

CHALGROVE PARISH COUNCIL

A MEETING of the Parish Council took place in the Village Hall, Recreation Ground, at 7.30pm, **Thursday 5th January 2017.**

Present: Cllr. A. Pritchard, Chairman Cllr. T. Ace
 Cllr. D. Turner, also Dist. Cllr. Cllr. R. Reed
 Cllr. K. Batley Cllr. A. Dudley
 Cllr. B. Gray Cllr. B. Wilson

Apologies Accepted: Cllr. Nabb

Not present: n/a

Members of the public: 1

347. The minutes of the meeting held 1st December 2016 were amended, approved and then signed by the Chairman; proposed Cllr. Reed seconded Cllr. Ace, agreed by all.

<p>PUBLIC SESSION None</p> <p>MATTERS ARISING: 348. SPEEDING: The Speed Indication Device had not been used in the month of December. 349. VANDALISM & ASB: (a) There had been no reports of ASB or vandalism on Parish Council property, or throughout the village. (b) The Police had reported a car theft in Argosy Close, and had issued warnings thereafter. 350. CHARITIES ACCOUNT: A meeting of the Trustees had been held on Thursday 15th December; copies of the minutes are available from Cllr. Reed. Matters discussed included Parish Council land and the need to seek advice on how the land was tied to the Charity. It was agreed that the Parish Council would (a) Find the original deed paperwork for the Mill Lane allotments and the Top Rec, (b) Obtain advice from the Charities Commission regarding obtaining new deeds in the name of Chalgrove Parish Council, and (c) Obtain legal advice at a maximum cost of £500; proposed Cllr. Pritchard, seconded Cllr. Gray, agreed by all. 351. WATERMILL THEATRE TOUR: Enquiries had been made regarding the proposal to hire the Watermill Theatre touring group for an event at Chalgrove Village Hall and it had been reported that there were no suitable dates available. It was agreed by all to no longer pursue the matter. 352. INSURANCE & VALUATION OF FACILITIES: The Parish Council’s insurance company, Zurich, had provided an estimate on the current valuation of the buildings. The increase in insurance, for the remainder of the current policy, at a cost of £261.67 ex VAT, had been approved at the meeting held December 2016 (<i>minute reference 305</i>). 353. ENERGY AUDIT: The energy audit had been undertaken by the Oxford Brookes University on Thursday 15th December and was incredibly informative, providing advice on many matters including insulation, lighting, boilers and kitchen equipment. The full report is to be received by mid-January and will then be discussed in detail by the Village Hall Committee. 354. 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. 355. ‘MINUTES & MEETINGS’ TRAINING COURSE: The Clerk attended the course on the 7th December and a Roles & Responsibilities workshop will be held for all Councillors in February. 356. HIGH SHERIFF AWARD NOMINATIONS: (a) The Parish Council had been asked for nominations for the High Sheriff awards, to recognise people in Oxfordshire who have made</p>	<p>(a) JM (b) JM (c) JM</p> <p>JM</p> <p>JM</p> <p>ALL</p>
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------

<p>outstanding contributions to the Communities in which they live and work. Four nominations are to be sent. The nominations are to be drafted, approved by the Chairman, and submitted by the 11th January. (b) The nominations to be sent are (i) Jackie Edwards – CHATS, (ii) Bob Heath-Whyte – book about the wall paintings, (iii) Suzanne & Raymond Sexton – community mindedness, training of young chefs, and charity events. (c) Cllr. Nabb had been nominated for her work on the NDP Committee but, whilst she was delighted to be nominated, she would prefer that any accolades be left until after the NDP had been finalised and approved by the community.</p>	<p>AP</p>
<p>357. PROPOSED REMOVAL OF BT PAYPHONES: BT had consulted with SODC regarding their proposal to remove public payphones across the country. Chalgrove residents had been asked to comment on the proposed removal before the 31st December. Two comments had been made which are to be passed to SODC.</p>	<p>JM</p>
<p>358. VERGES AT MILL LANE & BERRICK ROAD: (a) Cllr. Turner awaits a response from Keith Stenning, OCC Area Steward, regarding his concerns over the uncut verges at Mill Lane and Berrick Road. (b) It was reported that parts of the verges had been cut recently by Mr. Davey, Cadwell Farm.</p>	<p>DT</p>
<p>359. CHALGROVE POST OFFICE: It was clarified that, despite rumours, the Chalgrove Post Office will remain open. The Post Office within the Budgens store in Stadhampton had closed, and the Post Office in Watlington is to move into the Co-Op with limited services available, making the Chalgrove Post Office even more of a vital amenity.</p>	
<p>360. MATTERS UNRESOLVED: Footpath sidings employment, broken railing at the High Street, land at Hardings, land Registry (Mill Lane allotments & recreation areas), Chalgrove Battle Group notice boards, 16 High Street hedges, Church Cottage hedges, Chalgrove Band equipment, Chapel Lane alleyway shrubbery responsibilities, Mill Lane road sign, stable planning permissions at Mill Lane, tennis.</p>	
<p>361. MATTERS ON HOLD: Future of the Chalgrove Post Office, parked cars outside the Post Office, Community Service street cleaning, Local Council award.</p>	
<p>362. FINANCE COMMITTEE:</p>	
<p><u>Precept 2017/2018</u> The precept request had been completed by the Clerk and submitted to SODC.</p>	
<p><u>6 Month Audit</u> Mr. Terry Fisher, internal auditor, had completed a 6 month audit. No issues had been raised.</p>	
<p>363. NEIGHBOURHOOD DEVELOPMENT PLAN (NDP): Cllr. Pritchard reported on the work undertaken by the NDP Committee. (a) The Committee continue to review the policies alongside SODC and Community First Oxfordshire. (b) The flood mapping had resulted in CHAL10 being classed as a Zone 3 Flood Area, whereby no development would be allowed due to the flood risk.</p>	
<p>364. PROPOSED DEVELOPMENT AT CHALGROVE AIRFIELD:</p>	
<p><u>HCA</u> (a) A public drop-in event had been held on the 5th December to discuss the Enquiry by Design (EbD) process. (b) The EbD will take place between Thursday 19th January and Monday 23rd January.</p>	
<p><u>Enquiry by Design</u> (a) Chalgrove Parish Council had been invited to the stakeholder meetings within the EbD process. Cllrs. Pritchard, Nabb, Reed, Ace, Wilson & Gray are to attend. (b) Clarification is to be sought on whether the Parish Council are required to present information.</p>	<p>(a) ALL (b) JM</p>
<p><u>Other</u> (a) Cllrs. Turner and Harrod, District and County Councillors respectively, held a surrounding villages meeting on the 20th December to discuss the EbD process. As a result of this meeting a small committee was formed to co-ordinate future actions. (b) The Parish Council continued to work closely with the Residents Action Group to object to the proposed development.</p>	
<p><u>SODCs Local Plan</u> (a) The preferred options public consultation will commence in March 2017, and will include any changes following last year's public consultation. Cllr. Turner has</p>	

requested that the plan is scrutinised first by the Cabinet unlike last year's consultation where members had no input. (b) There will be a pre-submission consultation in the summer, the details of which will go through Cabinet, Scrutiny, and full Council. Following analysis of the responses, the final draft Local Plan will go to the inspector at the end of 2017. The Examination in Public (EIP) will take place sometime in 2018.

365. FLOOD ALLEVIATION & EMERGENCY PLANNING:

Meetings (a) A multi-agency meeting is to be held on the 19th January. (b) Cllrs. Pritchard and Reed and the Clerk are to attend SODC's Community Resilience Presentation on the 23rd January.

JM

Emergency Plan Storage A site for the storage container is to be found, preferably central to the village and close to the Village Hall.

JM

Funding The SSE grant application is to be finalised and submitted.

JM

Sandbags Following queries sent to SODC regarding sandbag distribution, a LINK article is to be drafted in order to warn residents of the need to purchase their own flood defences.

JM

Other Chalgrove Parish Council continued to work closely with the Chalgrove Flood Alleviation Group to alleviate flooding in Chalgrove.

366. VILLAGE HALL COMMITTEE: A meeting had been held on the 15th November and full minutes are available from the Parish Council office.

Village Hall Hire Rates The increased hire rates, effective 6th January 2017, were approved; proposed Cllr. Reed, seconded Cllr. Turner, agreed by all.

		Resident	Non resident
Village Hall	Mon – Thur (8am-11.45pm)	£21 / hour	£26 / hour
	Fri, Sat & Sun (8am-6pm)	£26 / hour	£36 / hour
	Fri, Sat & Sun (6pm-11.45pm)	£31 / hour	£36 / hour
	Sat – Sun, all day rate (8am till 11.45pm)	£270 / hour	£300 / hour
	Stage	£25	£25
James Martin	Any	£11 / hour	£11 / hour
Youth Centre	Any	£20 / hour	£25 / hour
Pavilion	AM or PM session	£25 adults	£25 adults
		£10 child	£10 child
MUGA/Tennis	Any	£20 / hour	£20 / hour

Regular Hirers The increased fees for discounted regular hirers, effective 1st April 2017, were approved; proposed Cllr. Reed, seconded Cllr. Turner, agreed by all.

367. ALLOTMENT COMMITTEE: A meeting had taken place on the 15th October and minutes are available from the Parish Council.

The Parish Council approved the Committee's proposed 2017 rent charges; proposed Cllr. Pritchard, seconded Cllr. Dudley, agreed by all.

Site	Rent	Water	Total 2017 Charge
Mill Lane	£9.00	£6.50	£15.50
Bypass	£6.00	£7.50	£13.50

Cllr. Wilson declared an interest due to renting an allotment plot, and took no part in the discussions surrounding the 2017 allotment fees.

368. WORKS & ORDERS: Discussions took place regarding the works and orders.

Completed Door repairs at the Youth Centre.

Awaiting Completion 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><u>Awaiting Approval</u> None</p> <p><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.</p> <p><u>On Hold</u> French drain for flooded footpath next to recreation ground, updated Jubilee Walk tree plaque.</p> <p>CORRESPONDENCE: 369. <u>John Tabor, South & Vale Carers</u>, wrote to thank the Parish Council for their donation.</p>	
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

370. PLANS (Parish Council decision only):

(a) A meeting had been held with Mr. Mike Moss on the 15th December to discuss his proposals to build a detached property on the land at 22 Monument Road, It was agreed by all present that the plans did not appear to be contentious, and the Parish Council await the formal planning application.

(b) A planning application had been submitted by the developers of CHAL7 for the erection of 120 dwellings. Due to the extensive paperwork within the application the Parish Council are to (i) request an extension in order to submit a decision on the 3rd February and (ii) hold a Planning Committee meeting on the 12th January to review all the information.

371. DECISION NOTICES FROM SODC:

P16/S3762/FUL	Methodist Church Chapel Lane	Development of 2 x 3bed dwellings. GRANTED
P16/S3613/FUL	Martin-Baker Ltd Chalgrove Airfield	New security fencing GRANTED

372. MONTHLY POLICE REPORT: No report had been received.

373. REPORT FROM THE DISTRICT COUNCILLOR: Cllr. Turner provided a report: (a) SODC are to make all pre-application planning advice cases on their website in the interests of being transparent. (b) Southern Oxfordshire New Business Competition accepts applications from the 1st January to the 28th February, and judges are looking for the brightest rising stars in local business. (c) SODC had detailed its Adverse Weather Plan on their website. (d) Available grants. (e) An evening for sports clubs. (f) The Government's move to strengthen neighbourhood plans. (g) Table tennis in Chalgrove.

374. REPORT FROM THE COUNTY COUNCILLOR: No report had been received due to ill health.

375. REPORT FROM THE PLAY AREA INSPECTION OFFICERS: The monthly assessment of equipment had been undertaken by Cllr. Nabb. All areas are satisfactory. The Parish Council still await a visit from Playdale Ltd to check some areas.

ACCOUNTS:

376. 3 cheques had been signed outside of meetings; 005883 to 005885

377. ACCOUNTS SANCTIONED FOR PAYMENT:

005883	Oxfordshire Youth – Youth Club trip	£40.00
005884	M. Law – gate caretaking – replacement cheque	£100.00
005885	RPC Locksmith Services – Youth Centre door repair	£104.03
005891	Assist UK Ltd – financial assistance	£264.00
005892	B. Murphy – Youth Work	£52.00
005893	N. Kerridge – Youth Work	£312.00
005894	M. Law – gate caretaking	£80.00
005895	P. Hall – groundsman	£1067.77
005896	P. Hall – groundsman	£200.00
005897	BT – telephone lines	£339.47
005898	SSE – electricity supply	£749.23
005899	Thames Water – water supply	£71.64
005900	YGP – gas supply	£277.00

ANY OTHER BUSINESS:	
378. Cllr. Wilson commented on an event which was held in the Chalgrove Village Hall, and how the venue had been perfect.	
379. Cllr. Batley proposed that the laurel hedging surrounding the American War Memorial be cut back. The Clerk is to speak to Jennings who currently the grass on the site.	JM
380. Cllr. Turner requested that costings be drafted for the management of staff at the Children’s Centre.	JM

DATES:

- 12th January, Planning Committee, James Martin Room, 6.30pm
- 12th January , HR Committee, James Martin Room, 7.30pm
- 13th January, Councillor Interviews, James Martin Room, 6.30pm
- 19th & 20th January, HCA EbD, Lambert Arms Hotel
- 20th January, NDP Conference, Benson
- 23rd January, Community Resilience Presentation, SODC offices
- 2nd February, Chalgrove Parish Council meeting, James Martin Room, 7.30pm

The meeting closed at 9.00pm.

Signed: Chairman