

**Minutes of the Meeting of East Challow Parish Council,  
Wednesday 8 March 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  
Jonathan Smith – King Alfred's Academy  
Ruth Vigor – Molyneaux

5 members of the public

		Action
75/17	<b>PRESENTATION OF KING ALFRED'S WEST SITE BUILDING PLANS:</b> Mr Jonathan Smith of King Alfred's Academy presented plans of a proposed development to King Alfred's West Site. The plan is to remove the Dome (a temporary building which no longer has planning permission) and build a sports hall on the field along with some new classrooms.	
76/17	<b>APOLOGIES FOR ABSENCE:</b> No apologies received	
77/17	<b>MINUTES OF MEETINGS HELD</b> 15 February 2017 Cllr Game proposed accepting the minutes. Cllr Webb seconded. <b>RESOLVED.</b>	
78/17	<b>DECLARATIONS OF INTEREST:</b> Received from Cllr Game on matters concerning Letcombe Hill	
79/17	<b>PUBLIC DISCUSSION TIME:</b> 2 residents from the Nalder development expressed their concern regarding noticing surveyors in the field at the back of Nalderfield. Cllr Bosley advised them to attend the Neighbourhood Plan meeting on the 13 March 2017. They were also concerned about the cars that are parking on the pavement outside of the church which are causing an obstruction to anybody with a pushchair or wheelchair. The deputy clerk will contact PCSO Howard Pack and ask him to walk around the village to make an assessment. A resident of East Challow commented on the Park Farm development. He was disappointed that he hadn't been advised of the plans despite being a resident of a property that will be affected by the development due to the proximity of his property. He asked if he could appeal against the planning permission. The Parish Council advised him to contact VW HDC planning department.	Deputy Clerk
80/17	<b>COUNTY COUNCIL AND DISTRICT COUNCIL MATTERS:</b> <b>District Council:</b> Cllr Constance was absent from the meeting. There was no report available.	
81/17	<b>POLICING REPORT:</b> This was not available.	
	<b>MATTERS ARISING</b>	
82/17	<b>ASSET REGISTER</b>	

	The deputy clerk provided a copy of the register to all councillors. To be reviewed and updated by Cllr Bosley & Cllr Webb	c/f Cllr Bosley Cllr Webb
83/17	<b>GRANTS POLICY</b> The parish councillors have not yet completed the review.	c/f all Cllrs
84/17	<b>STREET LIGHTING</b> Cllr Constance has reported by email that all lights that had been reported as not functioning are now functioning, however it appears that the light that Cllr Constance had reported was the wrong light. There was not a problem with the light outside number 5 Hedge Hill Road, the light that is not functioning is further down the road. The deputy clerk will check on 'Fix my Street' with regards to the status. The deputy clerk has corrected the error on 'Fix my Street'	Closed
85/17	<b>ROAD DRAINS</b> The deputy clerk has contacted Cllr Constance and informed her that road drains on Letcombe Hill are full of silt. It was reported by Cllr Vigor-Molyneaux that there is a broken drain on the A417 by Mellors garage. The deputy clerk will report this.	Deputy Clerk
86/17	<b>DEFIBRILLATOR PROJECT</b> Cllr Bosley has received a quote for the installation of the defibrillator into the old phone box. Cllr Bosley proposed to accept this quote and Cllr Webb seconded. The Clerk will respond to Mr Cannings (Calber) and chase the red paint from Community Heartbeat as it has still not been received.	c/f Clerk
87/17	<b>PARISH COUNCIL WEBSITE</b> The deputy clerk is to contact local organisations asking if they would like to add information to the website once she has received the updated contacts list from Cllr Bosley. Mr Peter Rumsey, Chairman of the Neighbourhood Planning Committee has requested a page on the East Challow PC website and for documents to be upload to it. The clerk will implement this.	c/f Deputy Clerk  c/f Clerk
88/17	<b>S106 FUNDS</b> <b>S106 Funds from Stockham Park development (tennis grant)</b> – Barry Fisher declined to provide an updated quotation for the plumbing work required for the pavilion because of his current work load. It was agreed to instruct Calbers to carry out the work.	Clerk
89/17	<b>REVIEW OF EMERGENCY PLAN</b> 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
90/17	<b>CONTRACTS OF EMPLOYMENT FOR ALL ECPC STAFF</b> Mr Steve Terry has received his contract of employment as village handyman. It has been signed and returned to the deputy clerk.	Closed
91/17	<b>Review of Bank Account Signatories:</b> The clerk has applied for view only for both bank accounts. The clerk needs to check that she can access the Barclays account and has requested a new form from the Co-op as the password is not known.	Clerk

92/17	<b>HEAVY TRAFFIC ON LETCOMBE HILL</b> It was reported by Cllr Game that buses carry King Alfred's Academy students are still using Letcombe Hill. One of the buses is known to be the Lambourn bus (Berkshire County Council) the other one is an Oxfordshire County Council bus. The deputy clerk will contact the relevant councils asking them to instruct all their drivers not to use Letcombe Hil. Cllr Constance will be copied in the correspondence.	Deputy Clerk
93/17	<b>IMPLEMENTATION OF COMMUNITY BUS</b> The deputy clerk acknowledged Mr Knight's endeavours to start a community bus in writing. It was noted that the plans were still in the early stages. East Challow Parish Council will work with Mr Knight to help move this project forward.	
94/17	<b>Village Reclassification:</b> Cllrs Bosley and Webb are working on this.	C/F VAB/FW
95/17	<b>THE NEW CEMETEREY</b> Mr Hudson has not been in contact with ECPC since the January Meeting.	C/F Mr Hudson
96/17	<b>EAST CHALLOW BOUNDARY REVIEW</b>	CLOSED
	<b>AGENDA ITEMS</b>	
97/17	<b>PLANNING MATTERS</b>  King Alfred's West Site – Cllr Vigor – Molyneaux was concerned about the size of buildings and the lack of outside space which was also the concern of one of the members of the public. P16/V2911/FUL – Goodlake Arms -Change of use – The Clerk has written to the case officer regarding the confirmation from OCC that the land in front of the Goodlake Arms belongs to OCC, asking that this information be considered when they make their decision. P16/V2950/HH – 2 High View. Permission has been granted with conditions which needed to be implemented within 6 months.	
98/17	<b>ACCOUNTS</b> <b>Approval of March Payments:</b> The full list of payments is attached to these minutes. The accounts for Payment for March 2017 £1589.04 Cllr Webb proposed, Cllr Game seconded. <b>Review Q2 &amp; Q3 Accounts</b> It was agreed to hold a separate meeting to discuss the Q2 & Q3 accounts. A separate meeting was held. No issues. <b>Appointment of Auditor</b> The clerk has arranged a meeting with Trish Ingham in April.	Cllr Bolsey Cllr Game Cllr Webb

99/17	<p><b>NEIGHBOURHOOD PLAN</b></p> <p>The steering group have met with 2 consultants and would like to employee the services of CFO. However, the group have not secured grant funding from the Vale to date and are requesting that the parish council agree to advance funding from their reserves until funding has been agreed. It was noted that there is a risk attached to this, but Cllr Vigor-Molyneaux felt it was worth the risk because the Neighbourhood Plan is to protect the village and local environment from unwanted development.</p> <p>There is a Neighbourhood Plan meeting for all villagers to attend at Challow &amp; Childrey Cricket Club 13/3/17</p>	
100/17	<p><b>Review of Cemetery Rules</b></p> <p>The clerk agreed to circulate rules currently in practice from other parishes for the councillors to use as a guide.</p>	The Clerk
101/17	<p><b>AGREE DATE FOR APM</b></p> <p>The deputy clerk has booked the Village Hall Tuesday 16 May 2017 @ 8pm for the Annual Parish Meeting.</p>	Closed
102/17	<p><b>GROUNDS MAINTENANCE</b> <b>Contract for 2017/18</b></p> <p>Contract for successful contractors have been issued and signed and returned to the deputy clerk.</p> <p><b>Top Cemetery:</b> The work on the ashes plots has been completed. Cllr Bosely reported that it looked good. The cemetery plan needs to be updated with the addition of the new plots.</p>	Closed  c/f Clerk/Deputy Clerk
103/17	<p><b>RECREATION AREA</b></p> <p><b>Play Area:</b> The disclaimer signs have been paid for. The village handyman will arrange collection of them and erect them.</p> <p><b>Tennis Court:</b> The tennis courts need to be swept. The deputy clerk is to instruct the village handyman to sweep the tennis courts and instruct Calber to spray them once they have been swept.</p> <p><b>Allotments:</b> <b>Car Park adjacent to school:</b> At a previous meeting it was agreed to discuss repair of the car park surface. Cllr Bosley spoke with the village handyman who has advised that he will need 2 bags or scrapings and a Wacka to repair the surface. It would require 2 man hours to complete the work. Cllr Game proposed to accept and Cllr Webb seconded. The deputy clerk is to instruct the village handyman to commence the work. The village handyman is to collect a disclaimer sign for the carpark warning people that they use they use the carpark at their own risk, along with the post and erect it.</p> <p><b>Pavilion:</b></p>	Deputy Clerk       Deputy Clerk  Mr Terry

	<p>Jamie Wiltshire has quoted to repair for the damaged ceiling caused by a burst pipe. The quotes have not been received to date. The clerk will chase these. Mr Cannings will quote for the repair to the damaged ceiling and investigate the cause of the burst pipe.</p> <p><b>Wildflower Meadow:</b></p> <p>The clerk is meeting Miss Warden 10 March to ask advice on how to bring the wildflower meadow back to its former state.</p> <p><b>SSE – Work to Trees – Northen Edge of The Football Field</b></p> <p>SSE have contacted East Challow Parish Council asking to cut the trees as they are interfering with electric wires. It was agreed they will be permitted to do so and will be asked to put the clippings along Cornhill Lane. The councillors have agreed to have a look to see if the work has been carried out.</p>	<p>c/f Clerk</p> <p>c/f Clerk</p> <p>All Cllrs</p>
104/17	<p><b>ENVIRONMENTAL MATTERS</b></p> <p>It has been reported that the bushes are overgrown at the footpath behind the Goodlake Arms. Both the upper and lower footpath by the Goodlake have holes in the surface. The deputy clerk to report this to 'Fix my Street'.</p>	<p>c/f Deputy Clerk</p>
105/17	<p><b>FOOTPATHS AND PAVEMENTS</b></p> <p><b>DMMO Request:</b> Mr Judson from GLASS has reported that he has received no response from the Trail Riders. He will proceed with signs requesting that the lane is only used in a downhill direction. There has been no progress to date. The Clerk will contact the county countryside officer, Arthur Mckeowan James.</p> <p><b>Windmill Place</b></p> <p>Residents of Windmill Place have complained about a delivery lorry parking on grass verges and damaging the grass outside their properties. The clerk has written a letter to Hermes (the delivery firm) to highlight this problem. Residents are still experiencing problems. The deputy clerk has written to Mr Dixey. The deputy clerk has received an acknowledgement of the complaint from Hermes who are looking into the complaint and will respond when they have their findings.</p>	<p>C/f Mr Judson</p> <p>c/f Clerk</p> <p>c/f Deputy Clerk</p>
106/17	<p><b>RECRUITMENT OF NEW COUNCILLOR</b></p> <p>Ruth Vigor-Molyneaux was co-opted during the early part of the meeting and joined the table. The deputy clerk has emailed Cllr Gill asking for her resignation in writing. There are vacancies for 3 councillors</p>	

