

CHALGROVE PARISH COUNCIL

A **MEETING** of the Parish Council took place in the Village Hall, Baronshurst Drive, at 7.30pm, **Thursday 7th July 2016.**

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. Maton
 Cllr. A. Dudley
 Cllr. B. Wilson

Apologies Accepted: n/a

Not present: Cllr. Collins

Members of the public: 0

97. The minutes of the meeting held 2nd June 2016 were approved and then signed by the Chairman; proposed Cllr. Gray, seconded Cllr. Maton, agreed by all.

PUBLIC SESSION	
None	
MATTERS ARISING:	
98. SPEEDING: The SID team reported that the first monthly session had been cancelled, and that the second monthly session had taken place on the High Street.	
99. VANDALISM & ASB: (a) A resident of Chibnall Close had reported vandalism to their fencing panels and beer bottles found in their pond; no Police report had been made and the Clerk had urged them to report it as soon as possible.	
100. LAND AT HARDINGS: The cost of the Change of Use application, at £80, was approved; proposed Cllr. Nabb, seconded Cllr. Maton, agreed by all.	JM
101. CHILDREN'S CENTRES – PROPOSED CLOSURES: Cllr. Turner reported that a Committee had been formed, mostly consisting of parents, in order to investigate a model of what could be afforded; grant requests are to be sent to local business and local authorities.	DT
102. CHALGROVE BUSES: Cllr. Turner reported: (a) The new T1 timetable had been published. (b) A group membership scheme had been formed for the Tuesday Thame market bus; it was proposed that tickets be sold from the Parish Council office.	(b) JM
103. METHODIST CHURCH – COMMUNITY ASSET: Further to SODCs rejection of the Community Asset Registration application, Cllr. Turner and the Clerk had written to the Methodist Church Circuit Stewards in order to obtain copies of the deeds. They were not willing to provide documents, as Community Asset Registration would potentially hold up the sale of the building. Due to the cost of obtaining deeds, the Parish Council agreed not to take any further action.	
104. LENDRUMS FUNFAIR: The Clerk had written to residents of The Green and the Crown PH notifying them of the dates that the funfair will be in Chalgrove, and requesting that they do not park on The Green on the mornings on Sunday 4 th September and Sunday 11 th September 2016, for access purposes.	
105. BROOK POLLUTION/QUALITY: Following reports of brook pollution in the High Street brook the Parish Council had asked the river-fly monitoring voluntary group if they would occasionally do the same on the High Street brook.	
106. GLASS ON THE RECREATION GROUND: Following reports of broken glass on the recreation areas, CCTV cameras are to be re-angled to provide better footage of those breaking the glass, with all evidence sent to the Police.	JM
107. PARKING ON FOOTPATHS: Following reports that cars were parking on pavements, OCC had been asked for clarification of the regulations; those parking on pavements would be committing the offence of obstruction under Section 22 of the Road Traffic Act 1988 and could be reported to Thames Valley Police for enforcement purposes. The Parish Council	

agreed that if there was a particular repeated problem then photographic evidence would be taken and the matter passed to the Police.	
108. FLEMMING AVENUE - RAT INFESTATION: Cllr. Turner is to call the resident and check if there was anything further that SODC could do.	DT
109. SCOUTS AGM: Councillors had been invited to the Chalgrove Scouts AGM on the 14 th July.	AP
110. TREE PLANTING: A High Street resident had requested permission to plant a willow tree within the village, in celebration of a wedding anniversary. The Parish Council agreed that the tree could be placed amongst the fruitful hedging in Janes Meadow, or next to the brook on the 'top rec'. A site meeting is to be arranged between the resident and the Parish Council.	JM
111. MEMORIAL GARDEN: It was reported that an area of the garden had been sprayed off, resulting in shrubs being killed. The matter is to be reported to the Police as criminal damage.	JM
112. MATTERS UNRESOLVED: Land Registry (Mill Lane allotments & recreation areas), Chalgrove Battle Group notice boards, 16 High Street hedges, Church Cottage hedges, Chalgrove Band equipment, War Memorial grant, Waste Recycling Centre proposed closures, Chapel Lane alleyway shrubbery responsibilities, Mill Lane road sign, energy audit, stable planning permissions at Mill Lane, tennis.	
113. MATTERS ON HOLD: Clearance of footpaths 5&6, future of the Chalgrove Post Office, parked cars outside the Post Office, Community Service street cleaning, Local Council award.	
114. NEIGHBOURHOOD DEVELOPMENT PLAN COMMITTEE: Cllr. Nabb provided a report: (a) The Committee had met with developers of CHAL7 and CHAL1/10/11 to discuss their approach to the increase in housing allocation numbers. (b) The flood modelling, undertaken by Edenvale Young, had started. (c) A public exhibition on the Local Plan, and the increased housing numbers, had been scheduled by SODC on Friday 8 th July. (d) It was proposed that the Committee ask to hold off on the NDP until a decision had been made regarding the proposed development on Chalgrove Airfield.	
115. AIRFIELD DEVELOPMENT PROPOSAL:	
(a) A meeting had been held between the Parish Council and HCA on the 21 st June.	
(b) A public meeting had been scheduled by HCA for Thursday 21 st July.	
(c) The Parish Council are to hold a workshop, Friday 15 th July, for Parish Councils in surrounding villages to discuss the pros and cons of the proposed development, and to ascertain how it will affect them.	
(d) Leaflets had been distributed to all households detailing the HCA public meeting, and the SODC public exhibition.	
(e) Freedom of Information requests are to be submitted to the MOD, SODC, and HCA requesting clarification on how the land at Chalgrove Airfield had been chosen as the preferred site if the land had not yet been released by the MOD.	(e) JM&AM
116. FINANCE COMMITTEE: No Committee meetings had been held. All paperwork had been submitted to the external auditor, BDO, and the Parish Council await their comments.	
117. COMMUNICATION COMMITTEE: No Committee meetings had been held.	
<u>Newsletter</u> The next newsletter is to be drafted and approved by the Committee. Articles are to include (a) the Queen's tea party, the Annual Parish Meeting and Crookston Shield, the precept, (b) Chalgrove buses, the Children's Centre, (c) NDP, and the airfield.	(a) JM (b) DT (c) AP
<u>LINK Articles</u> (a) August edition – SODCs Local Plan Consultation (b) September edition – dog mess and overflowing dog bins, broken glass on the recreation ground.	JM
<u>Other Matters</u> discussed included printing of the Local Plan.	
118. FLOODING & EMERGENCY PLAN: Chalgrove Flood Alleviation Group are to meet with Highways and Monson on the 13 th July. Cllrs. Pritchard and Nabb are to attend.	AP & JN
119. RECREATION COMMITTEE: No Committee meetings had been held.	
<u>Work required to pitches</u> (a) The Parish Council had started the 'interim' work as agreed and respect barriers are to be erected. (b) Three quotations are to be obtained for the larger	(a) JM (b) JM

<p>works required and used to submit a grant application. (c) Boot scrapers are to be purchased.</p> <p><u>Cavaliers FC</u> A meeting is to be held with the Cavaliers FC to discuss the burnt grass, and moving the goal posts to aid grass cutting.</p> <p><u>Trees</u> (a) Jubilee Walk tree no. 17 is to be replaced. (b) Permission is to be sought from OCC Highways to plant a horse chestnut on the 'triangle' on the corner of Monument Road, Berrick Road and the High Street, in honour of the Queen's birthday.</p> <p><u>Other matters discussed</u> included tree watering.</p> <p>120. YOUTH CLUB COMMITTEE: A Committee meeting had taken place on the 7th June 2016 and the minutes are available from the Parish Office: (a) Cllr. Pritchard had been unanimously re-elected as Committee Chairman; proposed Mrs. Kelly Potter, seconded Cllr. Nabb, agreed by all. (b) It was confirmed that Mr. Bob Final had resigned from the Committee, and thanks were given for his valued work over the years. (c) Costings for a bespoke training day held in Chalgrove, incorporating Emergency First Aid and Safeguarding, are to be obtained. (d) Play equipment, at a maximum cost of £300, had been approved; proposed Cllr. Pritchard, seconded Mrs. Kelly Potter, agreed by all. (e) A projector and screen, at a cost of £140, had been approved; proposed Cllr. Pritchard, seconded Cllr. Nabb, agreed by all. (f) Other matters discussed included alcohol and drug awareness workshops, DBS forms, volunteer's party, 'volunteers required' posters, activity programmes, first aid supplies, fire drills, and finances.</p> <p>121. VILLAGE HALL COMMITTEE: A Committee meeting had taken place on the 9th June 2016 and the minutes are available from the Parish Council office: (a) Cllr. Dudley had been unanimously elected as Committee Chairman; proposed Cllr. Nabb, seconded Cllr. Pritchard, agreed by all. (b) Howdens had completed the kitchen design which was reviewed by all Committee members and is to be used as part of the tender process. (c) The cost of a roof survey, at a maximum of £300, was approved; proposed Cllr. Ace, seconded Cllr. Dudley, agreed by all.</p> <p>122. WORKS & ORDERS: Discussions took place regarding the works and orders.</p> <p><u>Completed</u> Howdens kitchen design, repairs to fitness equipment, ordering and distribution of housing leaflets.</p> <p><u>Awaiting Completion</u> Interim pitch repairs, erection of 'no dogs' signage on the MUGA, pothole repairs at The Green, crowning of the willow trees, removal of the leylandii trees, arrival of tambour cupboard and filing cabinet for the Parish Office.</p> <p><u>Awaiting Approval</u> n/a</p> <p><u>Quotations Required</u> Sandbag storage solutions, work required to path next to recreation ground gate, Village Hall brickwork repair, Village Hall tile repair, Village Hall entrance foyer manhole grip cover repair, MUGA new carpet, Village Hall toilet and kitchen refurbishment, roof survey, roof replacement, Nixey Planter slab etching of map and Council logo.</p> <p><u>On Hold</u> Village Hall boiler replacement, War Memorial repairs, 'french drain' for flooded footpath.</p> <p>CORRESPONDENCE:</p> <p>123. <u>Home Start South Oxfordshire</u> wrote to request a donation. A donation of £30 was approved; proposed Cllr. Pritchard, seconded Cllr. Batley, agreed by all.</p> <p>124. <u>Jillian Southwell, Library Services Manager, OCC</u> wrote to inform the Parish Council that the mobile library service in Oxfordshire will cease to operate in September due to the results of extensive public consultations on proposals to make financial savings across all County Council services. A letter is to be sent thanking them for all they have done.</p> <p>125. <u>John Howell MP</u> had written to thank Chalgrove Parish Council for the celebrations held for the Queen's 90th birthday.</p> <p>126. <u>Campaign To Protect Rural England</u> had published a detailed map of England's light pollution and dark skies. Their maps can be accessed via their website.</p> <p>127. <u>Little Milton Parish Council</u> had submitted proposals to proceed with a Neighbourhood Development Plan. Chalgrove Parish Council were invited to make comments on the first stage; consultation on the proposed NDP area.</p>	<p>(c) JM</p> <p>TA&JM</p> <p>(a) TA (b) JM</p> <p>AP</p>
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<p>128. <u>An anonymous group of residents</u> had written to the Parish Council to report the large amount of trees, brambles and bushes that are overhanging from gardens, causing walkers to often need to step into the road, along with the dog mess left on the street. Due to the anonymity of the letter, the Parish Council is to respond via the LINK magazine.</p> <p>129. <u>ROSPA</u> wrote to inform the Parish Council that they would be undertaking the play area inspections in July.</p> <p>130. <u>A Mill Lane resident</u> wrote with her concerns regarding (a) the goal posts left on the 'top rec' and (b) the overuse of Janes Meadow through football matches. The matter is to be discussed further at a meeting with the Cavaliers Football Club.</p>	JM
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131. PLANS (Parish Council decision only):

P16/S2189/HH	3 Bakery Close	Erection of conservatory APPROVED
P16/S1820/HH	5 Liddon Road	Single storey front and rear extension & garage conversion REFUSED

132. DECISION NOTICES FROM SODC:

None

<p>133. MONTHLY POLICE REPORT: (a) No Police report had been received. (b) The Neighbourhood Policing Newsletter spoke of reports of drug taking and young people causing antisocial behaviour at Frogmore and the recreation grounds; as a result the Police are to increase their evening and weekend patrols and engage with the young people.</p>	
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134. REPORT FROM THE DISTRICT COUNCILLOR: Cllr. Turner provided a report. Matters discussed included (a) SODCs Local Plan 2032 consultation and their public exhibitions. (b) SODCs new Design Guide which is open for comments. (c) Wallingford outdoor swimming pool. (d) District Councils have set out proposals for Unitary District based Councils to secure more powers and funding for Oxfordshire residents. (d) Available grants. (e) SODCs review on corporate policy. (f) The Queen's birthday celebrations.

135. REPORT FROM THE COUNTY COUNCILLOR: No report received.

136. REPORT FROM THE PLAY AREA INSPECTION OFFICERS: All areas are satisfactory. (a) Tennis court and MUGA require sweeping. (b) Under 8s 'baby swing' requires a new strap. (c) Play area gates and fitness equipment require oiling.

ACCOUNTS:

137. Four cheques had been signed outside of meetings; 005738-005741

138. ACCOUNTS SANCTIONED FOR PAYMENT:

005738	Didcot Plant – hire of machinery	£322.20
005739	J. Barrington – Queens Tea Party expenses	£100.00
005740	A. Pritchard - Queens Tea Party expenses	£126.72
005741	W. Poile - Queens Tea Party expenses	£12.00
005747	Assist UK – financial assistance	£143.00
005748	J. Coe – gate caretaker	£50.00
005749	G. Law – gate caretaker	£50.00
005750	N. Kerridge – youth work	£507.00
005751	B. Murphy – youth work	£130.00
005752	P. Hall – groundsman	£1200.00
005753	P. Hall – groundsman	£802.85
005754	SODC – rates	£476.00
005755	BT – rates	£305.88
005756	Total Gas & Power – gas supply	£148.21
005757	BCB – grass cutting	£368.10
005758	Thames Water – water supply	£203.43
005759	TalkTalk Business – web hosting	£62.20
005760	Lynx DPM – printing	£155.00
005761	Fresh Air Fitness – equipment repair	£124.80
005762	Agri-Gem Ltd – fertiliser	£628.32
005763	SSE – electricity supply	£749.18
005764	Total Gas & Power – gas supply	£95.60

<p>ANY OTHER BUSINESS:</p> <p>139. It was noted that the weeds on the pavements require immediate action. A meeting is to be held with Keith Stenning, OCC, on the 27th July to discuss Oxfordshire Together and the proposal for Chalgrove Parish Council to undertake the cleaning of footpaths and cutting verges.</p> <p>140. Cllr. Pritchard requested that a meeting be held with the Charity Commission with a view to closing the COIF account.</p>	<p>JM,AP,JN</p> <p>JM</p>
<p>Exclusion of the public: <i>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.</i></p>	
<p>141. CHALGROVE PARISH COUNCIL Vs KNIGHTS LEGAL CASE: There were no further updates.</p>	

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

DATES:

- 26th July, Planning Committee, James Martin Room, 6.45pm
- 26th July, Recreation Committee, James Martin Room, 7pm
- 4th August, Cheque signing & Planning, James Martin Room, 7.30pm

The meeting closed at 10.23pm

Signed: Chairman