

## East Hagbourne Parish Council Annual Meeting – 7<sup>th</sup> May, 2009.

The East Hagbourne Parish Council Annual meeting was held at the Village Hall on Thursday, 7<sup>th</sup> May, 2009 when the following members were present :-

Mr D Rickeard  
Mr C Alberry  
Mr D Button  
Mr R Dawson  
Mr R Emery  
Mr R Rendell  
Mr M Wilkins

Six members of the public also attended.

An apology was received from Mr I Duff due to business commitments.

1. The Chairman asked for nominations for chairman for the ensuing year. Mr Emery proposed Mr Rickeard, seconded by Mr Rendell. There were no other nominations and the vote was carried unanimously.

Mr Rickeard asked for nominations for vice-chairman. He proposed Mr Duff, seconded by Mr Wilkins. There were no other nominations and the vote was carried unanimously.

Mr Emery suggested we need a second vice chairman to cover Mr Duff 's possible absences. Following a short discussion it was agreed a further nomination was not necessary.

2. The minutes of the meetings held on 5<sup>th</sup> March, 2009 and 2<sup>nd</sup> April, 2009 were confirmed as correct records and signed by the Chairman subject to an amendment to the minutes of the 2<sup>nd</sup> April, 2009 reporting those present, to correct the spelling of Mrs M Emery's name.

3. There was no report from Mr Greene, District and County Councillor.

### 4. Items for Decision.

(a) Street Lighting. OCC wish to reduce carbon emissions by 18% by 2011/12. One of the suggestions that would affect East Hagbourne is to switch off selected lengths of lighting on rural traffic routes from midnight to 5.30 am. It was agreed not to subscribe to this suggestion for safety and security reasons. Clerk to respond to OCC, supporting their objectives, but that we had no changes to suggest at present.

(b) Britain in Bloom. Caroline Hunt, Jenny Smith and Penny Kisby attended as representatives of the Britain in Bloom Team. East Hagbourne is a national finalist in this years' competition, but will also participate in this year's regional competition again, so there will be two inspections. Success depends on the overall image of the village, not just on plantings, so items such as notice boards, street signs and benches need to be smartened up, and weeds removed from roadsides etc. Many of these items fall within the remit of the Parish Council. The Team had already prepared a list of needed work (which is not final, but already very comprehensive) and requested more involvement from the Parish Council.

Mr Rickeard presented a summary of the support needed (Attachment 1), which was discussed at length. Direct financial support is needed for expenses which would initially cover the cost of plants and plant containers, preparing portfolios, village entrance signs and any hospitality costs

on judging days. In terms of general activities around the village, much would be done by local residents, however some tasks would require use of the village handyman. Mr Button proposed that £2,000.00 be allocated to cover these needs, seconded by Mr Wilkins and carried unanimously

Mrs Hunt requested more Parish Council involvement. Mr Duff and Mr Parsley are already members of the Bloom Team and it was agreed that this should continue. The Clerk's involvement in particular is important since he can directly authorize payments within the agreed budget, and act as liaison with the District and County authorities. The clerk to liaise with the team for all general maintenance and ad hoc jobs. Mr Rickeard asked for a volunteer to join Mr Duff and Mr Parsley on the team. Mr Emery volunteered and his offer was accepted unanimously.

Mrs Hunt said that another flier will be distributed soon to encourage help from all residents with the general upkeep of the village.

(c) Memorial to Monica Lawson. Mr Rickeard suggested that two parish councillors meet with West Hagbourne Parish Council to discuss a suitable memorial for Monica. He stated that Mr Duff had agreed to be a representative and he asked Mr Dawson if he would join Mr Duff. Mr Dawson duly agreed. The clerk to contact West Hagbourne Parish Council.

#### 5. Community Sports Project.

(a) Mr Rickeard gave an update on the projects for the play area and tennis courts and presented the projected costs and future actions (Appendix 2). He said that grant applications were being submitted as outlined in the attachment, but we could still not be certain of success, because competition for grants was high. The meeting expressed support for the approach being taken and the financial contributions from the Parish Council. Mr Rickeard will inform Councillor Greene of the status and ask for his support.

(b) The Football Club have not so far submitted a more detailed detailed plan for refurbishment of the existing pavilion. Mr Rickeard had encouraged Mr Davies to clarify their needs and make a case for support from the Parish Council, and the Football Club have said in very general terms that they would appreciate any support forthcoming. Several Council members were unwilling to give financial support. It was pointed out that under the terms of the lease, HUFV were responsible for maintenance. Mr Emery suggested that should any support be agreed in the future, it should be based on a detailed plan, and any payments be conditional on the presentation of receipts.

#### 6. Flooding.

Mr Rickeard presented a summary report on flooding in East Hagbourne (Appendix 3) prepared in conjunction with Mr Townsend.

- In terms of continued maintenance of the stream in and downstream of Tadley, discussions will be held with SODC/EA on a planned approach. however villagers will also need to play their part, in keeping the stream clear where it passes through gardens, and in highlighting any problems downstream. It is proposed to form a local residents' group to coordinate.
- The question of flooding in Main Street was again mentioned at the Annual Parish Meeting, and the clerk had asked OCC to help. A first visit (from OCC/Monson) took place on 1 May. further discussion and analysis will be needed to fully understand the problem, which may involve the whole area up to the vicinity of the Village Hall. Mr Rickeard will send the summary report to SODC/Monson/EA as a basis for further discussion, with a copy to Councillor Greene requesting his support.

Members expressed their support for the approach being taken.

## 7.Reports.

### (a).Planning Applications.

The following planning applications have been received since the last meeting The Parish Council's comments are indicated.

PO9/W0103/LB	21. Main Road	No strong views.
P09/W0218	22. New Road	-ditto-
P09/W0213	Cherry Tree Farm	-ditto-
P09/W0124	Greenacre Farm	Considered to be an obtrusive extension of the village boundary. Consider it should be Refused.
P09/W0283	40. New Road	An overbearing development for the adjoining properties. consider it should be Refused.

### (b).Didcot Development.

Mr Emery stated that the Preferred Options report had been sent to SODC and suggested we ask Mr Greene to keep us to date.

He thanked Mr Townsend for all his help and Mr Rickeard thanked Mr Emery on behalf of the Parish Council.

### (c).Butts Piece.

Mr Rendell proposed that the charge for a half size allotment is £20.00 p.a. and a quarter size plot is £10.00. The proposal was duly carried.

Hagbourne Charities had disputed moving the footpath to the north to allow the full allotment area which has now caused a delay and subsequently any work by the allotment holders. Mr Duff had talked to the Charities Secretary, Mr Beren and agreed that the relocation could go ahead. However, Mr Townsend, from the floor, said that as a member of the Charities Committee had not been consulted and did not agree. The Hagbourne Charities need to agree the outline of the allotment area and the positioning of a new path before any more work can be carried out.

The existing water pipes have not been located and it is possible a new link might be needed from Lake Road. Again the Hagbourne Charities will have to agree. The layout will also need to reflect to location of the culvert taking the stream underneath the area.

Mr Button asked how much the Parish Council have agreed to pay to rent Butts Piece. Mr Rendell stated that the first three years will be free and then it will be £500.00 p.a.

Mr Rendell requested the clerk to advise Mr Beran of the Parish Council's expenditure so far.

### (d).East Hagbourne Website.

Mr Alberry stated the website was being keep up to date and included the recent Fun Run results, information from the Tennis Club and Britain in Bloom. He stressed new information is always needed.

## 8.Correspondence.

Paperless Planning Consultations: SODC are providing demonstrations at Crowmarsh. It was decided that while they are still providing paper copies for planning applications we will continue

with the present system, since for our needs the current system is more efficient than an electronic review. Clerk to advise SODC accordingly..

9.Finance.

(a).Payments since the last meeting :-

	£
Hagbourne Village Hall. (Electricity and Hire)	227.67
S O Ryder Cheshire Volunteers (Donation)	50.00
Home-Start S.O. (Donation)	30.00
CPRE (Subscription)	29.00
R.Parsley (Salary and Expenses)	1258.85
Thames & Chilterns in Bloom 2009 (Entry Fee)	20.00
Zurich Municipal (Insurance)	1621.25
O.A.L.C. (Subscription)	320.14
Trojan Fencing (Repairs to Notice Board)	52.90
East and West Hagbourne Cemetery (Refund of VAT)	241.09
ORCC (Subscription)	20.00
Hagbourne Village Hall (Hire)	32.81
M.J.Napper (Groudwork at Butts Piece)	2892.00

(b) The receipts were :-

Barclays Bank (Interest)	64.77
Hagbourne Utd. FC (Lease)	100.00
Scottish & Southern Energy (Wayleave)	42.66
SODC (Precept)	18554.00
Monica Lawson Fund (Play Area)	1663.50
Monica Lawson Fund (Village)	20.00
Inland Revenue (VAT Refund)	1486.04

10.Any Other Business.

(a).Disposal of Equipment. Mr Wilkins reported that the equipment was generally in a poor condition. The decision on the disposal to be agreed at the next meeting. Mr Dawson enquired about the future of the sit-on-mower because he could possibly use it to cut odd areas off Harwood Road. It was agreed to look into this.

(b).Parish Plan. Mr Hands has reported that a box of completed questionnaires has unfortunately been lost in transit to be analysed. He will arrange for the missing questionnaires to be completed again.

*Subsequent to the meeting it was learned that Royal Mail had at last found the missing box - so analysis can go ahead.*

(c).Vacancy for a Parish Councillor. Despite notices advertising the vacancy in East Hagbourne, Millbrook and in the Parish Magazine there have been no applicants. Parish Councillors were asked for any possible nominations. Mr Rickeard suggested that we bear in mind the need to reactivate the Sports Pavilion project later this year, so someone interested in this could be a valuable addition to the Council.

(d).Calor Gas Village of the Year. An application form has been passed to the Britain in Bloom committee. Mr Emery to check if a decision has been made to enter at their next meeting.

(e). Mr Wilkins stated large lorries were still using the B4016. He had spoken to one driver suggesting he take an alternative route because of the weight restriction on the railway bridge at Pangbourne.

He requested that everybody looks out for a black BMW with tinted windows that is thought to be transporting drugs.

Finally he again pointed out that residents were leaving out empty boxes for collection and therefore advertising the new items to possible burglars.

(g).Mr Emery stated that the email consultations were proving very useful.

(h).Mr Rendell said it was in our interest to register the Recreation Ground with the Land Registry, and he is progressing this.

(i).Mr Button said all contributions for the Parish Magazine are gratefully received but please forward any new information. He enquired if any new waste bins had been received. Our area has not been covered yet.

There being no further business the meeting closed at 10.15 pm.  
The next meeting is on Thursday, 11<sup>th</sup> June, 2009.

Chairman: *D. Rickeard*  
Date: *11/6/09*

## APPENDIX 1 Précis of requests from EH Britain in bloom Team to EHPC

The Britain in Bloom Team have made an assessment of what is needed for East Hagbourne to be successful in the upcoming finals of the Britain in Bloom competition. This inevitably includes a lot of individually small items to improve the appearance of the village. Many of these are general maintenance items that we would probably in any case want to carry out, while some involve requests for help to OCC and perhaps SODC.

This note is my summary of the two letters sent to Robin on behalf of the Team.

The Parish Council is asked to help in four areas:

### 1. Funding for planting expenses

○ Plants and plant containers	£500
○ Preparing portfolios and village entrance signs etc	£290
○ Hospitality on judging days	£ 40
<b>Total</b>	<b>£830</b>

*Suggested Action: Consider financial support*

### 2. Hands-on Support

A number of volunteers are already supporting the core Bloom Team as volunteers to carry out tasks around the village. In addition Iain and Robin are members of the Bloom team and providing liaison and support.

- Some of the jobs around the village can be carried out by villagers
- More volunteers are welcome

*Suggested Action: encourage others, including PC members, to volunteer personal help*

### 3. Securing help from OCC and SODC

A number of items require either OCC/SODC action or their approval before acting. Robin is acting as liaison with OCC/SODC on the following items

- Permission to attach 'Finalist' signs to the existing village signs
- Permission to create flower beds by the village signs
- To discuss repairs to holes in roads and pavement (extent needs to be clarified)

*Suggested Action: Endorse Robin's continued support in liaising with OCC/SODC*

### 4. General maintenance items around the village

The Team have asked the Parish council to action the following

- Cleaning of the War Memorial, repainting of the white poles, and edging of the flower bed
- Paint the poles of road signs battleship grey where needed (should be OCC responsibility, may need their permission - don't touch the fingerboard at Lower Cross)
- Remove weeds on street edges, in pavements etc, maintain verges.
- Smarten up benches, litter bins, notice boards
- Ask Southern Electricity to keep the substation in The Croft clean
- Street "washing"
- Repair pedestrian center in Village car park
- School pedestrian entrance and notice board need attention (what exactly?)
- Weeds in the graveyard
- Road sign at Great Meadow is broken

This area consists of a large number of small jobs which may require a variety of solutions and involve a variety of people. A detailed list has been prepared, but we must expect that items will be added as we progress.

*Suggested Action: Empower Iain and Robin to decide on appropriate ways to handle individual jobs, and approve use of Washington's time up to an agreed limit.*

## APPENDIX 2: SPORTS & RECREATION FACILITIES

### 1. Status of funding requests

#### (a) Play Area

Total cost est including contingency	£78700	
SODC Grant applied for		£24999
TOE Grant applied for (to be verified)		£20000
Parish Council contributions:		
- Donations in memory of Monica		
- John Bennett legacy		
- General PC funds		£33701

#### (b) Tennis Courts/MUGAs and Practice Area

Because we do not have detailed estimates for the practice area, the project is split into two parts

##### (i) Tennis Courts

Total cost including posts, net, contingency	£62417	
SODC Grant applied for		£37000
WREN grant to be applied for		£18000
EP Parish Council		£ 7417

##### (ii) Practice Area

Construction cost (estimate only)	£14150	
Lockable storage (estimate)	£ 1200	
EH Parish Council contribution		£15350

#### (c) Next Actions

- Get quotations for constructing the practice area
- Arrange arboricultural survey to discharge planning condition for the tennis courts
- Meet SODC on-site Monday 1 June
- Present case to SODC in committee on Monday 8 June
- Get quotations for equipment storage box

## APPENDIX 3 Flood Prevention in East Hagbourne: Next Steps

This summary report has been prepared to help guide discussions on what future actions are needed to further protect East Hagbourne from flooding, and to preserve the benefits of the clearance work carried out by SODC over the past winter. The report is split into three parts to consider ongoing maintenance needs, flooding in Main Street, and a broader review of the village waterways.

### 1. Tadley and Downstream

During 2008, SODC, through their agents Monson and White Horse Contractors, and in conjunction with the Environment Agency carried out a significant clearance of both the upper and lower stream channels from the Blewbury Road bridge to the confluence with the Mill Brook. Oxfordshire County Council have also flushed and cleared the drains from Blewbury road into the stream.

This work should make a significant improvement to the ability of the stream to carry flood waters, however regular maintenance will be needed to avoid the system becoming clogged again. In addition, we have some remaining concerns about specific infrastructure that may limit stream flow.

#### (a) Maintenance

At present the stream channels are open and clear, but as vegetation grows over the summer we risk that the channels may become restricted by lush growth. Tall plants such as himalayan balsam and sedges are a particular concern, as well as material that may fall into the stream from adjacent gardens. Decorative plants such as iris can also be uprooted and washed downstream under flood conditions. The second aspect is that debris including small branches are slowly swept downstream and can accumulate at culverts or on the screens placed in front of them. We have seen examples in the past where this severely restricts the flow and caused water to back up towards the village.

Responsibility for keeping the banks clear and avoiding debris falling into the stream rests with those land owners whose property fronts the stream (riparian owners), who can be asked by SODC/EA to carry out necessary works. This means households in Fieldside and Tadley as well as farmers of the land downstream. While there are some actions that Parish and District Councils may be able to undertake, we will only be successful if local residents also play their part.

The proposed elements of a maintenance plan are:

- Villagers in Fieldside and Tadley should take responsibility for keeping their own part of the stream orderly and preventing material being swept downstream or flow restrictions occurring.
  - o *Proposed to form a residents group to share information and build up local expertise*
- The stream banks downstream of Tadley need to be cleared and the debris removed twice per year in spring and autumn
  - o *Ask SODC/EA to carry out regular cuts in June and November.*
- Regular and frequent inspections of the stream downstream of Tadley are needed to clear debris from the culvert grids, carry out any minor clearance on an ad-hoc basis, and identify any larger problems such as fallen trees
  - o *Proposed that this should be done by village volunteers, who would call on the Parish Council to assist if more substantial work were needed.*

The recent work was the first carried out on the stream for 18 years in the case of the lower channel and about 40 years for the upper channel. Such work should be carried out on a regular basis at intervals of 4-10 years.

- o *Discuss future schedule with SODC/EA*

#### (b) Further System Improvements

We need to monitor and assess the effectiveness of the work carried out so far, however there are still concerns about some infrastructure elements which can limit the stream flow, notably:

- the culverts on both channels at the transverse bridleway, one of which has a screen that can block easily. In the future there may be a need to replace these culverts with improved waterway dimensions so that regular large blockages with debris do not occur.
- The transfer culvert at Blewbury Road which is silted.
- The 9 inch 'sweetening' pipe from the upper to the lower channel at Blewbury Road which joins the road drain and may be damaged.

To monitor performance effectively, we need gauge boards at the Blewbury Road bridge and upstream/downstream at the two crossings of the transverse bridleway. The ability to measure velocities is also desirable

- o *Ask Environment Agency/SODC to install boards. Also explore the possibility of access to equipment for velocity measurement*

## **2. Flooding in Main Road**

We have experienced flooding in Main Road over many years, with problems being concentrated in the area of Parsonage Lane which is the lowest point along the road. The problem was discussed again at the Annual Parish Meeting in April 2009, and contact made with OCC Highways. Both OCC Mr David Keable) and Monson (Mr Sri Sringadia) visited the site on 1 May, and the following comments incorporate the results of their initial inspection. No decisions were made on future action from this meeting, pending review of the findings from OCCs investigation and flushing of the drains in June 2008.

There seem to be two elements to the immediate problems:

### **(a) Road Drain blockages**

The storm water drains become blocked close to Parsonage Lane. This results in water from further up the road flowing out of the drains and down the road. This allows a significant depth to build up before water finds its way into the stream, putting adjacent houses, particularly Kingsholm, at some risk. There appears to be no plan of the drain layout in the road, and the inspection in June 2008 revealed that the flow paths were not straightforward. There is also the possibility that the drains have been damaged by work on other infrastructure in the road.

The flow from the west end of the village seems to be the main water load. Sri believes that the flow from the school/Village Hall area splits at the Upper Cross, with some flowing into the stream nearby, however the outlet is not obviously visible.

Even when gullies have been cleaned, silt washing through the system can fill them again. The Village Hall area is believed to contribute to surge flows when the storage underneath the car park becomes full and excess water flows into the street (has anyone observed this happen?). The ditch just to the west of the VH should feed into the road drains, however it is silted and may be a source of debris entering the drains. David Keable asked if the Parish Council could clear out the ditch, but also thought that a settlement chamber might be needed to catch debris, which would be an OCC responsibility.

- o *Discuss with Parish Council*

### **(b) Blocked culvert across Main Road**

The water channel running from Lake Road around to the Croft passes under Lawson's Orchard and crosses the road to discharge into the stream at Parsonage Lane. On 1 May there was a weak flow from the two outer pipes, nothing from the central one. During the last heavy rain, only one of the pipes was flowing strongly. We believe the three narrow pipes run only across the road and that the channel then continues back as a single 2 foot duct. Hence, clearing the three narrow pipes should have some effect.

- o *OCC will look into clearing the three narrow pipes.*

