

## **CHALGROVE PARISH COUNCIL**

**A MEETING** of the Parish Council took place in the Village Hall, Recreation Ground, at 7.30pm, **Thursday 4<sup>th</sup> January 2018.**

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

**Apologies Accepted:** n/a

**Not present:** n/a

**Members of the public:** 0

337. The minutes of the meeting held 7<sup>th</sup> December 2017 were approved and then signed by the Chairman; proposed Cllr. Dudley, seconded Cllr. Ace, agreed by all.

<b>PUBLIC SESSION</b>	
None.	
<b>MATTERS ARISING:</b>	
338. COUNCILLOR VACANCY: (a) A display showing 'what it takes to be a Councillor' is to be placed in the Village Hall entrance foyer. (b) The deadline for applicants had been moved to March.	(a) JM
339. SPEEDING: (a) There had been no SID usage within December due to darker mornings and evenings. (b) Cllr. Turner discussed costs for a mobile Speed Indication Device to be placed in the village. The Parish Council await formal quotations.	(b) DT
340. VANDALISM & ASB: (a) Broken beer bottles had been found on both Play Areas by the groundsman on the morning of the 4 <sup>th</sup> January. The Police are to be informed and CCTV is to be checked. (b) Cllr. Turner reported that the burglary at Brinkinfield Road had been discussed at the Area Meeting of NAG Chairmen.	(a) JM
341. CHARITIES TRUSTEES: A meeting of the trustees had been held on the 4 <sup>th</sup> January 2018. All trustees agreed that contact would be made with the Charity Commission to clarify how to register the Top Rec and Mill Lane allotment land under Chalgrove Parish Council, and to close down the charity account. An update is to be given at the March meeting.	RR
342. PARKING ISSUES: <u>Flemming Avenue</u> (a) Following the letters sent to residents asking them not to park on the grass areas at the entrance of Flemming Avenue, some residents had stopped doing so but had started to park on the junctions, causing concerns to other drivers. (b) The Parish Council await a quotation from OCC for the installation of bollards on the grass areas. <u>Grays Close</u> An untaxed and uninsured vehicle in Grays Close had been reported; OCC and Thames Valley Police are to be informed.	DT
<u>White Lines</u> (a) The Parish Council await a quotation from OCC for white line painting on Brinkinfield Road, and the re-painting of white lines on the High Street. (b) The Parish Council had applied to Cllr. Turner's Community Grant scheme for a total of £1500 towards the white lines.	
343. BUSES: (a) It was confirmed that the correct timetables had been placed in the bus stops. (b) Issues regarding late or cancelled buses are to be discussed at the next Five Parish Bus User Group meeting.	(b) DT
344. HIGH STREET WASTE BIN: The Parish Council groundsman is to empty the bin, outside The Village Store, once per week to stop the bin over-flowing. The waste is to be left out for OCC to collect as usual.	
345. ENERGY RECOVERY FACILITY TOUR: Cllr. Dudley attended the tour on the 13 <sup>th</sup> December; an article is to be written for the LINK magazine.	AD
346. HIGH SHERIFF AWARDS: Chalgrove Parish Council had nominated Mr. Bob Heath-	

<p>Whyte, for his informative book telling the story of the 700 year old wall paintings found at St Mary's Church, and Mr and Mrs Sexton, for their continued charitable fundraising.</p> <p>347. <b>CHALGROVE PRIMARY SCHOOL:</b> A letter of appreciation had been sent to Ms. Julie Quarrell who had resigned from her position as Chalgrove Primary School head-teacher.</p> <p>348. <b>MATTERS UNRESOLVED:</b> 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>349. <b>MATTERS ON HOLD:</b> Community Service street cleaning, Local Council award.</p> <p><b>350. RECREATION COMMITTEE:</b> There had been no Committee meeting.</p> <p><u>MUGA</u> (a) High pressure washing of the MUGA is to take place next week. (b) The Parish Council are to continue seeking further quotations for the replacement of the MUGA carpet and the necessary grant funding.</p> <p><u>Bob Larter Seat</u> There had been no news as to whether the Cavaliers FC and the Larter family wish to proceed.</p> <p><u>Trees</u> (a) The Parish Council await work to be done by the Groundsman. (b) Mr. Rob Hinton is to meet with Cllr. Ace to discuss the 4 large trees by the Tennis Court.</p> <p><u>Cavaliers FC</u> It had been previously agreed that goals could be stored on Janes Meadow and the Top Rec so long as they were left tidily in the agreed positions. Goals had repeatedly been left on both recreation areas and loose poles had been found on the ground and in the hedgerows. It was agreed by all that if goals were not left in the agreed areas then permission to store goals on Janes Meadow and the Top Rec would be revoked. The Cavaliers FC are to be informed.</p> <p><b>351. COMMUNICATIONS COMMITTEE:</b> There had been no Committee meeting.</p> <p><u>LINK Articles</u> The Parish Council discussed which articles are to be submitted for inclusion within the February LINK.</p> <p><u>Newsletter</u> The Newsletters had been distributed to every household.</p> <p><b>352. PROJECT ViKToR:</b> (a) Quotes had been received for the work required to the roof. (b) Cllrs. Ziemelis and Dudley continue to work through the grant applications and gain like-for-like quotations.</p> <p><b>353. OXFORD TO CAMBRIDGE EXPRESSWAY:</b> Cllr. Turner discussed the various proposals surrounding the Oxford to Cambridge Expressway. Cllr. Harrod is to be invited to the next meeting in order to brief the Parish Council.</p> <p><b>354. NEIGHBOURHOOD DEVELOPMENT PLAN:</b> Cllr. Nabb provided a report on the work undertaken by the Committee.</p> <p><u>NDP</u> It had been agreed by the NDP Committee to submit the final plan to SODC, allocating 200 new homes to CHAL1/10/11. Thanks were given to Cllr. Nabb and the rest of the team for their commitment and hard work.</p> <p><u>Proposed Scout Hut</u> Confirmation had been received to say that the Scout Hut, at CHAL1/10/11, would be given freehold to the Parish Council for use by the Chalgrove Scouts. If at any time the Scouts have no use for the facility, then it will revert to community use. If at any time the facility is no longer used by the community then the landowner wishes for it to revert back to him. Clarification has been requested regarding the definition of 'no longer used by the community'.</p> <p><b>355. LOCAL PLAN - PROPOSED DEVELOPMENT AT CHALGROVE AIRFIELD:</b> Chalgrove Parish Council understand that Martin Baker Ltd had rejected the latest offer from the HCA. They had indicated that they do not wish to amend the terms of their lease to accommodate housing, as they have plans to expand their operations at Chalgrove Airfield. James Martin was surprised and pleased by the volume and content of letters received from local residents, and they played a part in their decision to reject the offer. Chalgrove Parish Council welcome the support of Martin Baker Ltd in the campaign to ensure that the South Oxfordshire Local Plan promotes housing located in appropriate and sustainable locations.</p> <p><b>356. FLOOD ALLEVIATION &amp; EMERGENCY PLANNING:</b> (a) Street Wardens are to be</p>	<p>(b) JM</p> <p>(b) TA</p> <p>JM</p> <p>JM</p> <p>JM</p> <p>JM</p> <p>JN</p> <p>(a) JM</p>
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<p>invited to attend a drop-in event on Saturday 27<sup>th</sup> January to collect the updated Emergency Plan. (b) Cllr. Turner discussed costs for radios to be used during emergencies.</p> <p><b>357. FINANCE COMMITTEE:</b>  <u>Budgets</u> Councillors had reviewed and amended the budgets for 2018/2019 at the Committee meeting on the 22<sup>nd</sup> November.  <u>Precept 2018/2019</u> Using the reviewed and amended budgets, discussions took place at the Committee meeting on the 22<sup>nd</sup> November regarding the precept for 2018/2019. Calculations showing percentage increases and the cost impact to a Band D dwelling were reviewed. Following discussions at full Council, the proposed precept figure of £110,000 was approved; proposed Cllr. Reed, seconded Cllr. Nabb, agreed by all.</p> <p><b>358. WORKS &amp; ORDERS:</b> Discussions took place regarding the works and orders.  <u>Completed</u> n/a  <u>Awaiting Completion</u> Dog bin installation, emergency light repairs, roof and guttering repairs.  <u>Awaiting Approval</u>  None  <u>Quotations Required</u> Emergency Supplies container and concrete base, emergency planning supplies, path repair adjacent to recreation ground, Village Hall roof repair/replacement, Village Hall brickwork repair, Village Hall floor tile repair, Village Hall manhole grip repair, MUGA new carpet, microphone system, Youth Centre light repairs, Youth Centre toilet fan repair, Post Office public notice board, High Street bus stop map etching.  <u>On Hold</u> French drain for flooded footpath next to recreation ground, updated Jubilee Walk tree plaque.</p> <p><b>CORRESPONDENCE:</b>  359. <u>A resident wrote to report blocked drains</u> on the High Street. Highways are to be asked to jet the drains. JM  360. <u>The Chalgrove 10K Committee</u> wrote to request permission to replace a concrete bollard, in the Village Hall car park, with a removable metal post to aid their annual event on May Day, at no cost to the Parish Council. Whilst the Parish Council agree in principal, a site meeting was requested. AP &amp; TA  361. <u>Chalgrove Primary School</u> wrote to request that the Children’s Hub have the same privilege at the Primary School, in that they may use the Community Centre free of charge outside school hours. It was agreed by all that the School Governors may make the decision. JM</p>	
<p><b>362. PLANS</b> (Parish Council decision only):  P17/S4343/HH                      31 Brookside Estate                      Rear and side two-storey extension  APPROVED</p> <p><b>363. DECISION NOTICES FROM SODC:</b>  None</p>	
<p><b>364. MONTHLY POLICE REPORT:</b> (a) The Police and Crime Commissioner had launched a survey seeking public views on an increase in the Police element of the Council Tax by £1 a month (based on a Band D property). (b) The lack of monthly Police reports and presence in the village is to be reported at the next NAG meeting.</p>	(b) DT & AP
<p><b>365. REPORT FROM THE DISTRICT COUNCILLOR:</b> Cllr. Turner provided a report: (a) SODC are processing comments from the most recent Local Plan 2033 consultation. (b) A new Changing Places toilet, designed specifically for people with learning or physical disabilities, is to be installed at the Orchard Centre, Didcot. (c) Residents are advised to leave their waste bins out for 3 days when heavy snow or ice prevents the waste collection crew from reaching certain areas. Residents are urged to download the Binzone App which provides information on collection days, and disruption to services. Thanks are to be given to BIFFA for their hard work during the adverse weather. (d) Following estimations that one in ten adults fall victim to crime on the internet, residents are urged to read the useful information and advice on the Thames Valley Police website. (e) Garden Waste customers may leave their real Christmas tree next to their brown bins on Tuesday 16<sup>th</sup> January.</p> <p><b>366. REPORT FROM THE COUNTY COUNCILLOR:</b> No report provided.</p> <p><b>367. REPORT FROM THE PLAY AREA INSPECTION OFFICERS:</b> (a) The monthly assessment of equipment had been undertaken by the Clerk. Most areas are satisfactory. (b) Playdale are to be asked for</p>	

quotations for various improvements to the equipment. (c) Fresh-Air Fitness are to be asked for quotations to repair the outdoor fitness equipment.

**ACCOUNTS:**

368. One cheque had been signed outside of meetings; 006238

369. The annual heating maintenance agreement, completed by FG Alden Ltd, at a cost of £641.00 ex VAT, was approved; proposed Cllr. Reed, seconded Cllr. Pritchard, agreed by all.

**370. ACCOUNTS SANCTIONED FOR PAYMENT:**

006238	T. Nagy – Village Hall cleaning	£540.00
006244	Assist UK Limited	£198.00
006245	M. Law – gate caretaking	£80.00
006246	N. Kerridge – youth work	£351.00
006247	B. Murphy – youth work	£78.00
006248	P. Hall – groundsman	£1000.00
006249	P. Hall – groundsman	£567.45
006250	SSE – electricity supply	£581.44
006251	Castle Water – water supply	£90.08
006252	BT – telephone lines	£337.47
006253	TalkTalk Business – web hosting	£128.60
006254	Yorkshire Gas & Power – gas supply	£468.00
006255	Mayfield Press – newsletter printing	£240.00
006256	T. Ace – leaf blower petrol expenses	£5.98
006257	Oxfordshire Youth – trip fee	£30.00
006258	Viking Direct – office and cleaning supplies	£82.62

**ANY OTHER BUSINESS:**

371. It was requested that the Annual Parish Meeting be discussed at the next meeting.	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.*

<p><b>372. HR COMMITTEE:</b> There had been no Committee meeting.</p> <p><u>Village Hall Cleaner</u> It was reported that the full time employee had resigned from her position of Village Hall Cleaner, effective immediately. Mrs. T. Nagy is to be asked to continue with her contract.</p> <p><u>Financial Assistant</u> Applications are sought for the vacant position.</p>	JM
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**Inclusion of the public:** *The public were no longer excluded.*

**DATES:**

- 18<sup>th</sup> January – Planning Committee - 7pm, James Martin Room
- 25<sup>th</sup> January – Village Hall Committee – 7.30pm, James Martin Room
- 1<sup>st</sup> February – Parish Council Meeting – 7.30pm, James Martin Room

The meeting closed at 9.25pm

Signed: ..... Chairman