

CHALGROVE PARISH COUNCIL

A MEETING of the Parish Council took place in the Village Hall, Recreation Ground, at 7.30pm, **Thursday 2nd January 2014.**

Present: Cllr. K. Batley, Vice-Chairman Cllr. T. Ace
 Cllr. D. Turner Cllr. C. Fowler
 Cllr. B. Gray Cllr. P. Collins
 Cllr. R. Reed Cllr. C. Earle

Apologies Accepted: Cllrs. Pritchard & Nabb.

Not present: n/a

Members of the public: 2

Police: 0

325. The minutes of the meeting held on 7th November 2013 were amended, approved and then signed by the Vice-Chairman; proposed Cllr. Ace, seconded Cllr. Earle, agreed by all.

PUBLIC SESSION	
326. A Langley Road resident alerted the Parish Council to the spate of vandalism taking place to garden walls within Langley and Adeane; currently at a total of seven properties, all of which had been reported to the Police. The residents await further information from the Police who are to speak to the young people believed to be involved. Chalgrove Youth Club youth workers are to be made aware and asked to speak to their members.	JD
327. A Langley Road resident spoke of his concerns regarding the unacceptable lack of service on Thames Travel T1 bus service. Cllr. Turner noted that the County Council only currently subsidise the early morning bus, but reported that he intends to speak to the Managing Director of the Oxford Bus Company to lodge a complaint. The Parish Council will continue to liaise with Thames Travel regarding their concerns.	DT
328. A Brinkinfield Road resident reported on a recent road accident on Brinkinfield, one of 13 cases that he is aware of. The Parish Council were asked for their advice regarding reducing speed at Brinkinfield, especially at the bend leading to/from the High Street. A request was also made to enforce a speeding restriction of 20mph throughout the entire Village. The Parish Council are to write to the relevant authorities requesting 'slow' signs at Brinkinfield and further information on obtaining a 20mph speed restriction.	JD
MATTERS ARISING:	
329. VANDALISM & ASB: (a) Reports of antisocial behaviour from a parked caravan had been received and the Clerk continues to liaise with the residents. (b) A car, parked within the public car park next to the School overnight, had been vandalised. The Police had been informed and continue to liaise with the resident concerned. (c) Quotations are required for the repairs to the vandalised concrete at the High Street bus stop.	(a) JD (c) JD
330. HIGH STREET BROOK: The Clerk continues to draft an assessment of the High Street brook to provide an action list for the relevant local authorities.	JD
331. FOOTPATH REPORTS: Councillors were reminded that footpath assessments must be completed and reports passed to Cllr. Reed or the Clerk.	ALL
332. THE BIG CLEAN: It was noted that, whilst BIFFAs street crew had done a great job cleaning some of the streets within the Village, the work had been limited to High Street, Monument Road, Fairfax and Bower End. An article is to be placed within the LINK explaining where and why the work had been done.	JD & AP
333. CHALGROVE MILL MEETING: Correspondence had been sent to all parties involved requesting that a meeting be held as soon as possible to alleviate concerns regarding the management of water flow at the Chalgrove Mill.	JD & AP
334. COUNCILLOR VACANCY: The five applicants are to be interviewed on the 9 th and 22 nd of	ALL

<p>January. The Parish Council discussed and agreed the format of the interviews.</p> <p>335. NEIGHBOURHOOD ACTION GROUPS: Cllr. Turner continues to establish the need of a return of the NAGs, from Parish Councils in the area, before meeting with Inspector Harling.</p> <p>336. CHALGROVE BAND EQUIPMENT: A letter is to be sent to Chalgrove Band requesting information on their band equipment for which the Parish Council have trust liability.</p> <p>337. DOG & WASTE BINS: The article had not been published by the LINK so is to be resubmitted for the next edition.</p> <p>338. MILL LANE FOOTBRIDGE: Cllr. Ace reported that plastic bags had been placed over the 'public footpath' signs. The County Council's Countryside Service officer is to be informed.</p> <p>339. HIGH STREET 'CAR PARK' SIGN: The sign is to be moved by the groundsman, pointing vehicles to the correct car park.</p> <p>340. PARISH COUNCIL DINNER: It was noted that the Parish Council dinner would take place on the 18th January.</p> <p>341. 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.</p> <p>342. NEIGHBOURHOOD PLAN COMMITTEE: In Cllr. Nabb's absence, Cllr. Fowler reported on the work undertaken by the Committee: (a) Work had been completed on the focus group and volunteer lists. (b) The website address had been chosen and work was taking place on website creation. (c) Meetings had been scheduled with land agents and the District Council. (d) Committee members are to attend a workshop organised by ORCC.</p> <p>343. RECREATION COMMITTEE: Cllr. Fowler reported on the work completed by the Committee:</p> <p><u>Janes Meadow</u> (a) It was agreed that the installation of the seats and benches for Janes Meadow would be postponed until better weather in Spring. Quotations are to be discussed at a later date. (b) Cllr. Ace is to undertake works required to the ditch.</p> <p><u>Chalgrove at Play Project</u> (a) Installation teething problems had been rectified within 24 hours. (b) The Grand Opening is to take place on the 18th January and local school pupils are to cut the ribbon. (c) Two plaques, at a cost of £185.22 ex VAT, were approved; proposed Cllr. Ace, seconded Cllr. Earle, agreed by all. (d) The Parish Council solicitor had been making the necessary arrangements to release the grant monies.</p> <p><u>CCTV</u> The damaged camera awaits repair.</p> <p><u>Tree Damage</u> Due to the recent adverse weather and high winds, a 30ft recreation ground tree had fallen into an adjacent residential garden on Christmas Eve. The tree had been removed at a cost of £390. It was noted that further costs would be incurred for fence repairs.</p> <p>344. VILLAGE HALL COMMITTEE: A Committee meeting had taken place on the 12th December and minutes are available from the Parish Council office. The Committee had discussed toilet and kitchen refurbishment, crockery, Pavilion showers, storage concerns, and required repairs.</p> <p>345. JOINT USER AGREEMENT MANAGEMENT COMMITTEE: A Committee meeting had taken place on the 19th November and minutes are available from the Parish Council office. The Committee discussed the agreement, keyholders, marketing, hirers, and finances.</p> <p>346. FINANCE</p> <p><u>2014/2015 Precept</u> Following extensive discussion, and research into Council Tax effect, a precept amount of £97,000 was approved; proposed Cllr. Reed, seconded Cllr. Earle, agreed by all.</p> <p><u>External Audit</u> BDO had written with their 'Issues Arising Report' for the audited year ending 31st March 2013. The Council's Standing Orders and Financial Regulations are to be updated and presented for approval at the next meeting.</p> <p>347. WORKS & ORDERS: The Clerk discussed the works and orders requiring approval.</p> <p><u>Completed Recreation ground tree works.</u></p>	<p>DT</p> <p>JD & AP</p> <p>JD</p> <p>JD</p> <p>JD</p> <p>ALL</p> <p>(a) JD</p> <p>(b) TA</p> <p>(b) ALL</p> <p>JD</p> <p>JD</p>
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<p><u>Awaiting Completion</u> Electrical testing, boiler maintenance, Mill Lane allotments hedge cutting, speed bump repair, Frost bench order.</p> <p><u>Approved</u> Repair and replacement of emergency lighting at a cost of £87.00 was approved; proposed Cllr. Fowler, seconded Cllr. Earle, agreed by all.</p> <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.</p> <p>CORRESPONDENCE:</p> <p>348. St. Marys Church PCC had written with information of their quiz night.</p> <p>349. The Citizens Advice Bureau thanked the Parish Council for their donation.</p> <p>350. The District Council had written with dates for elections to be held within the Village Hall; hirers are to be informed.</p> <p>351. Correspondence had been received regarding complaints and concerns over the Thames Travel T1 bus service. The Parish Council continue to liaise with Thames Travel.</p>	
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352. PLANS (Parish Council decision only):

None

353. DECISION NOTICES FROM SODC:

P13/S2744/HH	25 Mill Lane	Installation of automatic garage door. GRANTED
P13/S3295/HH	41 Liddon Road	Erection of single storey conservatory. GRANTED

354. MONTHLY POLICE REPORT: No report provided.	
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355. REPORT FROM THE DISTRICT COUNCILLOR: Cllr. Turner provided a report which included (a) new charges for Environment Agency advice (b) the Housing Allocation Policy (c) Christmas tree collections (d) SODCs resident survey (e) South Oxfordshire's young achievers; one of which being a young Chalgrove resident.

356. REPORT FROM THE COUNTY COUNCILLOR: No report provided.

357. REPORT FROM THE PLAY AREA INSPECTION OFFICERS: All areas had been checked by Cllrs. Pritchard and Gray on the 17th December: (a) Play Areas were very muddy (b) Repairs are required to the fitness equipment (c) Repairs are required to play area gates.

ACCOUNTS:

358. Four cheques had been signed outside of meetings; 005011 – 005014

359. Cheque 005013, to David Ogilvie Engineering Ltd, had been written as a replacement to cheque 005009 which had been returned by the bank as it had 'not been signed in accordance with the mandate'.

360. ACCOUNTS SANCTIONED FOR PAYMENT:

005011	R. Hinton – tree work	£390.00
005012	D. Mepham – gate caretaking	£80.00
005013	David Ogilvie Engineering – seats & benches	£4970.40
005014	N. O'Sullivan – roof repairs	£400.00
005023	N. Kerridge – youth work	£351.00
005024	B. Murphy – youth work	£78.00
005025	P. Hall – groundsman duties	£1140.14
005026	R. Hinton – emergency tree works	£390.00
005027	Southern Electric – electric supply	£742.39
005028	B. Wilson – allotment expenses	£26.99
005029	BT – phone lines	£234.11
005030	Thames Water – Hall & allotments	£163.85
005031	Total Gas & Power – gas supply	£419.20
005032	TalkTalkBusiness – web hosting	£62.80
005033	Viking Direct – office supplies	£37.15
005034	H. Axon – cleaning duties, holiday cover	£85.00

ANY OTHER BUSINESS	
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361. Cllr. Gray discussed the flooding at Berrick Road and concerns and suggestions are to be sent to the County Council	JD
362. The Vice-Chairman read a resignation letter from Cllr. Fowler. Thanks were given for her commitment to several Parish Council projects. Standard procedure is to be followed and SODC are to be advised of the resignation.	JD
363. Cllr. Reed reported on rotten willow trees on the High Street. The County Council are to be asked to assess.	JD

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.*

364. KNIGHT'S ACCESS: Discussions took place regarding the alleged access rights.	
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Inclusion of the public: *The public were no longer excluded.*

DATES:

Recreation Committee, 14th January, 7pm, James Martin Room
Youth Club Committee, 16th January, 6.30pm, James Martin Room
Planning Committee, 23rd January, 7pm, Parish Office
Parish Council Meeting, 6th February, 7.30pm, James Martin Room

The meeting closed at 10.09pm

Signed: Chairman