

CHALGROVE PARISH COUNCIL

A MEETING of the Parish Council took place in the Village Hall, Recreation Ground, at 7.30pm, **Thursday 14th May 2015.**

Present: Cllr. A. Pritchard, Chairman
Cllr. R. Reed, Vice-Chairman
Cllr. D. Turner, also District Cllr
Cllr. Ken Batley
Cllr. B. Gray
Cllr. T. Ace
Cllr. P. Collins
Cllr. J. Nabb
Cllr. A. Maton
Cllr. A. Dudley
Cllr. B. Wilson

Apologies Accepted: Thames Valley Police, County Cllr. Harrod.

Not present: n/a

Members of the public: 1 (Ms. Cathy Earle)

Police: 0

1. DECLARATION OF ACCEPTANCE OF OFFICE: All Councillors signed the Declaration of Acceptance of Office in the presence of the Clerk.

2. ELECTION OF CHAIRMAN: Cllr. Pritchard was unanimously re-elected as Chairman; proposed Cllr. Reed, seconded Cllr. Gray, agreed by all.

3. ELECTION OF VICE-CHAIRMAN: Cllr. Reed was unanimously re-elected as Vice-Chairman; proposed Cllr. Gray, seconded Cllr. Ace, agreed by all.

4. RECONSTITUTION OF COMMITTEES:

Allotments: Cllrs. Ace (Chair), Pritchard, Reed, Batley, Gray and Wilson. With Mrs. Wilson, Mr. Shorter, Mr. Strange and Mrs. Strange.

Communications: Cllrs. Maton (Chair), Pritchard, Reed, Nabb and Dudley.

Footpaths & Lighting: Cllrs. Reed (Chair), Pritchard, Turner, Ace, Collins, Maton and Dudley.

Finance & HR: Cllrs. Nabb (Chair), Pritchard, Reed, Batley, Gray, Ace and Collins.

Planning: Cllrs. Pritchard (Chair), Reed, Batley, Gray, Collins, Wilson and Dudley.

Recreation: Cllrs. Ace (Chair), Pritchard, Reed, Turner, Gray, Nabb and Wilson.

Village Hall: Cllrs. Maton (Chair), Pritchard, Reed, Gray, Collins and Wilson. With Mrs. Jefferies, Mr. Godfrey and Mrs. Hyde.

Youth Club Management: Cllrs. Pritchard (Chair), Reed, and Turner. With Mr. Final (Vice-Chair) and Mrs. Potter.

Emergency Planning: All Councillors. (Sub Committee to produce plan: Cllrs. Pritchard, Reed, Nabb and Maton).

Neighbourhood Development Plan Committee: Cllrs. Pritchard, Reed, Nabb, Maton and Turner.

Chalgrove Charity Trustees: Cllrs. Batley, Gray and Reed with Mrs. Ace, Mrs. Davidson, Dr. Neale and Rev. Cohen as ex-officio.

Age Concern Trustees: Cllrs. Pritchard and Batley.

All members of Committees and Council representatives on the Trustees were proposed by Cllr. Pritchard, seconded by Cllr. Maton, agreed by all.

5. The minutes of the meeting held on 2nd April 2015 were approved and then signed by the Chairman; proposed Cllr. Reed, seconded Cllr. Ace, agreed by all.

PUBLIC SESSION

None

MATTERS ARISING:

6. **SPEEDING:** The Parish Council await confirmation of insurance for the SID, and a date that it can be used alongside PCSO Hopkin. Dates are to be discussed at the next meeting.

7. **VANDALISM & ASB:** Vandalism had taken place to the matting on the 8+ play area. A police report had been made and the CCTV is to be checked by the Police.

8. **GUIDES LAND AT HARDINGS:** SODCs Planning Office had been made aware of the lack of

.
JD
JD

<p>maintenance, contravening the terms of the Chalgrove Guide's planning application approval. The Parish Council await comments from SODC before further contacting Ms Maggie Dawson, Guides Commissioner.</p>	<p>JD</p>
<p>9. CHALGROVE POST OFFICE: A letter had been received from Ms Laura Tarling, PO Strategic Manager, but had not contained any clear information regarding the future of Chalgrove Post Office. The Chairman had already responded.</p>	
<p>10. ANNUAL PARISH MEETING: 16 members of the public had attended.</p>	
<p>11. ST GEORGES DAY PARADE & SERVICE: Cllr. Pritchard had attended and taken the salute from the Thames Chiltern District Scout groups. It was noted that only 3 Parish Councils were in attendance.</p>	
<p>12. HIGHWAYS AREA STEWARD MEETING: Cllr. Pritchard had attended a meeting held by Keith Stenning, Highways, to discuss the difficulties faced by Highways following budget cuts. Information was received regarding what can now be expected from Highways and their very useful 'Q&A' sheet is to be included within the Parish Council newsletter.</p>	<p>AM & JD</p>
<p>13. KEN BATLEY MBE: It was a privilege for the Parish Council to witness Cllr. Batley being presented with his MBE by the Lord Lieutenant of Oxfordshire, Mr. Tim Stevenson, at Age Concern on the 28th April.</p>	
<p>14. CHALGROVE BAND EQUIPMENT: A letter is to be sent by the Chairman, requesting that the inventory listing be sent immediately.</p>	<p>AP & JD</p>
<p>15. MATTERS UNRESOLVED: Stable planning permissions at Mill Lane, Village street cleaning, Chalgrove tennis, Local Council Award, War Memorial Assessment, Mill Lane road sign, Berrick Road flooding report, Energy audit, Baronshurst Drive oil tanks.</p>	
<p>16. MATTERS ON HOLD: The Green land ownership, clearance of footpaths 5&6, parked cars outside the Post Office.</p>	
<p>17. NEIGHBOURHOOD DEVELOPMENT PLAN COMMITTEE: Cllr. Nabb had provided an update on the work completed by the NDP Committee; (a) The Committee are now concentrating on reducing the number of sites; creating a short list for the final document. (b) All landowners and developers had been asked again to produce any further information before the short list was created. (c) Draft proposals were viewed for four sites. (d) A public meeting is to be held on the 7th June to publicise the selected sites.</p>	
<p>18. CHALGROVE BUSES:</p>	
<p>Cllr. Turner reported that the T1 service will continue, with an increase in fares.</p>	
<p>19. COMMUNICATION: Cllr. Maton provided a report; (a) The Committee are to meet to discuss the content of the newsletter (b) The Committee are to draft the newsletter by the June meeting.</p>	<p>(a) AM (b) AM & JD</p>
<p>20. WORKS & ORDERS: The Clerk discussed the works and orders requiring approval.</p>	
<p><u>Completed</u> Recreation ground gate.</p>	
<p><u>Awaiting Completion</u> Play Area gate repairs, assessment of Willow trees outside 39-55 High Street, Jubilee Walk tree replacement, Youth Centre tap repair, guttering repairs.</p>	
<p><u>Awaiting Approval</u> (a) The painting of the bus shelter at Parsnips Lane, at a cost of £120, was approved; proposed Cllr. Gray, seconded Cllr. Ace, agreed by all.</p>	
<p><u>Quotations Required</u> Signage (bylaws & car park), MUGA lights electrical repair,</p>	
<p>footpath/grasscrete at entrance to the recreation ground, air conditioning maintenance,</p>	
<p>Pavilion shower replacement, brickwork repair, floor stripping, tile repair, drain cover grips,</p>	
<p>car park manhole cover repair/replacement.</p>	
<p><u>On Hold</u> Village Hall toilet & kitchen refurbishment, Village Hall storage extensions, Village</p>	
<p>Hall roof replacement, Village Hall car park CCTV.</p>	
<p>CORRESPONDENCE:</p>	
<p>21. <u>1st Chalgrove Scouts</u> had written to request that the car park by the school be left unlocked due to parking issues at the Village Hall car park during their sessions. The Clerk had responded detailing that the Council are bound by law to lock the gate due to an injunction made following reports of antisocial behaviour. The Clerk assured the Scouts group that several legal matters were underway and the matter of keeping the car park open for longer in the evenings will be discussed in the near future.</p>	

<p>22. <u>A resident of the village</u> thanked the Parish Council for the emails that are sent out detailing Parish Council and village information.</p> <p>23. <u>Residents of Mill Lane</u> wrote referring to a recent LINK article whereby Berrick and Roke Parish Council had provided top soil, grass seed and wooden posts in order for local residents to rebuild and reclaim verges. The residents requested that the Chalgrove Parish Council undertake a similar initiative. The Clerk had requested further information, and details of required permissions, from Highways and the Parish Council await their communication before discussing further.</p> <p>24. <u>ENRYCH Oxfordshire</u> wrote with their thanks for the £30 donation.</p> <p>25. <u>A Brinkinfield Road resident</u> wrote to alert the Parish Council to a dangerous hole in the pavement next to the Rupert Close steps on the High Street. The Clerk reported that the matter had been reported to Highways several times over the last 2 years and the matter is to be escalated with a letter from the Chairman.</p> <p>26. <u>A Rupert Close resident</u> wrote to alert the Parish Council of a sign in the Crown Car Park stating that parking is for patrons only. The Clerk is to remind the tenant that it is a public car park and that the sign must be amended or removed.</p> <p>27. <u>A Mill Lane resident</u> urged the Council to stop football being played on Janes Meadow in order for the grass to grow. Cllrs. Pritchard and Ace reported that the grass was coming along reasonably well and that the current playing of football was in no way damaging the field. They are to continue observing the area.</p> <p>28. <u>A Langley Road resident</u> had written to request that a bench be placed on Janes Meadow, at her own cost, in memory of her late husband. The Parish Council agreed in principle and the matter is to be discussed further at the Recreation Committee meeting.</p> <p>29. <u>Superintendent Andy Boyd</u>, Thames Valley Police, had written with his end of financial year report.</p> <p>30. <u>Mr. Les Geary, CFAG</u>, had written to request that the Parish Council write to residents of Berrick Road to alert them of the legal implications of attempting to divert water at the bifurcation following alleged attempts in February 2014 during the flood. The Parish Council had sent out recent communication to all residents in the flood zones detailing other flood related matters and due to the lack of evidence that the alleged trenches had been dug by residents, no letters relating to this specific matter are to be sent by the Parish Council.</p> <p>31. <u>A resident had written</u> with her thoughts regarding the Parish Council election, noting that there was no information to be found on the nominees which made voting difficult for some. The matter is to be discussed by the Communications Committee at a later date.</p> <p>32. <u>Following the last minute closure of the B480 at Cuxham</u>, by Thames Water, many residents had written with their concerns, one of which being that the First Responders had not been made aware of the closure which could have had serious consequences in the case of an emergency. The matter is to be discussed with Highways and Thames Water.</p> <p>33. <u>A message had been received via the Parish Council's Facebook page</u> regarding the delayed date for Better Broadband. Openreach had pushed back the installation of fibre broadband to December 2015. The resident requested whether the Parish Council would consider using an alternative firm to have the fibre laid quicker. The Parish Council discussed the matter at length and it was agreed by all to wait for Openreach to finish with their Better Broadband initiative.</p> <p>34. <u>A hirer of the Village Hall</u> had requested reduced rates for a charity event in September. The Parish Council already provide subsidised rates for all residents of Chalgrove and can not reduce them further. The hirer's request was denied.</p>	<p>JD</p> <p>AP & JD</p> <p>JD</p> <p>AP & TA</p> <p>TA & JD</p> <p>AM & JD</p> <p>JD</p>
--	---

35. PLANS (Parish Council decision only):

P15/S1169/LB	3 The Green	To change to type to roof ridge from flush to block APPROVED
P15/S1243/HH	4 Paddock Close	Erection of single storey side and rear extension APPROVED with comments
P15/S1431/HH	30 Brinkinfield Road	Single storey extension, storage and loft conversion APPROVED with comments

36. DECISION NOTICES FROM SODC:

P15/S0261/HH	50 French Laurence Way	Conversion of garage into habitable room GRANTED
P15/S0258/FUL	Martin Baker Ltd, Airfield	Extension of hangar to provide new fire station GRANTED
P14/S2562/FUL	1 Mill Lane	Erection of two detached dwellings REFUSED
P15/S0590/HH	17 Chapel Lane	Demolition of rear extension and erection of two storey Side extension and single storey rear extension GRANTED
P15/S0589/FUL	Land at 17 Chapel Lane	Erection of 2 bedroom dwelling GRANTED

37. 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 April; relating to 11 miscellaneous calls (non urgent, such as broken down vehicles or door to door sellers), 5 reporting suspicious behaviour, 1 fear for welfare, 1 traffic report and 1 antisocial behaviour report. <u>Crime</u> There had been 1 reported crime from the Chalgrove area in April; 1 criminal damage to a vehicle.		
--	--	--

38. REPORT FROM THE DISTRICT COUNCILLOR: Cllr. Turner gave a report; (a) Limited actions had been taken due to purdah (b) SODC now had access to their new offices in Milton Park. (c) Council and Planning meetings will continue to be held at Howberry Park.

39. REPORT FROM THE COUNTY COUNCILLOR: (a) Cllr. Harrod was not in attendance. (b) Following concerns that signage was missing on the B480 regarding lorries, Cllr. Harrod confirmed that all signage was indeed in place.

40. REPORT FROM THE PLAY AREA INSPECTION OFFICERS: The assessment for April had been undertaken by Cllr. Nabb and the report held within the Parish Council office. (a) Playdale are to be chased for their report following an on-site assessment. (b) Cavalier's goal posts had been chained to the MUGA without permission (c) Play Area gates require repair. (d) Skate park gates require adjustment. (e) Tennis nets require adjustment. (g) Bolt covers are required for most pieces of the fitness equipment.

ACCOUNTS:

41. 12 cheques had been signed outside of meetings; 005389 – 005400, due to the delayed date of the Parish Council meeting following the election.

42. ACCOUNTS SANCTIONED FOR PAYMENT:

005393	Assist UK Ltd – financial assistance	£210.00
005394	D. Mepham – gate caretaking	£100.00
005395	P. Hall – groundsman	£957.87
005396	P. Hall – groundsman	£456.80
005397	Total Gas & Power – gas supply	£471.37
005398	TalkTalk Business – web hosting	£67.00
005399	B. Murphy – youth work	£130.00
005400	N. Kerridge – youth work	£468.00
005401	TalkTalk Business – web hosting	£62.20
005402	Berinsfield Community Business – grass cutting	£420.12
005403	Secure a Field Ltd – recreation gate	£1331.78
005404	Wilmots & Co – legal fees	£24263.76
005405	A. Pritchard – expenses	£31.27
005406	CHATS – Crookston Shield Donation	£50.00
005408	Berinsfield Community Business – grass cutting	£420.12
005409	Viking Direct – office & cleaning supplies	£142.25
005410	ORCC – hall affiliation	£30.00
005411	SODC – rates	£472.00
005412	J. Baird – hall deposit refund	£50.00
005413	GoRide – bus subsidy	£110.72

ANY OTHER BUSINESS

- 43. Cllr. Gray spoke of the drain at the corner of High Street and Baronshurst and the matter is to be reported to Highways, Thames Water and the Environment Agency again.
- 44. Cllr. Ace spoke of the issues with the Chapel Lane street lights.
- 45. Cllr. Batley spoke of the issues with the Brookside Estate street lights.
- 46. Cllr. Turner requested that several Councillors view the Speed Indication Device at Garsington.
- 47. Cllr. Turner reported that the Mr. Steve Bush, The Crown P.H., had sent his thanks for the Parish Council's patience whilst the exterior works were being done.
- 48. Cllr. Turner noted that the verges at the top of Monument Road required cutting immediately due to health and safety issues.

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.*

49. CHALGROVE PARISH COUNCIL Vs KNIGHTS LEGAL CASE: Following the decision by Ms. Cathy Earle to step down from the Parish Council, she had offered to continue her involvement with the Knights legal dispute which the Parish Council welcomed.

Mr Knight's claim to have a right of access to take vehicles and horses to and from the High Street, through the primary school car park, along the Old Ford next to the skate park and children's play area to his field remains in dispute. The Parish Council continue to fight this claim which had led to a tribunal hearing in July.

50. FRAUDULENT CHEQUE: Following communication sent by the Greater Manchester Police, detailing the name and address of the suspect, the Parish Council are now able to state that no current employee, Councillor, or key-holder was involved in the attempted fraud against the Parish Council.

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

DATES:

- 23rd May – Recreation, James Martin Room, 10am
- 28th May – Planning, James Martin Room, 7pm
- 28th May – Finance (all Councillors), James Martin Room, 7.30pm
- 2nd June – Village Hall, James Martin Room, 7pm
- 4th June – Parish Council Meeting, James Martin Room, 7.30pm

The meeting closed at 10.19pm

Signed: Chairman