

## **CHALGROVE PARISH COUNCIL**

**A MEETING** of the Parish Council took place in the Village Hall, Recreation Ground, at 7.30pm, **Thursday 4<sup>th</sup> September 2014.**

**Present:**

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

**Apologies Accepted:** Cllr. Turner

**Not present:** n/a

**Members of the public:** 3

**Police:** n/a

168. The minutes of the meeting held on 3<sup>rd</sup> July 2014 were amended, approved and then signed by the Chairman; proposed Cllr. Earle, seconded Cllr. Ace, agreed by all.

169. The minutes of the meeting held on 7<sup>th</sup> August 2014 were approved and then signed by the Chairman; proposed Cllr. Collins, seconded Cllr. Reed, agreed by all.

### **PUBLIC SESSION**

170. Two Mill Lane residents, and members of Chalgrove Flood Alleviation Group, queried what had been happening with regards to reducing flooding in Chalgrove. The Clerk reported on (a) a meeting to be held between local authorities on the 25<sup>th</sup> September to discuss silt removal, the bifurcation, side weirs and proposals to 'hold' water upstream. (b) a public meeting to meet those who volunteered to be part of the Emergency Plan. (c) conversations held with companies who specialise in removing silt from watercourses. (d) two voluntary work party days to be held alongside CWaCS to clear certain areas of the brook. (e) a report, detailing the history of the flooding, is to be distributed to all local authorities involved. (f) Cllr. Pritchard is to call the Chalgrove Mill letting agent due to a lack of communication on their part.

(e) JD

(f) AP

171. A resident from Sixpenny Lane came to view the meeting and discussed (a) his suggestion of bike racks in front of the Post Office and (b) fly tipping of dead pigeons on the unnamed road off Warpsgrove Lane.

### **MATTERS ARISING:**

172. SPEEDING: (a) A meeting is to be arranged with County Cllr. Steve Harrod to discuss the proposed signage at Brinkinfield Road. (b) SID training is to be held in October.

(a) JD

(b) JD

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

174. MILL LANE FOOTBRIDGE: It was noted that the Public Footpath signage was no longer being covered; no further action required.

175. BERRICK ROAD FLOODING: It was reported that the camera survey had been completed by Highways and the matter discussed with the land owner. The Parish Council are to ask for a copy of the report as well as assurances that the road flooding, due to a blocked culvert, will not happen again.

JD

176. ST MARYS CHURCH POT HOLES: It was noted that the pot holes had been filled; no further action required.

177. MILL LANE SOLAR FARM: Whilst the developers had repaired the damaged verges, it was reported that it was not done adequately. Councillors are to re-assess.

ALL

178. PARKED CARS OUTSIDE THE POST OFFICE: Contact had been made with the Conservation Officer and the public are to be consulted with regards to the various options available to eliminate parking directly outside the Post Office.

JD

<p>179. RECREATION GROUND TREE ASSESSMENTS: (a) The Parish Council continue to wait for the assessment, undertaken by Mr. Kenny Earle, for the Jubilee Walk trees.</p>	<p>(a) TA &amp; JD</p>
<p>(b) Recreation ground trees remain to be assessed by Cllr. Ace and a tree contractor.</p>	<p>(b) TA</p>
<p>180. GUIDES LAND AT HARDINGS: There had been no further correspondence from the Guides and, whilst the land in question had been cut back, it was not to an acceptable standard. The Guides are to be asked to provide a maintenance programme, further attempts are to be made with Crown House Properties, and information on the history of the land is to be obtained.</p>	<p>JD</p>
<p>181. FOOTPATH 8 WORKS: Cllr. Nabb, on behalf of CWaCS, provided an update (a) Work had been delayed due to a requirement to obtain consent from the Environment Agency</p>	
<p>(b) It was noted that SSE are interested in bringing the electricity cables into the Village via the footpath in question.</p>	
<p>182. FOOTBALL ON JANES MEADOW: (a) Cllrs. Pritchard and Ace had assessed Janes Meadow with a view to football being played during the 2014/2015 season. Their evaluation was that the grass is still too thin and vulnerable to allow football to be played this winter. It was agreed by all that the Cavaliers be informed that no football is to be played on Janes Meadow and that a further assessment will take place next year. (b) Quotes are to be obtained for an Autumn feed on Janes Meadow.</p>	<p>(a) JD (b) JD</p>
<p>183. BIFURCATION OWNERSHIP: Due to the many issues surrounding the bifurcation (ownership, water levels..) a separate meeting is to be held on the 25<sup>th</sup> September; attended by the Parish Council, CFAG, EA, Monson, SODC, and Highways.</p>	<p>AP, RR, BG, DT, JD</p>
<p>184. FOOTPATH 12: It was reported that the footpath is no longer blocked; no further action required.</p>	
<p>185. CFAG: It was established that Ms. Jan Russell had been re-instated as Chairman, and that Ms. Janet Lynam had been re-instated as Acting Secretary.</p>	
<p>186. PARKING AT BROOKSIDE: SOHA had written to state that they are unable, at this time, to extend the car park. The matter may be revisited if any funds are available as a result of the Neighbourhood Development Plan.</p>	
<p>187. SSE ROUTE: The Clerk awaits information from SSE.</p>	<p>JD</p>
<p>188. BLOOD DONORS: Chalgrove residents will be required to travel to Benson to donate blood in future. Information is to be placed within the LINK.</p>	<p>JD</p>
<p>189. CHALGROVE PRIMARY SCHOOL: A meeting is to be held with Ms Julie Quarrel, head teacher, on November 6<sup>th</sup> to discuss community connections.</p>	<p>ALL</p>
<p>190. CONNECTING OXFORDSHIRE: Cllr. Pritchard reported on the meeting attended to discuss OCC's future transport objectives.</p>	
<p>191. TENNIS IN CHALGROVE: (a) CTA had been formally advised that their contract had been cancelled due to lack of tennis opportunities. (b) Further tennis coaching opportunities are to be researched.</p>	<p>JD &amp; AM</p>
<p>192. BARONSHURST SEWAGE: It was reported that Thames Water had been on site to resolve the issue.</p>	
<p>193. SODC NEW LOCAL PLAN CONSULTATION: Complaints had been made to SODC regarding the difficulties in completing their consultation.</p>	
<p>194. MATTERS UNRESOLVED: Energy Audit, Chalgrove Mill Meeting, High Street Willows, Mill Lane Passing Places, Office PC Cleanse, Baronshurst Oil Tanks, Damages Claim, The Green land ownership, Car Park Planning Permission, MUGA lighting grant, Chalgrove Band equipment list.</p>	
<p><b>195. FINANCE:</b> (a) All Councillors present approved the Parish Council accounts for the year 2013/2014; proposed Cllr. Batley, seconded Cllr. Maton, agreed by all. (b) All Councillors present certified that the accounting statement in the Audit Return, for the year ending 31<sup>st</sup> March 2014, presented fairly the financial position of the Council and its income and expenditure. (c) Section 1 and 2 of the Annual Return were completed and signed by the Chairman and Clerk. (d) The Annual Governance Statement, Audit Return, was</p>	

<p>completed and signed by the Chairman and Clerk.</p> <p><b>196. NEWSLETTER:</b> The majority of newsletters had been distributed.</p> <p><b>197. NEIGHBOURHOOD DEVELOPMENT PLAN COMMITTEE:</b> Cllr. Nabb provided an update on the work completed by the NDP Committee (a) A meeting had been held with Thames Water to discuss infrastructure and sewage issues. (b) Questionnaires are to be distributed to every household and collected week commencing 22<sup>nd</sup> September. (c) The draft flood risk assessment had been received. (d) Public consultations on the sites for new homes are to be held on the 8<sup>th</sup> and 23<sup>rd</sup> November</p> <p><b>198. EMERGENCY PLANNING:</b> Letters had been sent to the list of volunteers asking them to attend a public meeting on Saturday 4<sup>th</sup> October, 10am, to discuss the draft Emergency Plan and ascertain at what level they can assist during an emergency.</p> <p><b>199. YOUTH CLUB MANAGEMENT COMMITTEE:</b> Following a Committee meeting held on the 10<sup>th</sup> July, Cllr. Pritchard provided an update (a) Associate Membership fees had been paid to Oxfordshire Youth. (b) More volunteers are urgently needed. (c) There is to be a closure for 3 weeks due to Youth Worker holidays and a lack of volunteers to cover shifts. (d) The Parish Council agreed that a bench, funded by Youth Club funds, could be placed within the gated area outside the Youth Club and Parish Office.</p> <p><b>200. WORKS &amp; ORDERS:</b> The Clerk discussed the works and orders requiring approval. <u>Completed</u> Speed bump, window repair, door repair. <u>Awaiting Completion</u> Bollard replacement, play area gate repairs. <u>Awaiting Approval</u></p> <p>(a) Quotations had been obtained for CCTV within the Village Hall car park. Grant opportunities are to be investigated.</p> <p><u>Quotations Required</u> MUGA light repairs, Frost bench/seat installation, roof replacement, air conditioning maintenance, window repair, brickwork repair, shower repairs, Village Hall toilet and kitchen refurbishment, new gate and repaired entrance to the recreation ground, Village Hall storage space extensions, guttering repairs.</p>	<p>ALL</p>
<p><b>CORRESPONDENCE:</b></p> <p>201. <u>The OCC Consultation on Minerals and Waste</u> is to be completed by Cllr. Pritchard.</p> <p>202. <u>The OALC Briefing on the Openness of Local Government Bodies Regulations 2014</u> is to be attended, on the 2<sup>nd</sup> October, by Cllr. Earle.</p> <p>203. <u>A resident had written with his concerns of weeds in the footpaths.</u> It is to be ascertained when OCC are to undertake the Big Clean, quotes are to be obtained from contractors to complete works required, and research is to be made into funding the required tools in order to carry out the work at a local level.</p> <p>204. <u>The ORCC AGM</u> is to take place on Thursday 18<sup>th</sup> September. Apologies are to be sent from Chalgrove Parish Council.</p> <p>205. <u>A resident had reported that golf</u> was being played on Janes Meadow. Temporary 'no golf' signs are to be placed on site and the Recreation Committee are to assess signage required for all recreation ground areas.</p> <p>206. <u>CFAG</u> had written with their concerns due to alleged lack of action by the Parish Council in alleviating flooding. Their concerns are already set to be discussed at a meeting on the 25<sup>th</sup> September.</p> <p>207. <u>The OCC consultation on the Local Flood Risk Strategy</u> is to be completed by Cllr. Pritchard.</p> <p>208. <u>Wheatley School had written to request donations</u> towards awards for students. The Parish Council are unable to provide a donation to them at this time.</p> <p>209. <u>Residents had purchased a small pocket of land</u> on Mill lane for the purpose of keeping horses and wish to connect to the Thames Water supply via the allotment meter. The matter is to be discussed further at the Allotment Committee meeting on the 25<sup>th</sup> September.</p> <p>210. <u>A resident had written with his concerns regarding the overgrowth in the Hardings alley.</u> Whilst the responsibility does not lie with the Parish Council, it was agreed that the</p>	<p>AP CE</p> <p>JD</p> <p>JD &amp; TA</p> <p>AP</p> <p>TA &amp; JD</p>

groundsmen would clear the area this time.	JD
211. <u>A resident had written with her concerns regarding cycle races.</u> Her comments are to be passed to the police.	JD
212. <u>The Scouts Oxfordshire Jamboree Unit</u> had written to request a donation towards a trip to Japan. It was felt that, as fundraising was being done locally by Chalgrove Scouts, no donation could be made towards the Oxfordshire Unit.	
213. <u>The Fair is due to arrive in September</u> and, for health and safety purposes, they are to be given a key to the car park gate. The gate will remain locked as normal between 7pm and 8am.	
214. <u>It was reported that the footpath in Brookside,</u> directly behind the car park, was in a dangerous state. SOHA and OCC are to be informed.	JD

**215. PLANS** (Parish Council decision only):

P14/S2562/FUL	1 Mill Lane	Erection of two detached dwellings REFUSED
P14/S2719/LDP	24 Chibnall Close	Single storey rear extension PERMITTED DEVELOPMENT (no consultation required)
P14/S2716/LDP	13 Hardings	Single storey wrap-around extension PERMITTED DEVELOPMENT (no consultation required)

**216. DECISION NOTICES FROM SODC:**

None

<b>217. MONTHLY POLICE REPORT:</b> Thames Valley Police had provided a report (a) 21 calls had been received from Chalgrove during the month of August; relating to 15 miscellaneous calls (non urgent, such as broken down vehicles or door to door sellers), 1 report of theft, and 5 anti social behaviour calls. (b) 1 crime had been reported during the month of August; theft of scrap metal from outside a premise.	
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**218. REPORT FROM THE DISTRICT COUNCILLOR:** Cllr. Turner had provided a report, in his absence, on (a) the changes to voting registration (b) funding for towns and larger villages (c) Annual Town and Parish Forum (d) bogus doorstep callers (e) flooding grants (f) SODC elections.

**219. REPORT FROM THE COUNTY COUNCILLOR:** Cllr. Harrod had provided a report, in his absence, on (a) Thriving Families Scheme (b) road projects around Oxfordshire (c) A Level and GCSE exam results (d) changes to electoral registration (e) Tour of Britain cycle event.

**220. REPORT FROM THE PLAY AREA INSPECTION OFFICERS:** Repairs to the fitness equipment had been completed and all equipment was in order.

**ACCOUNTS:**

221. Three cheques had been signed outside of full Parish Council meeting; 005196, 005197, 005199.

222. All Councillors had received a copy of the yearly expenditure to date.

**223. ACCOUNTS SANCTIONED FOR PAYMENT:**

005196	Fire Safety Services – annual assessments	£664.22
005197	TalkTalkBusiness – web hosting	£125.60
005198	Cancelled cheque	
005199	SODC – dog bin emptying	£376.76
005200	Cancelled cheque	
005208	N. Kerridge – youth work	£468.00
005209	B. Murphy – youth work	£104.00
005210	SODC – rates	£464.00
005211	P. Hall – groundsman duties	£1243.38
005212	Viking Direct – office/Hall supplies	£95.77
005213	BCB – grass cuts	£420.12
005214	Total Gas & Power – gas supply	£119.02
005215	SODC – dog bin emptying	£188.38
005216	G. Ayres – speed bump	£468.00
005217	J. Nabb – NDP expenses	£124.94

<b>ANY OTHER BUSINESS</b>	
224. Cllr. Collins reported that street lamp (no. 1), Bower End, continued to day burn.	JD
225. Cllr. Reynolds noted that a new bin had been placed within the parking area outside Londis but that a larger bin was required outside the Village Store.	JD
226. It was reported that a defect order had been placed on the Mill lane sign, and would be replaced within 28 days.	
227. Cllr. Nabb queried whether there were any plans to place waste bins on Janes Meadow; to be discussed at the Recreation Committee meeting.	TA & JD
228. Cllr. Reed noted that the hedges at 12/14 High Street needed to be cut back.	JD
229. Cllr. Reed reported that the road to Watlington would be closed on Friday 5 <sup>th</sup> September.	

**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.*

<b>230. KNIGHT'S ACCESS:</b> Cllr. Earle reported on matters discussed with the solicitor.	CE & JD
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**Inclusion of the public:** *The public were no longer excluded.*

**DATES:**

- Wednesday 17th Sept - Planning - JMR, 7pm
- Wednesday 17th Sept - Emergency Plan Ctte - JMR, 7.05pm
- Thursday 25th Sept - Flood Meeting - Office, 10am
- Thursday 25th Sept - Allotment Ctte - JMR, 6.30pm
- Thursday 25th Sept - HR - JMR, 7.30pm
- Monday 29th Sept - Recreation Ctte - Red Lion, 7pm
- Thursday 2nd October – Parish Council Meeting - JMR, 7.30pm
- Saturday 4th October - Emergency Plan Public Meeting - Village Hall, 10am
- Thursday 16th October - Roles & Responsibilities - JMR, 7pm

The meeting closed at 11.10pm

Signed: ..... Chairman