



Minutes of West Hagbourne Parish Council Meeting held at Hagbourne Village Hall on Wednesday 6 May 2026 at 7:30pm.

Present: Parish Cllrs: D. Tozer (Chair), M. Leishman, A. Wimshurst, J. Freeland, District Cllr. A.M. Simpson, District Cllr. Crispin Topping and Mr. A. Wise (Parish Clerk)

26/1061 Opening of Meeting	DT opened the meeting at 19:30 hrs with a warm welcome to all attendees	
Administrative Matters		
26/1062 To receive Parish Councillor's apologies for absence	<ul style="list-style-type: none"> Cllr. R. Wilkes 	
26/1063 Declarations of personal and prejudicial interest from Parish Councillors	<ul style="list-style-type: none"> None 	
26/1064 To elect a chair and vice-chair for 2026/27	<ul style="list-style-type: none"> It was proposed by AW, seconded JF, that DT continue as Chair for another 12 months It was proposed by AW, seconded JF, that ML continue as Vice - Chair for another 12 months 	
26/1065 Confirm councillor's areas of responsibilities for 2026/27	<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 	
26/1066 To approve the minutes of the meeting of 11 March 2026	<ul style="list-style-type: none"> It was proposed by DT, seconded ML, that the minutes be signed as a true record. Carried nem con. 	
26/1067 Approve updated Privacy Notice	<ul style="list-style-type: none"> It was proposed by DT, seconded AW, that the revised privacy notice be adopted and posted on the village website. 	CLERK
26/1068 Agree to conditions attached to the purchase and use of Flood and Road Closed Signs	<ul style="list-style-type: none"> It was proposed by DT, seconded JF, that the PC obtain and use the Flood and Road Closed Signs as provided by OCC Highways and adopt their terms of use. RW emailed clerk before meeting to say that he was in favor of agreeing to OCC terms so we have these signs available and he will take responsibility for storage & use when required. 	
26/1069 To agree any outstanding actions from minutes of the meeting of 11 March 2026	<ul style="list-style-type: none"> All action items had been completed except 26/1074,26/1075,26/1076 and 26/1079 	
Open Session		
26/1070 To hear reports on OCC and SODC activities from any OCC or SODC	<ul style="list-style-type: none"> SODC Report - attachment 6 OCC Report – no report received 	

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Councillor's present		
26/1071 To hear representations from members of the public	<ul style="list-style-type: none"> None 	
Planning Matters		
26/1072 Discussion and decisions on any new planning applications since the previous meeting	<p>Planning applications reviewed - attachment 4</p> <ul style="list-style-type: none"> No outstanding planning applications to discuss AW reported that he had arranged a meeting on the 20 May for parish councillors to meet with SODC planning officer with responsibility for Neighbourhood Plans. Chair stated that he had received a question from East Hagbourne PC as to whether we would be happy for EHPC to purchase, install and maintain some Nature Boards at Shovel Spring (just within WHPC boundary). WHPC indicated provisional approval subject to receiving the details. DT to respond to EHPC. Clerk to add to the agenda for the next meeting. Chair also stated that EHPC had inquired about installing "Welcome to East Hagbourne" signs at the same place. WHPC indicated that they would likely not be in favour of this, but would consider a joint two-sided sign on the parish boundary at this spot. Chair to respond to EHPC. Chair updated the meeting on the latest news on the East Hagbourne Post Office situation, with information received from EHPC. 	<p>Clerk</p> <p>DT</p>
26/1073 Discussion and decisions on any other ongoing planning matters	None	
Drainage Matters		
26/1074 Any questions on ongoing drainage matters (see report submitted – included here for reference)	<p>Flooding Summary Report for WHPC Meeting on Wednesday 6 May 2026</p> <p>Activities Since Last Meeting:</p> <p>Flood-related Work Across the Village:</p> <ul style="list-style-type: none"> Drains: we have again reported to OCC Highways the two flood 'hotspots' of Brook Lane and the corner drain at the intersection of Brook Lane and Main Street. Apparently, drain jetting is in the list of planned works and we have also requested that the small ditches along this part of the road from Didcot are also assessed and cleared as required. Moor Lane Ditch: we have submitted an 'Expression of Interest' Grant Application to OCC for funds to complete work on the Moor Lane ditch. This would include pipe jetting, silt removal (as assessed by a levels survey) and work on the 'ponds' area behind the houses on Foxglove Lane. The Village Flood Group will resume work to clear soft vegetation from the ditch again in the Autumn. OCC Flood Warden Scheme: RW has signed up as a Flood Warden for the village. Details of our Village Flood Group have also been added to the 'Oxfordshire Flood Toolkit' part of the OCC website. Through this scheme, we are liaising with OCC about the provision of 'Flood' and 'Road Closed' signs for use at appropriate locations when required. A reminder that a stock of sandbags are held by the Parish Council and available to villagers in need. A very helpful website for assessing home flood resilience is to be found at floodmary.com and RW is happy to talk to villagers about potentially helpful flood prevention items for homes. <p>DT/RW to consider a response to the letter dated 29 January 2026 from Andrew Busby</p>	<p>DT/RW</p>
Highways and Transport		
26/1075 Any questions on ongoing highways matters (see report submitted– included here for reference)	<p>Roads, Traffic and PROW Report</p> <p>Community Speedwatch Group – the group has now recommenced its regular roadside sessions following a slow start to the year due to wet weather.</p> <p>SIDS Data Collection & Traffic Tally – data downloaded from the SID opposite Shire House at the beginning of April shows that 72.5% of drivers (heading east) exceeded</p>	

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	<p>the legal 20mph speed limit during the week 25th – 31st March. Total vehicles monitored – 15,811. This figure is consistent with previously analysed data taken from that position. Unfortunately, it is very concerning to regularly see recorded speeds of between 50-65mph! A tally of all traffic, passing along Main Street between the pond and bus shelter conducted on 28th April from 7:00 to 9:00 am, totalled 1,067.</p> <p>Village Entrance Gates – these will be installed by OCC following completion of the finance. New Road Signage & White Lines - single carriageway section of Main Street - despite the addition of new warning signs and white lines, I am receiving reports from residents regarding incidents of disputes involving drivers who don't wait for oncoming traffic to clear the section. The possibility of implementing a formal priority system has been dismissed due to the likelihood of long tailbacks in the village.</p> <p>Planet Kids signage, A417 – the installation of an unauthorised advertisement hoarding on the roadside near the nursery was reported to OCC Highways Engagement Team. I have been informed that the company has been contacted and instructed to remove the sign.</p> <p>20's Plenty Stickers – the countywide demand for free wheelie bin stickers was underestimated meaning that many parishes have been disappointed however, I am now awaiting for a supply to be sent from our County Councillor.</p> <p>PROW Footpath No. 389 – Moor lane to Upton church – the two damaged bridges have still not been repaired although some progress has been made as OCC warning signs have appeared on the structures. The requested waymarker for Moor Lane junction with Footpath No.401/7/20 has not yet been installed. Footpath No. 401/18/10, Brook Lane to Coscote - following a communication and meeting with a local resident, I have contacted OCC Highways Engagement regarding the dangerous exit from this footpath which comes directly out into Brook Lane. The vegetation is in need of being cut back away from the road in order to provide walkers with a clearer view of oncoming traffic. The landowner of the field and consequently the hedge, is responsible for the maintenance of vegetation and will need to be contacted by the PC regarding this. Highways Engagement has offered its support if needed and will also be looking into the possibility of installing road signs warning drivers of pedestrians in the road.</p> <p>ML to contact Jon Beale (OCC traffic and road safety officer) to express our concern regarding the occurrence of RTAs on Hagbourne Hill.</p> <p>ML to contact Jon Beale (OCC traffic and road safety officer) with a view to having another site visit to consider additional signage in the village.</p> <p>ML to make contact with Mr Napper about 1. Cutting back foliage at concealed public footpath exit onto Brook Lane and 2. Discuss the possibility of re-directing the public footpath from Coscote so that he exits more safely onto Foxglove Lane.</p>	<p>ML</p> <p>ML</p> <p>ML</p>
<p>26/1076 Moor Lane byway update</p>	<ul style="list-style-type: none"> DT to chase Arthur McEwan-James at Highways about when they will be installing the monitoring equipment in Moor Lane as proposed last year 	<p>DT</p>
<p>26/1077 Community Matters (see report submitted– included here for reference)</p>	<ul style="list-style-type: none"> The builder that was repairing the bus shelter roof has let me down. Now have another builder that will repair it free of charge! Waste/ dog bins have been looked at by the waste team and they have replaced the one at the bottom of the steps in Grove Terrace with a bigger standalone bin. They have also put up some dog poo signs which I think are too small! I have a chap coming on Thursday to give me a quote for placing the white posts in Moor Lane. Chair advised if quote for placing the white posts in Moor Lane is reasonable to say yes and schedule work. It was proposed by DT, seconded ML, that the work in Moor Lane proceeds as proposed subject to reasonable quote. JF to ask Les the Painter to quote for re=painting / varnishing the village benches. 	<p>JF</p> <p>JF</p>

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26/1078 Village Newsletter Advertising rate review	<ul style="list-style-type: none"> Following a discussion amongst the councillors it was decided to keep the village newsletter advertising rate at £30.00 per advert per year. Clerk to notify the editor. 	Clerk
26/1079 Emergency Plan Update	<ul style="list-style-type: none"> AW/ DT to draft and then print a survey for delivery to residents to gather appropriate data for inclusion in village emergency plan AW reported that he had made some progress with the village emergency plan but needs more important information from the data gathering that both the survey and an announcement by the chair at next weeks APM will provide. 	AW/DT AW/DT
Financial Matters		
26/1080 Sign off the 2025/26 audited accounts	<ul style="list-style-type: none"> 2025/26 Audited Accounts. It was proposed ML, seconded JF, and carried nem con that these accounts be adopted. Clerk to complete, sign, scan in and email the paperwork to the external auditors before the deadline. Clerk to complete form notifying electors that they are entitled to view the audited accounts and announce this at next week's APM. 	AW AW
26/1081 Approval of regular payments	<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, flooding prevention tools, ICO membership, new defib pads, internal auditor fee, insurance policy renewal premium, OALC membership subs renewal, 3 new village entrance gates, village newsletter printing costs and new 4 drawer filing cabinet. 	
26/1082 The current financial situation for 2025/26	<ul style="list-style-type: none"> Current Financial situation for 2026/27 – attachment 2 & 3 	
26/1083 Risk Assessment Register	<ul style="list-style-type: none"> DT signed off appropriate parts on the current Risk Assessment Checklist – attachment 5 	
26/1084 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
26/1085 Sign off APM Agenda	<ul style="list-style-type: none"> Agenda signed off by councillors Clerk to change room booking time to a 7pm start to enable refreshments before starting meeting at 7:30pm 	CLERK
26/1086 Agreement of items to include in the agenda for the next WHPC meeting Wed 30 June 26	<ul style="list-style-type: none"> Clerk to draft agenda and circulate amongst councillors 10 days before next meeting for review & comment Next regular PC meeting to be held on 30 June 2026 - Clerk to change village hall booking 	CLERK CLERK
26/1087 Close of meeting	DT declared the meeting closed at 9:35pm	

Signed:

Date:

Attachments:

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

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Title	District Councillors' Report
Councillors	Cllr Anne-Marie Simpson & Cllr Crispin Topping
Parish	West Hagbourne Parish Council
Date	6 May 2026

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

South News a monthly resident newsletter packed with the latest news, events, and consultations happening across South Oxfordshire.

Livestreaming of Full Council Meetings

We're making it even easier for everyone to follow local decision making. While both councils already livestream a wide range of meetings - from Cabinet and Scrutiny to Planning and Licensing - we will now, for the first time, be able to livestream full Council meetings.

Previously this wasn't possible due to space and technical limitations, as full Council meetings had to be held offsite. Thanks to newly available space at Abbey House, the councils can now host full Council meetings in a location equipped for livestreaming. This means people will be able to watch the discussions and decisions that matter most to our communities live or catch up later at their convenience.

The first livestreamed full council meetings will take place on:

- [Vale of White Horse – 13 May](#)
- [South Oxfordshire – 14 May](#)

The meetings will be recorded using Microsoft Teams and appear on the councils' [Committee Meetings YouTube channel](#).

This upgrade strengthens openness, accountability and public engagement - ensuring more people can stay connected to the democratic process. Please help us promote the new live streaming by sharing our social media posts and spreading the word.

BinDays Web App

We are pleased to confirm the launch of BinDays, our new web app for residents to find out when their bins will be emptied for their next two scheduled waste and recycling collections.

BinDays has been provided by our IT team to replace Binzone which we are no longer able to support, due to updated internet security standards. BinDays will provide a more reliable and easier to manage system going forward.

If people are using a smartphone, once they enter their postcode and select the 'install instructions' button, they will be able to add the app to their mobile for easy access next time.

Residents can access the service at southoxon.gov.uk/BinDays



Please help us spread the word and share our social media posts later this week, and please do let us know if you have any feedback on BinDays. Please note, the BinDays web app does not collect any user data.

Joint Local Plan latest

24 April 2026 – The Inspectors have written to South Oxfordshire and Vale of White Horse District Councils regarding the examination process moving forward. This letter is now available in the Examination Library ([ID16](#)).

8 April 2026 – The following documents have been added to the Examination Library.

- Note on Maintaining Effective Cooperation ([LPA42](#))
- Habitats Regulations Assessment for the South Oxfordshire and Vale of White Horse Joint Local Plan: Atmospheric Pollution Appropriate Assessment Addendum ([LPA43](#))
- South Oxfordshire and Vale of White Horse Level 1 Strategic Flood Risk Assessment Addendum ([LPA44](#))
- South Oxfordshire and Vale of White Horse Level 2 Strategic Flood Risk Assessment Update ([LPA45](#))
- South Oxfordshire and Vale of White Horse Water Cycle Study Detailed Report ([LPA46](#))
- Statement of Common Ground between South Oxfordshire and Vale of White Horse District Councils and Natural England (Revised February 2026) ([LPA47](#))
- Councils' Response to Key Issues ([LPA48](#))
- AS1 AS13 Statement of Common Ground for Berinsfield ([LPA49](#))
- AS2 Statement of Common Ground for Land adjacent to Culham Campus ([LPA50](#))
- AS3 Statement of Common Ground for Land South of Grenoble Road ([LPA51](#))
- AS4 Statement of Common Ground for Land at Northfield ([LPA52](#))
- AS5 Statement of Common Ground for Land at Bayswater Brook ([LPA53](#))
- AS6 Statement of Common Ground for Rich's Sidings and Broadway ([LPA54](#))
- AS7 Statement of Common Ground for Land at Didcot Gateway ([LPA55](#))
- AS8 Statement of Common Ground for North West of Grove ([LPA56](#))
- AS9 Statement of Common Ground for North West of Valley Park (Milton Fields) ([LPA57](#))
- AS10 Statement of Common Ground for AS14 Dalton Barracks ([LPA58](#))
- AS11 Statement of Common Ground for Culham Campus ([LPA59](#))

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- AS15 Statement of Common Ground for Harcourt Hill Campus – Westminster College Oxford Trust ([LPA60A](#))
- AS15 Statement of Common Ground for Harcourt Hill Campus – Oxford Brookes University ([LPA60B](#))
- AS16 Statement of Common Ground for Vauxhall Barracks ([LPA61](#))

Artweeks Takeover at Cornerstones

Cornerstone Arts Centre will host its first Artweeks Takeover this May, bringing a programme of exhibitions, installations and events to Didcot.

From Friday 1 May to Saturday 30 May, art will appear not only in the centre's gallery but across the building, including its public spaces.

This year's theme, "Stories of Arrival and Belonging", brings together artists from across the county. Working in painting, sculpture, film, photography, ceramics, textiles and mixed media. They explore ideas of home, identity and connection through a range of personal and shared perspectives.

The main gallery exhibition will feature artists Amanda Benstead, Catherine Rye, Sue Chamberlin and Lin Dewsnap, offering a quieter, more reflective contrast to the activity elsewhere.

For one week, the auditorium will be taken over by SCRAPS, a queer art collective presenting its debut exhibition, reimagining fragments and overlooked materials into something unexpected and expressive.

Cornerstone Arts Centre has worked with Oxfordshire Artweeks for more than 15 years, supporting artists and offering free exhibitions throughout the year. This is the first time it has hosted multiple exhibitions on this scale.

Key dates include:

- **29 April, 7pm** - Launch event and exhibition opening
- **2 May, 2-5pm** - Cyanotype demonstration in the study (free)
- **2 May, 4-7pm** - SCRAPS private view
- **30 May** - Artweeks exhibition closes

The exhibitions are free to view during Cornerstone's opening hours. For more information and opening times, [visit the Cornerstone website](#).

New Biodiversity Report reveals South Oxfordshire's natural wealth

South Oxfordshire District Council has published a new biodiversity report. For the first time the council has created a report which brings together information about the district's natural environment with details of how the council is helping nature recovery.

Some highlights from the report

Sites in the district identified as being significant, locally, nationally and internationally:



- Four special areas of conservation – Aston Rowant, Chilterns Beechwoods, Hartslock Wood, Little Wittenham
- 38 SSSIs (sites of special scientific interest) covering 1,550 hectares
- A national nature reserve at Aston Rowant renowned for its flower-rich chalk grassland, beech woodland and juniper scrub
- Four local nature reserves - Cuttle Brook, Ewelme Watercress Beds, Mowbray Fields (pictured above), Watlington Chalk Pits.

The report includes details of how the council is working to prioritise biodiversity on its own land for example, the council is actively managing more than 40 per cent of its land for the benefit of nature. The report also details all the council's plans and policies that are designed to promote nature recovery and to protect our most important habitats and species from damage in the planning system.

The council plays an active role in helping to protect and restore its rich natural heritage by supporting several key partnerships, including the Local Nature Partnership, the National Landscapes, Thames Valley Environmental Records Centre (TVERC) and the Local Wildlife Sites Project.

The Trust for Oxfordshire's Environment (TOE) oversees the council's biodiversity grant scheme. This scheme gives £50,000 per year using funds from Community Infrastructure Levy (CIL) paid by developer contributions. To date, £85,624 has been awarded in grants to 13 projects across South Oxfordshire.

South Oxfordshire's biodiversity duty report is a requirement of the Environment Act (2021) which requires all local authorities to consider their "biodiversity duty" - in other words - the measures they have taken and plan to take to protect nature over a five-year period.

The new [2026 South Oxfordshire biodiversity duty report can be downloaded here](#)

Additional information on council's nature recovery work

More information on the council's nature recovery work including meadow areas, countryside sites, tree planting, partnership work, nature reports, rivers and planning is available on the [nature recovery page](#) on our website.

The council's planning team, including several ecologists, considers how nature development interact and the council has pioneered 'Biodiversity Net Gain' - where the development of land will lead to losses of biodiversity, developers can pay to create habitat of equal or greater value to wildlife. Between 2013 and 2021 the council has raised more than £850,000 towards off-site biodiversity gains in addition to increased biodiversity achieved on development sites.

Biodiversity and planning at South Oxfordshire District Council is on [this page](#)

The council included nature recovery as one of its key priorities in its council plan and achieves much through partnership work with lots of wonderful local organisations and communities who share this



goal. And to that end we are delighted to announce that we are launching our **new Climate Action Fund** later this year for projects which support climate action and nature recovery. This will add to our existing funding to help biodiversity in the district.

2026 Waste & Street Cleaning Survey

Residents across South Oxfordshire and the Vale of White Horse are being encouraged to share their views on how rubbish, recycling and street cleaning services are run in their area, via an annual survey.

Whether you think things are working well or could be improved, your feedback will play a vital role in shaping the future of waste and street cleaning services across both districts.

Last year, more than 2,100 people took part in the 2025 survey, with more than 81 percent of respondents indicating they were satisfied or very satisfied with the waste collection service. As a result of the feedback, staff received extra training to help ensure bins are returned correctly after emptying, further checks were put in place around litter bin emptying and measures put in place ensure street cleaning standards across the area. There has also been increased communication on which items go in which bin, especially around food waste.

A new survey has now launched for 2026 giving residents another opportunity to have their say on everything from household waste and recycling collections to street cleaning and local waste reduction initiatives.

Take part in the 2026 Waste and Street Cleaning Survey now

at: southandvale.gov.uk/WasteSurvey

The survey is open until 4 June 2026.

If you have any questions or need the survey in an alternative format (including large print, Braille, audio, Easy Read or other languages), please email waste.team@southandvale.gov.uk or call 01235 422146.

This survey focuses on services provided by South Oxfordshire and Vale of White Horse District Councils. It does not cover any questions relating to Household Waste Recycling Centres as these services managed separately by Oxfordshire County Council.

Social media links for South Oxfordshire District Council

South

- [Facebook](#)
- [Instagram](#)
- [Threads](#)
- [Bluesky](#)
- [Nextdoor](#)
- [LinkedIn](#)

Joint with Vale

- [LinkedIn](#)

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7. OCC Report - no report received

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