

CHALGROVE PARISH COUNCIL

A MEETING of the Parish Council took place in the Village Hall, Recreation Ground, at 7.30pm, **Thursday 6th April 2017.**

Present: Cllr. A. Pritchard, Chairman
 Cllr. J. Nabb
 Cllr. D. Turner
 Cllr. K. Batley
 Cllr. B. Gray
 Cllr. R. Reed
 Cllr. A. Dudley
 Cllr. A. Ziemelis
 Cllr. C. Nixey

Apologies Accepted: Cllr. Ace
Not present: n/a
Members of the public: 0

464. The minutes of the meeting held 2nd March 2017 were amended, approved and then signed by the Chairman; proposed Cllr. Batley, seconded Cllr. Nabb, agreed by all.

<p>465. COUNCILLOR RESIGNATION: (a) Mr. B. Wilson had submitted his resignation as Councillor to the Parish Council. Cllr. Pritchard had written to accept his resignation and thanks were given for his hard work and support over the last 2 years. (b) Mr. Wilson will continue to sit on the Allotment Committee as a public member, and will continue to act as Site Manager for the Mill Lane allotment site. (c) SODC's Election Office are to be informed of the resignation and the Notice of Councillor Vacancy is to be placed in the public domain as soon as possible. If, after 14 days, the public have not called an election, the Parish Council will fill the vacancy by co-option.</p>	<p>(c) JM</p>
<p>PUBLIC SESSION None.</p>	
<p>MATTERS ARISING: 466. DOG MESS: Following reports of increased dog mess throughout the village the Parish Council are to (a) write to the Year 4 students thanking them for their letters and (b) meet with Cleaner Chalgrove on Thursday 13th April to discuss ways to alleviate the issue.</p>	<p>(a) AP & JM (b) JN,AD,JM AP & JM</p>
<p>467. GARDEN & FOOD WASTE DUMPED ON THE RECREATION GROUND: Following reports of dumped garden waste, and food waste which could be harmful to dogs, the Parish Council are to write to all residents of Chibnall Close and Baronshurst Drive who back onto the recreation ground.</p>	
<p>468. SPEEDING: (a) Thames Valley Police had confirmed that the SID had been allocated to Chalgrove Parish Council from the 10th to the 23rd April. (b) Two sessions are to be undertaken by the SID team. (c) It was noted that more volunteers are required.</p>	<p>(b)AP,JN,AD</p>
<p>469. VANDALISM & ASB: (a) Following reports at the previous meeting, of children repeatedly knocking on doors late at night, the Police had been informed and Youth Club members had been alerted to the consequences of anti-social behaviour. No further reports had been received at the Parish Council office. (b) A High Street resident had requested that the bus shelter outside 124/126 High Street be removed in order to stop young people from congregating there. It was felt, by all Councillors, that this action was not necessary and that adequate steps had already been taken by contacting the Police and making the public aware of the antisocial behaviour by way of an article in the LINK magazine.</p>	
<p>470. AMERICAN WAR MEMORIAL: Chalgrove Parish Council are to undertake the work required to the laurel hedging surrounding the war memorial, and to dispose of the cuttings. Cllr. Ace was not in attendance to provide an update.</p>	<p>TA & CN</p>
<p>471. DELAYS TO THE NDP – EXPLANATION LETTER: A letter to SODC had been sent in order to explain, in depth, the reasons for the delays in the NDP which include (a) change of SODC contacts, (b) the application for funding, and (c) flood mapping. A response had been</p>	

<p>received from SODC.</p> <p>472. CHALGROVE & WATLINGTON'S CHILDREN'S CENTRE: (a) Following comments from the C&WCC Management Committee, the draft contract had been amended but no further details received. (b) A press release had been placed in the public domain which detailed that 3 people had been contracted. Concerns were made that contracts had not been finalised or signed and queries are to be made with the C&WCC Management Committee. (c) Cllr. Turner spoke of the success of the re-opening and discussed the events programme.</p> <p>473. ANNUAL PARISH MEETING & CROOKSTON SHIELD: Councillors were reminded of the Annual Parish Meeting scheduled for the 21st April. Voting for the Crookston Shield is to take place prior to the public meeting.</p> <p>474. APPLICATION TO MODIFY THE DEFINITIVE MAP: Following an application from a member of the public to modify the Definitive, to turn part of the recreation ground into a restricted byway, or byway open to all traffic, a letter had been sent to OCC strongly objecting to the application and referring to the Tribunal document which detailed that there is no legal right for vehicles or horses on the land. OCC had responded to report that it may be several years before the application is investigated and provided guidance on their procedures.</p> <p>475. BENCH FOR BOB GASKELL: An order for the bench had been placed, in memory of Mr. Bob Gaskell, paid for by the family. Representatives of the Parish Council are to meet with the Gaskell family to discuss the siting of the bench on the 15th April.</p> <p>476. PIANO TUNING: Contact is to be made with a piano tuner for the tuning of the piano within the Village Hall.</p> <p>477. LAND AT HARDINGS: It was previously proposed that the land at Hardings be used to site a shed/garage/container to store emergency planning supplies, such as sandbags. A letter was received from an adjacent resident detailing their objection to the siting of a container on the land. A letter had also been received from the landowner seeking engagement with the Parish Council in advance of their planning application to erect a single storey dwelling on the land. The Parish Council agreed to the application in principle, based upon the information provided. An alternative site is to be sought for the storage of emergency planning supplies.</p> <p>478. ALLOTMENT COMMITTEE: Expenditure figures, for the last 5 years, are to be submitted to the Committee Chairman, Cllr. Ace.</p> <p>479. YOUTH CLUB COMMITTEE: It was reported that the Parish Council are to receive a refund of £32 against their 2017/2018 affiliation fee.</p> <p>480. MATTERS UNRESOLVED: Charities account, Thames In Bloom 2018, community assets, energy audit, footpath sidings employment, broken railing at the High Street, land at Hardings, land Registry (Mill Lane allotments & recreation areas), Chalgrove Battle Group notice boards, Chalgrove Band equipment, Chapel Lane alleyway shrubbery responsibilities, stable planning permissions at Mill Lane, tennis.</p> <p>481. MATTERS ON HOLD: Future of the Chalgrove Post Office, parked cars outside the Post Office, Community Service street cleaning, Local Council award.</p> <p>482. VILLAGE HALL COMMITTEE: A Committee meeting had been held on the 23rd March 2017, and the minutes are available from the Parish Council office.</p> <p><u>Energy Audit</u> The Committee reviewed the audit undertaken by Brookes with funding from TOE2.</p> <p><u>Kitchen/Toilet Refurbishment</u> One quotation had been discussed at the Committee meeting, with a second quotation arriving thereafter. Both quotations are to be discussed at a Village Hall Committee meeting on the 21st April 2017.</p> <p><u>Table Tennis</u> It was agreed by the Committee that, following their purchase of another table, the Table Tennis Club would be granted storage in the Village Hall air conditioning room. It was agreed that Chalgrove Band storage would stay as is, and that quotations would be sought to extend the cleaning cupboard into the Village Hall entrance foyer.</p>	<p>(b) DT & JM</p> <p>AP & AZ</p> <p>JM</p> <p>JM</p> <p>JM</p> <p>JM</p> <p>JM</p>
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<p>483. COMUNICATIONS COMMITTEE: A Committee meeting had been held on the 27th March 2017, and the minutes of the meeting are available from the Parish Council office. <u>Newsletter</u> The Committee had agreed the content of the newsletter and various Councillors tasked with writing articles.</p>	ALL
<p><u>Tea Party</u> It was agreed by the Committee to proceed with plans for a village tea party on Saturday 17th June to coincide with parties nationwide celebrating the memory of Jo Cox MP. (a) Costings are to be obtained (b) Entertainment is to be arranged <u>Other matters discussed</u> included NDP communication, LINK articles and the application for the modification to the Definitive Map.</p>	(a)&(b) JM
<p>484. NEIGHBOURHOOD DEVELOPMENT PLAN: Cllr. Nabb reported on the work undertaken by the Committee. (a) The draft NDP would shortly be ready to present as a pre-submission document to SODC. (b) The SODC Planning Committee meeting, to decide the outcome of the planning application for 120 homes to the east of Chalgrove, had been postponed due to the need for a site visit.</p>	
<p>485. PROPOSED DEVELOPMENT AT CHALGROVE AIRFIELD: <u>SODC Local plan</u> SODC has released the next phase of their Local Plan which included Chalgrove as a proposed strategic site along with Culham and Berinsfield. It was reported that development in all 3 areas would provide SODC with 5000 more homes than they required to fulfil their 5 year land supply. The public are to be made aware of the consultation via the normal communication methods.</p>	JM
<p><u>HCA</u> It was reported that all HCA documents pertaining to the proposed development at Chalgrove had been removed from their website, for reasons unknown at present.</p>	DT
<p><u>MOD Freedom of Information Request</u> Cllr. Turner had made a request to see what paperwork the Minister had seen when making the decision to give to land to HCA. A response had been received detailing that they could not provide such information. Further enquiries are to be made.</p>	DT
<p>486. FLOOD ALLEVIATION & EMERGENCY PLANNING: <u>Emergency Plan</u> It was reported that the Emergency Plan required amendments following the co-option of new Councillors. A request for more street wardens is to be placed in the newsletter.</p>	JM
<p><u>Back Brook</u> Letters of concern had been received regarding garden waste and large logs in the back brook. A letter is to be written to all riparian owners to ask them not to dump any garden waste in the watercourse. The Youth Workers are to speak to the young people and ask them not to build bridges between Janes Meadow and Frogmore due to the logs causing issues further down stream.</p>	JM
<p>487. WORKS & ORDERS: Discussions took place regarding the works and orders. <u>Completed</u> Boiler service at the Village Hall.</p>	
<p><u>Awaiting Completion</u> Arrival of office furniture, repairs to the tile roof at the High Street bus stop, clearing and jetting of the car park drains (by the school), receipt and installation of the Gaskell bench.</p>	
<p><u>Awaiting Approval</u> Quotations received for the refurbishment of the Village Hall kitchen and toilets are to be discussed further at the Village Hall Committee meeting.</p>	
<p><u>Quotations Required</u> Sand for the MUGA, Emergency Planning storage solution, emergency planning supplies, etching of logo and map for the High Street bus stop, path repair next to the recreation ground, brickwork repair at the Village Hall, tile repair at the Village Hall, Village Hall entrance foyer manhole grip repair, MUGA resurfacing, Village Hall toilet and Kitchen refurbishment, Village Hall roof replacement, microphone system, re-angling of MUGA lights, Youth Centre light repairs, recreation ground pitch improvements.</p>	
<p><u>On Hold</u> French drain for flooded footpath next to recreation ground, updated Jubilee Walk tree plaque.</p>	

<p>CORRESPONDENCE:</p> <p>488. <u>SODCs Street Naming & Numbering team wrote</u> to request naming suggestions for the road leading to the John Boyd garage. The Parish Council recommended "Rushy Furrows Lane" which is what the area was known as, historically. The information is to be passed back to SODC.</p> <p>489. <u>A resident wrote with his concerns over the cars parking in Baronshurst Drive</u> during football matches on the recreation ground. The Cavaliers had been alerted and they are to direct as many people as possible to the larger car park by the school.</p> <p>490. <u>SODC wrote with details of their free compost giveaway</u> on Saturday 13th May and Sunday 14th May.</p> <p>491. <u>A High Street resident wrote with his concerns over buses going past his house.</u> The resident reported structural movement which he believed to be due to larger buses going past at speed. The Parish Council noted that Thames Travel buses are infrequent and currently use the smaller buses. The resident is to be asked to direct his concerns toward OCC Highways.</p> <p>492. <u>OCVA wrote regarding the Oxfordshire Charity & Volunteer Awards 2017.</u> The Chairman and Clerk had already nominated Jackie Edwards, CHATS.</p> <p>493. <u>Mr. Bob Larter, Cavaliers FC Chairman, wrote regarding the work required to the pitches.</u> His recommendations are to be discussed further at the Recreation Committee meeting on the 20th April.</p> <p>494. <u>A resident wrote with concerns of parking on Brinkinfield Road,</u> especially close to the junction with the High Street. The Parish Council are to ask OCC whether they are able to paint white lines on the junction, and the Police are to be informed.</p> <p>495. <u>SODC had written with details of the 2017/2018 business rates</u> which had been inaccurately charged at £0.00. SODC had been informed of their mistake and the Parish Council await the revised bill.</p> <p>496. <u>SODC had written with details of the 2017/2018 business rates for the land at Hardings.</u> SODC had been sent the contact details of the landowner.</p>	<p>JM</p> <p>JM</p> <p>JM</p> <p>JM</p> <p>JM</p>
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497. PLANS (Parish Council decision only):

P17/S1117/HH	11 Church Lane	Replacement of roof over garage, extension to the garage, erection of conservatory to the side.
		APPROVED

498. DECISION NOTICES FROM SODC:

P16/S4082/FUL	22 Monument Road	Construction of one 4 bed dwelling.
		GRANTED

499. MONTHLY POLICE REPORT: No report had been received.	
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500. REPORT FROM THE DISTRICT COUNCILLOR: Cllr. Turner provided a report: (a) The Wallingford Festival of Cycling will take place on Sunday 16th July. (b) Three new rate relief schemes are to be announced in the spring. (c) SODC are providing more than £1million in grant funding to 16 community groups, charities and support organisations across the district. (d) Thame Leisure Centre will benefit from a major upgrade, starting in April and taking up to 14 weeks to complete. (e) A restaurant in Thame was temporarily stopped from using a food storage area after an Environmental Health visit. (f) From the 7th April the Jubilee Splash Park fountains in Wallingford will be open to the public. (g) SODC had published the draft Local Plan for consultation, which will run for 7 weeks.

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

502. REPORT FROM THE PLAY AREA INSPECTION OFFICERS: (a) The monthly assessment of equipment had been undertaken by Cllr. Pritchard. All areas are satisfactory. (b) The Parish Council had been informed that a site visit from Playdale would be chargeable and the matter is to be further discussed at the Recreation Committee meeting on the 20th April.

ACCOUNTS:

503. Community First membership, at a cost of £70, was approved; proposed Cllr. Batley, seconded Cllr. Reed, agreed by all.

504. Community First Village Hall affiliation, at a cost of £50, was approved; proposed Cllr. Pritchard, seconded Cllr. Dudley, agreed by all.

505. OPFA membership, at a cost of £50, was rejected. It was felt that, since no assistance had been required for several years, there was no need to continue the membership.

506. 1st Chalgrove Scouts Group requested payment for litter picks undertaken between 5th December 2015 and 28th March 2017, at a cost of £1275. The cost was approved but concerns were made regarding the infrequency of payment requests and the Scouts are to be asked to make all requests by the end of the calendar year; proposed Cllr. Batley, seconded Cllr. Pritchard, agreed by all.

507. Youth Club insurance from Arthur J Gallagher Ltd, at a cost of £106.68, was approved; proposed Cllr. Pritchard, seconded Cllr. Nixey, agreed by all.

508. Six cheques had been signed outside of meetings; 005953 - 005958

509. ACCOUNTS SANCTIONED FOR PAYMENT:

005953	Assist UK Ltd – financial assistance	£168.87
005954	OALC – subscription	£510.84
005955	Cleaner Chalgrove – donation	£50.00
005956	Oxfordshire Youth – membership	£72.00
005957	TOE2 – energy audit	£330.00
005958	Maxwell Amenity Ltd – tree guards	£33.54
005964	BT – telephone lines	£297.07
005965	Yorkshire Gas & Power – gas supply	£277.00
005966	SSE – electricity supply	£749.23
005967	TalkTalk Business – web hosting	£67.00
005968	Viking Direct – office supplies	£61.11
005969	EdenVale Young – VAT	£860.00
005970	Fire Safety Services – alarms & lighting	£320.47
005971	T. Fisher – financial assistance	£150.00
005972	Block9 Display – NDP posters	£69.00
005973	SODC – dog bin emptying	£188.38
005974	M. Law – gate caretaker	£100.00
005975	B. Murphy – youth work	£130.00
005976	N. Kerridge – youth work	£507.00
005977	P. Hall – groundsman	£750.00
005978	P. Hall – groundsman	£643.29

ANY OTHER BUSINESS:

510. Cllr. Pritchard requested that street name suggestions are sought from the Chalgrove Local History Group for future development.	TA & RR
511. Cllr. Batley requested that the Chalgrove Cricket Club be registered as a Community Asset. The request was approved, agreed by all.	JM
512. Cllr. Ziemelis requested that the notice board by the Post Office be replaced. Costs are to be sought.	JM

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.*

513. HR COMMITTEE MEETING:

Following the increase to the National Living Wage and Minimum Wage, effective April 2017, the following new hourly rates were approved; proposed Cllr. Nabb, seconded Cllr. Gray, agreed by all.	
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Inclusion of the public: *The public were no longer excluded.*

DATES:

- 3rd March, Roles & Responsibilities Workshop, James Martin Room, 7pm
- 11th April, Youth Club Committee, Youth Centre, 6pm
- 13th April, Meeting with Cleaner Chalgrove, Parish Office, 10am
- 20th April, Planning Committee, James Martin Room, 6.45pm
- 20th April, Recreation Committee, James Martin Room, 7pm
- 21st April, Village Hall Committee, James Martin Room, 6.30pm
- 21st April, Annual Parish Meeting, Village Hall, 8pm
- 4th May, Chalgrove Parish Council Meeting, James Martin Room, 7.30pm

The meeting closed at 9.43

Signed: Chairman