

CHALGROVE PARISH COUNCIL

A MEETING of the Parish Council took place in the Village Hall, Recreation Ground, at 7.30pm, **Thursday 6th March 2014.**

Present:

Cllr. A. Pritchard, Chairman	Cllr. T. Ace
Cllr. K. Batley, Vice-Chairman	Cllr. P. Collins
Cllr. D. Turner	Cllr. J. Nabb
Cllr. B. Gray	Cllr. C. Earle
Cllr. R. Reed	Cllr. A. Maton

Apologies Accepted: n/a

Not present: n/a

Members of the public: 1

Police: 0

427. The minutes of the meeting held on 6th February 2014 were amended, approved and then signed by the Chairman; proposed Cllr. Earle, seconded Cllr. Ace, agreed by all.

PUBLIC SESSION	
428. A resident spoke of the racial abuse which he had encountered over the past few years. It was noted that whilst the incidents had been reported to the Police, the Police had not made the Parish Council aware of the matter. The Parish Council are to query this with Thames Valley Police.	JD
429. A resident spoke of his concerns regarding the lack of action taken by the Police on the various drug issues witnessed within the Village. Information had been passed to Thames Valley Police on many occasions but no action had been taken. The Parish Council are to query this with Thames Valley Police.	JD
MATTERS ARISING:	
430. ADEANE & LANGLEY VANDALISM: Following reports of vandalised walls, no more reports had been made to the Police or the Parish Council.	
431. T1 BUS SERVICE, WATLINGTON TO OXFORD: Cllr. Turner reported that he is to invite Mr. Phil Kirk, MD Oxford Bus Company, to the Transport Meeting in April.	DT
432. SPEEDING AT BRINKINFIELD ROAD: Following concerns regarding vehicle accidents on the bend on Brinkinfield Road (a) 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. No response had yet been received. (b) The Parish Council await further information regarding implementing a 20mph speed limit throughout the Village.	(a) JD (b) JD
433. VANDALISM & ASB: Nothing further to report.	
434. FOOTPATH REPORTS: It was suggested that all footpath reports be re-done.	ALL
435. THE BIG CLEAN: An article is to be placed within the Parish Council newsletter.	JD & AP
436. CHALGROVE MILL MEETING: The Mill Emergency Plan had been re-distributed and is to be signed and returned by all parties.	JD
437. NEIGHBOURHOOD ACTION GROUPS: Cllr. Turner is to meet with all neighbouring parishes to discuss re-establishing the Neighbourhood Action Group.	DT & JD
438. CHALGROVE BAND EQUIPMENT: The Parish Council await information from the Chalgrove Band regarding which band equipment the Parish Council have trust liability for.	JD
439. DOG & WASTE BINS: The article is to be placed within the Parish Council newsletter.	JD & AP
440. MILL LANE FOOTBRIDGE: The County Council's Countryside Service team had been alerted to the plastic bags covering the 'public footpath' signage. The Parish Council awaits further instruction.	JD
441. BERRICK ROAD FLOODING: The County Council's drainage team had worked hard to clear the blocked culvert within the adjacent field. The road is now clear of flooding and	

thanks had been passed to the drainage team from the Parish Council. Enquiries are to be made to establish whether the culvert is the responsibility of the land owner and, if so, correspondence is to be sent advising him of this.	JD
442. HIGH STREET WILLOWS: Oxfordshire County Council and SOHA had been contacted regarding the two remaining High Street willows, stating that the Parish Council do not believe that they are responsible for their upkeep. The Parish Council await their comments.	JD
443. EMERGENCY TREE AND FENCE WORKS: An insurance claim is currently being processed.	JD
444. CHALGROVE AT PLAY MISPRINT: A correction had not been placed within the Oxford Mail. However, it is hoped that the recently printed LINK article would be sufficient for the end of project paperwork required by SODC and WREN.	JD
445. MILL LANE PASSING PLACES: The County Council had been asked to erect 'passing place' signage to avoid people parking there. The adjacent land owner is to be contacted and asked to speak with those parking in the passing places to see to their horses.	JD
446. ST MARYS CHURCH POT HOLES: The County Council are to be chased with regards to the dangerous pot holes leading to the church.	JD
447. CHALGROVE PAVILION PLAYGROUP: Following a request for a decrease in Hall hire rates, the Parish Council had written to the Playgroup Committee to advise that the rates would be decreased if they were to vacate one of the storage rooms. The Playgroup Committee had written to request permission to continue with the current storage arrangements and gave their commitment to paying the new 2014/2015 rates.	
448. COMMUNITY ASSETS: Mr John Howell MP had written to request nominations for community assets so that, should they be put on the market, the community would have the opportunity to make a bid for them initially. The nominated assets are to be; All three Village pubs, the Post Office, John Hampden Hall, John Hampden monument, the Airfield, and the Lamb Cricket Field.	JD
449. ENERGY AUDITS: The Parish Council are to apply for a £500 TOE2 grant towards a Village Hall complex energy audit, with the Parish Council funding the remaining cost of £160; proposed Cllr. Nabb, seconded Cllr. Gray, agreed by all.	JD
450. VILLAGE HALL STORAGE: The Parish Council await quotations to create extra storage space within the Village Hall.	JD
451. HOME START DONATION: Following a request for donation, Home Start had been asked to provide details of how many Chalgrove residents they had worked alongside. No information had been received.	
452. MILITARY GRANTS: Cllr. Maton reported that further information would be available following a meeting in April.	AM
453. CLLR. MATON: It was reported that Cllr. Maton would be joining the following Committees; Emergency Planning, Neighbourhood Development plan, Village Hall.	
454. LOW FLYING & NIGHT FLYING: Cllr. Maton reported that the article for the Parish Council newsletter is awaiting approval.	AM
455. GARAGE SITE DEVELOPMENT: Several complaints and/or queries had been received. (a) Vehicles unloading on the pavements; it is felt that this is unavoidable during the development. (b) Damaged footpath; the developers had committed to repairing the footpath once the project had been completed. (c) Concrete spilling into the drains; the matter had been rectified quickly by Highways. (d) Vans parking on the corner of Quartermain and High Street; the Police had visited and requested that they park elsewhere. (e) Oil contamination; the Planning Department at SODC are to be chased for information. (f) Fence damage; the development had caused damage to a fence at Langley Road, the developers are to be chased to repair.	(e) JD (f) DT
456. FOOTBALL ASSOCIATION: Cllr. Nabb and the Clerk are to meet with the Football Association and the Cavaliers Football Club, 13 th March, to discuss the current facilities and the grant opportunities for improvements or further development.	JD & JN

457. DEMENTIA FRIENDLY MEETING: Cllr. Pritchard reported on the meeting which had been organised by ORCC. The Parish Council are to assist with signposting the information.	
458. MATTERS UNRESOLVED: Office PC Cleanse, Baronshurst Oil Tanks, Damages Claim, The Green land ownership, Maintenance of the Guides land at Hardings, Car Park Planning Permission.	
459. NEIGHBOURHOOD PLAN COMMITTEE: Cllr. Nabb reported on the work undertaken by the Committee: (a) The launch meeting for the focus groups had taken place; Housing Development, Chalgrove Infrastructure, Living in Chalgrove, and Chalgrove Sites. A total of 21 volunteers make up the focus groups. (b) Further meetings are to be held with developers. (c) The NDP website is now live.	
460. ALLOTMENT COMMITTEE: A Committee meeting had taken place on the 20 th February and the minutes are available from the Parish Council office. (a) The Committee had discussed 2014 rents, tenancy agreements, Mill Lane hedge works, the waiting list, and reports were provided by the Bypass and Mill Lane site managers. (b) 3.5 tonnes of tarmac scrapings are to be purchased, at a cost of £50, and placed at the entrance of the Mill Lane site; proposed Cllr. Turner, seconded Cllr. Earle, agreed by all. (c) Further to a recent complaint regarding access at the Bypass site, it was clarified that the Parish Council maintain the main gated access only, and all tenants are to be given a key if they do not already have one.	
461. NEWSLETTER: Articles are to be submitted by the Councillors as soon as possible.	ALL
462. FINANCE: The draft Standing Orders and Financial Regulations are to be discussed further at a separate meeting on Tuesday 22 nd April, and adopted at the May Parish Council meeting.	ALL
463. COUNCILLOR VACANCY: The District Council had granted permission for the Parish Council to co-opt. the vacancy is to be advertised with a closing date of Friday 18 th April and interviews held on Tuesday 29 th April.	ALL
464. EMERGENCY PLANNING: Following the letter distributed to all households, approximately 40 residents had volunteered in some capacity. A meeting is to be arranged to discuss how to move forward with the Emergency Plan.	JD
465. WORKS & ORDERS: The Clerk discussed the works and orders requiring approval. <u>Completed</u> Electrical testing, hedge cutting. <u>Awaiting Completion</u> Boiler maintenance, Fire Safety works. <u>Awaiting Approval</u>	
(a) Muga lighting repairs – the quotation for £1476.05 was not approved. Further quotations are to be obtained.	(a) JD
(b) Fitness equipment repairs – the cost of repairs, at £541.80 ex VAT, was approved; proposed Cllr. Pritchard, seconded Cllr. Ace, agreed by all.	
(c) Village Hall CCTV – the quotation for £7944 ex VAT was not approved. Further quotations are to be obtained.	(c) JD
<u>Quotations Required</u> Bench/seat installation, roof replacement, air conditioning maintenance, window repair, brickwork repair, gate repairs, crockery, shower repairs, Village Hall toilet and kitchen refurbishment, new gate to the recreation ground, Village Hall storage space extensions, speedbump.	JD
CORRESPONDENCE:	
466. <u>Footpath 8</u> Correspondence had been received from various groups with regards to the bad state of footpath 8 (Mill Lane to the footbridge). CWaCS are due to apply for a grant for works to be carried out.	JN
467. <u>Village Hall Surgeries</u> Cllr. Nabb and the Clerk are to attend the ORCC surgery, to discuss funding and development, on the 13 th or 20 th March.	JN & JD
468. <u>Openness of Local Government Bodies</u> OALC had written to seek the views of the Parish Council regarding filming and use of social media at Council meetings. Chalgrove Parish Council do not agree with any form of filming taking place within Parish Council meetings and	JD

are to respond accordingly.	
469. <u>Consultation on Draft Oxfordshire Minerals & Waste Local Plan</u> Comments are required.	ALL
470. <u>OCC Fire & Rescue Service</u> Following the Parish Council's letter of thanks to the fire service for their work during the flood, the Deputy Chief Fire Officer had written to confirm that the thanks would be passed to the fire crews involved.	
471. <u>Traffic Concerns</u> Cllr. Pritchard and Turner are to attend a meeting with Mr. John Howell MP, 7 th March, to discuss traffic concerns.	DT & AP
472. <u>Mill Lane Solar Farm</u> Much correspondence had been received with regards to the development. (a) Grass verges had been ruined – the developers had confirmed their commitment to repairing the verges following the final delivery of panels. (b) It was suggested that the vehicles were too heavy for the bridges and it is to be clarified whether there is a weight restriction.	(b) JD
473. <u>Duck Signage</u> The remnants of the old duck sign at Monument Road had been left in situ, following the installation of a new sign. The Parish Council groundsman is to have it removed.	JD

474. PLANS (Parish Council decision only):

None

475. DECISION NOTICES FROM SODC:

P13/S3488/O

Monument Park

Expansion of existing business park and PV solar array.
GRANTED

476. MONTHLY POLICE REPORT: Thames Valley Police had submitted a report stating (a) They had received 18 calls from the Chalgrove area within the month of February; 9 miscellaneous calls, 7 calls regarding traffic hazards, 1 call reporting lost property, and 1 call regarding public disorder. (b) 4 crimes had been reported in February; criminal damage to sheds in Mill Lane, a bicycle stolen from Brookside, criminal damage to a vehicle left overnight in the public car park, and a male was reported for a Public Offence Order on the High Street.	
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477. REPORT FROM THE DISTRICT COUNCILLOR: Cllr. Turner provided a report which included (a) Mineral and Waste core strategy consultation (b) Council tax e-billing (c) Sporting activities available over Easter (d) Young achievers award (e) Grants and community loans.

478. REPORT FROM THE COUNTY COUNCILLOR: Correspondence had been received regarding Cllr. Caroline Newton's resignation, and an election is to take place on the 27th March.

479. 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) Play area plaques are to be erected by Cllr. Ace.

ACCOUNTS:

480. No cheques had been signed outside of meetings.

481. The ORCC membership, at a cost of £65, was approved; proposed Cllr. Pritchard, seconded Cllr. Nabb, agreed by all.

482. The OALC membership, as a cost of £433.03 ex VAT, was approved; proposed Cllr. Ace, seconded Cllr. Maton, agreed by all.

483. The invoice for MUGA lighting repairs, at a cost of £514.75, was approved; proposed Cllr. Turner, seconded Cllr. Ace, agreed by all.

484. ACCOUNTS SANCTIONED FOR PAYMENT:

005065	N. Kerridge – youth work	£468.00
005066	B. Murphy – youth work	£104.00
005067	P. Hall – groundsman	£1154.02
005068	P. Reynolds – notice board repairs	£57.38
005069	P. Pritchard – NDP printing	£6.00
005070	N. Webb – allotment keys	£7.50
005071	Lynx DPM – emergency plan printing	£246.00
005072	Chris Lewis – CCTV maintenance	£216.00

005073	Total Gas & Power – gas bill	£511.68
005074	Darke & Taylor – electrical testing	£972.10
005075	TalkTalkBusiness – web hosting	£62.80
005076	Viking – cleaning & office supplies	£174.36

ANY OTHER BUSINESS	
485. Cllr. Collins reported the silted up blocked drains at Brookside/Bower End.	JD
486. Cllr. Collins reported that no action had been taken to repair the footpath outside 3 Brookside.	JD
487. Cllr. Turner noted that he was in possession of two boxes of FloodSax.	
488. Cllr. Reed noted that the Parish Council website was in need of updating. The Clerk reported that this was in hand.	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.*

489. KNIGHT’S ACCESS: Discussions were held regarding the alleged access for horses over the recreation ground.	JD
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Inclusion of the public: *The public were no longer excluded.*

DATES:

Planning Committee, 20th March, 7pm, Parish Office
 Parish Council Meeting, 3rd April, 7.30pm, James Martin Room

The meeting closed at 10.05pm

Signed: Chairman