

## **CHALGROVE PARISH COUNCIL**

**A MEETING** of the Parish Council took place in the Village Hall, Recreation Ground, at 7.30pm, **Thursday 4<sup>th</sup> February 2016.**

**Present:** Cllr. A. Pritchard, Chairman  
Cllr. R. Reed, Vice-Chairman  
Cllr. K. Batley  
Cllr. B. Gray  
Cllr. T. Ace  
Cllr. J. Nabb  
Cllr. A. Maton  
Cllr. B. Wilson

Cllr. S. Harrod, County Councillor

**Apologies Accepted:** Cllrs. Turner, Collins & Dudley, Thames Valley Police

**Not present:** n/a

**Members of the public:** 0

391. The minutes of the meeting held 7<sup>th</sup> January 2016 were amended, approved and then signed by the Chairman; proposed Cllr. Nabb, seconded Cllr. Ace, agreed by all.

### **PUBLIC SESSION**

None

#### **MATTERS ARISING:**

392. SPEEDING: (a) The SID team had been out once in January; 12 cars had been logged as going over 30mph, and 1 car going over 35mph. The information has been passed to Thames Valley Police. (b) Positive comments had been made by the public regarding the team's efforts to reduce speeding. (c) PCSO Hopkin is to be asked again to approve a location on Monument Road.

(c) JM

393. VANDALISM & ASB: Nothing to report.

394. LAND AT HARDINGS: (a) Cllrs. Ace, Reed, Wilson and Maton had undertaken the clearance work required on the land, and were thanked by the Parish Council for their efforts. The skip had been removed from the site, as instructed. (b) Ms. Maggie Dawson, Guides Commissioner, had written to say that the garage would be cleared of all Guides equipment within the next two weeks. (c) Planning application paperwork is to be drafted.

(c) JM

395. CHILDREN'S CENTRES – PROPOSED CLOSURES: (a) The Impact Statement had been approved and submitted as the Parish Council response within the OCC consultation. A copy is to be passed to Ms. Helen Rints, Children's Centre Manager. (b) The Parish Council had been notified of a meeting at the Children's Centre which Cllr. Ian Hudspeth, OCC, would be attending. The Clerk is to attend the meeting, if possible, as no Councillors would be available.

(a) JM

(b) JM

396. WOOD CHIPPINGS ON THE RECREATION GROUND: Cllr. Nabb had chased Jenks for the supply of free wood chippings, to be used on the ground behind the skate park and towards the bridge. Jenks intend to deliver as soon as they can.

397. FOOTPATH 8 BRIDGE: OCC had not yet repaired the bridge.

398. QUARTERMAIN FIR TREES: The Clerk had assessed the trees and deemed them in order. No letter is to be sent.

399. MATTERS UNRESOLVED: Chalgrove Battle Group notice boards, footpath inspection summary, 16 High Street hedges, Church Cottage hedges, Chalgrove Band equipment, War Memorial grant, Waste Recycling Centre proposed closures, Chapel Lane alleyway shrubbery responsibilities, Mill Lane road sign, energy audit, stable planning permissions at Mill Lane, tennis, school trees.

400. MATTERS ON HOLD: Clearance of footpaths 5&6, future of the Chalgrove Post Office, parked cars outside the Post Office, Community Service street cleaning, Local Council award.

**401. NEIGHBOURHOOD DEVELOPMENT PLAN COMMITTEE:** Cllr. Nabb provided an update on the work completed by the NDP Committee. (a) The Committee are still trying to

<p>obtain funding in order to proceed with further flood modelling. SODC are working alongside the Committee to submit a grant application of which results should be known in approximately 3 weeks. (b) The Environment Agency's new flood map, for development purposes only, had been placed in the public domain on their website. The Environment Agency had reported that the insurance based mapping will not be updated until they had done their own re-modelling of the entire village, scheduled for 2017/2018. (c) A public meeting is to be held on Saturday 27<sup>th</sup> February. (d) The Committee continue to work on the policies and pulling the plan together.</p>	
<p><b>402. CHALGROVE BUSES:</b> Following various meetings attended by Cllrs. Pritchard and Turner it was reported that (a) The Thames Travel T1 service would not be axed as a result of the lack of OCC subsidy. The timetable is to change but hopefully the hourly service is to remain. Thames Travel are currently working on the new timetable. (b) The weekend GoRide 101 service is to cease as from the 31<sup>st</sup> March 2016. (c) The Communications Committee are to work alongside Cllr. Turner in publicising the changes.</p>	(c) AM
<p><b>403. COMMUNICATION COMMITTEE:</b> A Communications Committee meeting had been held on the 11<sup>th</sup> January; the minutes are available from the Parish Council Office.</p>	
<p><u>Newsletter</u> The 2<sup>nd</sup> draft of the newsletter had been approved by the Committee and sent to print. They are to be distributed by the Councillors and Clerk to every household.</p>	ALL AM
<p><u>LINK articles</u> March LINK articles, and notes from the minutes, are to be discussed at the next Committee meeting on the 8<sup>th</sup> February.</p>	
<p><u>Queen's 90<sup>th</sup> Birthday Celebrations</u> The Parish Council are to hold a tea party on Saturday 11<sup>th</sup> June, 2pm till 5pm, to celebrate the Queen's birthday. Further discussions are to take place at the next Committee meeting.</p>	AM
<p><b>404. FLOODING &amp; EMERGENCY PLAN:</b> (a) A multi-agency meeting had been held on Thursday 21<sup>st</sup> January, and the minutes are yet to be distributed. (b) Cllrs. Pritchard, Reed, Ace &amp; Wilson had met with CFAG to walk round their areas of concern. (c) The draft Tactical Flooding Plan is to be reviewed by Councillors, with comments being returned to Mr. Marcus Reay, Watlington Fire Services, by the end of February. (d) No report had been submitted by CFAG for the meeting.</p>	(a) JM (c) AP & AM
<p><b>405. RECREATION COMMITTEE:</b> A Recreation Committee meeting had been held on the 21<sup>st</sup> January with representatives from the Cavaliers Football Club; minutes are available from the Parish Office.</p>	
<p><u>Works Required to Pitches</u> (a) The Clerk is to meet with Mr. Dave Cove, Cavaliers, to investigate funding opportunities for the work required on the 'top rec' and Janes Meadow, based upon suggestions made in the IOG report and the quotation from Whitehorse Contractors. (b) An interim quotation is to be sought for the 'top rec' and Janes Meadow to aerate, over-seed, dress and fertilise both sites, with clover being treated first, and advice for the weeds on the 'top rec'.</p>	(a) JM (b) JM
<p><u>MUGA Surface</u> (a) Works had taken place by the Chiltern Sports Group to clean the surface using a high pressure wash; the work was deemed adequate by the Parish Council and it was agreed that a new surface (carpet) was not required yet. (b) Shoe cleaning brushes /scrapers are to be purchased and erected at the entrance to the MUGA, and the Pavilion, to reduce the amount of mud being carried from the recreation ground to these areas.</p>	(b) JM
<p><u>MUGA Lighting</u> Due to electrical faults, caused by water getting into the floodlight columns, a quotation had been obtained to replace all current MUGA and Tennis Court lighting with LED floodlights. Darke &amp; Taylor's quotation, at a cost of £4205.61 ex VAT, was approved; proposed Cllr. Pritchard, seconded Cllr. Batley, agreed by all.</p>	
<p><u>Tennis Court</u> The tennis court surface had been reported as a health &amp; safety risk due to it being slippery. The suggestion to padlock the gates was not approved as young people may well attempt to climb the fencing to retrieve any footballs that had gone in there. The nets are to be removed, and signage is to be placed on the fencing detailing that the surface is slippery.</p>	AP & BW JM
<p><u>Janes Meadow</u> (a) The Committee had already approved the request to increase the user age from under-12s to under-13s. (b) The Cavaliers had requested permission to use the</p>	

third pitch on Janes Meadow; the request was granted but the frequency of matches could not increase on the lower two pitches. The state of the pitches are to be monitored by Mr. Alan Spiers and the Parish Council.

Goal Posts The Committee had already agreed to the positioning of goal posts; the men are to store their goals in the left bottom corner of the 'top rec', and the juniors are to store their goals in the upper right corner of the 'top rec'.

Pavilion The painting works are to take place in the last week of February.

#### **406. CAR PARK GATE:**

(a) Following the decision at the previous Parish Council meeting to close the gate at 7pm during winter months and 9.30pm during summer months, and no later than 11.30pm when functions within the Village Hall or on the recreation grounds required it, letters had been sent to all adjoining residents.

(b) Following the offer from residents of The Green to open and close the gate, under contract, at the previous Parish Council meeting, contracts were sent to Mr. J. Coe and Mr. G. Law. Correspondence had been received from Mr. J. Coe discussing three main points: (1) Mr. Coe requested that the new timings be under a set trial period to be reviewed by the Parish Council and residents afterwards. The Parish Council are to respond reporting that the any trial period referred to was in reference to the proposal of keeping the gate open; the new timings had been approved by full council and are effective immediately. (2) Mr. Coe requested that the gate be closed at 8.30pm during summer months, rather than 9.30pm. The Parish Council are to respond reporting that a compromise had already been made, despite restrictions placed on users of the Village Hall and recreation grounds, and that the new timings had been approved by full council and will not be changed. (3) Mr. Coe requested that himself and Mr. Law have the power to close the gate when they deemed it necessary. The Parish Council are to respond reporting that the gate may only be closed outside of contracted hours when permitted by the Parish Council or requested by Thames Valley Police.

(c) The contract is to be re-sent to Mr. Coe and Mr. Law, and is to be returned by Friday 12<sup>th</sup> February 2016.

(d) Mr. D, Mepham, current Gate Caretaker, is to be offered a suggested leaving date of Sunday 14<sup>th</sup> February following his resignation.

#### **407. THE GREEN LAND OWNERSHIP & LAND REGISTRY**

(a) Wilmots Solicitors had written with confirmation of the Parish Council's right to The Green and the Old Ford under Land Registry title ON308159. As such, peppercorn rents can be reinstated.

(b) Land Registry titles ON308807 for the lower recreation ground, and ON302297 Janes Meadow had also been completed.

(c) The Chairman, Vice-Chairman, and Clerk are to meet with Wilmots Solicitors, at their offices, to start registration applications on all other pieces of land under their control.

**408. WORKS & ORDERS:** The Clerk discussed the works and orders requiring approval.

Completed Village Hall car park manhole cover replacement, plumbing and decorative works in the Pavilion, Howdens kitchen assessment.

Awaiting Completion Jubilee Walk tree replacement, wood chippings, arrival of fitness equipment bolt covers, Pavilion painting.

Awaiting Approval (a) The revised cost of an office computer, at £563.05, was approved; proposed Cllr. Ace, seconded Cllr. Nabb, agreed by all. (b) The request to pay for the Jubilee Walk trees in advance was approved. (c) MUGA lighting works had been approved earlier in the meeting.

Quotations Required Village Hall floor tiles repair, Village Hall exterior brickwork repair, Village Hall entrance foyer manhole grip repair, interim roof repairs.

On Hold Village Hall toilet / kitchen refurbishment, roof survey, roof replacement, grasscrete and footpath repairs at the entrance to the recreation ground, byelaw signage, Village Hall boiler replacement, War Memorial repairs.

AP, RR, JM

<b>CORRESPONDENCE:</b>		
409. <u>ENRYCH Oxfordshire wrote to ask for a donation.</u> As one of the Parish Council's approved charities, a donation of £30 was approved; proposed Cllr. Maton, seconded Cllr. Reed, agreed by all.		
410. <u>Community First Oxfordshire</u> (formally ORCC) wrote to inform the Parish Council that the Village Hall could now hold 15 Temporary Event Notices rather than 12.		
411. <u>Cllr. Turner, on behalf of NAG,</u> had requested the Parish Council's nomination for the Community Policing Awards. PCSO James Hopkin is to be nominated for his work within Chalgrove.		DT & JM
412. <u>SODC wrote to report</u> that the Council Tax Reduction Scheme grant (CTRS) is to be ceased effectively immediately.		
413. <u>SODC have written to report the removal of a street name</u> in Rofford. Rofford Lane is to be removed from the Rofford Hall and Rofford Hall Cottage addresses, with postcodes changing from OX44 7QQ to OX44 7RP.		
414. <u>SODC wrote with details of positions available</u> in the upcoming PCC elections.		
415. <u>Chalgrove Environmental Network wrote with details of energy monitors</u> which can be lent to residents in order to engage people to reduce energy. The Parish Council are to assist with the publicity, storage and distribution.		AM & JN
416. <u>OCC's website contained extensive information regarding flooding;</u> detailing what residents should do in the event of a flood and how best to prepare for a flood. The information is to be publicised by way of social media, the LINK, and Parish Council information emails.		AM
417. <u>Community First Oxfordshire had launched a new campaign.</u> 'Be a real life superhero – give your community a life' campaign appeals for more community transport volunteer drivers. The campaign is to be publicised by way of social media, the LINK, and Parish Council information emails.		AM
418. <u>OALC had provided an easy to understand OCC Budget Briefing</u> which is to be distributed to all Councillors.		JM
419. <u>OALC had provided information on salary levels and calculations</u> which is to be distributed to the Finance & HR Committee.		JM
420. <u>The Clean for the Queen campaign,</u> a weekend of community cleaning in March, is to be discussed further by the Communications Committee.		AM
421. <u>The Good Councillors Guide</u> had been updated and two copies are to be purchased at a cost of £6.40 inclusive of VAT; proposed Cllr. Maton, seconded Cllr. Nabb.		JM
422. <u>Berinsfield Community Business had written</u> to report that grass cutting rates will not increase for 2016.		
423. <u>A Brookside Estate resident</u> had written with concerns regarding dangerous parking, causing problems for those wishing to pass and most certainly problematic for the fire service or emergency services. Cllr. Steve Harrod, County Councillor, had reported that the parking issue was a Police matter. The information is to be passed to Thames Valley Police for their comments.		JM
424. <u>PCSO James Hopkins, Thames Valley Police,</u> had written with details of Community Street Wardens who had powers to deal with such things as ASB, graffiti, and dog fouling issues. The qualification process is to be investigated.		JM

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

P16/S0110/HH	35 Liddon Road	Two storey extension APPROVED
P16/S0095/LB	100 High Street	Exterior surface mounted gas meter box APPROVED

**426. DECISION NOTICES FROM SODC:**

P15/S4162/HH	17 Baronshurst Drive	Single storey rear extension GRANTED
P15/S4191/HH	2 Argosy Close	Single storey extension to front GRANTED

<p><b>427. MONTHLY POLICE REPORT:</b> Thames Valley Police had provided a report:  <u>Calls</u> 10 calls had been received from the Chalgrove area in January; relating to a total of 2 miscellaneous calls (non urgent, such as broken down vehicles or door to door sellers), 7 traffic incidents, and 1 welfare check.  <u>Crime</u> There had been 3 reported crimes from the Chalgrove area in January; relating to a total of 2 miscellaneous incidents, and 1 drug possession.</p>	
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**428. REPORT FROM THE DISTRICT COUNCILLOR:** Cllr. Turner was not in attendance and no report had been provided.

**429. REPORT FROM THE COUNTY COUNCILLOR:** Cllr. Harrod spoke of the OCC budget; the need to save another £20M, the proposed 3.99% increase on Council Tax, the need to cut back-office costs, withdrawal of funds from services, and the delay in producing the final budget figures.

**430. REPORT FROM THE PLAY AREA INSPECTION OFFICERS:** All areas are satisfactory, with some areas to be discussed at the next Recreation Committee meeting.

**ACCOUNTS:**

431. No cheques had been signed outside of meetings.

**432. ACCOUNTS SANCTIONED FOR PAYMENT:**

005613	Assist UK – financial assistance	£290.00
005614	D. Mepham – gate caretaking	£80.00
005615	P. Hall – groundsman	£999.90
005616	P. Hall – groundsman	£218.00
005617	N. Kerridge – youth work	£468.00
005618	B. Murphy – youth work	£104.00
005619	Viking Direct – cleaning supplies	£74.51
005620	J. Nabb – NDP website expenses	£100.66
005621	Oxfordshire Youth – youth club trip	£30.00
005622	Chiltern Sports Group – MUGA work	£1080.00
005623	GoRide CIC – bus subsidy	£110.63
005624	TalkTalkBusiness – web hosting	£67.00
005625	Total Gas & Power – gas supply	£392.21

<p><b>ANY OTHER BUSINESS</b>  433. Cllr. Pritchard reported a pot hole on Fairfax Road, outside Cromwell Close. The matter had already been reported to OCC.</p>	
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**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.*

<p><b>434. CHALGROVE PARISH COUNCIL Vs KNIGHTS LEGAL CASE:</b> A discussion took place regarding the Tribunal cost recovery.</p>	
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**Inclusion of the public:** *The public were no longer excluded.*

**DATES:**

- 8<sup>th</sup> February, Communications Ctte, 7pm, Red Lion PH
  - 9<sup>th</sup> February, Youth Club Ctte, 6.30pm, Youth Centre
  - 18<sup>th</sup> February, Planning Ctte, 7pm, James Martin Room
  - 18<sup>th</sup> February, Allotment Ctte, 7.15pm, James Martin Room
  - 27<sup>th</sup> February, NDP Public Meeting, 11am till 1pm, Village Hall
- The meeting closed at 9.42pm

Signed: ..... Chairman