehicle Activated Signs - 30mph.</p> <p>The existing signs, positioned to the west of the village on Main Street, have still not been replaced following the adoption of the 20mph speed limit several years ago. We were contacted by OCC Highways last year regarding their replacement and following some investigation, informed them that the signs were not owned by the Parish. I was led to believe that they would be automatically replaced as part of the countywide roll out of the 20mph policy.</p> <p>Just this week however, I received a communication from Westcotec, the supplier contracted by OCC to replace the signs, inviting the PC to order new replacements from them (presumably at our expense). I have responded asking if Westcotec are able to confirm whether or not the Parish Council bought the existing ones from them before I contact the appropriate department at Highways for an explanation. The outcome of this could have a bearing on the positioning of our sites for the SID. Highways subsequently confirmed that they will pay for the new 20mph signs and the PC can select which signs they prefer. At the meeting the PC selected which sign they prefer.</p> <p><i>Update on ongoing items from the March report.</i></p> <ul style="list-style-type: none"> • All roadside debris and fly tipped waste has been cleared. • Thames Water has removed some of the reported debris left after pipe repairs but the metal fencing on the byway close to the Driftway remains uncollected - ongoing. • A footpath at York Farm, which was reported to me verbally as being obstructed by a padlocked gate, was found to be open again. To be checked in due course. 	ML
25/952 Moor Lane byway update	<ul style="list-style-type: none"> • Chair has been in regular contact with OCC various departments since October 2023 about changing Moor Lane from a BOAT to a restricted byway. Chair will now seek support from both the new County Councillor and our MP with regards to getting the section from after the rear entrance to Foxgrove up to the point where the footpaths to East Hagbourne and Upton cross designated as a restricted Byway. 	DT
25/953 Community Matters (see report submitted— included here for reference)	<p>Report - JF</p> <ul style="list-style-type: none"> • I have completed a village litter pick which happen on Saturday 26th April. 15 residents turned out on the day! • Litter bins are ongoing, trying to get them placed in the village where they will be of better use! • I have had a quote from a decorator in Abingdon to paint the phone box for £1100:00 to strip down and then paint inside and out. We have already received a community grant of £500:00 towards the work so it was proposed by JF, seconded AW, that a further £600.00 be used form existing CIL funds. JF to go back to painter and say that the PC has accepted his quote and to arrange a time and date once JF has cleared the overgrowing vegetation first. 	JF
25/954 Village Website	<ul style="list-style-type: none"> • Re hosting, maintenance and development of the village website, PC decided to ask Clerk to obtain a quote from the same firm that maintains EHPC website and also to include some training for at least clerk plus 2 councillors. Clerk reported that John Baille has kindly agreed to stay on with website maintenance until a new 	Clerk

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	arrangement has been put in place.	
Financial Matters		
25/955 Approval of regular payments	<ul style="list-style-type: none"> Approval of payments. It was proposed DT, seconded RW, and carried nem con that the following invoices be paid: Parish Clerk's wages, Expenses, PAYE, OALC Membership renewal, Insurance policy renewal, 2024/25 Internal Audit Fee and 2024/25 village newsletter printing. Chair asked all councillors to think of ideas that CIL money could be used to purchase that will benefit the whole village and come along to the July Meeting with some costed ideas. 	ALL
25/956 Sign of 2024/25 audited accounts	<ul style="list-style-type: none"> Clerk took the councillors through the results of the annual audit which had been signed off by the internal auditor. It was proposed by DT, seconded AW, that WHPC fully sign off the 2024/25 annual accounts. Clerk to complete and sign paperwork once these minutes are complete and then scan in paperwork and email off the to External Auditor to complete the accounts process. 	Clerk
25/957 The current financial situation for 2025/26	<ul style="list-style-type: none"> Current Financial situation for 2024/25 – attachment 2 & 3 	
25/958 Risk Assessment Register	<ul style="list-style-type: none"> DT signed off appropriate parts on the current Risk Assessment Checklist – attachment 5 Storage of PC records and village archive – AW to seek approval from the Hagbourne Village Hall committee to the siting of a lockable storage cabinet in the village hall (note items sent to Oxfordshire History Centre already – attachment 6). 	AW
25/959 Annual West Hagbourne Parish meeting 14 May 2025 – to discuss arrangements and agree responsibilities	<ul style="list-style-type: none"> Chair/RW/AW/ML to draft annual reports as bullet points and submit to clerk by the day of the APM – 14 May 2025 Chair to provide refreshments for APM Clerk asked for help before and after the meeting with tables and chairs etc Chair has invited WHVA and Tyrell Trust representatives to provide an annual report Chair to ask new OCC Councillor to attend APM 	ALL ALL DT
25/960 Agreement of items to include in Chairman's report for next monthly Parish 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. 	DT
25/961 Agreement of items to include in the agenda for the next WHPC meeting Wednesday 2 July 2025	<ul style="list-style-type: none"> Clerk to draft agenda and circulate amongst councillors 10 days before next meeting 	
25/962 Close of meeting	DT declared the meeting closed at 9:25pm	

Signed:

Date:

Attachments:

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

6. List of the items deposited with the Oxfordshire History Centre on 07.03.2025

West Hagbourne Village History Group

List of the items deposited with the Oxfordshire History Centre on 07.03.2025.

- West Hagbourne Village Newsletter, Sep 1991 - March 2025
- West Hagbourne History Group Minutes of Meetings, 1991 - 1996 x 4 folders
- Research for Windsor Hakeborne, Chapters 3, 4, 8 and 9
- St Andrew's Parish Magazine, 2020 - 2025
- Local History News, The Magazine of the British Association for Local History,
- No 43 Summer 1997, No 44 Autumn 1997, No 45 Winter 1997 and No 46 Spring 1998
- Wagon – The Story of the Blewbury Wagon, compiled by Peter Cockrell

7. SODC Report

Title	District Councillors' Report
Councillors	Cllr Anne-Marie Simpson & Cllr Crispin Topping
Parish	West Hagbourne Parish Council
Date	7 May 2025

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

Joint Local Plan Examination – start of public hearings on 3 June

We are pleased to update you on the latest progress of our Joint Local Plan. The dates for the start of the public hearings for the South and Vale Joint Local Plan have been published this week.

This stage of the examination involves our appointed Planning Inspectors (Inspectors R A Bust and C Mulloy) holding hearing sessions to hear from the Councils and other participants about whether the JLP is sound and has been prepared in accordance with legal and procedural requirements.

The first week of hearing dates will cover the following topics:

- **Tuesday 3 June 2025:** Matter 1 – Procedural and Legal Requirements followed by Matter 2 – The Duty to Co-operate
- **Wednesday 4 June 2025:** Matter 3 – The Housing Target/Requirement
- **Thursday 5 June 2025:** Matter 4 – The Employment Land Requirement

All the hearing sessions will be held at Bee House on Milton Park, OX14 4SB. Those who made representations seeking changes to the local plan at the Publication stage in autumn 2024 can register with the Programme Officer by 6 May if they would like to speak at the hearings as a participant. The hearing sessions will be held in public and anyone can attend in person to watch (subject to capacity at the venue). The sessions will also be available to watch online via a livestream from Bee House.

Our [Joint Local Plan examination webpage](#) contains all the details produced by the Inspectors: the Matters, Issues and Questions ([ID02](#)), Guidance Notes ([ID03](#)) and a draft Hearings Programme ([ID04](#)).

If you have any questions regarding this next stage, please contact planning.policy@southandvale.gov.uk

We have also published a statement on both Council news websites here:

[South](#)

Introducing Ridgeway Council – part of a two unitary council option for Oxfordshire and West Berkshire

Introducing **Ridgeway Council**, an ambitious proposal to create a brand-new council that delivers high-quality services, improves financial resilience and value-for-money, and ensures it is able to maintain truly local representation.

[An initial proposal](#) has been submitted on behalf of West Berkshire Council and the district councils in South Oxfordshire and the Vale of White Horse for the creation of a new unitary council that would see the three areas combined. The move is in response to a government invitation following its [announcement in December 2024](#) to end two-tier authorities like those in Oxfordshire.

As part of the shake-up of local councils, the government has also indicated all unitary authorities will need to serve around 500,000 residents or more, which will require West Berkshire Council - which covers around 170,000 people - to merge with neighbouring councils.

Ridgeway Council forms one half of a two-unitary council proposal for Oxfordshire, with the other half made up from the district council areas of West Oxfordshire, Oxford City and Cherwell. West Oxfordshire District Council and Cherwell District Council have [confirmed they will be developing the North Oxfordshire Council](#) half of the proposal, strongly complementing the Ridgeway Council work being carried out by West Berkshire, South Oxfordshire and the Vale, coming together to create a proposal for two unitaries covering what is currently Oxfordshire and West Berkshire.

With strong demographic and economic similarities and significant historic ties between West Berkshire, South Oxfordshire and Vale of White Horse, the three councils began discussions to explore the possibility of coming together as one single council. All three councils have now produced a detailed interim proposal document, which is available on their new website dedicated to keeping the public informed about the proposal at ridgewaycouncil.org.uk. The proposal is being developed under the title 'Ridgeway Council' - named after [the famous 5,000-year-old trail](#) that travels through the heart of the three council areas.

At their Executive and Cabinet meetings last month, members from all three councils agreed to support the submission of the interim proposal. Following the government's request that Oxfordshire authorities submit interim proposals together, the county council has submitted an outline proposal for the Ridgeway Council and North Oxfordshire Council to the government alongside two other options being developed in Oxfordshire.

Speaking about the proposals [Councillor Jeff Brooks, Leader of West Berkshire Council](#), said: ***"This initial proposal is the result of some very positive and productive discussions, and I am delighted it has been submitted to the Government for their consideration. There is more work to do on the proposal and, importantly, that includes engaging with and listening to our residents and partners. It is an exciting proposal and one which I believe will serve our communities very well for future generations."***

- [Councillor David Rouane, Leader of South Oxfordshire District Council](#), said:

"We've been working hard on our interim proposal for a new 'Ridgeway Council' to provide a financially sustainable future for local government in our area in a way that reflects the shared needs and ambitions of all three existing councils. We're very pleased to submit this interim proposal to the government and look forward to engaging with our communities in the coming months to hear their views before we submit our final proposal."

Councillor Bethia Thomas, Leader of Vale of White Horse District Council, said:

"It makes good sense to base this proposal on the entire geographies of existing councils that provide high-quality, cost-effective and efficient services. Combining our strengths would create a modern and robust local authority that puts people first and ensures our communities are served by a council that is focused on the needs of our areas, which are very similar in nature. It will be financially robust and able to ensure that the needs of all residents are met, including those with complex needs."

The government has set a deadline for final submissions for unitary council proposals no later than 28 November 2025. In the meantime, the councils will continue to develop the proposals along with a programme of communication and engagement to ensure local voices and community needs are reflected in the proposal and will also continue working positively and collaboratively with the other authorities in Oxfordshire.

If the final proposal is accepted the government's indicative timeline sets out that the new council could go live in 2028.

Oxfordshire County Council's submission to the government this week also included an initial proposal for a single unitary council for Oxfordshire, and a third option from Oxford City Council proposing the area is divided up into three small unitary councils based around an expansion of the city's borders that hasn't yet been defined.

New ArtWeeks exhibition at Cornerstone

Cornerstone Arts Centre in Didcot will be welcoming local artist Linda Benton to its gallery this May as part of Oxfordshire Artweeks.

Her latest exhibition, Didcot's Oaks (and other notable trees), is a love letter to the leafy giants that shape the town's landscape, along with the stories, poems and wildlife they quietly shelter. From sprawling oaks to characterful corners of woodland, the show invites visitors to see Didcot with fresh eyes.

Linda Benton said: "During lockdown, I really started noticing the trees around Didcot—especially the oaks. I found myself seeking out these beautiful, mature trees tucked away in corners of the town.

"I'm very excited (and a little nervous) to be filling the gallery at Cornerstone with my paintings and illustrations. I hope visitors feel inspired to head out, find these trees for themselves, and come away with a greater appreciation for just how important they are."

The exhibition stems from a collaboration with The Poets' Trail project, which encouraged local

writers, both seasoned and spontaneous, to craft poems inspired by the area's trees. Their words sparked a creative response in pencil, ink, oil, and watercolour. The resulting anthology, funded by a legacy from the late East Hagbourne poet Roger Phipps, will be launched alongside the exhibition.

Alongside the new work, visitors can also enjoy illustrations from earlier Poets' Trail anthologies, The Four Seasons and Green Theme, offering a broader glimpse into an evolving relationship with the natural world just beyond Didcot's doorstep.

Cornerstone, which is owned and managed by South Oxfordshire District Council, has been working with Artweeks supporting local artists to exhibit their work for over 15 years. The centre has its own gallery area and showcases art throughout the year, which the public can view for free when they visit, whether they are popping in for a show, class or refreshments in the café.

Didcot's Oaks is free to view in the gallery at Cornerstone Arts Centre from Tuesday 29 April to Saturday 31 May during opening hours. To mark the final day, live music will fill the gallery from 1pm to 3pm.

Whether you're a tree-hugger, a poetry lover, or simply in need of a peaceful wander through painted woods, this exhibition is well worth a look.

For more information, [visit the Cornerstone website](#).

Flowery facelift for Cornerstone courtyard

Cornerstone in Didcot has received a flowery facelift thanks to South Oxfordshire District Council. The area has been transformed with colourful planters increasing the plant life in the area and encouraging more insect life. The planters were installed by South Oxfordshire District Council using money from the Government's UK Shared Prosperity Fund and contributions from developers.

Volunteers from Didcot Train visited the arts centre on Station Road to help plant up the new planters in the outdoor area on Friday 4 April. The planters also have integrated seating to encourage more social interaction between residents.

The project supports the adopted [Didcot Green Infrastructure Strategy 2024](#) which assesses current green infrastructure in and around the town and provides guidance on expanding the network of green infrastructure across the town and enhancing connectivity between each place.

The Strategy also provides a framework for protecting and improving existing green infrastructure and proposes mechanisms for delivery.

New depot helps secure the future of waste collections

A new vehicle depot at the Haseley Trading Estate will significantly contribute towards South Oxfordshire and Vale of White Horse District Councils long-term future of successful waste collections in the districts.

The councils are working on securing a long-term vehicle depot at former [Haseley Trading Estate](#) (the former Ariens/Countax site) in South Oxfordshire, for their waste collection and street cleansing service's vehicle fleet.

The new site would be used as a depot for parking waste and recycling collection vehicles, street cleansing and maintenance vehicles and where members of staff would operate from. The proposed depot would not be used to store or dispose of waste or operate as a waste transfer station.

The current vehicle depot is located in Culham and includes recycling and waste collection vehicles, street cleansing and maintenance vehicles, alongside staff facilities. Longer term, the Culham site is due for redevelopment for new homes and is identified in the Local Plan.

The existing services contract and occupation of the Culham depot expire in 2026, so amongst other work, this has meant a requirement for a new location that meets the vital need to provide important statutory waste collection services.

The current plan is to redevelop and retain one of the existing buildings and make improvements to the site, such as potentially adding solar panels on the existing building, improving the screening from the road with planting and carefully managing the adjoining woodland.

Further information is available at www.southandvale.gov.uk/HaseleyTradingEstate

Work to create accessible moorings on the River Thames at Wallingford is now complete

Over £209,000 has been invested in major accessibility improvements at the riverside in Wallingford.

The project has been managed by South Oxfordshire District Council, with the support and eager anticipation of the local volunteer-run charity, Wallingford Accessible Boat Club.

The package of improvements has been designed to be step-free to provide easy access to people of all disabilities and to enhance the whole riverside as an attractive destination for residents, visitors, clubs and river users alike.

Work has covered improvements to the existing access path, roadway, ramp and moorings at the riverside – in addition to the installation of an accessible pontoon designed for river lovers with a disability.

Whilst the facility is available to all, it has been specifically designed to meet the requirements of the Wallingford Accessible Boat Club's wheelyboat, WOW-one, to enable disabled and less mobile people to have equal access to the river. To contact the club for further support or guidance, visit www.wabc.org.uk

To support the Wallingford Accessible Boat Club's activities, the site includes a wheelchair accessible cabin with access to water and electricity. The ambition is to create cheerful artwork on the cabin to brighten up the area.

In a related project, a Changing Places accessible bathroom has also been created at the riverside, next to the existing toilet facilities and is now available for use.

The completion of the work times perfectly with the summer opening of the Riverside site. The popular campsite opened at the beginning of May and the outdoor pool and splash pad will follow later this month.

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An experienced civil engineering firm, Greenford Ltd, who are based in Wheatley, completed the work on behalf of the council. The project has been financed by £209,534 of CIL (Community Infrastructure Levy) money, charged by South Oxfordshire District Council on new development in the district. This refurbishment work follows a £400,000 boost of the onsite wash facilities and a revamp of the splashpads in 2023.

[Riverside Park and Pool](#) are run by GLL on behalf of the council, whilst South Oxfordshire District Council owns and manages the park and moorings at this site.

Find out more about [Wallingford Riverside Meadows here](#).

Solar energy is coming to Thame Leisure Centre

Work has begun this week at Thame Leisure Centre to install just over 150 solar panels, reducing the site's reliance on fossil fuels and lowering its carbon emissions.

The solar panels will cover large areas of the roof space at the centre including the gym and the sports hall. It is estimated the panels will produce 69,000KWh of renewable electricity for the centre. This project follows other work carried out at the site to improve energy efficiency including the installation of LED lighting.

It is anticipated the work to install the solar panels should be completed by early summer 2025. As most of the work will take place outside, it is expected that users will experience minimum disruption.

The project has been made possible thanks to a successful bid by South Oxfordshire District Council for just over £160,000 from Sport England with the Swimming Pool Support Fund – which invests National Lottery and government money each year.

Andrew Busby, South Oxfordshire District Council Head of Development and Corporate Landlord, said: "It's great to see this work is now underway at Thame and the switch to solar will continue at some of our other buildings including Cornerstone, Didcot Wave and Parks Sports Centre. All of these changes will help greatly reduce the council's overall carbon emissions."