

CHALGROVE PARISH COUNCIL

A MEETING of the Parish Council took place in the Village Hall, Recreation Ground, at 7.30pm, **Thursday 5th June 2014.**

Present: Cllr. A. Pritchard, Chairman
Cllr. R. Reed, Vice-Chairman
Cllr. K. Batley
Cllr. B. Gray
Cllr. R. Reed
Cllr. T. Ace
Cllr. P. Collins
Cllr. A. Maton
Cllr. P. Reynolds

County Councillor Steve Harrod

Apologies Accepted: Cllrs. Turner, Nabb & Earle

Not present: n/a

Members of the public: 7

Police: n/a

55. The minutes of the meeting held on 1st May 2014 were approved and then signed by the Chairman; proposed Cllr. Collins , seconded Cllr. Maton, agreed by all.

PUBLIC SESSION

56. Two former members of Chalgrove Flood Alleviation Group confirmed their resignation from the voluntary group due to their disappointment in Chalgrove Parish Council's apparent lack of action surrounding flooding in Chalgrove. Discussions took place regarding levels of priority and the Parish Council reiterated that their powers in flood alleviation are very limited. Cllr. Harrod spoke of dams being built in other areas and would pass on CFAG's concerns to the County Council. It was established that communication between all parties must improve, but that the Parish Council were working on all outstanding actions.

57. A resident spoke of his experiences during this flood which have caused distress to him and his family. He stressed that the Village needs to be aware of the hardship on those who have been affected by flooding following the various LINK articles which made light of the flood in February 2014.

MATTERS ARISING:

58. BUS SERVICES: Cllr. Pritchard provided a report (a) The new T1 timetable would be effective as from June 9th. (b) Some people who had used taxis due to bus service failure had waited approximately 6 months for reimbursement.

59. SPEEDING: (a) Following concerns regarding vehicle accidents on the bend on Brinkinfield Road the County Council had been asked for 'SLOW' to be painted on the road, 'keep left' signage, and white lines to be painted leading to the bend. Cllr. Harrod had been made aware of the actions requested and is to chase a response. (b) The resident who had initially aired his concerns had been sent an update. (c) The Parish Councillors await training in order to use the Thames Valley Police Speed Indication Device.

60. VANDALISM & ASB: Drug concerns had prompted a meeting to be organised between Thames Valley Police and local residents, taking place on the 11th May. The Clerk and Cllr. Maton had attended and provided a report to the Parish Council. It was noted that any local action group formed from this meeting would be run separately from the newly formed Neighbourhood Action Group (NAG).

61. FOOTPATH REPORTS: A Committee meeting had taken place on the 15th May: (a) Cllr. Reed had been elected as the Committee Chairman; proposed Cllr. Batley, seconded Cllr. Reynolds, agreed by all. (b) All areas of the Village were highlighted and split into sections with a Committee member being responsible for footpath checks within each area. (c) It was established that items to report would include the state of the footpaths, any noticeable

(a) SH

(c) JD

highway issues, and overhanging trees or hedges. Walks are to be done in Spring and Autumn. (d) Full Committee meeting minutes are available at the Parish Council office.	
62. MILL LANE FOOTBRIDGE: The County Council's Countryside Service team had been alerted to the plastic bags covering the 'public footpath' signage. Having been asked for response or action, Cllr. Harrod is to chase a response.	SH
63. BERRICK ROAD FLOODING: The County Council were yet to camera survey the pipe to properly assess its condition.	
64. ST MARYS CHURCH POT HOLES: The County Council had been repeatedly informed with regards to the dangerous pot holes leading to the church, and Cllr. Harrod is to chase a response.	SH
65. MILL LANE HEDGE: OCC had been asked to cut back the hedge on their land on the corner of Mill Lane and Flemming Avenue. No action had taken place.	
66. MILL LANE SOLAR FARM: There had been no response regarding the damaged verges, and the Planning Office is to be informed.	JD
67. PARKED CARS OUTSIDE THE POST OFFICE: Following recent correspondence regarding the dangers of walking to the shop entrances due to parked and moving cars, the conservation officer is to be consulted with regards to proposed kerbs, bollards or 'no parking' signage outside the Post Office. There is space for safe parking outside the Village Store.	JD
68. OALC AGM: Cllr. Pritchard spoke of her attendance at the Oxfordshire Association for Local Councils AGM. A presentation had taken place regarding Community Assets and the Parish Council are to formally agree and nominate Community Assets at the next meeting.	ALL
69. ROLES & RESPONSIBILITIES: All Councillors are to attend a Roles & Responsibilities workshop, held by Cllr. Nabb and the Clerk. Date to be confirmed at the next meeting.	JD & JN
70. FISH & CHIP PARKED VAN: Following reports that the Fish & Chip van had parked on the footpath, the owner was informed and had moved the vehicle immediately.	
71. HIGH STREET POT HOLES: Various dangerous potholes had been reported to Highways. Cllr. Harrod is to chase action.	SH
72. ALLOTMENT RATS: Clarification continues to be made regarding the Parish Council's legal position regarding the presence of rats on an allotment site.	JD
73. RECREATION GROUND TREE ASSESSMENTS: (a) Cllr. Ace has assessed all trees on the Jubilee Walk and the Council await the assessment provided by Mr. Kenny Earle.	
(b) Recreation ground trees remain to be assessed by Cllr. Ace and a tree contractor.	(b) TA & JD
74. GUIDES LAND AT HARDINGS: The Guides had been asked again to clear their land at Hardings. No action had been taken. Crown Estate Properties, as landowner, are to be contacted.	JD
75. MATTERS UNRESOLVED: Energy Audit, Chalgrove Mill Meeting, Chalgrove Band Equipment, High Street Willows, Mill Lane Passing Places, Office PC Cleanse, Baronshurst Oil Tanks, Damages Claim, The Green land ownership, Car Park Planning Permission, MUGA lighting grant, Footpath 8 works, Joint User Agreement.	
76. FINANCE: The Clerk confirmed that an internal audit would take place in the month of June and that the accounts would be passed by full Council at the Parish Council meeting in July.	
77. NEWSLETTER: The newsletter is to be ready for approval by the end of June.	JD
78. NEIGHBOURHOOD DEVELOPMENT PLAN COMMITTEE: Two forum meetings had been held on 13 th and 27 th May. (a) Over 200 residents had attended the criteria consultation. Results were still being collated. (b) 4 companies had been asked to provide a quotation for flood assessments on all the proposed sites. Hydro GIS had been chosen, following the selection process. (c) The Committee are preparing a questionnaire to be delivered to all households. (d) Full Committee meeting minutes are available from the Parish Council.	
79. STANDING ORDERS: Following the acceptance of the May minutes, copies of newly	

adopted Standing Orders and Financial Regulations are to be distributed to all Councillors.
80. YOUTH CLUB MANAGEMENT COMMITTEE: A Committee meeting had taken place on 8th May. (a) Re-affiliation to Oxfordshire Youth (formally OAYP) as Associate Member level, at a cost of £40, was approved; proposed Cllr. Ace, seconded Cllr. Batley, agreed by all. (b) A presentation had been held to thank P2i for their grant of £500, and the County Councillor for her grant of £500, in order to purchase the new pool table. (c) Year 6s, in their final term of Primary School, are now welcome at the Wednesday sessions. (d) It was suggested that the lifetime of current equipment be checked and a plan put in place to obtain replacements when required. To be discussed at the next Committee meeting. (e) Full Committee meeting minutes are available from the Parish Office

81. WORKS & ORDERS: The Clerk discussed the works and orders requiring approval.
Completed Grass rolling & seeding.

Awaiting Completion Crockery samples, fitness equipment repairs, speed bump replacement, bench installation, bollard replacement, play area gate repairs.

Awaiting Approval

(a) Quotations had been obtained for CCTV within the Village Hall car park. Further information is to be brought to the next meeting.

Quotations Required MUGA light repairs, Frost bench/seat installation, roof replacement, air conditioning maintenance, window repair, brickwork repair, shower repairs, Village Hall toilet and kitchen refurbishment, new gate and repaired entrance to the recreation ground, Village Hall storage space extensions, guttering repairs.

CORRESPONDENCE:

82. A local resident wrote with concerns regarding the recent LINK article which stated that specific funds would be made available to a specific resident to aid with flood prevention, and that this would be setting a precedent when the Parish Council had urged all residents to protect their own properties. It was clarified that the Parish Council did not write, nor know about, the article and that the County Council had made grant funding available to all residents who had been affected by flooding.

83. ROSPA had written to report that the annual recreation equipment inspection will take place in July. It was suggested that information be obtained on becoming ROSPA accredited in order to undertake own checks on equipment.

84. 1st Chalgrove Scouts had written to request a financial contribution of approximately £100 to undertake a Village litter pick. Their request was denied due to the Scout group already being paid £25 per litter pick on their standard route and Cleaner Chalgrove organising regular Village litter picks.

85. Chalgrove Cavaliers had written to request permission to use Janes Meadow for their 9v9 tournament on the 13th July. Permission was denied following previous minutes which state that the new field would not be used until September at the earliest, following an assessment of the field at the end of summer.

86. An SODC Grants Officer had written to clarify whether the Parish Council had finished the Chalgrove at Play project or whether further funds would be requested. It was confirmed that, due to lack of signal for the iPlay equipment, the project was now deemed as complete.

87. Chalgrove Cavaliers Men's Team had requested permission to fertilise the football pitch. It was unclear which field they were referring to. Permission to fertilise the pitch on the 'top rec' was granted, subject to following the same procedure as before. Permission to fertilise the pitch on Janes Meadow was denied, due to their being no formal agreement in place for games to take place on Janes Meadow as well as fertilising works having already taken place by the Parish Council contractor.

88. A local resident had written with concerns regarding the triangle of land on Berrick Road which contained the bifurcation. He had received notification from the Environment Agency that this land, along with the bifurcation, was the responsibility of the Parish Council; a claim which the Parish Council firmly reject. The Parish Council are to investigate the matter

JD

further and use local historical knowledge to determine the correct landowner. 89. <u>Local residents</u> had made complaints regarding Footpath 12, from Berrick Road to Brightwell Baldwin. Large piles of manure were blocking the public footpath and OCC's Countryside Service team are to be informed.	JD JD
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90. PLANS (Parish Council decision only):

P14/S1277/HH	Orchard Cottage Warpsgrove Lane	Two storey rear extension (retrospective). APPROVED with notes
P14/S1457/HH	5 Chibnall Close	erection of single storey extension. APPROVED
P14/S1170/HH	9 Chapel Lane	Two storey side extension. APPROVED

91. DECISION NOTICES FROM SODC:

None

92. MONTHLY POLICE REPORT: Thames Valley Police had written to report (a) In May 23 calls had been received from the Chalgrove relating to 15 miscellaneous calls, 1 noise complaint, 1 parking issue, 2 traffic accidents, 1 found property, 1 suspicious incident and 1 welfare call. (b) There had been no ASB calls during the month of May but the Neighbourhood Policing team continue to patrol the Village to combat any rising issues.	
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93. REPORT FROM THE DISTRICT COUNCILLOR: Cllr. Turner was not in attendance.

94. REPORT FROM THE COUNTY COUNCILLOR: Cllr. Harrod gave a report detailing (a) County Council Communication (b) Transport (c) Social Care (d) OFSTED inspections (e) Thriving families Initiative (f) Flooding (g) Armed Forces (h) CLA Game Fair (i) Elections (j) Recycling initiatives in Bicester (k) Dementia Friendly schemes (l) Carers.

95. REPORT FROM THE PLAY AREA INSPECTION OFFICERS: All areas had been checked by Cllr. Ace: (a) Fitness equipment awaits repairs (b) Play area gates await repairs (c) Cllr. Ace had created a new rota for play area checks (d) Concerns were raised regarding the lack of a gate at the entrance to the recreation ground.

ACCOUNTS:

96. All Councillors had been provided with the financial figures and budgets.

97. Four cheques had been signed outside of full Parish Council meeting; 005123 to 005126.

98. ACCOUNTS SANCTIONED FOR PAYMENT:

005123	Uni-Mail – NDP leaflets	£100.00
005124	OCC – pension fund	£98.07
005125	The Final Touch – plumbing repairs	£140.00
005126	Nisbets – crockery samples	£28.11
005134	D. Mephram – gate caretaker	£180.00
005135	P. Hall – groundsman	£1470.17
005136	N. Kerridge – youth work	£312.00
005137	B. Murphy – youth work	£104.00
005138	SODC – rates	£464.00
005139	Berinsfield Community Business – grass cutting	£630.18
005140	TalkTalkBusiness – web hosting	£62.80
005141	Total Gas & Power – gas supply	£266.71
005142	J. Nabb – NDP print expenses	£10.00
005143	Block9 Display – NDP printing	£52.80
005144	Spot on Supplies – cleaning supplies & sundries	£280.73
005145	Viking – office & accounts supplies	£350.87
005146	Helpful Hirings Ltd – roller hire	£133.06
005147	Fire Safety Services Ltd – alarm & lights tests	£311.14
005148	Zurich Municipal – insurance 2014/2015	£4168.47
005149	Wilmots & Co – legal fees	£2487.60
005150	ORCC – affiliation fee	£30.00

ANY OTHER BUSINESS	
99. Cllr. Collins spoke of PC viruses, and queried whether the Parish Office computers are protected. The Clerk confirmed that they were.	
100. Cllr. Gray reported sewage water coming up from the man hole at the entrance to Baronshurst Drive. The matter is to be reported to Thames Water.	JD
101. Cllr. Ace noted that the trees next to the Crown P.H. required pollarding. OCC are to be informed to take action.	JD

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.*

102. KNIGHT'S ACCESS: Cllrs. Pritchard, Reed and the Clerk are to attend a meeting with the solicitor on the 30 th June. All matters are on hold until such date.	AP, RR & JD
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Inclusion of the public: *The public were no longer excluded.*

DATES:

- Planning Committee, 19th June, 7pm, James Martin Room
- Village Hall Committee, 19th June, 7.30pm, James Martin Room
- Finance Committee (all Councillors), 3rd July, 7pm, James Martin Room
- Parish Council Meeting, 3rd July, 7.30pm, James Martin Room

The meeting closed at 10.15pm

Signed: Chairman