

CHALGROVE PARISH COUNCIL

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

Present: Cllr. A. Pritchard, Chairman
Cllr. R. Reed, Vice-Chairman
Cllr. D. Turner
Cllr. B. Gray
Cllr. T. Ace

Cllr. J. Nabb
Cllr. C. Earle
Cllr. A. Maton
Cllr. P. Reynolds

Cllr. Steve Harrod

Apologies Accepted: Cllrs. Batley & Collins

Not present: n/a

Members of the public: 2

Police: n/a

287. The minutes of the meeting held on 2nd October 2014 were approved and then signed by the Chairman; proposed Cllr. Maton, seconded Cllr. Ace, agreed by all.

PUBLIC SESSION

288. Ms Julie Quarrell, Chalgrove Primary School Headteacher, provided an uplifting report of the progress of the school. Having been taken out of special measures in June 2012, the staffing team had worked hard to develop the positive curriculum and engage parents and other villagers to participate in the various 'WOW' days. It was noted how strong the community links had become and discussions took place regarding future plans. The Parish Council thanked Miss Quarrell for her inspirational leadership which had made an impact on the entire Village.

289. Mr. Nick Nixey attended to answer any queries or concerns regarding his proposal to remove a hedgerow at Cuttmill and replant further into the field.

MATTERS ARISING:

290. PEST CONTROL AT MILL LANE ALLOTMENTS: Following reports of rats at the Mill Lane allotment site, an onsite meeting is to be held between a local pest control contractor and Cllr. Ace in order to discuss ways to alleviate the issue.

291. SPEEDING: (a) The Parish Council await information from OCC as to whether Access Protection Markers (white lines) would be achievable at the Brinkinfield Road bend, and their cost. (b) SID training is scheduled for the 13th November for Cllrs. Pritchard, Reed, Nabb, Earle and Reynolds.

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

293. BERRICK ROAD FLOODING: The Parish Council still await a copy of the completed camera survey report, so OCC are to be contacted again.

294. PARKED CARS OUTSIDE THE POST OFFICE: The Parish Council await OCC specifications for bollards within a conservation area, and advice on exact location.

295. GUIDES LAND AT HARDINGS: Further discussions took place regarding the lack of maintenance undertaken on the land at Hardings. (a) It was noted that the Guides own the shed on the land, and that Crown Housing Estates own the land; Cllr. Turner is to ensure that the information is correct. (b) The Chairman is to write to the Guides and inform them that further steps are now to be taken up with Crown Estates.

296. FOOTPATH 8 WORKS: Cllr. Nabb, on behalf of CWaCS, reported that approximately 30 people had attended the opening of the newly surfaced footpath, and thanks were given to all involved.

JD & TA

(a) JD

(b) AP, RR,
JN, CE & PR

JD

JD

(a) DT

(b) JD & AP

| | |
|--|-----------------------|
| 297. SSE ROUTE: The Parish Council still await information from SSE, and a repeat request is to be made. | JD |
| 298. OPENNESS & ROLES & RESPONSIBILITIES BRIEFING: Thanks were given to all Councillors who attended the briefing, held by Cllr. Nabb and the Clerk. Following new regulations stating that the public and media may record meetings: (a) Audio recording equipment had been purchased and is to be used at all meetings where the public are in attendance. (b) Amendments are to be made to the Standing Orders and reviewed at the December meeting. (c) Amendments had been made to the public agenda and signage is to be placed within the meeting room. | (b) JD (c) JD & TA |
| 299. THE BIG CLEAN: Information on priority streets had been passed to Biffa. It was noted that they completed the work well, and thanks are to be given. | JD |
| 300. BROOKSIDE FOOTPATH: The Parish Council await information from OCC regarding the ownership of the damaged and dangerous footpath surrounding the car park area within Brookside. | JD |
| 301. STABLE PLANNING PERMISSIONS: Following concerns from Chalgrove Flood Alleviation Group, the SODC Planning Enforcement Team are to be asked to check whether planning permission should have been obtained for the stables at Mill Lane. | JD |
| 302. ORCC VILLAGE HALL EVENT: Cllr. Pritchard reported on the event where discussions took place regarding hire costs, advertising, online banking, online bookings, fire action plans and e-cigarettes. | |
| 303. OPFA AGM: Cllr. Pritchard reported on the event where presentations were made on play areas and sports fields. | |
| 304. THE GREEN: No meetings had been arranged by the residents between themselves, the Parish Council, SODC, and the Police, in order to discuss their concerns regarding the volume and weight of traffic passing their property. | |
| 305. VILLAGE STREET CLEANING PERSON: Information is to be obtained from Biffa regarding available funding for such a position. | DT |
| 306. FOOTPATHS 5 & 6: OCC had been asked to revisit the proposal of clearing footpaths 5 & 6. No response had yet been received. | JD |
| 307. CHALGROVE POST OFFICE: Cllr. Pritchard reported on her conversations with John Howell MP and Mr. Steve Coward, Chalgrove Post Office. Further meetings, regarding the future of the Post Office, are to take place and discussed further at the next Parish Council meeting in December. | AP |
| 308. CHALGROVE TENNIS: Following the NDP questionnaire, which highlighted various volunteers, two residents had offered assistance in creating a Tennis Club. They are to be asked to attend a meeting in the New Year. | JD & AP |
| 309. GRAVEL AT THE MEMORIAL GREEN: Work had taken place, in preparation for the Memorial Service, to fill in the various holes in the gravelled area surrounding the Memorial. | |
| 310. MATTERS UNRESOLVED: Energy Audit, Damages Claim, The Green land ownership, MUGA lighting grant, Chalgrove Band equipment list. | |
| 311. NEIGHBOURHOOD DEVELOPMENT PLAN COMMITTEE: Cllr. Nabb provided an update on the work completed by the NDP Committee (a) The Flood Risk Assessment had been received and placed within the public domain. (b) Two consultations, 8 th and 23 rd November, had been arranged for the public to identify their preferred site. (c) Cllr. Nabb had attended a CIL briefing. | |
| 312. RECREATION COMMITTEE: <u>Jubilee Walk</u> No dates had been provided by Mr. Kenny Earle for the planting of the replacements trees, and he is to be chased. | JD |
| <u>Recreation Ground Tree Assessments</u> Cllr. Ace had met with the contractor and devised a 5 year maintenance programme. | |
| <u>Benches</u> No action had been taken by Mr. Final and Mr. O'Sullivan to replace the bench at the corner of the recreation ground, and they are to be chased. | JD |

| | |
|---|----|
| <p><u>Autumn Feed – Janes Meadow</u> The work required is to be undertaken by the next meeting.</p> <p><u>Signage</u> A laminated sign is to be placed on the chain fence between the car park and recreation ground stating 'Please Keep Clear For Emergencies'.</p> <p><u>Football on Janes Meadow</u> Correspondence had been sent to the Cavaliers Football Club regarding all three recreation grounds being used for football despite reminders that only two may be used at any one time, the volume of cars parked in the car parks, litter being left after each game, and the goal post holes not being covered and causing injury to walkers and dogs. The matters had been discussed by the Cavaliers Committee and measures put in place to ensure the issues did not happen again.</p> <p><u>Tennis Court & MUGA</u> A leaf blower had been purchased and used on the Tennis Court and MUGA.</p> | JD |
| <p>313. FLOODING:</p> <p><u>CFAG</u> The Flood Group had held a meeting with the District and County Councillors and Highways. Actions, which had already been discussed at Parish Council meetings with relevant local authorities, were taken away by all involved at the meeting.</p> <p><u>Brook Clearance</u> CFAG, Parish Councillors and other volunteers undertook clearance work on Parish Council land across the back brook. Thanks were given to all involved.</p> <p><u>Outstanding Actions</u> The Parish Council still await action on (a) EA's annual village wide clearance (b) The onsite meeting to assess silt and discuss its potential removal (c) Assessment of the Mill Stream (d) The unblocking of the underground pipes and manholes between the Church and Frogmore. (e) The unblocking of the pipe leading from Langley/Hardings to Frogmore (f) The request that ALL landowners undertake clearance work immediately.</p> <p>314. EMERGENCY PLANNING: (a) A meeting had been held with all volunteers to ascertain who can do what. (b) A further meeting is to be held with all those who volunteered as a Street Warden. (c) A further meeting is to be held for all organisations/groups and the general public to update them on the progress of the Emergency Plan.</p> <p>315. WORKS & ORDERS: The Clerk discussed the works and orders requiring approval.</p> <p><u>Completed</u> n/a</p> <p><u>Awaiting Completion</u> Play Area gate repairs, Autumn Feed at Janes Meadow, Assessment of Willow Trees at the High Street, Jubilee Walk tree replacement.</p> <p><u>Awaiting Approval</u></p> <ul style="list-style-type: none"> (a) Quotations had been obtained for CCTV within the Village Hall car park. Grant opportunities are to be investigated. (b) The Frost Bench, outside Swinstead Court, is to be replaced and installed at a cost of £891.67 with £445.84 funded by grant, £250 funded by donation and £195.83 funded by the Parish Council; proposed Cllr. Reynolds, seconded Cllr. Maton, agreed by all. (c) Tree work at the Recreation Ground, at a maximum cost of £780, was approved; proposed Cllr. Pritchard, seconded Cllr. Reynolds, agreed by all. <p><u>Quotations Required</u> Recreation Ground signage, MUGA light repairs, footpath/grasscrete/gate, air conditioning maintenance, shower replacement, brickwork repair, toilet facility refurbishment, kitchen facility refurbishment, storage extensions, roof repair and replacement.</p> <p><u>Work To Be Completed By Others</u> New waste bin at the High Street, new road sign at Mill Lane, overhanging shrubbery/trees at High Street, Sixpenny and Baronshurst, faulty streetlamps at Monument Road and Chapel Lane.</p> <p>CORRESPONDENCE:</p> <p>316. <u>Mr. Dominic Lamb, SODC Countryside Service</u>, had written on behalf of Mr. Nick Nixey to seek approval for the removal of a hedgerow at Cuttmill with replanting taking place further into the field. No objections were raised by the Parish Council.</p> <p>317. <u>The Sue Ryder Nettlebed Hospice</u> wrote requesting a donation. A £30 donation was</p> | DT |

| | |
|---|--|
| <p>approved; proposed Cllr. Ace, seconded Cllr. Turner, agreed by all.</p> <p>318. <u>A resident from Little Milton</u> wrote to request information on whether complaints had been received due to the noise from the light aircraft over the Village. No complaints had been sent to the Parish Council.</p> <p>319. <u>The South & Vale Carers Centre</u> wrote requesting a donation. A £40 donation was approved; proposed Cllr. Reed, seconded Cllr. Maton, agreed by all.</p> <p>320. <u>The Oxfordshire Association for the Blind</u> wrote requesting a donation. A £30 donation was approved; proposed Cllr. Reynolds, seconded Cllr. Ace, agreed by all.</p> <p>321. <u>Icknield Community College</u> had written to advise of their success in establishing a Sixth Form. Approval had been granted and the Sixth Form is to open in September 2015.</p> <p>322. <u>Age UK Oxfordshire</u> had invited Parish Councillors to attend their AGM on the 14th November. Apologies are to be sent.</p> | |
|---|--|

323. PLANS (Parish Council decision only):

| | | |
|--------------|------------------|--|
| P14/S3310/HH | 4 High Street | Erection of single garage and adjoining store APPROVED |
| P14/S3210/HH | 19 Monument Road | Erection of first floor rear extension NO STRONG VIEWS, more information required |

324. DECISION NOTICES FROM SODC:

| | | |
|---------------|--------------|--|
| P14/S2537/FUL | The Airfield | Demolition of existing building, erection of new building GRANTED |
|---------------|--------------|--|

| | |
|--|--|
| <p>325. MONTHLY POLICE REPORT: Thames Valley Police had provided a report: 23 calls had been received from the Chalgrove area during the month of October; relating to 18 miscellaneous calls (non urgent, such as broken down vehicles or door to door sellers), 3 anti-social behaviour calls, 1 theft and 1 assault.</p> | |
|--|--|

326. REPORT FROM THE DISTRICT COUNCILLOR: Cllr. Turner reported on: (a) the new service in South Oxfordshire to help victims of persistent anti-social behaviour (b) free Christmas parking and (c) the changes to Voter Registration.

327. REPORT FROM THE COUNTY COUNCILLOR: Cllr. Harrod reported on: (a) the integrated Transport Hub Bid (b) GCSE results in Oxfordshire being ahead of the national average (c) road works around Oxford (d) the Oxford Transport Strategy (e) Wantage Health & Wellbeing Centre (f) the Books on Prescription scheme (g) how views from house fire victims are being sought to limit the impact of future dwelling blazes (h) the County Council's short story Ebook competition (i) free flu jabs and electric blanket tests (j) the Mobile Library Service consultation (k) Highway's Asset Management Plan (l) Major Highways Schemes update (m) the RAF Squadron's Freedom of the County Parade (n) the County Council's hope to put a school health nurse in every secondary school across the county.

328. REPORT FROM THE PLAY AREA INSPECTION OFFICERS: An assessment had not been undertaken for October. The Parish Council await maintenance from Playdale following issues raised in the September assessment.

ACCOUNTS:

329. Two cheques had been signed outside of full Parish Council meeting; 005244 - 005245

330. ACCOUNTS SANCTIONED FOR PAYMENT:

| | | |
|--------|--|---------|
| 005245 | Lister Wilder – leaf blower | £319.00 |
| 005252 | N. Kerridge – youth work | £429.00 |
| 005253 | B. Murphy – youth work | £130.00 |
| 005254 | P. Hall – groundsman duties | £929.97 |
| 005255 | P. Hall – groundsman duties | £405.61 |
| 005256 | D. Mepham – gate caretaker | £80.00 |
| 005257 | SODC – rates | £464.00 |
| 005258 | TalkTalkBusiness – web hosting | £65.80 |
| 005259 | Spot On Supplies Ltd – cleaning supplies | £227.32 |
| 005260 | BCB – grass cutting | £630.18 |
| 005261 | T. Ace – expenses | £18.97 |

| | | |
|--------|--|----------|
| 005262 | Viking Direct – office supplies | £125.82 |
| 005263 | 1 st Chalgrove Scouts – donation for litter picking | £1750.00 |
| 005264 | Final Touch – repairs | £25.00 |
| 005265 | OPFA – membership renewal | £50.00 |
| 005266 | Hydro-GIS Ltd – flood report | £1800.00 |
| 005267 | D. Mepham – gate caretaker | £100.00 |

ANY OTHER BUSINESS

331. Cllr. Pritchard spoke of the plans for the Memorial Service.
 332. Cllr. Pritchard spoke of her proposal to hold an Open Day; an event for the general public, and those interested in standing for election, to find out more about the Parish Council.
 333. Cllr. Turner spoke of Thames Travel’s and Go Ride’s need to reduce costs and their potential cuts in service.

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.*

- 334. KNIGHT’S ACCESS:** Cllr. Earle reported on matters surrounding Mr. Knight’s alleged access for horses across the recreation ground.

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

DATES:

- 8th November, NDP Public Site Meeting, 11.30am, Village Hall
- 13th November, Emergency Plan Committee, 10.30am, Parish Office
- 20th November, Planning Committee, 7pm, JMR
- 20th November, Finance Committee (all Councillors), 7pm, JMR
- 22nd November, Emergency Plan Public Meetings, 10am & 11am, Village Hall
- 23rd November, NDP Public Site Meeting, 11.30am, Village Hall
- 26th November, Interviews (Finance Assistant), 7pm, JMR
- 27th November, Village Hall Committee, 7pm, JMR
- 4th December, Parish Council Meeting, 7.30pm, JMR

The meeting closed at 10.25pm

Signed: Chairman