



## Minutes of the Hanborough Annual Parish Meeting

At the Hanborough Annual Parish Meeting held at 7.30pm on Tuesday 18<sup>th</sup> March 2014 in The Pavilion main hall, the following were present:

Mr Mike Baggaley      Mrs Gill Battams      Mr Hugh Burton      Mr Peter Brittin  
Mr Niels Chapman      Mr Philip Earnshaw      Mr John Edwards (Chair)      Mrs Laura Rostron  
Mr Steve Nicholls (Vice Chair)

**In attendance:** Mr Adrian Edwards, Responsible Financial Officer (RFO), Mr Jon Gammage (Clerk), Mr Andrew Wilkins (Public Transport Representative), Mr Colin Dingwall and Mr Toby Morris (District Councillors) and Mr Maurizio Fantato, Witney Oxford Transport Group (WOT)

**Apologies for absence** were received from Mrs Jeanette Braybrooke-Tucker, Mrs Vicky Field, Mr David Tee, County Councillor Louise Chapman and Ken Field (HPFA).

**Members of the public attending:** Around 65 members of the public were present.

### 1. Chairman's welcome

The Chairman started by thanking Councillors for their hard work through the year and especially Cllr Nicholls for his support and for covering meetings while recovering from ill health. There were some notable achievements and thanks were recorded to everyone involved in the Pavilion build project and to John Neville and the many others involved in setting up the new youth club. After years of lobbying, the new station car park is open and recently saw 158 of the 191 places filled.

### 2. Presentation by Mr Maurizio Fantato, Witney Oxford Transport Group

This item was brought forward in the agenda. Mr Maurizio Fantato presented infrastructure ideas for meeting the needs of a growing population. These included dualing the A40, guided bus ways and re-opening the route of a former railway between Carterton – Witney – Oxford.

### 3. Approval of the minutes of the Annual Parish Meeting held on 24<sup>th</sup> April 2013

The minutes were accepted as a true record of the meeting.

### 4. Matters arising from the Minutes

There were no matters arising from the minutes.

### 5. Community Liaison Working Group report presented by Cllr Battams

**5.1. Personal Automated Defibrillator:** We are pleased to announce that Hanborough has been selected by an anonymous benefactor to receive a free device and that the Doctors surgery has kindly offered to host it on their wall and has also offered to pay installation costs. Subject to suitable power supply, the intention is to put it on the front wall where it is clearly visible from the A4095 and under a street light. Councillors wished to record their thanks to both for their generosity.

These devices can make a difference in the first 10 minutes following a heart attack and it will be fully integrated with the 999 and First Responder systems. The yellow box was on display at the meeting.

**5.2. Pinsley Wood access:** Blenheim created a new conservation area as a requirement of the Riely Close development. However, in doing so they blocked off an informal but well used path and one of the access points to Pinsley Woods. Cllr Battams and the Clerk had visited the area to observe usage and noted that the only people seen in the area were three generations of a family. It was also disappointing to note that a section of the new fence had been flattened to allow access to the blocked off gate into the woods.

Council is keen to find a resolution and proposed that a new permissive path could be created from the edge of the field where the gap in the Pavilion hedge is, along the northern edge to the new fence and then down along this new fence to the end with a link across to the gate which would be reinstated and opened again. The field edge would not

be ploughed and would be left unplanted. This would make for a logical route which it is hoped would satisfy most walkers. Blenheim will cost up the adjustments needed to the fence and council will have the opportunity to consider a contribution to this. This will be published in the Hanborough Herald with a request that the nature area is left undisturbed. The other access point and related permissive path is unaffected by this proposal. This is a proposal at this stage and is not confirmed.

It is also noted that Blenheim intend to do some thinning of the southern area of the woods later in the year and this will result in temporary restrictions.

**5.3. Hanborough Show:** Cllr Battams confirmed that this will be on 2<sup>nd</sup> September.

**6. Environment Working Group report:** Cllr Earnshaw described the broad range of activities covered by the Working Group. A non-exhaustive list includes: roads, overhanging trees, buses, parking, overgrown vegetation, trains, potholes, grass cutting, cemeteries and the parish burial ground, pavements, public footways, allotments, cycle paths, walls, war memorial, street lighting, bollards, recycling, traffic signs, railings, litter, drains, bus shelters and litter bins.

The following were identified as areas where progress had been made in the last year or are planned for the coming year: home to school transport, community transport, buses 11 and 242, bollards by bridge, funding the planting of bulbs, highways walkabout, reported potholes and wonky sign, cemetery improvements, white lining and crossing improvements, night street lighting, spring flowers, benches, speed limit review in Church Hanborough and a night bus service.

There was not enough time to elaborate on all of these so Cllr Earnshaw noted the following: The new station car park, which is proving to be a great success; the Spring Sweep planned for May 17<sup>th</sup>, further details will be published in the Hanborough Herald; new Planters being installed at the parish entrances thanks to the Gardening Club and Parish Council funding; traffic calming dragons teeth to be painted on the approaches to the railway bridge on the A4095 thanks to a grant from OCC; Resurfacing the parking area in front of parade of shops due in early April with thanks to OCC and the shop owners.

## **7. Finance and Grants Working Group**

**7.1. Finance report presented by the Responsible Financial Officer:** The regular work of the parish council continued with the precept frozen at £71,000 for 2014/15. Overall expenditure was £8,000 below budget and council had agreed again this year that some of the unspent funds will be carried forward as a reserve against future unexpected general repairs.

The major project of last year was the Pavilion development which is largely complete and was delivered under budget. Cllr Brittin also commented on this noting that everyone involved worked hard to keep a tight rein on costs.

**7.2. Grants:** Cllr Brittin reminded the audience that grant funding remains available to local groups for up to 50% of one off costs. Applications should be sent to the Clerk in the first instance.

## **8. Leisure facilities/play areas report**

**8.1. Grant application for redevelopment of the tennis courts:** Cllr Brittin reported that funding has been secured to renovate the floodlighting and install a timer system to prevent use after a given time.

The next round of grant funding is being applied for to complete phase two which includes a new all-weather multi use surface. A partition will separate the tennis court from a basketball/football pitch and permanent goals will be built into opposing ends. Permanent pitch markings will facilitate: 5-aside football, basketball, hockey and netball.

**8.2. New path through playground:** Cllr Nicholls reported that as part of the Riely Close development, Cottsway has agreed to extend the path adjacent to the playground. This is planned for early in the project.

**8.3. Report on Hanborough Youth Club “The Hut”:** John Neville presented a summary of the story so far for the first 6 months. Attendance is averaging between 16 and 18 children per session with 36 sessions completed to date. A number of fund raising ideas are planned going forward.

John Neville thanked Cottsway for contributing £585 to gravel the entrance and gave mention to Connor Harrington who has worked really hard supporting every session held so far and was nominated for an OAYP award.

## **9. Planning Working Group report**

Residents had asked for clarification of rules and responsibilities relating to grass verges and parking. Cllr Chapman tackled this by way of a number of questions as follows.

Are vehicles allowed to park on the grass verge outside my property?

Such verges or “service strips” are not designed or intended for parking and Oxfordshire County Council does not support it. But, if it is not causing an obstruction, compromising a pedestrian refuge or preventing a

clear view of the road, any taxed and legal vehicle (other than an HGV) may park on the public highway (including on the grass verge) in the absence of parking restrictions.

Can I stop vehicles parking on the grass verge outside my property?

You are not allowed to place obstacles such as rocks or posts on the verge and could be sued if those obstacles cause damage.

You may be allowed to plant shrubs 3 metres back from the roadside by agreement with the County Council or by obtaining a Licence to Plant, so long as you consult your neighbours and the utility companies that might have cables or pipes buried beneath the verge.

Can the PC stop vehicles parking on grass verges?

We would have to pay Highways to install short posts if it were decided to permanently protect certain verges. Trees might be another possibility. There would need to be a clear rationale for deciding which verges to protect.

A bye-law could make it an offence to cause a vehicle to be driven or placed upon any road margin to which the bye-law applied in such a manner as to injure or be likely to injure any turf or any tree, shrub or plant growing thereon. Such blanket legislation would be difficult to enforce.

Has West Oxfordshire District Council got any power to stop vehicles parking on Hanborough's grass verges?

The Oxfordshire Act 1985 Part 2 Section 5 is seldom referred to but still extant\* and it empowers District Councils to prohibit parking on identified grass verges. Hanborough could nominate rationally selected verges for protection and these would be identified by roadside signs, if WODC agreed to help. This is intended to protect areas which have been 'cared' for and initial contact should be to the Parish Council.

\*Information from Ian Clark, Area Steward.

## **10. Reports from Community Groups & Organisations**

**10.1. HPFA:** Cllr Nicholls reported that hall bookings are returning following the works and that HPFA are promoting day time use. New blinds and a hearing loop are to be installed in the near future. The HPFA is run by volunteers and welcome new members.

**10.2. Dementia Group:** Cllr Chapman reported on training sessions held recently for interested residents. The aim is to develop greater inclusion through understanding of the condition and wider issues.

**10.3. Neighbourhood Action Group & Police:** Cllr Tee sent his apologies.

## **11. Report from District & County Councillors**

**11.1. District Cllr Colin Dingwall** noted achievements in the parish including the new station car park, completion of The Pavilion and the Hanborough Youth Club. Next year's projects include provision for grants towards tennis court developments & a possible project to commemorate WW1 in the parish. Personal ideas included development of a community energy buying group and projects to make use of a government grant for renewable energy. Cllr Dingwall went on to summarise highlights of the District Council year including savings made without cutting services, balancing of the budget in the current year with a forecast surplus for next year, high levels of recycling, continued free parking and below average levels of unemployment.

**11.2. District Cllr Toby Morris** presented an overview of the status of the WODC Local Plan. He stated that the Strategic Housing Market Assessment (SHMA) has higher levels than previously indicated. A new draft plan is anticipated to be ready for consultation in July with publication of final draft plan in October.

**11.3. County Cllr Louise Chapman** sent her apologies & reported that she approved a grant of £2000 to the HPFA.

## **12. Questions and comments from parishioners**

Councillors took questions on pavement parking, the Oxfordshire Minerals Strategy, integration of the defibrillator into the 999 system, moles at the parish burial ground, responsibility for the Corn Hide eco area, possible developments by Blenheim and Corpus Christi and district wide levels of affordable housing.

Cllr Nicholls closed the meeting by thanking the parish, district and county councillors for all their hard work this year. He also thanked Tom Skelly for keeping the playground areas clean and tidy. The meeting was closed at 9:10 pm with an opportunity to meet the councillors.

The Chairman. 28<sup>th</sup> April 2015.