

**Minutes of the Meeting of East Challow Parish Council,
Wednesday 11 January 2017 at 7.30pm at the Village Hall**

Present: Cllr Vanessa Bosley, Cllr Frances Webb, Cllr Iris Game,
Clerk/Finance Officer: Julia Evans, Deputy Clerk: Sheryl Sanders
County and District Councillor: Cllr Yvonne Constance, Mr D Hudson

Members of the Public: one member of the public

		Action
01/17	APOLOGIES FOR ABSENCE: Apologies received from PCSO Pack	
02/17	MINUTES OF MEETINGS HELD 9 November 2016 & 11 December 2016 Cllr Bosley proposed accepting the minutes. Cllr Webb seconded. RESOLVED.	
03/17	DECLARATIONS OF INTEREST: None were declared	
04/17	PUBLIC DISCUSSION TIME: Nothing to report	
05/17	COUNTY COUNCIL AND DISTRICT COUNCIL MATTERS: Cllr Constance reported that the MOD will be selling Dalton Barracks in the future which will help the land supply for houses. Land is secured for Grove station. There is a flooding tool-kit available showing how to prepare and protect if flooding is likely. Cllr Constance also spoke on community transport, reporting that grants are possibly available to help with this. Also she spoke of a project to be put forward to ECPC from Mr P Knight regarding a community bus. Cllr Constance was thanked for attending.	
06/17	POLICING REPORT: This was not available.	
	MATTERS ARISING	
07/17	ASSET REGISTER The Clerk has previously circulated a printed copy of register. This has been reviewed and needs to be updated. Carried forward.	C/F: Clerk
08/17	GRANTS POLICY Clerk to create a draft for consideration by the council. Carried forward. To be added to the February agenda.	C/F Deputy Clerk
09/17	STREET LIGHTING A light at the junction of Woodhill Lane and the A417 is still only working intermittently. The other lights not working are in Windmill Place and Hedge Hill Road. All have been put on 'Fix My Street'. Cllr Constance to chase.	Cllr Constance
10/17	ROAD DRAINS It was reported that the road drains in Vicarage Hill were now full of leaves. The clerk has reported this on 'Fix my Street'.	CLOSED
11/17	DEFIBRILLATOR PROJECT The defibrillator will be delivered to Mr Cannings who will assess what is required to install it in the old phone box. He will quote accordingly. No red paint and signs have arrived from Community Heartbeat Trust to date.	Clerk/Deputy Clerk

12/17	PARISH COUNCIL WEBSITE The Deputy Clerk is to contact local organisations to see if they would like to add information to the website. Cllr Webb suggested that the Neighbourhood Plan Committee might like to have a 'tab' on the website. Cllr Webb will ask Mr Rumsey & Mr Cannings how they would like it to look.	Deputy Clerk Cllr Webb
13/17	VILLAGE HALL MANAGEMENT COMMITTEE The Village Hall Committee are looking at quotes for new radiators – there has been problems with the heating of late. The village hall management committee thanked the parish council for its help in purchasing new chairs.	
14/17	S106 FUNDS S106 Funds from Stockham Park development (tennis grant)– Barry Fisher has quoted to fit the cistern and sink in the pavilion toilet. The hand dryer requires electrical work. The clerk will write two letters to Mr Cannings asking him to quote for the work in the toilet and one regarding a burst pipe in the pavilion.	Clerk
15/17	REVIEW OF EMERGENCY PLAN Clerk had previously emailed the amended document with paper copies to Cllr Game, Cllr Webb and Cllr Bosley to be reviewed and updated. This matter was carried forward.	C/F
16/17	CONTRACTS OF EMPLOYMENT FOR ALL ECPC STAFF The contract for the village handyman has been prepared and given to Cllr Webb and Cllr Bosley to be reviewed.	Cllr Game Cllr Bosley Cllr Webb
17/17	Review of Bank Account Signatories: It was agreed to apply for online viewing access to the accounts at the same time.	C/F: Clerk
18/17	HEAVY TRAFFIC ON LETCOMBE HILL The clerk has sent an email to Berkshire County Council as one of the buses which uses the hill carries passengers to Lambourn. Berkshire County Council said they are going to assess the road situation. The deputy clerk will email Berkshire County Council and chase a response	Deputy Clerk
19/17	CHANGES TO LOCAL BUS SERVICE/COMMUNITY BUS Mr Knight has proposed to look into starting a community bus. He is going to find out about funding and if Oxfordshire County Council can offer any funding. The bus would serve local parishes who no longer have public transport. The Parish Council will support requests for the funding and look forward to more information. Deputy Clerk to acknowledge Mr Knight's proposal.	Deputy Clerk
20/17	BANKS ON LETCOMBE HILL BGG have quoted £100 to cut the banks on Letcombe Hill. Cllr Webb proposed accepting the quote. Cllr Bosley seconded. RESOLVED. The Clerk has instructed BGG. Work not done yet. The Clerk to chase up.	CLOSED
21/17	Village Reclassification: Cllrs Bosley and Webb are working on this.	C/F VAB/FW
22/17	MEMORIAL SEAT – NEW CEMETERY Mr Hudson confirmed that the seat could be sited under the tree as requested by Mr and Mrs Knight	
	AGENDA ITEMS	

23/17	PLANNING MATTERS P16/V269/FUL – 13 new homes – land south of Haynes (Wise’s Farm). The response objecting to the planning application has been sent to the VWHDC – this was agreed at the December meeting.	
24/17	THE NEW CEMETEREY Mr Hudson updated the parish council on possible path layout plots for ashes and the possibility of an access into the cemetery from the church grave yard. Mr Hudson will provide a large drawing of the marked plots. Mr Hudson will issue the Parish Council with an invoice detailing his time and costs.	
25/17	ACCOUNTS Approval of January Payments: The full list of payments is attached to these minutes. The accounts for Payment for January 2017 total £2983.47 Cllr Game proposed, Cllr Webb seconded. Renewal of subscription to Open Spaces Society It was agreed to renew the subscription for this year.	
26/17	NEIGHBOURHOOD PLAN Cllr Webb updated the parish council on a meeting held at the VWHDC offices. It was noted that register of interest forms need to be filled in.	
27/17	GROUNDS MAINTENANCE QUOTES Calber & BGG have quoted for the large areas (B&C) Cllrs Bosley, Game and Webb will discuss the quotes and will have made a decision by the next meeting. The Parish Council has not received any quotes for the small areas (A). The clerk asked for advice on contractors who may wish to quote for the work. Top Cemetery: Work is due to start on ashes plots. It was noted that paperwork for an ashes internment has not been received to date.	Cllr Bosley Cllr Game Cllr Webb
28/17	ANNUAL REVIEWS Annual Asset Inspection: This matter has been carried forward to a future meeting. A date for the inspection needs to be arranged. Review of Contracts and Leases: It was agreed to carry this forward to a future meeting.	C/F VAB/FW C/F: Clerk
29/17	GRANT POLICY The deputy clerk was asked to provide a copy of the policy to all councillors to review ready for the next meeting.	Deputy Clerk
30/17	ASSEST REGISTER The Asset Register needs to be checked to make sure it is up to date. The deputy clerk will provide Cllr Bosley with a copy of the current register.	Deputy Clerk
31/17	EAST CHALLOW BOUNDARY REVIEW The clerk will email details. A response will be put together.	

	The water supply for the allotments will be supplied by Castle Water from April 2017	
37/17	<p>ITEMS FOR CHALLOW NEWS</p> <p>The date of the next parish meeting is Wednesday 8 February 2017.</p> <p>Dog fouling continues to be a problem.</p> <p>Sheryl Sanders is the new deputy clerk</p>	
38/17	<p>ANY OTHER BUSINESS</p> <p>Buddleia, Old School Lane: Mr Wise had been asked to trim the buddleia in Old School Lane. Cllr Bosley will speak to Mr Wise as it has not been done.</p> <p>Cllr Game questioned if a decision has been made about the money left over from the Queen's Jubilee.</p> <p>The white gates at the approaches to the village needs cleaning – Cllr Game offered to do this. It was pointed out that a hi-viz jacket must be worn when doing this.</p>	Cllr Bosley
39/17	<p>DATE OF NEXT MEETING:</p> <p>The next meeting will be Wednesday 8 February 2017 at 7.30pm.</p>	

The meeting closed at 11.00