

**CHALGROVE PARISH COUNCIL**

**A MEETING** of the Parish Council took place in the Village Hall, Recreation Ground, at 7.30pm, **Thursday 3<sup>rd</sup> March 2016.**

**Present:** Cllr. A. Pritchard, Chairman Cllr. T. Ace  
 Cllr. R. Reed, Vice-Chairman Cllr. J. Nabb  
 Cllr. D. Turner, also Dist. Cllr. Cllr. A. Maton  
 Cllr. K. Batley Cllr. A. Dudley  
 Cllr. B. Gray Cllr. B. Wilson

**Apologies Accepted:** Cllr. Collins, Cllr. S. Harrod - County Cllr.

**Not present:** n/a

**Members of the public:** 0

435. The minutes of the meeting held 4<sup>th</sup> February 2016 were amended, approved and then signed by the Chairman; proposed Cllr. Nabb, seconded Cllr. Maton, agreed by all.

<p><b>PUBLIC SESSION</b> None</p> <p><b>MATTERS ARISING:</b></p> <p>436. SPEEDING: (a) The SID team had been out once in February; 6 cars had been logged as going over 30mph. The information had been passed to Thames Valley Police. (b) It was felt that more volunteers were required, along with a schedule of dates, and an advert is to be placed within the LINK. (c) PCSO. Hopkin is to be asked to approve locations at Monument, Brinkinfield and Fairfax Roads.</p> <p>437. VANDALISM &amp; ASB: Hirers of the Village Hall had reported nuisance behaviour from young people entering the Hall. The Youth Workers at Chalgrove Youth Centre had been asked to speak to the young people concerned.</p> <p>438. LAND AT HARDINGS: (a) Councillors are to check if the garage had been cleared of all Guides equipment. (b) The Change of Use Planning Application is to be submitted to SODC upon confirmation that the Guides were no longer storing equipment on the land.</p> <p>439. CHILDREN'S CENTRES – PROPOSED CLOSURES: (a) Cllr. Turner reported that the Centre will be funded until September, and that decisions will be made over the next few weeks regarding any support that will be provided after this. (b) Presentations are to be made to Chalgrove and Watlington Parish Council's detailing ways to keep the service open, and the costs associated with those suggestions.</p> <p>440. WOOD CHIPPINGS ON THE RECREATION GROUND: Cllr. Nabb is to chase Jenks again for the free supply of wood chippings.</p> <p>441. CHALGROVE BUSES: Cllr. Turner reported that he was awaiting further information from Thames Travel, but that the T1 service would hopefully continue.</p> <p>442. CAR PARK GATE: The position of Gate Caretaker had been accepted by Mr. Gary Law and Mr. Jason Coe, under contract.</p> <p>443. MATTERS UNRESOLVED: Footpath 8 bridge, Chalgrove Battle Group notice boards, footpath inspection summary, 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, school trees.</p> <p>444. MATTERS ON HOLD: Clearance of footpaths 5&amp;6, future of the Chalgrove Post Office, parked cars outside the Post Office, Community Service street cleaning, Local Council award.</p> <p><b>445. NEIGHBOURHOOD DEVELOPMENT PLAN COMMITTEE:</b> Cllr. Nabb reported on:          (a) The very successful public meeting on Saturday 27<sup>th</sup> February; an update was given and the public had the opportunity to view the new Environment Agency flood mapping and speak with the developers. (b) A grant application is to be submitted to the Big Lottery Fund,</p>	<p>(b) JM</p> <p>(c) JM</p> <p>(a) TA &amp; BW (b) JM</p> <p>(b) DT</p> <p>(a) JN &amp; JM</p>
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<p>with support from SODC, to pay the expense of flood modelling the village at a cost of approximately £10,000.</p> <p><b>446. LAND REGISTRY:</b> The Chairman and Clerk attended a meeting at the office of Wilmot’s Solicitors on Friday 26<sup>th</sup> February. Mr. Adrian Grazebrook, Wilmots, is to proceed with the Land Registry application for the Mill Lane allotments and the ‘top rec’. A meeting is to be held with the Charity Commission to determine their involvement in the ownership of the land in question.</p> <p><b>447. COMMUNICATION COMMITTEE:</b> Two Communications Committee meetings had been held on the 8<sup>th</sup> and 29<sup>th</sup> February; the minutes are available from the Parish Council Office.</p> <p><u>Queen’s Birthday Tea Party</u> (a) A leaflet is to be drafted and approved, before distribution to each household. (b) Articles are to be placed within the LINK, and window displays are to be created at the Post Office. (c) Funding for expenses is to be sought from SODC.</p> <p><u>Other Matters</u> discussed included Clean for the Queen, Speedwatch, buses and the land at Hardings.</p> <p><b>448. FLOODING &amp; EMERGENCY PLAN:</b> A meeting had been held on the 21<sup>st</sup> January alongside Chalgrove Flood Alleviation Group, the Environment Agency, Monson, SODC and the Fire Services. Actions were discussed and chased and the Fire Service’s draft Tactical Flooding Plan was reviewed.</p> <p><b>449. RECREATION COMMITTEE:</b></p> <p><u>Works Required to Pitches</u> An interim quotation had been received from Whitehorse Contractors in the region of £19,000. It was agreed by all that this was too expensive and that further quotations should be sought, along with further investigations into available funding.</p> <p><u>MUGA Lighting</u> LED lighting works had been completed by Darke &amp; Taylor.</p> <p><u>Pavilion</u> Painting works had taken place and thanks were given to Cllr. Wilson for all the extra works completed.</p> <p><u>Jubilee Walk Trees</u> Due to the contractor’s difficulty in supplying the required trees, it was agreed by all that the trees would be purchased by the Parish Council and planted by the contractor. The cost to supply the trees, at £1250.00 ex VAT4, was approved; proposed Cllr. Ace, seconded Cllr. Wilson, agreed by all.</p> <p><u>Other Matters</u> discussed included the fitness equipment; the purchase of a tool required to accurately secure the new bolt covers, at a cost of no more than £30, was approved; proposed Cllr. Pritchard, seconded Cllr. Batley, agreed by all.</p> <p><b>450. ALLOTMENT COMMITTEE:</b> An Allotment Committee meeting had been held on the 18<sup>th</sup> February; the minutes are available from the Parish Council Office. Matters discussed included the Lamb allotments, the review of letters, and reports from the Mill Lane and Bypass site managers.</p> <p><b>451. YOUTH CLUB COMMITTEE:</b> A Youth Club Committee meeting had been held on the 9<sup>th</sup> February; the minutes are available from the Parish Council Office. Matters discussed included drug and alcohol awareness workshops, CRB forms, volunteer’s party, 2017 Fun Day, the proposed purchase of a projector and screen, the quotations required for the replacement of the front door, activities, trips, training, and finances.</p> <p><b>452. WORKS &amp; ORDERS:</b> The Clerk discussed the works and orders requiring approval.</p> <p><u>Completed</u> Parish Council office computer, Pavilion painting and other works, bolt cover purchase for outdoor fitness equipment, MUGA lighting.</p> <p><u>Awaiting Completion</u> Jubilee Walk tree replacement, wood chippings behind the Skatepark, kitchen design by Howdens.</p> <p><u>Awaiting Approval</u> None</p> <p><u>Quotations Required</u> Works to football pitches, byelaw signage, Village Hall floor tiles repair, Village Hall exterior brickwork repair, Village Hall entrance foyer manhole grip repair, interim roof repairs, MUGA carpet, grasscrete and footpath repairs at the entrance to the recreation ground, external lights, cleaning of gated area at Village Hall.</p> <p><u>On Hold</u> Village Hall toilet / kitchen refurbishment, roof survey, roof replacement, Village Hall</p>	<p>AP &amp; JM</p> <p>(a) JM (b) JM (c) JM</p> <p>JM</p> <p>JM</p> <p>TA &amp; JM</p>
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467. Funds to the 1<sup>st</sup> Chalgrove Scouts for litter picking and stage erection, at £600.00, was approved; proposed Cllr. Batley, seconded Cllr. Pritchard, agreed by all.

468. Additions to the Groundsman contract, at £20 per month for Hardings land grass cutting and £25 per Hardings land hedge cutting twice per year, were approved; proposed Cllr. Gray, seconded Cllr. Maton, agreed by all.

469. Village Hall hire fees for all Go Active based bookings were approved at £15 per hour for daytime, weekday bookings; proposed Cllr. Maton, seconded Cllr. Pritchard, agreed by all.

**470. ACCOUNTS SANCTIONED FOR PAYMENT:**

005626	DELL – office computer	£675.66
005627	ENRYCH – donation	£30.00
005628	A.Pritchard – skip hire expenses	£215.00
005629	Community First Oxfordshire – NDP costs	£1650.00
005635	B. Murphy – youth work	£104.00
005636	N. Kerridge – youth work	£507.00
005637	J. Coe – gate caretaker	£20.00
005638	G. Law – gate caretaker	£20.00
005639	AssistUK – finance assistant	£240.00
005640	BCB – grass cutting	£96.00
005641	TalkTalkBusiness – web hosting	£67.00
005642	David Olgivie Ltd – Smith bench	£757.00
005643	Total Gas & Power – gas supply	£236.75
005644	A. Pritchard – youth club expenses & mileage claim	£52.82
005645	B. Wilson – Pavilion works / repairs	£396.00
005646	N. Barker – Pavilion painting	£1696.00
005647	Viking – office supplies	£224.05
005648	Lynx DPM – newsletter	£240.00
005649	Darke & Taylor – MUGA lights	£426.00
005650	OALC – subscription	£506.66
005651	OPFA – membership	£50.00
005652	1 <sup>st</sup> Chalgrove Scouts – litter pick & stage erection	£600.00
005653	P. Hall – groundsman	£1000.00
005654	P. Hall – groundsman	£339.90
005655	Fire Safety Services – repairs	£150.60

**ANY OTHER BUSINESS**

471. Cllr. Reed reported that the highway grips had been cleared on Mill Lane and some of Berrick Road. Further works are now required to the grips on Berrick Road, between Mill Lane and Hollandtide, and OCC Highways are to be informed.

JM

472. Cllr. Wilson urged the Council to obtain quotations for the cleaning of the tennis court surface and gated area at the Village Hall.

JM

473. Cllr. Wilson reminded the Council of the need for boot scrapers outside the MUGA and Pavilion.

JM

474. Cllr. Wilson queried the ownership and usage responsibilities of the defibrillator within the Pavilion. It was confirmed that it was owned by Chalgrove Cavaliers and under their insurance.

475. Cllr. Wilson suggested that signage be put on the Skatepark advising that all users use a helmet.

JM

476. Cllr. Nabb requested that a Finance Committee meeting be held to discuss the use of the increased precept, as per the Budget Analysis Report.

JN & JM

477. The pot hole outside the village shops is to be escalated to Cllr. Steve Harrod, County Councillor.

JM

478. Cllr. Dudley requested that the fir trees on Quartermain Road be reviewed again.

479. Cllr. Turner requested that the Methodist Church be registered as a Community Asset as soon as possible, due to worship ceasing after Easter.

RR & JM  
JM

**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.*

**481. CHALGROVE PARISH COUNCIL Vs KNIGHTS LEGAL CASE:** A discussion took

place regarding the case.

**482. HR COMMITTEE:** A discussion took place regarding the salaries for the Clerk and Financial Assistant.

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

**DATES:**

17<sup>th</sup> March, Planning Committee, 7pm, James Martin Room

17<sup>th</sup> March, Village Hall Committee, 7.15pm, James Martin Room

4<sup>th</sup> April, Communications Committee, 7pm, Red Lion PH

7<sup>th</sup> April, Roles & Responsibilities Workshop, 7pm, James Martin Room

7<sup>th</sup> April, Parish Council Meeting, 7.30pm, James Martin Room

The meeting closed at 9.45pm

Signed: ..... Chairman