

CHALGROVE PARISH COUNCIL

A MEETING of the Parish Council took place in the Village Hall, Recreation Ground, at 7.30pm, **Thursday 7th December 2017.**

Present: Cllr. J. Nabb, Vice-Chairman
 Cllr. D. Turner, also Dist. Cllr
 Cllr. K. Batley
 Cllr. B. Gray
 Cllr. T. Ace

Cllr. R. Reed
 Cllr. A. Dudley
 Cllr. A. Ziemelis
 Cllr. C. Nixey

Apologies Accepted: Cllr. Pritchard

Not present: n/a

Members of the public: 0

295. The minutes of the meeting held 2nd November 2017 were amended, approved and then signed by the Vice-Chairman; proposed Cllr. Ace, seconded Cllr. Dudley, agreed by all.

| PUBLIC SESSION | |
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| None. | |
| MATTERS ARISING: | |
| 296. COUNCILLOR VACANCY: Following the two previous co-option campaigns, where there had been no applicants, the Parish Council are to create a display within the Village Hall entrance foyer to explain what it takes to be a Councillor. The application deadline and interviews are to be extended to March. | JM |
| 297. SPEEDING: There had been no SID usage within November due to darker mornings and evenings. | |
| 298. VANDALISM & ASB: Nothing to report. | |
| 299. CHARITIES TRUSTEES: Cllr. Reed is to schedule a meeting. | |
| 300. AMERICAN WAR MEMORIAL: A letter had been sent to Mr. John Godfrey asking him to ensure that nothing is planted in front of the gate leading to the adjacent field. | |
| 301. PARKING ISSUES: | |
| <u>Flemming Avenue</u> (a) Letters had been sent to some residents of Mill Lane and Flemming Avenue requesting that, if they park on the grass areas at the entrance to Flemming Avenue, they remove their vehicles immediately. (b) The Parish Council await a quotation for bollards from OCC. | (b) JM |
| <u>White Lines</u> (a) The Parish Council await a quotation for white line painting on Brinkinfield Road, and the re-painting of white lines on the High Street. (b) It was agreed that the Parish Council request funds of £1500 from Cllr. Turner's Community Grant scheme, to pay towards the white lines. | (a) JM (b) JM |
| 302. BUSES: Thames Travel had confirmed that they would update the timetables in every bus stop in Chalgrove. | JM |
| 303. TENNIS: Cllr. Pritchard had contacted Kerry Hudson, Chalgrove Primary School, to discuss tennis opportunities in Chalgrove; a meeting will be held in the new year. | AP |
| 304. HIGH STREET WASTE BIN: It had been noted that a larger public waste bin was required outside Chalgrove Village Store due to overflowing litter. BIFFA had reported that larger bins were not available and that increasing the frequency of collections may alleviate the issue. The cost of a new or extra bin is to be discussed at the next meeting, and discussions are to take place with the groundsman as to whether he can empty the bin in between collections.. | JM |
| 305. BYPASS HISTORY: Cllr. Dudley had requested information on when the Bypass was built. SODC state that the Planning Application, P64/M0411, was granted on the 16 th November 1965, and it is believed that the road was built in 1968. | |
| 306. SSE ELECTRICITY POLE – ADEANE: SSE had been informed of the leaning electricity pole at the corner of Adeane, Langley and Quartermain. Cllr. Dudley was informed that there | |

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| <p>was no immediate risk and that SSE would make the necessary repairs in due course. 307. PAT TESTING: Cllr. Dudley and the Clerk had completed the PAT testing, apart from a few appliances being left out due to the kit having a piece missing. It was agreed that the Parish Council would continue to perform its own testing so long as there were persons trained to do so.</p> | |
| <p>308. REMEMBRANCE SERVICE: It was noted that the Remembrance Service was well attended and thanks were given to the Royal British Legion.</p> | |
| <p>309. MATTERS UNRESOLVED: Overhanging shrubbery at 36 Mill Lane, Chapel Lane alleyway shrubbery responsibilities, Light Aircraft flying opportunity, TVP action day, office broadband speeds, application to modify the Definitive Map, Community Assets, broken railing at the High Street, land Registry (Mill Lane allotments & recreation areas), Mill Lane road sign.</p> | |
| <p>310. MATTERS ON HOLD: Community Service street cleaning, Local Council award.</p> | |
| <p>311. RECREATION COMMITTEE: There had been no Committee meeting.</p> | |
| <p><u>MUGA</u> (a) The Cavaliers FC had reported that the MUGA was unusable. A quotation for high pressure washing had been received at a cost of £900 ex VAT, which was approved; proposed Cllr. Ace, seconded Cllr. Nixey, agreed by all. (b) The Parish Council are to continue seeking further quotations for the replacement of the MUGA carpet and the necessary grant funding. (c) Cllr. Ace had used the leaf blower to remove the leaves off the MUGA and Tennis Court.</p> | (b) JM |
| <p><u>Bob Larter Seat</u> Mr Neil Topping, Chalgrove Walking Football, had met with Cllrs. Ace and Pritchard to discuss the proposed location of the seat. The quotation had been sent to the Cavaliers FC who are to liaise with the family.</p> | |
| <p><u>Trees</u> (a) Cllr. Ace and the Groundsman completed an inspection of the trees on the Recreation Grounds. Work required, at a cost of £410 ex VAT, was approved; proposed Cllr. Gray, seconded Cllr. Batley, agreed by all. (b) Mr. Rob Hinton is to meet with Cllr. Ace to discuss the 4 large trees by the Tennis Court.</p> | (b) TA |
| <p>312. COMMUNICATIONS COMMITTEE: There had been no Committee meeting.</p> | JM |
| <p><u>LINK Articles</u> The Parish Council discussed which articles are to be submitted for inclusion within the January LINK.</p> | ALL |
| <p><u>Newsletter</u> The Newsletters are to be printed and distributed by Councillors over the festive period.</p> | |
| <p>313. ALLOTMENT COMMITTEE: A Committee meeting had been held on the 23rd November; minutes are available from the Parish Council office.</p> | |
| <p><u>Review of Paperwork</u> (a) The Committee reviewed and approved the contract for the supply of water to Mrs. Sally Higgins. (b) The Committee reviewed and approved the list of Site Manager duties. (c) The Committee reviewed and approved the required changes to the Tenancy Agreements.</p> | JM |
| <p><u>Rat Poison</u> Further understanding of legal implications for the use of rat poison on the Mill Lane allotments is to be sought and discussed at the next meeting.</p> | |
| <p><u>Other matters discussed</u> included the resignation of Cllr. Batley from the Allotment Committee.</p> | |
| <p>314. PROJECT ViKToR: (a) Quotes had been received for the work required to the roof. (b) Cllrs. Ziemelis and Dudley continue to work through the grant applications and gain like-for-like quotations.</p> | (b) AZ & AD |
| <p>315. VILLAGE HALL COMMITTEE: There had been no Committee meeting.</p> | |
| <p><u>2018 Hall Rates</u> The Parish Council reviewed the hall rates and it was agreed that there would be no increase for 2018 in light of the planned refurbishment and closure.</p> | |
| <p><u>Storage</u> Quotations are to be sought for the extension to the cleaning cupboard within the Village Hall entrance foyer, and the installation of storage within the James Martin Room.</p> | |
| <p>316. NEIGHBOURHOOD DEVELOPMENT PLAN: Cllr. Nabb provided a report on the work undertaken by the Committee.</p> | |
| <p><u>NDP</u> It was reported that the plan is nearing completion.</p> | |
| <p><u>Proposed Scout Hut</u> A meeting had taken place with the developers of CHAL1/10/11 to discuss the landowners wish to retain the land which the Scout Hut would be built upon, and</p> | |

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| <p>offered as a leasehold to the Scouts. The Parish Council had objected to the suggestion, requesting that the land be given freehold to the Parish Council and made available to 1st Chalgrove Scouts.</p> <p><u>Berrick Road (CHAL4)</u> The Parish Council had written to the developers to report that the site would not be included within the NDP.</p> <p>317. LOCAL PLAN - PROPOSED DEVELOPMENT AT CHALGROVE AIRFIELD: The Consultation had closed and the Parish Council await news from the various meetings held at Martin Baker Ltd.</p> <p>318. FLOOD ALLEVIATION & EMERGENCY PLANNING: <u>Emergency Plan</u> The Emergency Plan is to be updated and re-distributed. <u>Drop-In Event</u> Street Wardens are to be invited to attend a drop-in event on Saturday 27th January to collect the updated Emergency Plan. <u>Other matters discussed</u> included the Mill side sluice gate, and radios.</p> <p>319. WORKS & ORDERS: Discussions took place regarding the works and orders. <u>Completed</u> Gravel at the War Memorial Green, laurel hedging and tree work at the American War Memorial. <u>Awaiting Completion</u> Dog bin installation, emergency light repairs, roof and guttering repairs. <u>Awaiting Approval</u> None <u>Quotations Required</u> Emergency Supplies container and concrete base, emergency planning supplies, path repair adjacent to recreation ground, Village Hall roof repair/replacement, Village Hall brickwork repair, Village Hall floor tile repair, Village Hall manhole grip repair, MUGA new carpet, microphone system, Youth Centre light repairs, Youth Centre toilet fan repair, Post Office public notice board, High Street bus stop map etching. <u>On Hold</u> French drain for flooded footpath next to recreation ground, updated Jubilee Walk tree plaque.</p> <p>CORRESPONDENCE: 320. <u>Chalgrove PCC wrote to request a donation</u> towards the upkeep of the Churchyard. A donation of £1200 was approved; proposed Cllr. Nabb, seconded Cllr. Dudley, agreed by all. 321. <u>SODC wrote to invite Councillors</u> to a tour of the energy recovery facility on the 13th December. Cllr. Dudley is to attend. 322. <u>Lendrums Amusements</u> wrote to request permission to bring their fair back to Chalgrove between Sunday 2nd September and Sunday 9th September 2018; permission was granted. 323. <u>The High Sheriff of Oxfordshire wrote to request nominations</u> for the High Sheriff Awards. Chalgrove Parish Council are to nominate Mr. Bob Heath-Whyte, for his informative book telling the story of the 700 year old wall paintings found at St Mary's Church, and Mr and Mrs Sexton, for their continued charitable fundraising. 324. <u>The Chalgrove 10K Committee</u> wrote to request permission to hold their annual 10K race on Monday 7th May 2018, during the May Day festival, using the same format as previous years; permission was granted.</p> | <p>JM</p> <p>AD</p> <p>JM</p> |
| <p>325. PLANS (Parish Council decision only): None</p> <p>326. DECISION NOTICES FROM SODC: P17/S3465/FUL Land at Hardings New 1-bed dwelling. WITHDRAWN</p> | |
| <p>327. MONTHLY POLICE REPORT: (a) Thames Valley Police had asked the public to complete a cyber crime survey to better understand the public's level of knowledge. (b) A burglary had taken place on Brinkinfield Road on the 5th December.</p> | |

328. REPORT FROM THE DISTRICT COUNCILLOR: Cllr. Turner provided a report: (a) SODC are reaching the final stages of their annual canvass to maintain and update the electoral register. (b) A new scheme to support vulnerable people had been launched in Wallingford; supermarkets, shops, libraries and suchlike had signed up as 'Safe Places' with a nationally recognised sticker in their window that lets vulnerable people know that they can go in and receive help. (c) Since January SODC had provided work

experience for 39 students and young people. (d) SODC are to set criteria in order to identify households in fuel poverty. Those deemed eligible may apply for grants to make energy saving improvements within their home. (e) Free parking opportunities are to take place in SODC car parks over the festive period. (f) SODC has backed a strategy to tackle harmful vehicle emissions.

329. REPORT FROM THE COUNTY COUNCILLOR: Cllr. Harrod provided a report: (a) The Oxfordshire Growth Board’s announcement on housing. (b) The Housing Infrastructure Fund. (c) The Oxfordshire to Cambridge Expressway. (d) Oxfordshire adult social care. (e) Care staff recruitment campaigns. (f) Anti-scam campaigns.

330. REPORT FROM THE PLAY AREA INSPECTION OFFICERS: (a) The monthly assessment of equipment had been undertaken by Cllr. Pritchard and the Clerk. Most areas are satisfactory. (b) Playdale are to be asked for quotations for various improvements to the equipment. (c) Fresh-Air Fitness are to be asked for quotations to repair the outdoor fitness equipment.

ACCOUNTS:

331. Three cheques had been signed outside of meetings; 006216 – 006218

332. Annual CCTV maintenance, at a cost of £185 ex VAT, was approved; proposed Cllr. Nabb, seconded Cllr. Gray, agreed by all.

333. ACCOUNTS SANCTIONED FOR PAYMENT:

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| 006216 | L. Magy – Village Hall cleaning | £27.00 |
| 006217 | Poppy Appeal – wreath | £19.50 |
| 006224 | L. Nagy – Village Hall cleaning | £622.50 |
| 006225 | N. Kerridge – youth work | £507.00 |
| 006226 | B. Murphy – youth work | £130.00 |
| 006227 | M. Law – gate caretaker | £100.00 |
| 006228 | AssistUK – financial assistance | £297.00 |
| 006229 | P. Hall – groundsman | £1000.00 |
| 006230 | P. Hall – groundsman | £680.88 |
| 006231 | Castle Water – water supply | £449.61 |
| 006232 | TalkTalk Business – web hosting | £113.60 |
| 006233 | BCB – grass cutting | £1007.64 |
| 006234 | A. Pritchard – travel expenses | £19.80 |
| 006235 | AW Mobbs – gravel | £157.38 |
| 006236 | Yorkshire Gas & Power – gas supply | £391.06 |
| 006237 | Posies – clerk expenses | £30.00 |

ANY OTHER BUSINESS:

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| 334. It was agreed to hold the Parish Council dinner at the Red Lion PH on Saturday 13 th January. | ALL |
| 335. It was agreed to send a letter of appreciation to Julie Quarrell who is to leave Chalgrove Primary School at the end of the term. | 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.*

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| <p>336. HR COMMITTEE: There had been no Committee meeting.</p> <p><u>Village Hall Cleaner</u> Discussions took place.</p> <p><u>Financial Assistant</u> Mrs. Barbara Gifford had handed in her notice. An advert is to be placed in the public domain immediately.</p> <p><u>Groundsman</u> Mr. Phil Hall had submitted his rates for financial year 2018/2019, effective 1st April 2018. The rates were approved; proposed Cllr. Turner, seconded Cllr. Reed, agreed by all.</p> | JM |
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Inclusion of the public: *The public were no longer excluded.*

DATES:

14th December – Planning Committee - 7pm, James Martin Room

4th January – Parish Council Meeting – 7.30pm, James Martin Room

The meeting closed at 9.22pm

Signed: Chairman