

## **CHALGROVE PARISH COUNCIL**

**A MEETING** of the Parish Council took place in the Village Hall, Recreation Ground, at 7.30pm, **Thursday 6<sup>th</sup> February 2014.**

**Present:**

Cllr. A. Pritchard, Chairman	Cllr. T. Ace
Cllr. K. Batley, Vice-Chairman	Cllr. J. Nabb
Cllr. D. Turner	Cllr. C. Earle
Cllr. B. Gray	Cllr. A. Maton
Cllr. R. Reed	

**Apologies Accepted:** Cllr. Collins, PCSO Taylor.

**Not present:** n/a

**Members of the public:** 1

**Police:** 0

365. Following the resignation of Mr. A. Stone, permission had been granted by SODC to co-opt, and five applicants had been interviewed. A decision had been made to co-opt Sqn Ldr. A. Maton as Parish Councillor for Chalgrove Parish Council. Cllr. Maton signed the Declaration of Acceptance of Office.

### **PUBLIC SESSION**

366. A Brinkinfield Road resident attended to receive an update regarding his concerns of speeding in Brinkinfield, discussed at the previous Parish Council. An update was provided.

#### **MATTERS ARISING:**

367. ADEANE & LANGLEY VANDALISM: Following reports of vandalised walls, the young people reported to have been involved had been alerted of their bad behaviour within Youth Club sessions, and had been visited by the Police. The Clerk is to check with the residents that the matter has been resolved.

368. T1 BUS SERVICE, WATLINGTON TO OXFORD: Following many more complaints regarding the lack of reliability, Cllr. Turner reported that discussions had taken place with the County Council transport Officer and that action had taken place to resolve some of the issues. It was noted that if the service does not improve rapidly then further action may be required.

369. SPEEDING AT BRINKINFIELD ROAD: Following concerns regarding vehicle accidents on the bend on Brinkinfield Road (a) The County Council had been asked that 'SLOW' be painted on the road, and 'keep left' signage be erected. After further discussion the County Council are also to be asked for white lines to be painted leading to the bend. (b) Thames Valley Police had been asked for further information on obtaining a 20mph speed limit throughout the Village.

370. VANDALISM & ASB: (a) Reports of antisocial behaviour had been received from a Baronshurst Drive resident, whereby young people had been knocking repeatedly on doors. The young people thought to be involved had been alerted of their behaviour during Youth Club sessions. The Parish Council await further comments from the Police. (b) Shed locks had been cut at the Mill Lane allotment site, but no equipment had been stolen. (c) The Parish Council continue to obtain quotations to repair the concrete vandalised at the bus stop outside the Crown PH.

371. HIGH STREET BROOK: All actions required are to be discussed with the relevant local authorities at a meeting on Thursday 27<sup>th</sup> February.

372. FOOTPATH REPORTS: Councillors were reminded that footpath assessments must be completed and reports passed to Cllr. Reed or the Clerk who will collate the information.

373. THE BIG CLEAN: The Chairman and Clerk are to submit a LINK article to highlight the work undertaken by the District Council.

374. CHALGROVE MILL MEETING: A meeting had not yet taken place to alleviate concerns regarding the management of water flow at the Chalgrove Mill. The Clerk is to amend the Mill Emergency Plan and re-distribute, requesting that all parties sign and return the

JD

DT & JD

(a) JD

(b) JD

(c) JD

JD

ALL

AP & JD

JD

document as soon as possible.	
375. NEIGHBOURHOOD ACTION GROUPS: Cllr. Turner reported that the majority of Parish Council's in the area were keen to reintroduce the NAGs, and he is to discuss the matter further with Inspector Harling at a scheduled meeting.	DT
376. CHALGROVE BAND EQUIPMENT: Information is to be obtained from Chalgrove Band regarding which band equipment the Parish Council have trust liability for.	JD
377. DOG & WASTE BINS: The article had not been published by the LINK and is to be re-submitted again. Cllr. Nabb and the Clerk are to meet with the LINK editor to secure print space in each edition.	JD
378. MILL LANE FOOTBRIDGE: The County Council's Countryside Service team had been alerted to the plastic bags covering the 'public footpath' signage. The Parish Council awaits further instruction.	JD
379. BERRICK ROAD FLOODING: The County Council continued to work on reducing the surface water flooding in Berrick Road. Permission had been obtained from an adjacent landowner to make repairs to a blocked culvert on his land, and work is to take place as soon as possible.	
380. HIGH STREET WILLOWS: The County Council had claimed responsibility for one of the three willows requiring attention and will be having it removed. It was felt that the Parish Council do not have a responsibility for the remaining two trees and that action would need to be taken by OCC or SOHA. Correspondence is to be sent to both.	JD
381. PARISH COUNCIL DINNER: It was noted that the Parish Council dinner, held at the Red Lion PH, had been a great event.	
382. EMERGENCY TREE AND FENCE WORKS: Following damage to one of the Parish Council's trees during the storms in December, emergency work had taken place to remove the tree from a resident's garden, and repair the broken fencing. It was agreed by all that the costs incurred should be reported to Zurich in order to proceed with an insurance claim.	JD
383. 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.	
<b>384. NEIGHBOURHOOD PLAN COMMITTEE:</b> Cllr. Nabb reported on the work undertaken by the Committee: (a) Further meetings had been held with land agents and SODC. (b) Committee members had attended a very useful workshop run by ORCC. (c) All organisations/groups within the Village had been written to, informing them of progress. (d) 28 residents had been invited to the Focus Group Launch Meeting to be held on Tuesday 25 <sup>th</sup> February. (e) Thames Water had been contacted in order to obtain further information on the sewage system. (f) The new NDP website was in the process of being built. (g) It is hoped that an independent flood assessment would be undertaken on each of the areas submitted for development.	
<b>385. RECREATION COMMITTEE:</b> The Clerk provided an update. <u>Chalgrove at Play:</u> (a) All grant monies had been received by SODC and WREN, and all contractors had been paid. (b) The grand opening had been a huge success and crockery had been hired from the Chalgrove WI at a cost of £20. (c) Cllr. Ace is to place the new plaques on the play areas. (d) The grand opening had been covered by the Oxford Mail, unfortunately with incorrect information regarding the grant funders. It had been requested that a correction be printed due to the grant funders PR policies.	(d) JD
<u>iPlay:</u> The Clerk reported that the lack of O2 signal on the recreation ground may prevent its installation. The supplier is to be asked whether there is a possibility of 'bridging' the connection. It was agreed that no further grant applications are to be made at this time, for this piece of equipment; proposed Cllr. Nabb, seconded Cllr. Batley, agreed by all.	JD
<u>CCTV:</u> Chris Lewis Fire & Security had submitted a quotation for the CCTV maintenance contract. The silver package, at a cost of £180 ex VAT, was approved; proposed Cllr. Nabb, seconded Cllr. Earle, agreed by all.	
<u>MUGA Lighting:</u> Darke & Taylor continue to establish the issues with the MUGA lighting.	JD
<u>General:</u> Quotations are to be obtained for clearance works around the willows and some	JD

<p>other trees, following the adverse weather and storms.</p> <p><b>386. ALLOTMENT COMMITTEE:</b> Cllr. Ace reported on the access issues at the Bypass allotments. (a) It was clarified that the Parish Council are responsible for the main entrance only, and it is to be checked that all tenants have a key to the main gate. (b) Repairs to the main gate, at a maximum cost of £50, were approved; proposed Cllr. Nabb, seconded Cllr. Maton, agreed by all.</p>	(a) JD
<p><b>387. YOUTH CLUB MANAGEMENT COMMITTEE:</b> A Committee meeting had taken place on the 16<sup>th</sup> January and minutes are available from the Parish Council office. The Committee discussed training for volunteers, drug awareness workshops, first aid requirements, incident reports, CRB checks, youth activities, snow plans, disabled toilets, and the Pool Table event on Friday 7<sup>th</sup> February to thank the grant funders for their generous donations towards the new piece of equipment.</p>	
<p><b>388. FINANCE</b></p> <p><u>2014/2015 Precept</u> Correspondence had been received from SODC confirming the precept amount of £97,000 and the transition grant of £4460.</p> <p><u>Standing Orders &amp; Financial Regulations</u> The new policies are to be reviewed and adopted at the next meeting.</p>	JD
<p><b>389. COUNCILLOR VACANCY:</b> Following the resignation of Mrs. C. Fowler, a 'Notice of Vacancy' had been placed within the public domain and the closing date to call for an election is to be Friday 21<sup>st</sup> February. In the event of co-option, interviews and voting procedures are to be discussed at the next meeting.</p>	
<p><b>390. WORKS &amp; ORDERS:</b> The Clerk discussed the works and orders requiring approval. Completed Emergency fence repairs.</p>	
<p><u>Awaiting Completion</u> Electrical testing, boiler maintenance, Mill Lane allotments hedge cutting, Frost bench order, emergency lighting repairs.</p>	
<p><u>Approved</u> Speed bump repairs, at a cost of £215, were not approved at this time. Further quotations are to be obtained.</p>	JD
<p><u>Quotations Required</u> Bench/seat installation, roof replacement, air conditioning maintenance, window repair, brickwork repair, gate repairs, crockery, shower repairs, and Village Hall toilet and kitchen refurbishment, new gate to the recreation ground, Village Hall storage space extensions.</p>	JD
<p><b>CORRESPONDENCE:</b></p>	
<p>391. A resident from Millers Close had written with their concerns of the parked cars in the passing places at Mill Lane. OCC are to be asked if it would be possible to erect 'passing place' signage.</p>	JD
<p>392. Correspondence had been received regarding the pot holes leading from Church Lane to the St Mary's church. An OCC site visit had been requested.</p>	JD
<p>393. SODC had written with details of their grant fund workshop. Details are to be sent to local organisations and voluntary groups.</p>	JD
<p>394. The Chairman is to attend a Chairmanship Workshop, at a cost of £65 ex VAT; proposed Cllr. Ace, seconded Cllr. Reed, agreed by all.</p>	
<p>395. Chalgrove Pavilion Playgroup wrote with their objection to the increase in Hall hire charges for financial year 2014/2015. It was noted by the Parish Council that the Playgroup have extensive storage space within the Village Hall and that the new rate would be decreased by £1 per session if they were to vacate one of the storage rooms; proposed Cllr. Nabb, seconded Cllr. Earle, agreed by all.</p>	JD
<p>396. John Howell MP had written to request that the Parish Council nominate community assets under the Localism Act so that, should they be put on the market, the community have the opportunity to bid for it before it is placed on the open market. Councillors are to bring their community asset suggestions to the next meeting.</p>	ALL
<p>397. TOE2 had written to offer grant funding towards energy audits. The Clerk is to ascertain which other Parish Council have taken up the offer and obtain their comments.</p>	JD
<p>398. Culham Centre for Fusion Energy had written with details of their open evenings. Eight places are to be booked at their event on the 15<sup>th</sup> October 2014.</p>	ALL

399. Chalgrove 1 <sup>st</sup> Scouts Group had written with concerns regarding the increase in Hall hire costs for the financial year 2014/2015, especially due to the lack of storage space offered to them. It was noted by the Parish Council that the set rate would not be decreased and would be reviewed again at the same time next year. Storage solution quotations are to be obtained, and the Clerk is to discuss their storage requirements further with the Scout leaders.	JD
400. Home Start had written to request a donation. It is to be clarified how many people they are currently helping in Chalgrove before a decision is made.	JD
401. ENRYCH Oxfordshire had written to request a donation. A donation of £30 was approved; proposed Cllr. Pritchard, seconded Cllr. Turner, agreed by all.	
402. Chalgrove Parish Council had been invited to attend a meeting in Stadhampton to discuss the noise disturbances caused by the shooting club. Cllr. Pritchard provided a report of the meeting.	
403. Queries had been raised regarding the suspected felling of a protective tree on the old Scout Hut land. The matter had been checked by SODC and the tree felled was an Ash in poor condition, and not one of the protected trees on the site.	
404. Crisis Skylight Oxford had written to request a meeting to discuss their work. It was agreed that the Parish Council could not meet with them at this time.	
405. A Marley lane resident had written with requests for a Neighbourhood Watch Scheme. The clerk is to look into the process of individual streets signing up to the scheme and publicise it within the LINK.	JD
406. Chalgrove Pavilion Playgroup had written to request permission to use the recreation ground for a fundraising car boot sale. They are to be informed that no cars are allowed on the recreation ground, but that free of charge use would be allowed for a table-top sale.	JD
407. Friends of Benson Library had written to request a donation. It was agreed that a donation could not be given at this time.	

**408. PLANS** (Parish Council decision only):

None

**409. DECISION NOTICES FROM SODC:**

None

**410. MONTHLY POLICE REPORT:** Thames Valley Police had submitted a report stating (a) They had received 20 calls from the Chalgrove area within the month of January; 8 miscellaneous calls, 2 fear for welfare, and 10 calls reporting suspicious activity. (b) Between 28<sup>th</sup> and 29<sup>th</sup> January 5 vehicles had been broken into with property stolen from 2 of the vehicles. (c) A large amount of domestic heating fuel had been stolen.

**411. REPORT FROM THE DISTRICT COUNCILLOR:** Cllr. Turner provided a report which included (a) District Council budgets (b) County and District Councils are to share space at Abbey House (c) Allocated housing numbers (d) Chairman's charity concert (e) Street trading consultations (f) Big Energy Saving Week (g) The proposed Thames bridge.

**412. REPORT FROM THE COUNTY COUNCILLOR:** No report provided. Notification had been received of the County Councillor's resignation and an election is to take place in March.

**413. REPORT FROM THE PLAY AREA INSPECTION OFFICERS:** All areas had been checked by Cllr. Pritchard on the 2<sup>nd</sup> February: (a) All fitness equipment is to be assessed by Fresh Air Fitness and quotations obtained for their repair (b) Play area gates are to be repaired.

**ACCOUNTS:**

414. Seven cheques had been signed outside of meetings; 005035 – 005041

**415. ACCOUNTS SANCTIONED FOR PAYMENT:**

005035	J. Nabb – CNDP website expenses	£57.46
005038	R. Hinton – fence repairs	£270.00
005039	Playdale Playgrounds Ltd	£61234.71
005040	Playdale Playgrounds Ltd	£45000.00
005041	Chris Lewis Fire & Security – CCTV	£9260.49
005049	D. Mepham – Gate caretaking (2 months)	£180.00
005050	N. Kerridge – youth work	£468.00

005051	B. Murphy – youth work	£104.00
005052	Total Gas & Power Ltd – Gas supply	£459.21
005053	Wilmot & Co – Chalgrove at Play solicitor cost	£1000.00
005054	A. Pritchard – Chalgrove at Play plaques & expenses	£254.53
005055	TalkTalkBusiness – web hosting	£62.80
005056	P. Hall – groundsman	£1184.47
005057	SODC – dog bin emptying	£376.74

**ANY OTHER BUSINESS**

416. Cllr. Maton discussed the possibility of obtaining grants due to serving military living within the Village. More information is to be obtained.	AM
417. Cllr. Pritchard noted that Cllr. Maton will need to decide which Committees he wishes to sit on.	AM
418. Cllr. Nabb requested that a Parish Council newsletter be drafted. It was agreed to aim for a distribution in April.	JD
419. Cllr. Nabb reported that she will be looking into Open Green Homes, and will report further at a later date.	JN
420. Cllr. Turner requested help distributing the Go Ride leaflets.	ALL
421. Cllr. Reed queried low flying helicopter noise. An article is to be placed within the next newsletter.	AM & JD
422. Cllr. Batley reported on the repair work required on the pavement outside the garage building site. The planning officers are to be informed.	JD
423. Cllr. Pritchard noted that she is to attend a meeting with the Cavaliers Football Club and the FA to discuss the facilities.	AP & JD
424. Cllr. Pritchard reported on the Audit & Accountability Review and the decision that, at present, filming would still not be permitted during Parish Council meetings.	
425. Cllr. Pritchard notified all of the Dementia Friendly workshop, organised by ORCC, taking place at the John Hampden Hall on February 27 <sup>th</sup> .	

**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.*

<b>426. KNIGHT'S ACCESS:</b> Discussions took place regarding the alleged access rights.	JD
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**Inclusion of the public:** *The public were no longer excluded.*

**DATES:**

Planning Committee, 20<sup>th</sup> February, 7pm, James Martin Room  
 Allotment Committee, 20<sup>th</sup> February, 7.30pm, James Martin Room  
 Parish Council Meeting, 6<sup>th</sup> March, 7.30pm, James Martin Room

The meeting closed at 10.22pm

Signed: ..... Chairman