

**Minutes of the Meeting of East Challow Parish Council,
Wednesday 12 April 2017 at 7.30pm at the Village Hall**

Present: Cllr Vanessa Bosley, Cllr Frances Webb, Cllr Ruth Vigor - Molyneaux,
Clerk/Finance Officer: Julia Evans, Deputy Clerk: Sheryl Sanders

2 members of the public

		Action
111/17	APOLOGIES FOR ABSENCE: Apologies received from Cllr Constance, Cllr Game & PCSO	
112/17	MINUTES OF MEETINGS HELD 8 March 2017 Cllr Bosley proposed accepting the minutes. Cllr Webb seconded. RESOLVED.	
113/17	DECLARATIONS OF INTEREST: None were received	
114/17	PUBLIC DISCUSSION TIME: Mr Dixey wanted to inform the Parish Council that the portacabin, home to Windmill Nursery for many years, had been demolished. Mr Dixey had taken a photograph and wondered if the Parish Council could put it on the website with a few brief words.	Deputy Clerk
115/17	COUNTY COUNCIL AND DISTRICT COUNCIL MATTERS: District Council: Cllr Constance was absent from the meeting. She had emailed a report to say she is pleased with the refusal of planning permission at Wise's Farm. Cllr Constance is still hoping good sense will prevail on Letcombe Hill with regards to the diversion which will be in place over the next two weeks due to work at the Camel Crossroads (A417). There is some progress at Cornhill /Green lanes.	
116/17	POLICING REPORT: PCSO sent this email following concerns from members of the public during the meeting 8/3/17: If a resident is forced to walk onto the A417 because a vehicle is parked across the pavement then they should call 101 and report this as an 'Unnecessary Obstruction', an officer will then be tasked to visit (subject to other jobs) and where there is an offence a Fixed Penalty ticket will be issued; As a general rule there should be enough room to get a Push chair along the pavement. Parking on the pavement near the church has always been a balance between the traffic WANTAGE bound having enough room when facing a large lorry FARINGDON bound (the further a vehicle is parked on the A417 = less width on the road)Vs Residents not being forced to walk in the road.	

	MATTERS ARISING	
117/17	ASSET REGISTER 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
118/17	GRANTS POLICY The parish councillors have not yet completed the review.	c/f all Cllrs
119/17	ROAD DRAINS The deputy clerk has contacted Cllr Constance and informed her that road drains on Letcombe Hill are again of silt. It was noted that nothing has been done to resolve this. The deputy clerk will contact Cllr Constance to check the situation of this. It was reported by Cllr Vigor-Molyneaux that there is a broken drain on the A417 north of Mellors garage. The deputy clerk had reported this and was advised the drain had been repaired. Cllr Vigor-Molyneaux advised the drain was now broken again and asked the deputy clerk to report it damaged again.	Deputy Clerk
120/17	DEFIBRILLATOR PROJECT The defibrillator has been installed in the old phone box in Main Street. The deputy clerk has received paperwork to complete in order to register the defibrillator with the Ambulance Service and to obtain the paint.	Deputy Clerk
121/17	PARISH COUNCIL WEBSITE The deputy clerk has emailed local contacts/organisations asking them if they would like to use the parish website to advertise events or other information. Neighbourhood plan information has been added to the website.	
122/17	S106 FUNDS S106 Funds from Stockham Park development (tennis grant) – Mr Kay had said earlier in the year that he will paint the tennis posts. The deputy clerk will contact him to ask him when this will be done. Calbers to be instructed to commence the plumbing and electrical work in the pavilion toilet and Wiltshire Woodwork to be instructed to replace the toilet door.	Deputy Clerk
123/17	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 councillors
124/17	Review of Bank Account Signatories: The clerk is now able to view the Barclays bank account on line. The code for the Co-op bank account needs to be re-set. Two signatories are required to enable this. Cllr Bosley proposed this, Cllr Webb seconded. Parish councillors spoke of their concerns regarding the Co-op bank account.	Clerk
125/17	IMPLEMENTATION OF COMMUNITY BUS	

	Cllr Bosley & Cllr Webb attended a meeting with Terry Warren of CFO and Mr Phil Knight regarding grants and implementation of a bus.	
126/17	Village Reclassification: Work on going.	C/F VAB/FW
127/17	THE NEW CEMETERY Mr Hudson has not been in contact with ECPC since the January Meeting. The deputy clerk will chase Mr Hudson regarding a plan of burial plots.	Deputy Clerk
128/17	AGREE DATE FOR APM The date of the APM has been changed to 30/5/17 at 8pm. The deputy clerk will send letter of invitation to local organisation to attend meeting and give their report	
	AGENDA ITEMS	
129/17	MATTERS TO REPORT NOT COVERED ON AGENDA A417 needs road side cleaning to be done. Deputy clerk to ask VWHDC to carry this out.	Deputy Clerk
130/17	PLANNING MATTERS There were no new applications to consider. LPP2 – it was suggested by Cllr Vigor-molyneaux not to respond to the plan. Cllr Bosley will check with Cllr Constance for advise on a response being required. The Neighbourhood Plan should be a mirror image of the LPP2.	
131/17	ACCOUNTS Approval of April Payments: The full list of payments is attached to these minutes. The accounts for Payment for April 2017 £5406.63 Cllr Webb proposed, Cllr Vigor-Molyneaux seconded. Changes to NALC The clerk updated the councillors on the pay increases for staff. Cllr Bosley proposed & Cllr Webb seconded.	
132/17	NEIGHBOURHOOD PLAN Cllr Webb updated the Parish Council on the Neighbourhood Plan. A logo has been designed and will be used on the website. Caroline Dunsdon met with CFO and is working on a questionnaire. The meeting held on 13 March 2017 was well attended and a SWOT analysis carried out. A grant of £10,000 is believed to have been received. The clerk will check this when she can access a bank statement.	Clerk

133/17	<p>GROUPS MAINTENANCE</p> <p>Top Cemetery: The cemetery plan needs to be updated with the addition of the new plots.</p>	c/f Clerk/Deputy Clerk
	<p>RECREATION AREA</p> <p>Play Area: The disclaimer signs have been erected. The handyman has noted that the wooden edges around the soft matting need to be replaced. Councillors have asked the deputy clerk to instruct him to replace them.</p> <p>Tennis Court: The tennis courts have been swept and the deputy clerk instructed Calber to spray them. Cllr Bosley will check the work has been carried out satisfactorily and inform the deputy clerk,</p> <p>Allotments: Nothing to report.</p> <p>Car Park adjacent to school: Nothing to report</p> <p>Pavilion: Quotes have been received for the repair to the ceiling from Wiltshire Woodwork and Calber. The insurance company are querying the cause of the damage as Calber have stated the damage was not caused by a burst pipe. Calber think a faulty roof may have allowed water to enter the roof space and cause the damage. The deputy clerk will contact Mr Crook (whose company replaced the roof some three years ago) for his opinion of how the damage was caused.</p> <p>Wildflower Meadow: It was agreed that the grass in the wildflower meadow should not be cut until the cowslips finish growing. The Parish Council are happy to proceed with the recommendations from Ms Kathy Warden. Cllr Webb will inform the deputy clerk when it is ready to be cut.</p> <p>SSE – Work to Trees – Northern Edge of The Football Field</p> <p>The councillors have assessed the area of the work that is to be carried out by SSE regarding the trees interfering with the electrical wires. The councillors have instructed the deputy clerk to contact SEE and confirm that they are happy with the plans.</p>	<p>Deputy Clerk</p> <p>Deputy Clerk</p> <p>Cllr Webb</p> <p>Deputy Clerk</p>
134/17	<p>ENVIRONMENTAL MATTERS</p> <p>The deputy clerk reported to ‘Fix my Street’ overgrown bushes on the footpath behind the Goodlake Arms. Also both the upper and lower footpaths by the Goodlake have holes in the surface</p>	

135/17	<p>REVIEW OF CEMETERY RULES</p> <p>A sample of the rules used for a local cemetery were given to the councillors to use as a guide for preparing the rules for East Challow's cemeteries.</p>	All Cllrs
136/17	<p>APPLICATION TO ERECT A MONUMENT/HEADSTONE</p> <p>An application has been received from Abbey Memorials Ltd to erect a headstone for Dorothy Elizabeth Hunt who died 11th November 1996. There were no objections to by the Parish Council. The deputy clerk with respond accordingly</p>	Deputy Clerk
137/17	<p>FOOTPATHS AND PAVEMENTS</p> <p>Cornhill/Green Lane Cllr Vigor-Molyneaux, Cllr Webb and Cllr Bosley have been to assess the area due to the complaints received regarding the 4 x 4 vehicles that use the lane She has requested a meeting with West Challow Parish Council, Letcombe Regis Parish Council.and Childrey Parish Council. The deputy clerk will contact the clerks from the parishes in order to organise a meeting.</p> <p>DMMO Request: The clerk has been unable to make contact with Mr Judson and therefore there is no progress to date.</p> <p>Windmill Place The Parish Council have received a response from Hermes following the complaint regarding the delivery van causing damage to the grass verges. Hermes have spoken to the driver of the van and have advised that this should no longer be happening. The deputy clerk has written to Mr Dixey informing him of the response.</p>	Deputy Clerk C/f Mr Judson Closed
138/17	<p>RECRUITMENT OF NEW PARISH COUNCILLOR</p> <p>The deputy clerk has emailed Cllr Gill asking for her resignation in writing but has not received a response.</p>	
139/17	<p>CLERK'S CORRESPONDENCE</p> <p>An email has been received from a resident in Field Gardens regarding a tree covered in ivy which appears to be dangerous. The tree is leaning from its location in Childrey Lane exposing its roots. The councillors will look at the tree to make a decision on what needs to be done.</p> <p>The handyman has requested some signs asking dog owners to clean up dog mess. The deputy clerk will request these from VWHDC</p>	Councillors Deputy Clerk
140/17	<p>ITEMS FOR CHALLOW NEWS</p> <p>Dog Fouling</p> <p>Next Meeting 10 May 2017 at 7.30pm</p> <p>APM 30 May 2017at 8pm</p>	Deputy Clerk

141/17	<p>ANY OTHER BUSINESS</p> <p>Buddleia, Old School Lane: 10 posts are required for the village green. Quotes will be obtained from Webbs and one other supplier.</p> <p>Cllr Vigor-Molyneaux has not received the maps she requested. The clerk will send the information to access Parish Online to enable her to access the village maps she needs.</p> <p>It was reported at the March meeting that a branch from a tree was obstructing Childrey Way. Cllr Bosley confirmed that she had investigated the complaint but couldn't find the branch.</p>	<p>c/f Cllr Bosley</p> <p>c/f Cllr Bosley</p> <p>The Clerk</p>
142/17	DATE OF NEXT MEETING: 10 May 2017 at 7.30pm	

The meeting closed at 9.50pm