

CHALGROVE PARISH COUNCIL

A MEETING of the Parish Council took place in the Village Hall, Recreation Ground, at 7.30pm, **Thursday 2nd February 2017.**

Present: Cllr. A. Pritchard, Chairman Cllr. T. Ace
 Cllr. J. Nabb Cllr. R. Reed
 Cllr. D. Turner, also Dist. Cllr. Cllr. B. Wilson
 Cllr. K. Batley Cllr. A. Ziemelis
 Cllr. B. Gray Cllr. C. Nixey

Apologies Accepted: Cllr. Nabb

Not present: n/a

Members of the public: 1

381. The minutes of the meeting held 5th January 2017 were approved and then signed by the Chairman; proposed Cllr. Wilson, seconded Cllr. Gray, agreed by all.

<p>382. ELECTION OF COUNCILLORS: Mrs. Angela Ziemelis and Mr. Christopher Nixey signed the Declaration of Acceptance of Office, having been co-opted as Parish Councillors to Chalgrove Parish Council.</p>	
<p>PUBLIC SESSION</p>	
<p>None</p>	
<p>MATTERS ARISING:</p>	
<p>383. SPEEDING: The Speed Indication Device had not been used in the month of January due to the weather and darker nights. Suitable dates are to be obtained for April onwards.</p>	JM
<p>384. VANDALISM & ASB: Nothing to report.</p>	
<p>385. CHARITIES ACCOUNT: Following a meeting of the Trustees it was agreed that the Parish Council would look into how the land at the 'Top Rec' and the Mill Lane allotment site was tied to the Charity. The Clerk continues to investigate matters.</p>	JM
<p>386. THE BIG CLEAN: BIFFA had allocated 2 more days to Chalgrove and the work was reported as being done. BIFFA had been asked for clarification on which roads had been cleaned and how long they were there. The Parish Council await a response.</p>	JM
<p>387. VERGES AT MILL LANE & BERRICK ROAD: Cllr. Turner had voiced his concerns regarding the overgrown verges at Mill Lane and Berrick Road which had caused accidents. It was reported that the verges had now been cut back by the landowner and no further action was required.</p>	
<p>388. AMERICAN WAR MEMORIAL: Discussions took place regarding the laurel hedging surrounding the war memorial and the need to cut it back. Enquiries are to be made regarding the cost of removing the debris, and Jennings and Martin Baker are to be asked if they can assist in any way.</p>	JM
<p>389. CHILDREN'S CENTRE: A meeting is to take place between Chalgrove Parish Council's HR Committee, Watlington Parish Council, and the Children's Centre Management Committee to discuss the proposal of Chalgrove Parish Council delivering the payroll administration for all contractors.</p>	AP,JN,DT,JM
<p>390. MATTERS UNRESOLVED: 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, Mill Lane road sign, stable planning permissions at Mill Lane, tennis.</p>	
<p>391. MATTERS ON HOLD: Future of the Chalgrove Post Office, parked cars outside the Post Office, Community Service street cleaning, Local Council award.</p>	

<p>392. COMMUNICATIONS COMMITTEE: A Committee meeting had been held on Thursday 12th January. (a) Councillors present approved the letter which would be read at the beginning of HCA’s Enquiry by Design stakeholder event detailing that Chalgrove Parish Council would attend without prejudice. (b) Councillors present proposed the addition of a public Committee member, Mr. Andy Maton. The matter was discussed at full Council and permission granted; proposed Cllr. Ace, seconded Cllr. Pritchard, agreed by all. A Committee meeting is to be held to discuss the Spring newsletter, NDP and Airfield Communication, flooding and riparian responsibility communication, recent planning application communication and LINK articles.</p>	AP & JM
<p>393. NEIGHBOURHOOD DEVELOPMENT PLAN (NDP): Cllr. Nabb reported on the work undertaken by the NDP Committee. (a) Planning applications had been submitted for sites CHAL7 and CHAL1/10/11 prior to the NDP being completed. The Parish Council and the NDP Committee had requested that both applications be reviewed by SODC’s Planning Committee at the same time. (b) The Committee continues to work alongside Community First Oxfordshire and SODC to draft the policies. (c) The Committee are working with the Parish Council Clerk to ascertain where CIL funds could be used in order to benefit the community.</p>	
<p>394. PROPOSED DEVELOPMENT AT CHALGROVE AIRFIELD: <u>HCA Enquiry by Design</u> (a) Chalgrove Parish Council attended the stakeholder events, reading a letter at the beginning of the first day to clarify that attendance was without prejudice. It was noted that the NDP Committee and the Residents Action Group read similar letters. (b) The public elements were well attended.</p>	
<p><u>Other</u> A small committee had been formed and are to write to all District Councillors to make them aware of the implications of developing on Chalgrove Airfield.</p>	
<p><u>MOD</u> (a) Discussions took place regarding whether the Minister was aware of the implications to Chalgrove and RAF Benson when he made the decision to release the land to HCA. A Freedom Of Information request is to be submitted asking which documents the Minister was provided with in order to reach his decision. (b) It was noted that a signed agreement of operational procedures exists between Martin Baker Ltd and RAF Benson. A copy is to be obtained.</p>	(a) DT (b) JM
<p>395. FLOOD ALLEVIATION & EMERGENCY PLANNING: <u>Meetings</u> (a) A multi-agency meeting is to be held on Thursday 16th February. (b) Cllr. Pritchard and the Clerk attended SODC’s Community Resilience Presentation on the 23rd January.</p>	
<p><u>Emergency Plan Storage</u> A site for the storage container is to be found, preferably central to the village and close to the Village Hall.</p>	ALL
<p><u>Funding</u> The SSE grant application is to be finalised and submitted.</p>	JM
<p><u>Brook Clearance</u> It was reported that the Environment Agency had started their annual brook clearance.</p>	
<p>396. COMMUNITY ASSETS: Discussions took place surrounding the difficulties faced when registering Assets of Community Value with SODC.</p>	
<p>397. WORKS & ORDERS: (a) It was agreed that a register be kept of all works required by OCC, SODC, EA, Thames Water and other local authorities, detailing dates when the matter was reported and any consequent reference numbers and notes. The report is to be sent to the District Councillor and County Councillor on a monthly basis.</p>	(a) JM
<p>(b) Discussions took place regarding the works and orders.</p>	
<p><u>Completed</u> Door repairs at the Youth Centre.</p>	
<p><u>Awaiting Completion</u> Erection of ‘No Dogs’ signage, erection of ‘Emergency Vehicle Access’ signage, hedge trimming at the Mill Lane allotments, emergency light repair at the Village Hall, arrival of office furniture, repairs to the tile roof at the High Street bus stop, boiler service.</p>	
<p><u>Awaiting Approval</u></p>	
<p>(a) The supply of 5 tonnes of Type2 for the Mill Lane allotment site, at a cost of £173.00 ex</p>	

<p>VAT, was approved; proposed Cllr. Pritchard, seconded Cllr. Ace, agreed by all. <u>Quotations Required</u> Sand for the MUGA, jetting & clearing of car park drains, grass cutting at the Recreation Grounds, 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. <u>On Hold</u> French drain for flooded footpath next to recreation ground, updated Jubilee Walk tree plaque.</p> <p>CORRESPONDENCE: 398. <u>Mrs Sarah Taylor, High Sherrif of Oxfordshire</u>, wrote regarding the nominations submitted by the Parish Council for the 2017 awards which had not been successful. A LINK article is to be drafted detailing why the nominations had been made. 399. <u>SODC wrote regarding the Great British Spring Clean</u> in March. An event is to be co-ordinated with Cleaner Chalgrove. 400. <u>Former Councillor, Mr. Andy Maton</u>, wrote with his thanks for the invitation to the Parish Council dinner. 401. <u>Mrs Sarah Taylor, High Sherrif of Oxfordshire</u>, wrote regarding her 'theme' for her year in office; the plight of unpaid carers in Oxfordshire. Carers Oxfordshire will be contacting the Parish Council to discuss how carers can be helped. 402. <u>A Mill Lane resident wrote regarding the extensive litter</u> on Mill Lane and Berrick Road. The Clerk had discussed the matter with Cleaner Chalgrove and a community litter pick had been organised for Sunday 26th February. 403. <u>The Chalgrove Village Festival Committee</u> had written requesting stall bookings. The Parish Council require one indoor table at a cost of £15; proposed Cllr. Pritchard, seconded Cllr. Nabb, agreed by all.</p>	<p>JM</p> <p>JN & JM</p> <p>JM</p>									
<p>404. PLANS (Parish Council decision only):</p> <table border="0"> <tr> <td>P16/S4062/O</td> <td>Land East of Chalgrove (CHAL7)</td> <td>Development of 120 dwellings OPPOSED</td> </tr> <tr> <td>P17/S0094/O</td> <td>Land West of Chalgrove (CHAL1/10/11)</td> <td>Development of 200 dwellings GRANTED</td> </tr> </table> <p>405. DECISION NOTICES FROM SODC:</p> <table border="0"> <tr> <td>P16/S3443/HH</td> <td>1 High Street</td> <td>Single Storey rear extension. GRANTED</td> </tr> </table>	P16/S4062/O	Land East of Chalgrove (CHAL7)	Development of 120 dwellings OPPOSED	P17/S0094/O	Land West of Chalgrove (CHAL1/10/11)	Development of 200 dwellings GRANTED	P16/S3443/HH	1 High Street	Single Storey rear extension. GRANTED	
P16/S4062/O	Land East of Chalgrove (CHAL7)	Development of 120 dwellings OPPOSED								
P17/S0094/O	Land West of Chalgrove (CHAL1/10/11)	Development of 200 dwellings GRANTED								
P16/S3443/HH	1 High Street	Single Storey rear extension. GRANTED								
<p>406. MONTHLY POLICE REPORT: (a) No report had been received; PC Mel Stafford is to be made aware that reports are not being submitted. (b) Cllr. Turner reported that a NAG meeting would be held on the 22nd February.</p>										
<p>407. REPORT FROM THE DISTRICT COUNCILLOR: Cllr. Turner provided a report: (a) Recycling rates. (b) SODC's Facebook page. (c) SODC's interactive maps. (d) Waste collection reorganisation.</p> <p>408. REPORT FROM THE COUNTY COUNCILLOR: A report had been received Cllr. Steve Harrod: (a) OCC's unitary update. (b) Proposals for £3.5M adult social care temporary funding. (c) Response to the Oxfordshire Clinical Commissioning Group regarding Oxfordshire's health services. (d) Personal budgets for carers.</p> <p>409. REPORT FROM THE PLAY AREA INSPECTION OFFICERS: The monthly assessment of equipment had been undertaken by Cllr. Wilson. All areas are satisfactory. The Parish Council still await a visit from Playdale Ltd to check some areas.</p> <p>ACCOUNTS:</p> <p>410. Mr. P. Hall had signed a contract for his groundsman duties throughout financial 2017/2018. 411. 7 cheques had been signed outside of meetings; 005902 to 005908</p> <p>412. ACCOUNTS SANCTIONED FOR PAYMENT:</p> <table border="0"> <tr> <td>005902</td> <td>RPC Locksmith Services – door repairs</td> <td>£65.00</td> </tr> </table>	005902	RPC Locksmith Services – door repairs	£65.00							
005902	RPC Locksmith Services – door repairs	£65.00								

005903	Block9 Display – NDP signage	£67.20
005904	FG Alden Ltd – boiler maintenance Agreement	£746.40
005905	TalkTalk Business – web hosting	£67.00
005906	BCB – grass cutting	£316.08
005907	A. W. Mobbs – gravel	£69.00
005908	Oxfordshire Youth – first aid course	£350.00
005914	Assist UK Limited – financial assistant	£297.00
005915	P. Hall – groundsman	£1000.00
005916	P. Hall – groundsman	£241.65
005917	B. Murphy – youth worker	£156.00
005918	N. Kerridge – youth worker	£598.00
005919	M. Law – gate caretaker	£80.00
005920	TalkTalk Business – web hosting	£67.00
005921	Yorkshire Gas & Power – gas supply	£277.00
005922	Edenvale Young – flood reporting	£12220.00
005923	SODC – dog bin emptying	£188.38
005924	B. Wilson – radiator repairs	£38.70
005925	DPAS Ltd – NDP policies	£1620.00
005926	Viking Direct – office & cleaning supplies	£201.94

ANY OTHER BUSINESS:	
413. Cllr. Turner queried when the next footpath inspection would be undertaken. It was reported that it would be done in the Spring.	ALL
414. Cllr. Turner reported that he required a list of reasons that the NDP had been delayed. A formal list is to be drafted.	JM
415. Cllr. Reed reported the demolished road sign on Mill Lane, which is to be reported to OCC.	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.*

416. HR COMMITTEE: A Committee meeting had been held to discuss the employment of a person to clear the weeds in the footpaths. Further details are to be obtained.	
--	--

Inclusion of the public: *The public were no longer excluded.*

DATES:

- 7th February, Youth Club Committee, Youth Centre, 6.00pm
- 8th February, Children’s Centre Meeting, James Martin Room
- 16th February, Flood Alleviation Meeting, Village Hall, 9.30am
- 16th February, Planning Committee, James Martin Room, 7pm
- 21st February, Allotment Committee Meeting, James Martin Room, 6.30pm
- 23rd February, Communications Committee Meeting, James Martin Room, 7pm
- 2nd March, Parish Council Meeting, James Martin Room, 7.30pm
- 3rd March, Roles & Responsibilities Workshop, James Martin Room, 7pm

The meeting closed at 9.39pm

Signed: Chairman