

## **CHALGROVE PARISH COUNCIL**

**A MEETING** of the Parish Council took place in the Village Hall, Recreation Ground, at 7.30pm, **Thursday 8<sup>th</sup> January 2015.**

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

**Apologies Accepted:** Cllrs. Collins, Maton & Reynolds

**Not present:** n/a

**Members of the public:** 2

**Police:** PCSO James Hopkin

384. The minutes of the meeting held on 4<sup>th</sup> December 2014 were approved and then signed by the Chairman; proposed Cllr. Earle, seconded Cllr. Ace, agreed by all.

### **PUBLIC SESSION**

385. Two residents spoke of their objections to Planning Application P14/S3816/O – erection of 5 new dwellings on land at Mill Lane. They believed it to be a serious flood risk and were in the process of undertaking an independent flood assessment which would be presented to the SODC planning Office.

### **MATTERS ARISING:**

386. SPEEDING: Insurance paperwork for the SID was in progress. SID deployment would be undertaken alongside PCSO Hopkin with priority areas identified as: Mill Lane, High Street by the Surgery, and Brinkinfield Road on the bend.

387. VANDALISM & ASB: No reports of vandalism or ASB had been reported to the Parish Council office, however it was known that there had been an attempted theft, and subsequent damage, to the Age Concern bus.

388. PARKED CARS OUTSIDE THE POST OFFICE: There are to be no further deliberations until the future of the Post Office is known.

389. GUIDES LAND AT HARDINGS: The Chairman had written to Crown House Properties asking for assistance due to the lack of adequate maintenance undertaken by the Guides. There had been no response.

390. SSE ROUTE: A programme of works had been requested. Mr Doug Costello, SSE, had written to state that they were still getting finances in order and had no set date for works in Chalgrove.

391. BROOKSIDE FOOTPATH: OCC had admitted ownership for the damaged footpath surrounding the car park area but, due to lack of funds and the footpath not being damaged enough, there was little chance of repair. Letters are to be sent to the residents on said footpath to relay the information, and to ask them to take care when using the footpath.

392. STABLE PLANNING PERMISSIONS, MILL LANE: Ms Clare Merritt, SODC, had written to advise that an investigation is underway regarding the change of use of land from agricultural to equestrian.

393. VILLAGE STREET CLEANING PERSON: Cllr. Turner reported that, despite the various grants available, there were no funds available specifically for street cleaning. Alternatives are to be researched and discussed at a future meeting.

394. FOOTPATHS 5 & 6: Mr Jon Beale, OCC, had been notified of the lack of access for Royal Mail to 25-28 Laurel Close due to the inaccessibility within Footpath 6.

395. PARISH COUNCIL OPEN EVENT: Discussions took place regarding the format of the

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<p>open event.</p> <p>396. CHALGROVE POST OFFICE: Cllr. Pritchard reported on her discussion with the PO Strategic Management Officer. It was believed that the Stadhampton Post Office may close and would not be reopening after the renovations at the petrol station, providing more possible customers for the Chalgrove branch.</p> <p>397. MUGA SURFACE: Following concerns from the Cavaliers FC regarding draining issues at the MUGA, Cllr. Ace reported that there are indeed small puddles during heavy rain and suggested that the water is simply brushed off before play.</p> <p>398. MATTERS UNRESOLVED: Berrick Road flooding report, Energy Audit, Baronshurst Road oil tanks, Damages Claim, The Green land ownership, MUGA lighting grant, Chalgrove Band equipment list, Chalgrove tennis.</p> <p><b>399. FINANCE COMMITTEE:</b>  <u>2015/2016 Precept</u> Following extensive discussion, and research into Council Tax effect, a precept amount of £99,000 was approved; proposed Cllr. Pritchard, seconded Cllr. Nabb, agreed by all.  <u>System of Internal Controls</u> The internal control assessment was completed, approved, and signed by the Chairman; proposed Cllr. Batley, seconded Cllr. Ace, agreed by all.  <u>Financial Risk Assessment</u> The financial risks were reviewed, amended, and approved; proposed Cllr. Batley, seconded Cllr. Ace, agreed by all.  <u>Asset Register</u> The assets were reviewed, amended, and approved; proposed Cllr. Batley, seconded Cllr. Ace, agreed by all.  <u>Effectiveness of Internal Audit</u> The effectiveness review was reviewed, approved, and signed by the Chairman; proposed Cllr. Batley, seconded Cllr. Ace, agreed by all. It was agreed, by all, that Mr. Terry Fisher be asked to complete the audit for 2014/2015.  <u>Fraudulent Cheque</u> Following correspondence sent to Action Fraud and Thames Valley Police, the Council had been asked to contact the Greater Manchester Police directly for an update.</p> <p><b>400. RECREATION COMMITTEE:</b>  <u>Jubilee Trees</u> Cllr. Nabb reported that Mr Kenny Earle was to plant the replacement trees by Monday 19<sup>th</sup> January, at the latest.  <u>Seating</u> The recreation bench has been reinstalled by Mr Neil O'Sullivan. It was felt that it was too close to the dog mess bin, and is to be reassessed in the warmer weather.  <u>Cavaliers</u> A discussion had taken place between Cllrs. Pritchard and Ace and three Cavaliers representatives: (a) It was agreed that play may commence on Janes Meadow, for Under 11s, following the marking up of two separate pitches and assurances from the Cavaliers that the pitches would be used alternately to protect the grass. (b) The Cavaliers are to investigate their drainage system on the top rec'. (c) It was agreed that the Cavaliers could spike and seed Janes Meadow, at their own cost. The Parish Council are to undertake a spring feed. (d) The Cavaliers were reminded that they are to brush the MUGA after each use. (e) Cllr. Ace is to review the football pitches on a weekly basis.</p> <p><b>401. YOUTH CLUB MANAGEMENT COMMITTEE:</b> A Committee meeting had been held on the 11<sup>th</sup> December, and full minutes are available from the Parish Office. Discussions took place regarding incident reports, volunteers, training, Oxfordshire Youth, equipment, wifi, and reports from the youth workers.</p> <p><b>402. COMMUNICATION:</b> Cllrs. Maton, Nabb and Earle had met to discuss LINK articles, newsletter, open event website and weekly emails.</p> <p><b>403. NEIGHBOURHOOD DEVELOPMENT PLAN COMMITTEE:</b> Cllr. Nabb provided an update on the work completed by the NDP Committee (a) The first draft of the questionnaire analysis had been received. (b) The public consultations in February and March will provide the public with the findings of the questionnaires and previous site consultations. (c) Meetings continue with SODC officers overseeing the Chalgrove NDP.</p>	<p>AP</p>
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<p><b>404. FLOODING:</b> The Clerk provided updates on the many actions being undertaken by the Parish Council, CFAG and local authorities.  <u>Maintenance</u> Due to high priority incidents elsewhere, the annual brook clearance by the EA had not been finished but assurances had been received that the clearance would be completed.  <u>Silt Removal</u> The EA, Monson and CFAG are to undertake a silt assessment of the Chalgrove brooks.  <u>Water Storage</u> Landowners had been contacted to discuss potential water storage areas upstream.  <u>Mill Lane</u> Monson are to undertake a feasibility survey for potential improvements to the Mill Lane drainage.  <u>Frogmore Ditches</u> Volunteers are required to assist with clearing the Frogmore ditches.</p> <p><b>405. EMERGENCY PLANNING:</b> A meeting is to take place in January to finalise the Emergency Plan.</p> <p><b>406. WORKS &amp; ORDERS:</b> The Clerk discussed the works and orders requiring approval.  <u>Completed</u> Tree cutting, assessment of trees  <u>Awaiting Completion</u> Play Area gate repair, assessment of Willow Trees at the High Street, Jubilee Walk tree replacement, trip hazard removal at the Crown PH car park, Frost Bench installation, guttering repairs.  <u>Awaiting Approval</u></p> <ul style="list-style-type: none"> <li>(a) Quotations had been obtained for CCTV within the Village Hall car park. Grant opportunities are to be investigated.</li> <li>(b) Tree cutting works, on trees behind Chibnall Close, were approved at a cost of £390; proposed Cllr. Pritchard, seconded Cllr. Gray, agreed by all.</li> <li>(c) Village Hall roof repairs, at a cost of £400, were approved; proposed Cllr. Pritchard, seconded Cllr. Nabb, agreed by all.</li> </ul> <p><u>Quotations Required</u> Signage (bylaws &amp; car park), bus shelter painting at Parsnips Lane, MUGA lights electrical repair, footpath/grasscrete/gate at entrance to the recreation ground, air conditioning maintenance, Pavilion shower replacement, brickwork repair, VH toilet &amp; kitchen refurbishment, storage extensions, floor stripping, tile repair, drain cover grips, roof replacement, car park manhole cover repair/replacement.</p> <p><b>CORRESPONDENCE:</b>  407. <u>St Marys PCC</u>, wrote to invite the Parish Council to their Church Quiz, Saturday 7<sup>th</sup> February.  408. <u>The Cavaliers Men's Team</u>, wrote to advise the Council that they had been successful in their grant application to the FA to purchase a defibrillator. It is to be placed with the Pavilion and insured by the Cavaliers.  409. <u>A Cuxham resident</u> had written with details of the Save The Half Moon campaign. Said details had been passed to Chalgrove Communicating team for inclusion on their website.</p>	AM
<p><b>410. PLANS</b> (Parish Council decision only):  P14/S3816/O                      Land at Mill Lane                      Erection of 5 new dwellings  REFUSED</p> <p><b>411. DECISION NOTICES FROM SODC:</b>  P14/S3210/HH                      19 Monument Road                      Erection of first floor rear extension  GRANTED</p>	
<p><b>412. MONTHLY POLICE REPORT:</b> Thames Valley Police had provided a report: 12 calls had been received from the Chalgrove area during the month of December; relating to 8 miscellaneous calls (non urgent, such as broken down vehicles or door to door sellers), 1 reporting suspicious behaviour, 2 traffic incidents, and 1 report of hare coursing.</p>	

**413. REPORT FROM THE DISTRICT COUNCILLOR:** Cllr. Turner reported on: (a) SODC had extended the application deadline for a share of £75,000 for infrastructure that will help support your local economy. (b) SODC's funding towards the District's PCSOs this year had been well spent. Between July and September they had assisted 280 victims of crime, enrolled 220 people in Thames Valley Alerts, and issued 500 fixed penalty fines. (c) The public are now able to pay for parking using mobile phones in all District Council car parks. (d) There are plans to extend the Orchard Centre in Didcot. (e) The Go Ride bus service may require a subsidy and further information is to be brought to the next meeting.

**414. REPORT FROM THE COUNTY COUNCILLOR:** No report had been received.

**415. REPORT FROM THE PLAY AREA INSPECTION OFFICERS:** (a) The assessment for December had been undertaken by Cllr. Ace and the report held within the Parish Council office. (b) Playdale are to be chased for their report following an on-site assessment. (c) The decision was taken to remove the OXO equipment, for health and safety purposes, with the work undertaken by Cllr. Ace.

**ACCOUNTS:**

416. Mr. Phil Hall had provided his proposed rates for the financial year 2015-2016. The rates were approved; proposed Cllr. Ace, seconded Cllr. Batley, agreed by all.

417. Seven cheques had been signed outside of meetings; 005295 - 005301

**418. ACCOUNTS SANCTIONED FOR PAYMENT:**

005295	Hydro GIS – NDP flood report	£300.00
005297	R. Hinton – tree works	£780.00
005304	B. Murphy – youth work	£78.00
005305	N. Kerridge – youth work	£312.00
005306	Thames Water – water charges	£285.82
005307	BT – telephone charges	£304.35
005308	SSE – electricity charges	£743.43
005309	Total Gas & Power – gas charges	£368.99
005310	B. Game – hall hire refund	£50.00
005311	A. Podbery – fertiliser works	£528.00
005312	Oxfordshire Youth – conference fee	£35.00
005313	Uni-Mail Ltd – NDP printing	£116.00
005314	TalkTalkBusiness – web hosting	£67.00
005315	D. Mephram – gate caretaker	£80.00
005316	P. Hall – groundsman	£500.00
005317	P. Hall – groundsman	£704.74
005318	Wilmots Solicitors – legal fees	£4844.40
005319	St Marys PCC – donation	£1000.00
005320	Citizen Advice Bureau – donation	£30.00
005321	Chris Lewis Ltd – CCTV maintenance	£216.00

**ANY OTHER BUSINESS**

419. Cllr. Nabb reported on the expected cuts in funding to CAG, affecting all those who use services provided by ORCC. The Council are to sign the petition asking that funding not be cut for such a valuable service.

**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.*

**420. KNIGHT'S ACCESS:** Cllrs. Earle and Pritchard are to meet with the solicitor on Friday 9<sup>th</sup> January. The Parish Council are to meet again after that.

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

**DATES:**

22<sup>nd</sup> January, Planning, 7pm, JMR

22<sup>nd</sup> January, Emergency Committee, 7pm, JMR

5<sup>th</sup> February, Parish Council meeting, 7.30pm, JMR

The meeting closed at 10.15pm