

CHALGROVE PARISH COUNCIL

A MEETING of the Parish Council took place in the Village Hall, Recreation Ground, at 7.30pm, **Thursday 5th March 2015.**

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

Apologies Accepted: Cllrs. Collins & Reynolds, Cllr. Steve Harrod, Thames Valley Police

Not present: n/a

Members of the public: 3

Police: None

462. The minutes of the meeting held on 5th February 2015 were amended, approved and then signed by the Chairman; proposed Cllr. Gray, seconded Cllr. Ace, agreed by all.

PUBLIC SESSION

463. A resident from Bower End commented on his views of the increasing dog mess in the village, and the mostly empty dog mess bag dispensers.

464. A resident from Bower End reported that Thames Travel continued to provide an unsatisfactory T1 service with the use of damaged buses, cancelled and late services and rumours of the entire T1 service being cancelled. Two residents from Chibnall Close also spoke of their reluctance to use the unreliable service. Councillors assured the residents that discussions were in place with Thames Travel to try and ensure that the T1 service continues to operate.

465. A resident from Bower End discussed his annoyance of the continued parking on footpaths. As a police matter, the Parish Council will pass the details to Thames Valley Police.

JD

MATTERS ARISING:

466. SPEEDING: The Parish Council await confirmation of insurance for the SID, and a date that it can be used alongside PCSO Hopkin.

JD

467. VANDALISM & ASB: No reports of vandalism or ASB had been reported to the Parish Council office.

468. GUIDES LAND AT HARDINGS: (a) SODCs Planning office is to be made aware of the lack of maintenance, contravening the terms of the Chalgrove Guide's planning application approval. (b) The Chairman is to contact Ms. Maggie Dawson, Guides Commissioner, to discuss offering the land and storage area to an alternative village organisation.

(a) JD

(b) AP

469. STABLE PLANNING PERMISSIONS, MILL LANE: The Parish Council await the report from SODC following their investigations.

JD

470. VILLAGE STREET CLEANING: A meeting is yet to be arranged with the Community Service scheme in order to organise a one-off street clean.

JD

471. PARISH COUNCIL OPEN EVENT: The Open Event took place on Saturday 21st February between 10am and 12 noon, with 7 members of the public in attendance.

472. CHALGROVE TENNIS: Cllr. Pritchard is to meet with the residents interested in forming a tennis club, using the recreation ground tennis court.

AP & JD

473. MATTERS UNRESOLVED: Berrick Road flooding report, Energy Audit, Baronshurst Road oil tanks, Chalgrove Band equipment list.

474. MATTERS ON HOLD: The Green land ownership, clearance of footpaths 5&6, parked cars outside the Post Office.

475. RECREATION COMMITTEE:

Jubilee Trees (a) Tree replacement will be undertaken by Mr. R. Hinton in the Autumn.

(b) All tree sponsors are to be informed.

<p><u>Moles</u> Two ultrasonic sound emitters are to be purchased and placed underground on the main recreation ground, to decrease the amount of mole hills. The cost of two emitters, at £40, was approved; proposed Cllr. Earle, seconded Cllr. Gray, agreed by all.</p> <p>476. NEIGHBOURHOOD DEVELOPMENT PLAN COMMITTEE: Cllr. Nabb provided an update on the work completed by the NDP Committee (a) Two successful public meetings had been held to show the results of the questionnaire. All information had been placed on the NDP website. (b) The NDP Committee intend to have a stand at the May Day festival, next to the Parish Council stand. (c) A meeting is to be held with SODC, mid-March, to discuss the approach when eliminating sites. (d) The Committee have requested that all final documentation from all landowners and/or developers is submitted by the end of March.</p> <p>477. CHALGROVE BUSES:</p> <p><u>Go Ride:101</u> Changes to the timetable had been made and reported in the LINK, along with new timetables posted within the bus stops. Subsidy payments, from the Parish Council, start at the beginning of the next financial year.</p> <p><u>Thames Travel:T1</u> A 5-Parishes meeting had been held at Speedwell House to discuss issues surrounding reliability and changes to the service. Various negotiations are to take place in the next month, all of which are commercially confidential.</p> <p>478. FLOODING: The Clerk provided updates on the many actions being undertaken by the Parish Council, CFAG and local authorities.</p> <p><u>Silt Removal</u> The silt assessment report had been received and is to be discussed in more depth at the Flood Alleviation Meeting on the 2nd April.</p> <p><u>Flood Alleviation Letters</u> Correspondence had been sent to all riparian owners and those at risk of flooding to ensure that they are aware of their responsibilities and prepared in the event of flooding.</p> <p><u>Communication</u> A resident had requested, during the Parish Council Open Event, that he receive regular calls from the Parish Council due to him being one of the residents affected in the last flood. He reported that the Parish Council are not communicating the work of the local authorities well enough and the matter is to be discussed at the next Communication Committee meeting.</p> <p>479. EMERGENCY PLANNING: The Emergency Plan Committee had met with Mr. Les Geary, CFAG, to discuss how the plan would be initiated in the event of a flood. Many useful points were made and thanks given to Mr. Geary for all of his advice. The Clerk is to draft a discussion paper in preparation for the next Emergency Plan Committee meeting.</p> <p>480. YOUTH CLUB COMMITTEE: Cllr. Pritchard reported on the meeting held 12th February 2015, the minutes of which can be obtained from the Parish Council Office. Matters discussed included the transfer of assets, incident reports, volunteers, training, Oxfordshire Youth, equipment and establishment, and reports from both Youth Workers. It was reported that current funds stand at £915.72.</p> <p>481. CHALGROVE POST OFFICE: Due to Post Office Ltd's intention to turn the Post Office into a 'local post office' within one of the village shops, the Parish Council is to (a) create and promote a petition which can be signed by hand or online and (b) print and distribute the approved leaflet to all households.</p> <p>482. NEIGHBOURHOOD ACTION GROUP: Cllr. Turner reported on the meeting held 21st January 2015, the minutes of which can be obtained from the Parish Council office. Matters discussed included speed indication devices, Milton Common car parking issues, neighbourhood watch schemes, emergencies, SODC issues following the fire, Thames Valley Police budgets and issues, Thames Valley Police Alerts.</p> <p>483. WORKS & ORDERS: The Clerk discussed the works and orders requiring approval.</p> <p><u>Completed</u> Removal of elderberry behind Baronshurst Drive, tree cutting behind Chibnall Close, roof repairs at the Village Hall.</p> <p><u>Awaiting Completion</u> Play Area gate repairs, assessment of Willow trees outside 39-55 High Street, Jubilee Walk tree replacement, Frost Bench, guttering repairs.</p> <p><u>Awaiting Approval</u></p> <p>(a) Works to supply and fit a new set of taps to the girls toilet basin within the Youth</p>	<p>(b) JD</p> <p>JD</p> <p>AM</p> <p>JD</p> <p>(a) JD (b) AM & JD</p>
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<p>Centre, at a cost of £55.00, was approved; proposed Cllr. Ace, seconded Cllr. Pritchard, agreed by all.</p> <p>(b) Works to supply and fit a new gate to the entrance of the recreation ground, from the car park by the school, at a cost of £1109.82 was approved; proposed Cllr. Earle, seconded Cllr. Gray, agreed by all.</p> <p><u>Quotations Required</u> Signage (bylaws & car park), bus shelter painting at Parsnips Lane, MUGA lights electrical repair, footpath/grasscrete at entrance to the recreation ground, air conditioning maintenance, Pavilion shower replacement, brickwork repair, floor stripping, tile repair, drain cover grips, car park manhole cover repair/replacement.</p> <p><u>On Hold</u> Village Hall toilet & kitchen refurbishment, Village Hall storage extensions, Village Hall roof replacement, Village Hall car park CCTV.</p> <p>CORRESPONDENCE:</p> <p>484. <u>SODC</u> wrote to report that, having undertaken initial investigations into the potential for introducing Civil Parking Enforcement across the county and after careful consideration, they have decided not to actively pursue the implementation due to the expense which would fall on local tax payers as a result.</p> <p>485. <u>SODC</u> wrote to accept the Parish Council's precept request of £99,000 for financial year 2015/2016.</p> <p>486. <u>OALC</u> wrote to report that the Annual Return Training has been cancelled.</p> <p>487. <u>OALC</u> wrote with changes to legislation that allows a Council, if it agrees, to receive agendas electronically.</p> <p>488. The <u>Affordable Rural Housing Guide</u> is available to purchase or download. It was agreed that a hard copy be obtained. JD</p> <p>489. <u>OALC</u> had written to report that the Quality Parish Council Scheme had been re-launched as the Local Council Award. Councils may apply for an award at any one of the three levels and Chalgrove Parish Council are to apply for the Foundation award with the intention of applying for the Quality and Quality Gold awards at a later date. JD</p> <p>490. <u>The War Memorials Trust</u> had written with details of available grants. The Parish Council are to prepare a grant application proposal, for the maintenance and repair of Chalgrove memorials, by the 30th June. JD</p> <p>491. <u>SOS (South Oxfordshire Sustainability)</u> are to hold a Water Futures meeting on the 20th March.</p> <p>492. <u>Icknield Community College</u> wrote to advise that, due to insufficient student numbers, the opening of the sixth form is to be delayed until September 2016.</p> <p>493. <u>Enrych Oxfordshire</u> wrote requesting a donation. A donation of £30 was approved; proposed Cllr. Gray, seconded Cllr. Turner, agreed by all who could vote.</p>	
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494. PLANS (Parish Council decision only):

P15/S0245/HH	11 Chibnall Close	Erection of two storey rear extension and ground floor rear extension APPROVED
P15/S0258/FUL	The Airfield	Extension to existing aircraft hangar to provide a new Fire Station APPROVED
P15/S0261/HH	50 French Laurence Way	Proposed conversion of garage into habitable room APPROVED

495. DECISION NOTICES FROM SODC:
None

<p>496. MONTHLY POLICE REPORT: Thames Valley Police had provided a report: <u>Calls</u> 19 calls had been received from the Chalgrove area during the month of February; relating to 7 miscellaneous calls (non urgent, such as broken down vehicles or door to door sellers), 5 reporting suspicious behaviour, 3 traffic incidents, 3 fears for welfare and 1 report of antisocial behaviour. <u>Crime</u> There had been 2 reported crimes from the Chalgrove area in January; 1 theft from a vehicle and 1 report of damage to a vehicle.</p>	
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497. REPORT FROM THE DISTRICT COUNCILLOR: Cllr. Turner gave a report: (a) SODC had signed an agreement with Research Machines to move into their offices for an approximate period of 4 years. (b) The Science Vale Area Action Plan is open for comment until the 17th April and can be viewed on the SODC website. (c) Town and Parish Council election counts may be held in either Abingdon, Thame or Henley. (d) Over a thousand responses had been received regarding SODCs Local Plan and those comments had been used to come up with new options which can be commented on until the 2nd April. (e) An interim report had been submitted regarding burial grounds due to concerns with major housing growth. Further consultations are to take place with the Churches.

498. REPORT FROM THE COUNTY COUNCILLOR: Cllr. Harrod had provided a report by email which included matters such as: (a) New ways of running Local Government to protect frontline services. (b) A £108.6M growth deal for Oxfordshire had been signed. (c) The County Council has set out their long term Transport Plan. (d) A new specialist fire engine has been unveiled. (e) Bicester now has a fire cadet unit. (f) Unwanted books can be donated to 5 Oxfordshire libraries; Oxford Central, Witney, Banbury, Cowley and Didcot. (g) School admission arrangements (h) Consultation on Elective Home Education Policy and Procedure.

499. REPORT FROM THE PLAY AREA INSPECTION OFFICERS: (a) The assessment for February had been undertaken by Cllr. Gray and the report held within the Parish Council office. (b) Playdale are to be chased for their report following an on-site assessment. (c) Cllr. Ace is to remove the OXO cube equipment. (d) Play Area gates require repair. (e) Skate park gates require adjustment. (f) Tennis nets require repair. (g) Bolt covers are required for most pieces of the fitness equipment.

ACCOUNTS:

500. There was one cheque signed outside of meetings; 005341

501. ACCOUNTS SANCTIONED FOR PAYMENT:

005341	Block9 Display Ltd – NDP printing	£590.40
005348	Assist UK Ltd – financial assistance	£240.00
005349	N. Kerridge – youth work	£468.00
005350	B. Murphy – youth work	£104.00
005351	P. Hall – groundsman	£575.00
005352	P. Hall – groundsman	£609.90
005353	John Hampden Hall – hall hire	£12.50
005354	A. Pritchard – open day expenses	£10.18
005355	Oxfordshire Youth – network conference	£35.00
005356	Chalgrove Village Festival – stall fee	£10.00
005357	O’Sullivan Joinery – roof repairs	£350.00
005358	R. Hinton – tree works	£290.00
005359	Total Gas & Power – gas supply	£589.25
005360	TalkTalkBusiness – web hosting	£67.00
005361	ORCC – NDP questionnaire	£60.75

ANY OTHER BUSINESS

502. The Annual Parish Meeting is to be held on the 9 th April; details are to be placed in the LINK, on posters, and within weekly emails and nominations for the Crookston Shield are welcome from the public.	JD
503. Cllr. Collins reported on the dwindling number of ducks in the village.	
504. Cllr. Gray spoke of the continued issues with the foul water drain manhole at the corner of Baronshurst and High Street. Thames Water are to be chased for a satisfactory and permanent solution.	JD
505. Cllr. Turner reported a leaking manhole on The Green.	JD
506. Cllr. Maton reported on matters discussed by the Communications Committee: (a) A newsletter is scheduled for distribution in April and all articles are to be submitted to Cllr. Maton by the end of March. (b) It was requested that Communications be added as an on-going agenda item. (c) Posters are to be put up to encourage more people to sign up as Emergency Street Wardens. (d) LINK articles are to be submitted for the Annual Parish Meeting, Crookston Shield and elections. (e) Cllr. Maton is to meet with the Clerk to discuss the new website. (f) All suggestions for the May Day festival stand are to be submitted to Cllr. Maton by the end of March. (g) All Committee Chairs are to submit a report in	(a) ALL (b) JD (c) AM (d) JD (e) AM & JD (f) ALL (g) ALL

preparation for the Annual Parish Meeting. 507. Cllr. Reed reported that the Mill Lane road sign still required replacement.	JD
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>508. CHALGROVE PARISH COUNCIL Vs KNIGHTS LEGAL CASE: Cllr. Earle reported that witness statements must be submitted by the 19th March, and that the Parish Council await a date for the Tribunal. A member of the public had requested to view documents pertaining to the dispute, and the request had been treated according to Parish Council policies and Freedom of Information regulations.</p> <p>509. FRAUDULENT CHEQUE: The Parish Council had objected to the decision made by Greater Manchester Police not to continue with the investigation of the attempted fraud, and await their response.</p>	

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

DATES:

- 19th March, 7.00pm, Planning Committee – James Martin Room
- 19th March, 7.15pm, Village Hall Committee – James Martin Room
- 19th March, 8.00pm, HR Committee – James Martin Room
- 24th March, 6.30pm, Allotment Committee – James Martin Room
- 24th March, 7.30pm, Finance Committee – James Martin Room
- 2nd April, 7.30pm, Parish Council Meeting – James Martin Room

The meeting closed at 10.31pm

Signed: Chairman