

## **CHALGROVE PARISH COUNCIL**

**A MEETING** of the Parish Council took place in the Village Hall, Recreation Ground, at 7.30pm, **Thursday 1<sup>st</sup> February 2018.**

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

**Apologies Accepted:** Cllrs. Turner, Dudley & Ziemelis

**Not present:** n/a

**Members of the public:** 0

373. The minutes of the meeting held 4<sup>th</sup> January 2018 were amended, approved and then signed by the Chairman; proposed Cllr. Nabb, seconded Cllr. Ace, agreed by all.

<b>PUBLIC SESSION</b>	
None.	
<b>MATTERS ARISING:</b>	
374. COUNCILLOR VACANCY: (a) A display showing 'what it takes to be a Councillor' is to be placed in the Village Hall entrance foyer at the beginning of February. (b) It was agreed by all that the deadline for applications would be the 31 <sup>st</sup> March with interviews week commencing the 16 <sup>th</sup> April.	(a) JM (b) JN & AP
375. SPEEDING: (a) There had been no SID usage within January due to darker mornings and evenings. (b) The Parish Council await quotations for a mobile Speed Indication Device to be placed in the village.	(b) DT
376. VANDALISM & ASB: (a) Anti social behaviour had been reported at a property in Flemming Avenue and Thames Valley Police are involved. (b) There was a report of alleged vandalism in the public car park by the school, whereby a stanley blade was found stuck in a car tyre. CCTV had been checked, approved by PCSO Ryan Dollery, and no suspicious activity had been found. (c) A group of young people continue to break glass beer bottles on the play areas and skate park. The Police had been informed. (d) A Village Hall hirer had reported repeat disruptions from young people entering the Village Hall and shouting. Youth Workers had been informed and youth club members were warned of the implications of bad behaviour. Costs for internal CCTV are to be sought. (e) A group of young people had been burning school work within the teenage seating area; no action is to be taken at this time. (f) It was reported that a 14 year old boy and a 16 year old boy had been attacked on the recreation ground; the Police had been informed and the Parish Council await approval to check the CCTV.	(d) JM  (f) JM
377. PARKING ISSUES: <u>Flemming Avenue</u> (a) It was reported that some vehicles continue to park on the grass areas on Mill Lane, and others were parking dangerously on the junction. Residents had been advised to call the Police regarding dangerous parking or blocked driveways. (b) The Parish Council still await a quotation from OCC for the installation of bollards on the grass areas.	(b) JM
<u>Grays Close</u> Cllr. Turner was not in attendance to provide an update on the untaxed and uninsured vehicle.	DT
<u>White Lines</u> (a) OCC had agreed to undertake the works required to Brinkinfield Road and the High Street at their own cost within the financial year 2018/2019. (b) A funding request had already been submitted to Cllr. Turner's grant scheme, and SODC had confirmed that the application would be refused based on the information that OCC would do the work.	
378. BUSES: Issues regarding late or cancelled buses are to be discussed at the next Five Parish Bus User Group meeting; date to be confirmed.	DT & AP
379. HIGH STREET WASTE BIN: It was confirmed that the Groundsman had been emptying the High Street bin outside The Village Store, as instructed, every Friday and leaving the bag	

<p>out for collection on a Tuesday. The bin is no longer overflowing.</p> <p>380. OXFORD TO CAMBRIDGE EXPRESSWAY: Cllr. Harrod had been asked to provide a briefing before the March Parish Council meeting.</p> <p>381. FINANCE COMMITTEE: The Precept request had been submitted to, and received by, SODC.</p> <p>382. HIGH STREET DRAINAGE: (a) Following the retirement of Gordon Hunt, Highways Drainage Engineer, the Parish Council had been advised to report all drainage issues on the FixMyStreet web page. The blocked drains on the High Street had been reported as instructed. (b) The FixMyStreet web page is to be advertised via the LINK.</p> <p>383. CHALGROVE 10K COMMITTEE: The Committee had requested permission to replace a concrete bollard with a metal removable bollard, in the Village Hall car park, to assist with space for emergency vehicles during their annual event. The Parish Council had agreed in principle and Cllr. Ace had met with David Sawyer on the 26<sup>th</sup> January and approved the required work, at no cost to the Parish Council.</p> <p>384. MATTERS UNRESOLVED: Charities &amp; land registration, use of rat poison at the Mill Lane allotments, tennis, 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, Mill Lane road sign.</p> <p>385. MATTERS ON HOLD: Community Service street cleaning, Local Council award.</p> <p><b>386. RECREATION COMMITTEE:</b> There had been no Committee meeting.</p> <p><u>MUGA</u> The gates to the MUGA had been padlocked in order to (a) stop dog walkers from using the facility and (b) stop the general public from using the facility whilst the surface is slippery. Combination code padlocks had been used and the Cavaliers FC were made aware of the code and allowed access. The Cavaliers FC reported their objection to the closure for the general public. The padlocks had since been stolen, and the MUGA remains open to all.</p> <p><u>Trees</u> (a) The Parish Council await work to be done on the recreation ground by the Groundsman, as previously approved. (b) Further quotations are to be sought for the work required to the 4 large trees by the Tennis Court. (c) Emergency work had been undertaken on 2 recreation ground trees, behind Chibnall Close, following an assessment with Cllr. Ace.</p> <p><b>387. COMMUNICATIONS COMMITTEE:</b> There had been no Committee meeting. It was proposed that the Committee would meet on the first Monday of each month; agreed by all.</p> <p><u>LINK Articles</u> The Parish Council discussed which articles are to be submitted for inclusion within the March LINK.</p> <p><b>388. VILLAGE HALL COMMITTEE:</b> A Committee meeting had taken place on the 25<sup>th</sup> January, and the minutes are available from the Parish Council office.</p> <p><u>Project ViKToR</u> The Committee had agreed to include the following areas within the project: refurbishment of the kitchen, refurbishment of the 2<sup>nd</sup> kitchen/store room, refurbishment of the toilets, associated electrical works, replacement of the main hall and entrance hall floor tiles, installation of audio visual/loop system equipment, replacement of tables and chairs, increased storage within the entrance foyer and James Martin Room, replacement of roof tiles above the main Hall.</p> <p><u>Other matters discussed</u> included the quotations, funding, the need for a new microwave, and a presentation from Stadhampton Village Hall Committee.</p> <p><b>389. ANNUAL PARISH MEETING:</b> It was agreed by all that presentations would be made by the Village Hall Committee on Project ViKToR and that the First Steps Hub (formally the Children's Centre) would be invited to give an update.</p> <p><b>390. NEIGHBOURHOOD DEVELOPMENT PLAN:</b> Cllr. Nabb provided a report on the work undertaken by the Committee.</p> <p><u>NDP</u> The Committee had completed and submitted the Neighbourhood Plan to SODC, who now invite comments during the 6 week publicity period, ending 5pm on Wednesday 14<sup>th</sup> March.</p> <p><u>Proposed Scout Hut</u> It had been clarified that if the Scout hut was not used by the Scouts or the community for a period of one year, the land would be handed back to the landowner.</p>	<p>(b) JM</p> <p>JM</p>
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<p><u>CHAL1/10/11</u> A meeting had taken place with the developer of CHAL1/10/11 to discuss the removal of a roundabout from their plans, to be replaced with a 'ghost island'. Chalgrove Parish Council had written to SODC to reluctantly accept the new proposal.</p> <p><b>391. LOCAL PLAN - PROPOSED DEVELOPMENT AT CHALGROVE AIRFIELD:</b> It is believed that Homes England (formally HCA) may proceed with a Compulsory Purchase Order in order to develop on the Chalgrove Airfield. It was agreed by all to write to Phillip Hammond (Chancellor of the Exchequer), Said Javid (Secretary of State for Communities and Local Government), and John Howell MP, to object to the CPO.</p> <p><b>392. FLOOD ALLEVIATION &amp; EMERGENCY PLANNING:</b> (a) A drop-in event had been held on Saturday 27<sup>th</sup> January for all street wardens and Parish Councillors to collect the updated Emergency Plan. The event was very successful but further amendments are now required. (b) The Environment Agency and Monson had been approached for suitable dates for a multi-agency meeting.</p> <p><b>393. KNIGHTS Vs CHALGROVE PARISH COUNCIL – TRIBUNAL:</b> A debrief had been held by the Parish Council to discuss the Knights Vs Chalgrove Parish Council legal matter, and approval was made by all to place the details in the public domain following the closure of the case.</p> <p>In September 2013, Chalgrove Parish Council had instructed Wilmots Solicitors to assist with their objection to an alleged right of way by a resident who claimed they had a right of way to pass with vehicles and horses between the High Street, over the recreation ground, to a field owned by them.</p> <p>The matter was taken to Tribunal in July 2015, where the alleged right of way was dismissed and the Parish Council were awarded costs.</p> <p>The expenditure, between September 2013 and November 2016, totalled £118,719.61. Costs reclaimed, as a result of the Tribunal, totalled £91,431.95.</p> <p>Chalgrove Parish Council continue to protect the recreation areas and the safety of those using them.</p> <p><b>394. WORKS &amp; ORDERS:</b> Discussions took place regarding the works and orders.</p> <p><u>Completed</u> installation of dog bins, roof and guttering repairs, emergency tree works, MUGA surface cleaning, emergency drain jetting.</p> <p><u>Awaiting Completion</u> Tree works, emergency light repairs, external light repairs.</p> <p><u>Awaiting Approval</u></p> <p>(a) A new microwave for the Village Hall, at a maximum cost of £200 ex VAT, was approved; proposed Cllr. Pritchard, seconded Cllr. Ace, agreed by all.</p> <p>(b) Repairs to a concrete bollard, at a cost of £90, was not approved. Further information is to be sought.</p> <p><u>Quotations Required</u> Project ViKToR, MUGA new surface, Emergency Plan container/concrete base/supplies, repainting of American War Memorial lettering, path repair adjacent to recreation ground, Village Hall brickwork repair, Village Hall manhole grip repair, Youth Centre light repairs, Youth Centre toilet fan repair, Post Office public notice board, High Street bus stop map etching.</p> <p><u>On Hold</u> French drain for flooded footpath next to recreation ground, updated Jubilee Walk tree plaque.</p> <p><b>CORRESPONDENCE:</b></p> <p>395. <u>SODCs Waste and Recycling Officer</u> wrote regarding the Great British Spring Clean in March. Cleaner Chalgrove aim to hold a community litter pick on Sunday 4<sup>th</sup> March at 11am.</p> <p>396. <u>A resident wrote to inform the Parish Council</u> of parking issues on Brookside. The resident had queried whether yellow lines, parking permit systems or assistance with turning front gardens into driveways would alleviate the problem. OCC and Thames Valley Police were asked for their comments. The Police suggested that residents call 101 to report dangerous parking or the blocking of a highway. OCC reported that yellow lines and parking permits would not be deemed necessary in this location. Residents who wish to create a driveway are to following the normal planning application procedures.</p> <p>397. <u>OCVA wrote to invite the Parish Council</u> to their Rural Oxfordshire Network on the 18<sup>th</sup></p>	<p>AP &amp; JM</p> <p>(b) JM</p>
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<p>April, focusing on the challenges facing rural youth. Cllr. Pritchard and the Clerk are to attend. The attendance fee of £10 was approved; proposed Cllr. Nixey, seconded Cllr. Nabb, agreed by all.</p> <p>398. <u>OCVA had invited the Parish Council</u> to attend training on the General Data Protection Regulation (GDPR) which will come into effect on the 25<sup>th</sup> May. Whilst all training spaces had unfortunately been filled, it was felt that an alternative training provider be sought at a maximum cost of £100 ex VAT; proposed Cllr. Pritchard, seconded Cllr. Gray, agreed by all.</p> <p>399. <u>Little Milton Parish Council</u> wrote to inform Chalgrove Parish Council that their draft NDP is out for consultation until the 23<sup>rd</sup> February.</p> <p>400. <u>Following complaints regarding the overgrown hedgerow at 1 Argosy Close</u>, a letter had been sent requesting that work be undertaken to sufficiently reinstate the width of the footpath.</p> <p>401. <u>A resident had requested an update on CHAL7</u> (to the East of Chalgrove), specifically on when the building would start. It was confirmed that Chalgrove Parish Council are not aware of the developer's timetable as yet.</p> <p>402. <u>St Mary's PCC</u> wrote to thank the Parish Council for their donation.</p> <p>403. <u>A resident had reported an abandoned vehicle on the High Street</u>, which was also partially blocking their driveway. The Parish Council urged the Police to act and, after the owner had been found, the vehicle had been removed.</p> <p>404. <u>SODC had requested information on the Village Hall</u> for their Outlook magazine. The Clerk is to assist where possible.</p>	<p>AP &amp; JM</p> <p>JM</p> <p>JM</p>
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**405. PLANS** (Parish Council decision only):

P18/S0043/HH	73 High Street	Variation to drawings on P17/S2281/HH APPROVED with comments
P17/S2462/FUL	Land south of 72 Mill Lane	Addition of flood risk assessments to previous application REFUSED with comments
P17/S4098/HH	25 Baronshurst Drive	Home build log cabin APPROVED
P17/S4343/HH	31 Brookside Estate	Variation to drawings on previous application APPROVED

**406. DECISION NOTICES FROM SODC:**

P17/S3156/HH	10 Grays Close	Side extension GRANTED
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**407. MONTHLY POLICE REPORT:** Cllr. Pritchard reported on her attendance at the NAG meeting in January.

**408. REPORT FROM THE DISTRICT COUNCILLOR:** None.

**409. REPORT FROM THE COUNTY COUNCILLOR:** None.

**410. REPORT FROM THE PLAY AREA INSPECTION OFFICERS:** (a) The monthly assessment of equipment had been undertaken by 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:**

411. Three cheques had been signed outside of meetings; 006259 - 006261

**412. ACCOUNTS SANCTIONED FOR PAYMENT:**

006259	FG Alden – annual boiler maintenance agreement	£768.79
006260	Chris Lewis – annual CCTV maintenance agreement	£222.00
006261	St Marys PCC – donation	£1200.00
006267	M. Law – gate caretaking	£80.00
006268	N. Kerridge – youth work	£429.00
006269	B. Murphy – youth work	£104.00
006270	P. Hall – groundsman	£1237.42
006271	P. Hall – groundsman	£500.00
006272	Viking Direct – office & cleaning supplies	£290.10
006273	The Chiltern Group – MUGA surface cleaning	£1080.00

006274	H. Ace – padlock expenses	£115.14
006275	SODC – dog bin emptying	£188.38
006276	Broxap Ltd – dog bins	£406.80
006277	Yorkshire Gas & Power – gas supply	£728.81
006278	TalkTalk Business – web hosting	£71.80
006279	R. Hinton – tree work	£660.00

<b>ANY OTHER BUSINESS:</b> 413. Cllr. Pritchard expressed her thanks for the great work undertaken by the Street Cleaner, Mr. Phil Hall. 414. Cllr. Nabb discussed the proposed Scout project to relay the footpath from Adeane Road through to the new surface leading to The Mill. Further information is to be sought.	JN & JM
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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.*

<b>415. HR COMMITTEE:</b> There had been no Committee meeting. <u>Village Hall &amp; Sports Pavilion Cleaner</u> The position is to be advertised, for self employed persons only. Information is to be sought on required public liability. <u>Financial Assistant</u> The deadline for applications had passed with no applicants. The position is to be re-advertised.	JM JM
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**Inclusion of the public:** *The public were no longer excluded.*

**DATES:**

- 5<sup>th</sup> February – Communications Committee – 7pm, James Martin Room
- 6<sup>th</sup> February – Youth Club Committee – 6pm, Chalgrove Youth Club
- 15<sup>th</sup> February – Planning Committee – 6.45pm, James Martin Room
- 15<sup>th</sup> February – Village Hall Committee – 7pm, James Martin Room
- 1<sup>st</sup> March – Ox Cam Expressway Briefing – 7pm, James Martin Room
- 1<sup>st</sup> March – Parish Council Meeting – 7.30pm, James Martin Room

The meeting closed at 9.33pm

Signed: ..... Chairman