

## WEST HAGBOURNE PARISH COUNCIL

### Minutes of the Annual Parish Council Meeting duly convened and held on Wednesday 1<sup>st</sup> May 2013 at The Hagbourne Hall, East Hagbourne

Present: Cllrs M. Butler (Chair), H. Lewis, E. Setch and V. Brownsword.

In attendance: L. Dalby (Clerk)

**1. Election of Chairman and Declaration of Acceptance of Office**

Cllr Butler was elected as Chairman and signed the Declaration of Acceptance of Office.

**2. Election of Vice-Chairman**

Cllr Lewis was elected as vice-chairman.

**3. Apologies for Absence**

Apologies were received from Cllr Thornhill and County Cllr Greene.

**4. Declarations of personal and prejudicial interest**

There were none.

**5. Public Participation**

There was none.

**6. To confirm and sign as a true record the minutes of the last meeting of the Parish Council held on March 6<sup>th</sup> 2013**

The minutes were agreed and signed by the Chairman.

**7. District Councillor 's Report – Leo Docherty**

No report

**8. County Councillor's Report – Patrick Greene**

No report.

**9. Clerk's Report**

SODC provided equipment for the litter pick though the rubbish has not yet been collected.

**10. Appointment of Trustees and Representatives on other bodies**

The following trustees and representatives were agreed.

- a) The William Tyrrell Trust – new trustees are needed.
- b) Hagbourne Village Hall – Cllr Brownsword
- c) East & West Hagbourne Cemetery Committee – Cllr Brownsword
- d) West Hagbourne Village Association - tbc
- e) Hagbourne Parochial Charities - tbc
- f) Oxfordshire Rural Community Council - Transport Representative - tbc
- g) Parish Plan steering – Cllr Setch
- h) Harwell-Chilton Campus Local Stakeholders Group - rota
- i) Didcot Community Forum – rota

**11. Finance**

- a) The following accounts for payment were agreed.

Payee and Reason	£ detail	£ VAT	£ total
Lucy Dalby – Clerk's salary and expenditure	257.99		257.99
Hagbourne Village Hall – room hire	24.00		24.00
Aon Ltd – Insurance	868.02		868.02

- b) The Accounts 2012/13 were agreed.
- c) Accounting Statements for 2012/13 were agreed.
- d) Annual Governance Statement was agreed.

**12. Parish Plan**

No report.

**13. Highways and Footpaths**

It was agreed to include methods to report potholes and other Highways and Footpaths issues on the website.

**14. Annual Parish Meeting**

The agenda for the Annual Parish Meeting was agreed.

**15. Boundary Review**

Cllr Butler and the Clerk have met with Didcot Town Clerk and the Chairman of Didcot Town Council. The Town Council would like the edge of settlement to become the new town boundary with the buffer zone remaining in West Hagbourne. The Parish Council agreed to this policy.

**16. Correspondence**

There was none.

**17. Items for inclusion on July's agenda**

- Outcome of APM

**18. Future Meetings**

The date of the next meeting of the Council was confirmed as July 3<sup>rd</sup> 2013 to be held at Hagbourne Hall, East Hagbourne, commencing at 7.30pm.

There being no further business the meeting was declared closed at 8.40pm.

Signed.....Dated.....