

CHALGROVE PARISH COUNCIL

A **MEETING** of the Parish Council took place in the Village Hall, Recreation Ground, at 7.30pm, **Thursday 5th July 2018**.

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

Apologies Accepted: Cllr. Nixey & County Cllr. Steve Harrod

Not present: n/a

Members of the public: 1

100. The minutes of the meeting held 7th June 2018 were approved and then signed by the Chairman; proposed Cllr. Ace, seconded Cllr. Nabb, agreed by all.

101. The minutes of the extraordinary meeting held 28th June 2018 were approved and then signed by the Chairman; proposed Cllr. Ziemelis, seconded Cllr. Reed, agreed by all.

PUBLIC SESSION

None

MATTERS ARISING:

102. COUNCILLOR VACANCY: (a) The vacancy created by the resignation of Mr. Wilson is ongoing, with a deadline for applications on the 31st August 2018. (b) The vacancy created by the death of Mr. Batley had been reported to SODC, and a public consultation will begin to determine whether an election is called or whether the Parish Council may appoint a Councillor via co-option. (a) JM
(b) JM

103. SPEEDING: (a) The SID had been used in Chalgrove between the 25th June and the 1st July. (b) It was agreed that there would be no further SID use due to the lack of volunteers and the unreliability of the equipment. (c) Cllrs. Pritchard and Turner met with Jon Beale, OCC Highways, to discuss the proposed locations of the SID. It was agreed to proceed with quotations for 4 mountings and 1 solar SID; to be moved every few months. Approved locations were (a) outside the Doctors Surgery (b) Monument Road, opposite Farm Close (c) Berrick Road, next to the Cadwell Farm entrance and (d) Mill Lane, opposite Langley Hall. (c) JM

104. VANDALISM & ASB: (a) General litter had increased again on the recreation grounds. (b) A Jubilee Walk tree, Janes Meadow, had been vandalised. Thanks were given to Mrs. Christine Smith and Cllr. Ace for rectifying the damage straight away. (c) The Police had been chased for their comments regarding the illegal use of glyphosate within the High Street Memorial Garden. (c) JM

105. PARKING ISSUES:

Brookside Cllrs. Pritchard and Turner met with Richard Barber, SOHA, to discuss parking issues in Brookside, and the Parish Council's suggestion that SOHA increase the parking bays on their land. The Parish Council await SOHA's proposals.

Flemming Avenue (a) The Parish Council await the installation of bollards on the green areas at Mill Lane, at the entrance to Flemming Avenue. (b) Letters had been sent to the residents of Mill Lane and Flemming Avenue.

Chibnall Close A resident had written to report dangerous parking on the corner of Chibnall Close and Baronshurst Drive. A letter is to be re-sent to the resident concerned.

106. JOINT USER AGREEMENT: A meeting had been requested with the Primary School to approve the amended Joint User Agreements. No dates have been offered as yet.

107. CYCLE EVENTS: Following concerns over the amount of cycle events being held in the area, an article is to be placed in the LINK reiterating the Highway Code for cyclists. JM

108. MILL LANE CABLE: OpenReach had been contacted regarding a low hanging BT cable on Mill Lane.

109. CHAPEL LANE ALLEYWAY SHRUBBERY: (a) The Groundsman had completed the

clearance work within the alleyway to a very high standard. (b) OCC had been chased to clarify the exact responsibilities between themselves and the adjacent residents.	(b) JM
110. MAY DAY 2018 FESTIVAL COMPLAINT: (a) The Committee Chairman had stepped down and the rest of the Committee did not feel the need to meet with the Clerk to discuss the matter further. (b) The Festival Committee had formally responded to the complaint which will be passed to SODC's Environmental Services.	(b) JM
111. OVERGROWN SHRUBBERY ON CADWELL LANE: Mr. Richard Davey had confirmed that he had cut back the overgrown shrubbery.	
112. BRIDGE WEIGHT LIMITS: Following concerns regarding HGVs, enquiries were made regarding the weight limits on all bridges within Chalgrove. It was established that none of the bridges had structural weight limits but that two of them are due to be reassessed by OCC this financial year; No. 520 Town Arch on Berrick Road, and No. 518 Chalgrove Mill on Mill Lane.	
113. OVERGROWN SHRUBBERY FROM LAND AT MILL LANE/BERRICK ROAD: The landowner had been asked to cut back the shrubbery on the road side, due to visibility issues for vehicles on Berrick Road.	
114. OVERGROWN SHRUBBERY AT 16 HIGH STREET: A letter had been sent to the resident concerned due to the obstruction of the footpath.	
115. OVERGROWN SHRUBBERY AT THE SCHOOL: The school had cut back their shrubbery.	
116. MATTERS UNRESOLVED: Dog mess on the recreation grounds, TVP Action Day, Thames Travel T1 issues, Oxford to Cambridge Expressway, Footpath 8 Project, Village Hall car park bollard (10K Ctte), Charities & land registration, use of rat poison at the Mill Lane allotments, tennis, overhanging shrubbery at 36 Mill Lane, Light Aircraft flying opportunity, office broadband speeds, application to modify the Definitive Map, Community Assets, broken railing at the High Street, Mill Lane road sign.	
117. MATTERS ON HOLD: Community Service street cleaning, Local Council award.	
118. CELEBRATION OF KEN BATLEY MBE: (a) The Ken Batley poetry competition will be open to all young people up to the age of 18 years. Prize monies, £30 for 1 st , £20 for 2 nd , £10 for 3 rd , were approved; proposed Cllr. Pritchard, seconded Cllr. Nabb, agreed by all. (b) The Celebration of Ken Batley will be held in the Village Hall, Saturday 15 th September, 1pm-4pm, and will run in collaboration with the Youth Club Fun Day. (c) A replica MBE is to be purchased for display purposes.	(b) JM (c) JM
119. GENERAL DATA PROTECTION REGULATION (GDPR): The Parish Council discussed the outstanding actions: (a) Create CCTV policy. (b) Place all GDPR policies/documents online. (c) Send Privacy Notices to all staff and Councillors. (d) Amend Village Hall hire application, allotment tenancy agreements, youth club registrations etc to include GDPR wording.	JM
120. FINANCE COMMITTEE: An extraordinary meeting of the Council had taken place on Thursday 28 th June, in order to formally approve the accounts and to assess the audit procedure.	
121. RECREATION COMMITTEE: A Committee meeting had taken place on the 21 st June, and minutes are available from the Parish Council office.	
<u>Cavaliers Committee</u> The new Cavaliers FC Committee were introduced; Andrew Fleury as Chairman and Emma Parfitt as Secretary were in attendance. Other members are James Loaring as Treasurer and Jason Hursey as Fixtures Secretary.	
<u>Outstanding Issues</u> Discussions took place regarding the outstanding issues involving the Cavaliers FC; goal posts on the top rec and Janes Meadow, burnt grass, pavilion cleaning, fire safety concerns and use of goals by the younger people.	
<u>Play Area & Fitness Equipment Repairs</u> (a) Playdale had quoted £295.00 ex VAT to complete repairs to the Play Areas. The cost had been approved by the Clerk due to the urgency of the work required. (b) Fresh Air Fitness had not been forthcoming with assistance in repairing the outdoor fitness equipment, and a local contractor is to be asked if they can do the work required.	JM JM
122. YOUTH CLUB COMMITTEE: A Committee meeting had been held on the 3 rd July.	

<p>The Youth Club had been running successfully.</p> <p>123. COMMUNICATIONS COMMITTEE: A Committee meeting had been held on the 18th June. The Committee had discussed correspondence regarding parking issues, general LINK articles, social media, the website, and the broadband.</p> <p>124. NEIGHBOURHOOD DEVELOPMENT PLAN: Cllr. Nabb provided a report: (a) The 6 week consultation period had started, after which the Inspector will finalise his report. (b) Further to the planning application for CHAL7 (120 homes), it was agreed to obtain an independent review of the flood risk at a cost of no more than £1500 (£500 Parish Council, £1000 NDP); proposed Cllr. Pritchard, seconded Cllr. Nabb, agreed by all.</p> <p>125. LOCAL PLAN - PROPOSED DEVELOPMENT AT CHALGROVE AIRFIELD: (a) Homes England are to hold public meetings on Friday 13th and Saturday 14th July. (b) Cllrs. Dudley and Turner had attended the SHIELD meeting on the 14th June.</p> <p>126. FLOOD ALLEVIATION & EMERGENCY PLANNING: <u>Outstanding Actions</u> (a) Letters had been sent to all Riparian Owners reminding them not to put garden waste in the brook, and clarifying their responsibilities. (b) It was reported that the Chalgrove Mill is now unoccupied; the flood risk contract is to be sent to Griffiths and Partners reminding them of their obligation to undertake necessary clearance work and to ensure new tenants are aware of their responsibilities via the signed agreement. <u>Recreation Ground Bridge</u> Cllrs. Pritchard, Ace and Reed had met with a contractor on the 22nd June to obtain a quotation to build up the bank next to the recreation ground bridge. <u>High Street Brook Blockage</u> Reports had been made to the Environment Agency and the OCC Bridge Department to report a suspected blockage under the Marley Lane bridge. The water levels remain high and no action had been taken by the EA or OCC.</p> <p>127. WORKS & ORDERS: Discussions took place regarding the works and orders. <u>Completed</u> Clearance of the alleyway. <u>Awaiting Completion</u> Tree works (groundsman), cutting of bushes at Argosy Close, bollard repair in the Village Hall car park, car park signage, Flemming Avenue bollards, Clavinova. <u>Awaiting Approval</u> (a) Village Hall gutters repairs, and pressure washing of the gated area floor, at a cost of £330 was approved; proposed Cllr. Ziemelis, seconded Cllr. Dudley, agreed by all. <u>Quotations Required</u> Assessment and repair of all benches, replacement of benches within the Memorial Garden, installation of outside tap at the Pavilion, shrubbery clearance behind 24 Chibnall Close, Project ViKToR, MUGA new surface, Emergency Plan container/concrete base/supplies, repainting of American War Memorial lettering, path repair adjacent to recreation ground, Village Hall brickwork repair, Village Hall manhole grip repair, 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>CORRESPONDENCE: 128. All Councillors had been invited to the Jennings Family Day on the 15th August.</p>	<p>(b) JM</p> <p>(b) JM</p>
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<p>129. PLANS (Parish Council decision only):</p>		
<p>P18/S1673/FUL</p>	<p>19 Church Lane</p>	<p>New detached dwelling OBJECTION with comments</p>
<p>130. DECISION NOTICES FROM SODC:</p>		
<p>P18/S1742/FUL</p>	<p>Langley Field Farm Mill Lane</p>	<p>Construction of surface water culvert WITHDRAWN</p>
<p>P17/S2462/FUL</p>	<p>Land south of 72 Mill Lane</p>	<p>New 2 storey dwelling WITHDRAWN</p>
<p>P18/S1405/HH</p>	<p>129 High Street</p>	<p>New garden room GRANTED</p>
<p>P18/S1134/HH</p>	<p>7 Cinnamon Close</p>	<p>Extension and alterations to roof GRANTED</p>

131. MONTHLY POLICE REPORT: No report provided.

132. REPORT FROM THE DISTRICT COUNCILLOR: Cllr. Turner gave a report on: (a) The Orchard Centre, Didcot. (b) Wallingford Cycling Festival. (c) SODC's volunteering open days. (d) Keeping children safe online. (e) The Community Lottery. (f) SODC's Local Plan.

133. REPORT FROM THE COUNTY COUNCILLOR: No report had been provided.

134. REPORT FROM THE PLAY AREA INSPECTION OFFICERS: The monthly assessment of equipment had been undertaken by Cllr. Pritchard. Most areas are satisfactory.

ACCOUNTS:
135. The cost of Sage Instant Payroll, at £189 ex VAT, was approved; proposed Cllr. Pritchard, seconded Cllr. Turner, agreed by all.

136. ACCOUNTS SANCTIONED FOR PAYMENT:

006365	Watlington Parish Council – bus tickets	£250.00
006366	Playdale Playgrounds Limited – play area repair	£295.00
006367	L. Nagy – Village Hall cleaning	£487.50
006374	B. Murphy – youth work	£104.00
006375	N. Kerridge – youth work	£468.00
006376	M. Law – gate caretaking	£80.00
006377	P. Hall – groundsman	£1158.42
006378	P. Hall – groundsman	£500.00
006379	Yorkshire Gas – gas supply	£58.66
006380	BT – phone lines	£336.75
006381	TalkTalk Business – web hosting	£113.60
006382	Fire Safety Services – alarm checks	£526.34
006383	A. Pritchard – travel expenses	£18.00
006384	L. Nagy – Village Hall cleaning	£502.50

ANY OTHER BUSINESS:
None

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.*

137. HR COMMITTEE: There had been no Committee meeting.
Financial Assistant Two interviews had taken place. The position is to be offered to Mr. Martin Burgess.

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

- DATES:**
19th July – Planning Committee – 7pm, James Martin Room
19th July – Village Hall Committee – 7.30pm, James Martin Room
2nd August – Cheque Signing & Planning Committee – 7.30pm, James Martin Room
23rd August – Planning Committee – 7pm, James Martin Room
6th September – Parish Council Meeting – 7.30pm, James Martin Room

The meeting closed at 8.58pm

Signed: Chairman