

CHALGROVE PARISH COUNCIL

A **MEETING** of the Parish Council took place in the Village Hall, Baronshurst Drive, at 7.30pm, **Thursday 1st September 2016.**

Present: Cllr. A. Pritchard, Chairman
Cllr. J. Nabb, Vice-Chairman
Cllr. D. Turner, also Dist. Cllr.
Cllr. K. Batley
Cllr. B. Gray

Cllr. T. Ace
Cllr. R. Reed
Cllr. A. Dudley
Cllr. B. Wilson

Cllr. S. Harrod, County Councillor
Mr. K. Stenning, OCC Area Steward

Apologies Accepted: Cllr. Maton

Not present: Cllr. Collins

Members of the public: 0

145. The minutes of the meeting held 7th July 2016 were amended, approved and then signed by the Chairman; proposed Cllr. Ace, seconded Cllr. Wilson, agreed by all.

146. The minutes of the meeting held 4th August 2016 were approved and then signed by the Chairman; proposed Cllr. Ace, seconded Cllr. Wilson, agreed by all.

PUBLIC SESSION

None

MATTERS ARISING:

147. SPEEDING: The SID team reported that no further speed checks had been taken due to the SID machine being broken. Thames Valley Police are to be asked when it will be repaired.

JM

148. VANDALISM & ASB: (a) Excess litter had been found on the play areas throughout the summer months. In particular one incident involved Chinese food having been thrown down the slide, requiring cleaning. (b) A young person's name and telephone number had been written on the Skate Park, along with sexual wording and rude pictures. It had been spray painted over as a short term solution.

149. LAND AT HARDINGS: (a) The Change of Use application had not yet been submitted due to extra pressures within the Office. (b) Cllr. Wilson proposed that the purchase of a container would not be required, and that the garage currently on site would be adequate to store sand bags. Costings for simple renovation are to be brought to the next meeting.

(a) JM
(b) BW

150. CHILDREN'S CENTRES – PROPOSED CLOSURES: Cllr. Turner reported that meetings had been held to discuss the future of the Children's Centre. Discussions had taken place with regards to their future constitution with options including the centre being run by either a Trust, through the school or as a sub Committee of the Parish Council. It was proposed that funds held for the Joint User Agreement should be released for use in the Children's Centre and the matter is to be discussed further with the Primary School.

JM

151. CHALGROVE BUSES: (a) The new Thames Travel T1 bus service timetable had been published. (b) A new bus service, COMET from OCC, had been formed for the Thame Market day on Tuesdays with tickets requiring purchase in advance from Chalgrove or Watlington Parish Council office at £2.50 per return ticket. A LINK article, highlighting the new service, is to be submitted.

DT

152. GLASS ON THE RECREATION GROUND: Following reports of broken glass on the recreation areas, CCTV cameras had been re-angled in order to provide better footage for any future incidents. The cost had been absorbed via the yearly maintenance package with Chris Lewis Security Ltd.

153. FLEMMING AVENUE - RAT INFESTATION: Cllr. Turner had spoken to the Flemming

<p>Avenue resident and was advised that there had been no further problems.</p>	
<p>154. SCOUTS AGM: Cllr. Pritchard had attended the AGM and reported that (a) the Scouts were doing very well with over 55 children attending, (b) Jeanette Viney had resigned after 10 years as Akela (cub leader), (c) the new Explorer Scouts, Anatis (meaning 'Duck'), had been formed and have recently completed clearance within the Church hedgerows and Footpath 8 in order to gain their Environmental Badge.</p>	
<p>155. TREE PLANTING: A High Street resident had requested permission to plant a willow tree within the village, in celebration of a wedding anniversary. Cllr. Ace is to meet with the resident on Saturday 3rd September to show the Parish Council's two preferred sites; within the fruitful hedging on Janes Meadow or next to the brook on the 'top rec'.</p>	TA
<p>156. MEMORIAL GARDEN: (a) An area had been sprayed off, resulting in shrubs dying, and had been reported to the Police as criminal damage. (b) An adjacent neighbour had offered to do some work in the Memorial Garden on a voluntary basis, and the Parish Council are to send their thanks.</p>	
<p>157. ANONYMOUS LETTER FROM WALKERS: Following an anonymous letter reporting overhanging brambles and dog mess, a LINK article is to be submitted in order to respond. It was agreed by all that Footpath walks would be undertaken in October.</p>	JM
<p>158. COIF: A meeting had been requested with the Charity Commission in order to better understand the Parish Council's responsibilities, with a view to closing the Charities Official Investment Fund (COIF) account.</p>	JM
<p>159. CLEARANCE OF FOOTPATHS 5&6: Cllr. Reed requested that OCC be asked for an update with regards to the clearance of the footpaths leading from Brinkinfield Road, along the top of Orchard Close, Vicarage Close and Laurel Close, exiting at the top of Chapel Lane.</p>	JM
<p>160. MATTERS UNRESOLVED: Land Registry (Mill Lane allotments & recreation areas), Chalgrove Battle Group notice boards, 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.</p>	
<p>161. MATTERS ON HOLD: Clearance of footpaths 5&6, future of the Chalgrove Post Office, parked cars outside the Post Office, Community Service street cleaning, Local Council award.</p>	
<p>162. OXFORDSHIRE TOGETHER: Keith Stenning, OCC Area Steward, was in attendance to discuss the Parish Council's proposed offer to take over the rural grass cutting and the clearing of footpath sidings. Further details, and quotations, are to be obtained before a commitment is made.</p>	JM
<p>163. NEIGHBOURHOOD DEVELOPMENT PLAN COMMITTEE: Cllr. Nabb provided a report: (a) Meetings had been held with the developers for CHAL1/10/11 and CHAL7 to discuss their revised plans following the increased housing allocation numbers. (b) A public meeting is to be held for both developers to show their plans to the public. (c) The flood plan, undertaken by Edenvale Young, had still not arrived and they are to be chased. (d) The Committee continue to work on the character assessments and policies. (e) The Committee had submitted their response to the SODC Local Plan 2032 consultation.</p>	(c) JM
<p>164. AIRFIELD DEVELOPMENT PROPOSAL: It was reported that: (a) A timeline of events is being kept on the Parish Council website via their dedicated Airfield page. (b) Cllr. Cotton is to be invited to attend a public meeting in order to discuss the next phase of the Local Plan process. (c) Cllr. Pritchard and Nabb had met with OCC representatives who confirmed their objection to having Chalgrove Airfield as a strategic site. There was a suggestion that all surrounding villages be contacted with regards to funding future costs at inspector level. Updated financial figures are to be distributed before the next meeting in order to discuss the Parish Council's potential contribution. (d) Chalgrove Parish Council had submitted their formal objection to SODC's Local Plan 2032 in which SODC put forward their preferred option to develop Chalgrove Airfield.</p>	
<p>165. FINANCE COMMITTEE: The Parish Council awaits the external audit report from BDO.</p>	
<p>166. COMMUNICATION COMMITTEE: The newsletter is to be drafted, approved, and</p>	JM

<p>printed before the next meeting. A maximum cost for printing, at £300, was approved; proposed Cllr. Nabb, seconded Cllr. Batley, agreed by all.</p> <p>167. FLOODING & EMERGENCY PLAN: (a) Cllrs. Pritchard and Nabb attended a CFAG meeting alongside Monson and Highways representatives. Matters discussed included the need for all critical drains to be jetted, landowners to be contacted regarding their run off blocking the Highway drains, work required to the 'middle drain' at Mill Lane, improvements required to the outfall ditch at 36 Mill Lane, and the unblocking of the culvert running from the Church to Frogmore. The minutes can be found on the CFAG website. (b) A multi-agency meeting had been scheduled for Thursday 22nd September.</p> <p>168. RECREATION COMMITTEE: (a) A Recreation Committee meeting was scheduled for Thursday 29th September, with representatives from Cavaliers FC to be in attendance. (b) The ROSPA play area report had been received and is to be reviewed by the Recreation Committee. (c) The Cavaliers had requested permission to continue playing on Janes Meadow following the fertilising work. It was agreed that they could continue as normal. (d) Cllr. Wilson and Ace reported that the Jubilee Walk trees were being watered on Tuesdays.</p> <p>169. WORKS & ORDERS: Discussions took place regarding the works and orders. <u>Completed</u> Interim pitch repair project, pothole repairs at The Green, crowning of the Willow trees on the recreation ground, and removal of the Leylandii trees at the Village Hall car park.</p> <p><u>Awaiting Completion</u> Erection of 'No Dog' signage on the MUGA, and the delivery of storage furniture for the Parish Council office.</p> <p><u>Awaiting Approval</u></p> <p>(a) The cost of emergency light repairs, at £79.50, was approved; proposed Cllr. Pritchard, seconded Cllr. Batley, agreed by all.</p> <p><u>Quotations Required</u> Woodchippings and muddy footpath, sandbag storage solutions, work required to the path next to recreation ground gate, Village Hall brickwork repair, Village Hall tile repair, Village Hall entrance foyer manhole grip cover repair, MUGA new carpet, Village Hall toilet and kitchen refurbishment, roof survey, roof replacement, Nixey Planter slab etching of map and Council logo.</p> <p><u>On Hold</u> Village Hall boiler replacement, War Memorial repairs, 'french drain' for flooded footpath.</p> <p>CORRESPONDENCE:</p> <p>170. Over 300 emails had been received regarding the proposed development at Chalgrove Airfield. Each one had been responded to.</p> <p>171. <u>Community First Oxfordshire</u> wrote to invite Parish Councillors to an Arts In Communities training session, 14th October. Cllrs. Pritchard and Dudley are to attend. The cost of £20 was approved; proposed Cllr. Nabb, seconded Cllr. Ace.</p> <p>172. <u>Community First Oxfordshire</u> wrote to invite Parish Councillors to the Village Hall Local Area Meeting, 12th October. Cllr. Pritchard is to attend.</p> <p>173. <u>The Oxfordshire Playing Fields Association</u> invited Parish Councillors to their AGM, 22nd September. Apologies are to be sent.</p> <p>174. <u>Community First Oxfordshire</u> wrote to report that OCC had decided to no longer administer the Town/Parish Transport Representative meetings, however a number of transport representatives wish to keep the group going. Cllr. Turner is to attend their next meeting, 6th September, where this will be discussed.</p> <p>175. <u>Mr. Lester, Chalgrove Computer Club</u>, alerted the Parish Council to his concerns regarding the closure of the Computer Clinic, formally held on Thursdays at the John Hampden Hall. It was noted that re-organisation of equipment and staff would be taking place before the clinic would reopen.</p> <p>176. <u>John Howell MP</u> would be visiting Chalgrove and attending a public meeting, 23rd September, as part of his usual series of meetings during the parliamentary recess.</p> <p>177. <u>A French Laurence Way resident had offered voluntary website and IT assistance.</u> Further discussions are to take place.</p>	<p>AP & AD</p> <p>AP</p> <p>DT</p> <p>JM</p>
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178. <u>Community First Oxfordshire</u> wrote to invite Parish Councils to Freeland Village Hall as a means of connecting with other Village Hall Committee members. Apologies are to be sent.	ALL JM
179. <u>Oxfordshire Countryside Access Forum</u> wrote to request that Parish Councillors take into account any impact on public rights of way when responding to planning applications.	
180. <u>The Junior Citizen's Trust (JCT)</u> wrote to request support by way of a donation. The Parish Council are to respond explaining that all chosen charities are reviewed once a year, and their details would be taken to the next Finance Committee meeting when discussing chosen charities for the financial year 2016/2017.	

181. PLANS (Parish Council decision only):

P16/S2612/HH	90 Brinkinfield Road	Garage extension and creation of shower room APPROVED
P16/S2812/HH	6 Laurel Close	Garage extension and internal alterations APPROVED
P16/S2738/FUL	Land at Chapel Lane (formally Methodist Church)	Development of 3 x 3 bed dwellings REFUSED

182. DECISION NOTICES FROM SODC:

None

183. MONTHLY POLICE REPORT: It was reported 15 calls had been made from the Chalgrove area during the month of July; relating to 9 miscellaneous calls, 1 report of a broken down vehicle, 1 report of a theft of a trailer, 1 noise complaint, 2 reports of a fallen branch blocking the road, 1 report of a road traffic collision.	
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184. REPORT FROM THE DISTRICT COUNCILLOR: Cllr. Turner provided a report. Matters discussed included (a) SODCs Local Plan 2032. (b) The low emissions strategy. (c) Available grants and applications. (d) Community Infrastructure Levies. (e) Devolution/Unitary Councils update.

185. REPORT FROM THE COUNTY COUNCILLOR: Cllr. Harrod provided a report. Matters discussed included: (a) OCC's response objecting to SODC's Local Plan 2032 in which SODC put forward their preferred option to develop at Chalgrove Airfield. (b) Unitary Councils.

186. REPORT FROM THE PLAY AREA INSPECTION OFFICERS: All areas are satisfactory. (a) A site visit is required from Playdale. (b) A management plan for the fruitful hedging is to be drafted by Cllr. Ace with input from CWaCS.

ACCOUNTS:

187. One cheque had been signed outside of meetings; 005787

188. ACCOUNTS SANCTIONED FOR PAYMENT:

005787	R. Hinton – tree work	£2920.00
005793	J. Coe – gate caretaker	£50.00
005794	G. Law – gate caretaker	£50.00
005795	N. Kerridge – youth work	£507.00
005796	B. Murphy – youth work	£175.50
005797	P. Hall – groundsman	£1100.00
005798	P. Hall – groundsman	£241.61
005799	Assist UK Ltd – financial assistance	£297.00
005800	SODC – rates	£476.00
005801	Total Gas & Power – gas supply	£97.23
005802	Viking Direct – office supplies	£138.04
005803	Fire Safety Services – alarms & lighting test	£311.14
005804	J. Nabb – NDP website expenses	£19.12
005805	Community First Oxfordshire – NDP	£1650.00
005806	Viking Direct – office supplies	£32.27
005807	B. Wilson – petrol expenses & pothole repairs	£119.75
005808	Block 9 Display – airfield posters	£96.00
005809	Playsafety Ltd – ROSPA report	£180.60
005810	TalkTalkBusiness – web hosting	£67.00

ANY OTHER BUSINESS:

189. Cllr. Wilson requested that the boiler service date be chased.	JM
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190. Cllr. Ace noted that Cllr. Collins had not given his apologies for Parish Council meetings for some time and that he hadn't attended meetings since October 2015. The Chairman is to make contact with Cllr. Collins.	AP
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>	
191. CHALGROVE PARISH COUNCIL Vs KNIGHTS LEGAL CASE: A further invoice had been received but it was felt that this had already been paid by Wilmots Solicitors. The matter is to be clarified.	JM

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

DATES:

- 6th September, Youth Club Committee, 6pm, Youth Centre
- 22nd September, Multi Agency Flood Meeting, 9.30am, Chalgrove Village Hall
- 22nd September, NDP/School Meeting, 2pm, James Martin Room
- 22nd September, Planning Committee, 6.45pm, James Martin Room
- 22nd September, HR Committee, 7pm, James Martin Room
- 23rd September, John Howell MP Public Meeting, 4.30pm, Chalgrove Village Hall
- 29th September, Recreation Committee, 7pm, James Martin Room
- 6th October, Parish Council Meeting, 7.30pm, James Martin Room

The meeting closed at 10.25pm

Signed: Chairman