

CHALGROVE PARISH COUNCIL

A MEETING of the Parish Council took place in the Village Hall, Recreation Ground, at 7.30pm, **Thursday 3rd April 2014.**

Present:

Cllr. A. Pritchard, Chairman	Cllr. T. Ace
Cllr. K. Batley, Vice-Chairman	Cllr. P. Collins
Cllr. B. Gray	Cllr. C. Earle
Cllr. R. Reed	Cllr. A. Maton

Apologies Accepted: Cllrs. Turner & Nabb

Not present: n/a

Members of the public: 0

Police: PCSO James Hopkin, Thames Valley Police

490. The minutes of the meeting held on 6th March 2014 were approved and then signed by the Chairman; proposed Cllr. Maton, seconded Cllr. Earle, agreed by all.

PUBLIC SESSION	
There was no public in attendance.	
MATTERS ARISING:	
491. T1 BUS SERVICE, WATLINGTON TO OXFORD: Cllr. Turner was not in attendance to provide a report.	DT
492. SPEEDING: Following concerns regarding vehicle accidents on the bend on Brinkinfield Road (a) The County Council had been asked for 'SLOW' to be painted on the road, 'keep left' signage, and white lines to be painted leading to the bend. No response had yet been received. (b) Information had been obtained regarding a proposal to implement a 20mph speed limit through the Village. It was agreed that, as the Parish Council could not fund the required draft order and consultation at a cost of between £5000 and £7500, the proposal would not be taken forward at this time. (c) Training is to be undertaken on the use of a SID (Speed Indicator Device) and use of it supplied by Thames Valley Police.	(a) JD (c) JD
493. VANDALISM & ASB: (a) Litter surrounding the Youth Centre and Village Hall had increased. (b) Bongos had been found at various places on the recreation ground. The Police had been informed. (c) Concerns had been raised at the young people sitting in the Village Hall entrance foyer whilst the Hall was being used by hirers. The young people involved are to be spoken to via Youth Club. (d) Swings on the under 8s play area were being wrapped over the high bar most evenings, making them unusable the next morning. The young people involved are to be spoken to via Youth Club.	(c) JD (d) JD
494. FOOTPATH REPORTS: All footpath reports must be submitted by the next meeting.	ALL
495. CHALGROVE MILL MEETING: The Mill Emergency Plan had been re-distributed and is to be signed and returned by all parties.	JD
496. CHALGROVE BAND EQUIPMENT: The Parish Council await information from the Chalgrove Band listing the band equipment the Parish Council have trust liability for.	JD
497. MILL LANE FOOTBRIDGE: The County Council's Countryside Service team had been alerted to the plastic bags covering the 'public footpath' signage. They are to be chased for action and the matter is to be placed within the Parish Council newsletter.	JD
498. BERRICK ROAD FLOODING: Enquiries are to be made to establish whether the culvert, partly responsible for the road flood, was the responsibility of the land owner. The Parish Council await clarification on this.	JD
499. HIGH STREET WILLOWS: Oxfordshire County Council and SOHA had been contacted regarding the two remaining High Street willows, stating that the Parish Council do not believe that they are responsible for their upkeep. The Parish Council await their comments.	JD

500. INSURANCE CLAIM: The insurance claim, following the removal of a fallen tree and the repairs required to fencing, had been submitted and it is hoped that a meeting will take place with the claim inspector soon.	JD
501. MILL LANE PASSING PLACES: The County Council had been asked to erect 'passing place' signage to avoid people parking there, no comments had been received. The adjacent land owner had been contacted and asked to speak with those parking in the passing places to see to their horses.	JD
502. ST MARYS CHURCH POT HOLES: The County Council are to be chased with regards to the dangerous pot holes leading to the church.	JD
503. ENERGY AUDITS: The application had been submitted for a £500 TOE2 grant towards a Village Hall complex energy audit, with the Parish Council funding the remaining cost. The Parish Council await their response.	JD
504. GARAGE SITE DEVELOPMENT: No further complaints had been received.	
505. FOOTBALL ASSOCIATION: Cllr. Nabb and the Clerk had met with the Football Association and the Cavaliers Football Club to discuss the current facilities and the grant opportunities for improvements or further development.	
506. FOOTPATH 8: CWaCS had submitted their grant application to TOE for the works required on the footpath. Extra costs had been issued by the County Council due to the closure of the footpath whilst the work takes place, and extra funds in the region of £1000 must be raised.	
507. VILLAGE HALL SURGERIES AT SODC: The meetings had been fully booked and therefore no attendance had been made.	
508. OPENNESS OF LOCAL GOVERNMENT BODIES: The response, objecting to meetings being filmed, had been submitted.	
509. TRAFFIC MEETING – JOHN HOWELL MP: Cllr. Pritchard reported on the meeting. It had been a good networking opportunity between the surrounding Villages and three working groups had been set up.	
510. MILL LANE SOLAR FARM: No further complaints had been received. Notification from the developer had been received stating that work to the damaged verges would take place imminently.	
511. BRIDGE WEIGHT RESTRICTIONS: A resident had been informed by Trading Standards that a weight restriction had been applied to bridges in Chalgrove. Confirmation had been received from the County Council's principal bridge engineer that, whilst Chalgrove is covered by a 7.5t Environmental Weight Restrictions, access is permitted for all vehicles provided that they are delivering within the area or have other legitimate business. As the Chalgrove bridges are short span, no structural capacity checks would be required. The information will be sent to the resident.	JD
512. DUCK SIGNAGE: The Parish Council groundsman is to remove the old pole.	
513. BLOCKED DRAINS: The County Council had been informed of the blocked drains throughout the Village.	
514. FOOTPATH REPAIRS: The County Council had been informed, and chased, of the footpath repairs required around the Village.	JD
515. WEBSITE: Permission was granted for the Clerk to go ahead and redesign the Parish Council website, to be approved by the Parish Council prior to going online.	
516. MATTERS UNRESOLVED: Office PC Cleanse, Baronshurst Oil Tanks, Damages Claim, The Green land ownership, Maintenance of the Guides land at Hardings, Car Park Planning Permission.	ALL
517. NEWSLETTER: Articles are to be submitted to the Clerk as soon as possible.	
518. NEIGHBOURHOOD PLAN COMMITTEE: Reports were provided on the work undertaken by the Committee and updates are to be placed within the LINK.	
519. NEIGHBOURHOOD ACTION GROUP (NAG): The Parish Council had met with	

<p>neighbouring Councils and Thames Valley Police to discuss reforming the Neighbourhood Action Group. Those in attendance agreed that the group should be reformed and the first meeting is to take place on 21st May 2014.</p>	JD
<p>520. EMERGENCY PLAN: The Clerk is to continue drafting the plan. 521. ANNUAL PARISH MEETING & CROOKSTON SHIELD: (a) The agenda for the Annual Parish Meeting, to be held on 17th April, was set. (b) Five nominations had been received for the Crookston Shield; the Chalgrove 10K Committee, Chalgrove Flood Alleviation Group, the Village Festival, the LINK magazine, and the Parish Council recreation committee. Following a vote, the award and £50 donation will be presented to the Chalgrove Flood Alleviation Group at the Annual Parish Meeting.</p>	ALL
<p>522. FINANCE: Councillors are to attend a meeting to review the draft Standing Orders and Financial Regulations on the 22nd April.</p>	ALL
<p>523. COUNCILLOR VACANCY: All applications are to be submitted by Friday 18th April, with interviews being held on Tuesday 29th April.</p>	
<p>524. WORKS & ORDERS: The Clerk discussed the works and orders requiring approval. <u>Completed</u> Electrical testing, hedge cutting. <u>Awaiting Completion</u> Boiler maintenance, Fire Safety works, Fitness equipment repairs. <u>Awaiting Approval</u> <u>Quotations Required</u> MUGA light repairs, Village Hall CCTV, Bench/seat installation, roof replacement, air conditioning maintenance, window repair, brickwork repair, gate repairs, crockery, shower repairs, Village Hall toilet and kitchen refurbishment, new gate to the recreation ground, Village Hall storage space extensions, speedbump repair/replacement, grass seeding/rolling recreation ground.</p>	
<p>CORRESPONDENCE: 525. <u>The Parliamentary Under-Secretary of State for Communities and Local Government</u> wrote with new guidance referring to the Legislative Reform (Payments by Parish Councils, Community Councils and Charter Trustees) Order 2014.</p>	AP & RR
<p>526. <u>Chalgrove Local History Group</u> wrote with their concerns regarding storage at the Parish Office and Village Hall. Cllrs. Pritchard and Reed are to meet with them to discuss further.</p>	
<p>527. <u>SODC</u> wrote with details of the next OxTrails App meeting, Wednesday 7th May.</p>	
<p>528. <u>PCSO Matthew Taylor</u> wrote to report that he will no longer be covering Chalgrove within the Neighbourhood Team, due to promotion.</p>	JD
<p>529. <u>A concerned parent</u> queried whether the ground could be levelled off within the play areas. She is to be advised that plans are in place to roll and grass seed the areas.</p>	JD
<p>530. <u>A Mill Lane resident</u> queried whether an overhanging hedge could be cut back by the Parish Council. As the hedge is on County Council land, they are to be asked to complete the works required.</p>	JD
<p>531. <u>A hirer of the Youth Centre</u> had requested permission to park on the recreation ground. Permission was not granted.</p>	JD
<p>532. <u>Permission was granted</u>, following a vote, for the Festival Committee to take one vehicle over the bridge into Janes Meadow on the 5th May for the purposes of setting up an attraction for the May Day festival; with 6 Councillors in agreement and 2 Councillors with objections.</p>	
<p>533. PLANS (Parish Council decision only): None</p>	
<p>534. DECISION NOTICES FROM SODC: None</p>	
<p>535. MONTHLY POLICE REPORT: PCSO James Hopkin introduced himself as the new contact for the area and reported on: (a) <u>High Street Bus Stop outside the Crown PH</u> – the Police wished for the current bus stop to be removed and replaced with a perspex alternative to detract young people from using it</p>	ALL

<p>as a shelter. The Parish Council felt that a replacement bus stop would not deter the young people, and explained that the brick bus stop had been built due to being placed within a conservation area. The matter is to be re-addressed at the next meeting.</p> <p>(b) <u>No Alcohol Drinking Zones</u> – the Police suggested that the High Street become a No Alcohol Drinking Zones, with fines applied to those seen drinking in public in that area. The matter is to be re-addressed at the next meeting.</p>	ALL
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536. REPORT FROM THE DISTRICT COUNCILLOR: Cllr. Turner provided a report which included (a) Budgets (b) Benefits (c) Sporting activities (d) Young achievers award (e) Grants and community loans.

537. REPORT FROM THE COUNTY COUNCILLOR: No report had been received.

538. REPORT FROM THE PLAY AREA INSPECTION OFFICERS: All areas had been checked: (a) Fitness equipment awaits repairs (b) Play area gates await repairs (c) Play area plaques are to be erected by Cllr. Ace.

ACCOUNTS:

539. Four cheques had been signed outside of meetings; 005077 to 005080

540. Youth Club insurance, at a cost of £88.71, was approved; proposed Cllr. Ace, seconded Cllr. Batley, agreed by all.

541. Mill Lane allotment rat poison, at a cost of £26.99 ex VAT, was approved; proposed Cllr. Pritchard, seconded Cllr. Batley, agreed by all. A letter is to be sent to the site manager warning that future costs will not be reimbursed without prior sanction.

542. Solicitor fees for (a) work completed to date on matters relating to the ownership of The Green and registration of land, at a cost of £1291.51 and (b) work completed to date on matters of the disputed alleged access for horses on the recreation ground, at a cost of £3399.00, were approved; proposed Cllr. Pritchard, seconded Cllr. Earle, agreed by all.

543. ACCOUNTS SANCTIONED FOR PAYMENT:

005077	OALC – subscription 2014/2015	£519.64
005078	ORCC – membership 2014/2015	£65.00
005079	OALC – training fee	£78.00
005080	Darke & Taylor Ltd – light repairs	£617.70
005088	SODC – rates	£459.83
005089	SODC – rates	£464.00
005090	N. Kerridge – youth work	£507.00
005091	B. Murphy – youth work	£104.00
005092	D. Mephram – gate caretaking	£160.00
005093	P. Hall – groundsman	£1245.35
005094	B. Wilson – allotment entrance repairs	£50.00
005095	H. Ace – play area plaque expenses	£23.00
005096	BT – telephone lines	£249.73
005097	Southern Electric – electricity supply	£742.39
005098	TalkTalkBusiness – web hosting	£125.60
005099	Darke & Taylor – light repairs	£42.60
005100	J. Franklin – allotment hedge works	£100.00
005101	REDBOX – cleaning & office supplies	£132.07
005102	Total Gas & Power – gas supply	£445.73
005103	Thames Water – allotments and hall complex	£135.84
005104	ORCC – NDP course	£120.00

ANY OTHER BUSINESS

544. Cllrs. Collins and Gray reported potholes, which will be reported to the County Council.

545. Cllr. Maton discussed an exercise to take place at the airfield in June.

546. Thanks were given to Cllr. Reed for his monthly finance information.

JD
AM

Exclusion of the public: *In view of the confidential nature of the business then transacted, it was advised in the public interest that the public be temporarily excluded and were instructed to withdraw.*

547. KNIGHT'S ACCESS: A discussion took place regarding the alleged access over the recreation ground.	ALL
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Inclusion of the public: *The public were no longer excluded.*

DATES:

- Planning Committee, 17th April, 7.30pm, Village Hall
- Annual Parish Meeting, 17th April, 8.00pm, Village Hall
- Finance Committee, 22nd April, 7pm, James Martin Room
- Interviews, 29th April, 7pm, James Martin Room
- Parish Council AGM, 1st May, 7.30pm, James Martin Room

The meeting closed at 10.02pm

Signed: Chairman