

**Minutes of the Meeting of East Challow Parish Council,  
Wednesday 10 May 2017 at 7.30pm at the Village Hall**

Present: Cllr Vanessa Bosley, Cllr Frances Webb, Cllr Game  
Finance Officer: Julia Evans, Clerk: Sheryl Sanders

Mr David Hudson (part of meeting) & Mr Les Cannings (part of meeting)

		Action
157/17	<b>APOLOGIES FOR ABSENCE:</b> Apologies received from Cllr Ruth Vigor-Molyneaux	
158/17	<b>MINUTES OF MEETINGS HELD</b> 12 April 2017 Cllr Bosley proposed accepting the minutes. Cllr Webb seconded. RESOLVED.	
159/17	<b>DECLARATIONS OF INTEREST:</b> None were received	
160/17	<b>PUBLIC DISCUSSION TIME:</b> The clerk has not received a photo of the demolished portacabin that Mr Dixey wanted to be put on the website. The clerk will locate the photo and will ask Mr Dixey what he would like to say about it for the website.	
161/17	<b>COUNTY COUNCIL AND DISTRICT COUNCIL MATTERS:</b> <b>District Council:</b> Cllr Constance was not present but councillors expressed their thanks for her effort and support during the last year and are pleased that she has been re-elected as district and county councillor. The clerk has sent a letter inviting Cllr Constance to the APM.	
162/17	<b>POLICING REPORT:</b> Cllr Bosley attended the Neighbourhood Watch meeting on 9 May 2017. PCSO Howard Pack and provided an update to the attendees.	
	<b>MATTERS ARISING</b>	
163/17	<b>ASSET REGISTER</b> The councillors will arrange a time to walk the village in order to review and update the Asset Register.	c/f Cllr Bosley Cllr Webb
164/17	<b>GRANTS POLICY</b> The parish councillors have not yet completed the review.	c/f all Cllrs

165/17	<b>DEFIBRILLATOR PROJECT</b> The clerk has received paperwork to complete in order to register the defibrillator with the Ambulance Service and to obtain the paint. She will contact Mr Joskow from Community Heartbeat as the information required to register the defibrillator cannot be found.	Clerk
166/17	<b>PARISH COUNCIL WEBSITE</b> Cllr Game asked the clerk if the WI had been contacted regarding input/advertising on the parish website. The clerk confirmed that she had not contacted them. The clerk will send a note to Mrs McGill asking if she would like to add any information to the website.	Clerk
167/17	<b>S106 FUNDS</b> <b>S106 Funds from Stockham Park development (tennis grant)</b> – The clerk has spoken to Mr Kay regarding painting the tennis net posts, he has agreed to do it at a convenient time. If necessary will instruct the handyman to carry out the work if Mr Kay is no longer able to commit to the job. Calber have not been instructed to carry out the work in the pavilion toilet as East Challow Parish Council are actively looking for the cause of the water damage to the ceiling in the pavilion and are considering replacing all pipework.	Clerk
168/17	<b>REVIEW OF EMERGENCY PLAN</b> The councillors have agreed the principle of the plan is correct. However, some of the names are not current. The councillors will review in 6 months.	Closed
169/17	<b>REVIEW OF BANK ACCOUNT SIGNATORIES</b> Cllr Game would like access to view the bank account on-line. The RFO will liaise with Cllr Game. Parish councillors spoke of their concerns regarding the Co-op bank account. This needs to be addressed at the next meeting. A cheque was requested for £100 for skips used last year for community clear up. Cllr Game proposed and Cllr Bosley seconded.	RFO c/f
170/17	<b>IMPLEMENTATION OF COMMUNITY BUS</b> Mr Phil Knight will be attending a Community Transport Network meeting in May. The meeting gives help and advice regarding start-up for community transport.	
171/17	<b>Village Reclassification:</b> Work on going.	C/F VAB/FW
172/17	<b>THE NEW CEMETERY</b> <b>Underground Water Level Investigation</b> Mr Hudson came to the meeting to give a report regarding water levels and suggested that boring vertical holes into the ground will serve a long-term	Deputy Clerk

	<p>solution. Mr Hudson has purchased a boring tool to enable him to do this.</p> <p><b>The Path and Gate from the Church Graveyard to the Cemetery</b>  Mr Hudson talked about the proposed new gate access point, which will be located half way along the stone wall between the church and the village hall. New gates will be in keeping with the existing gates at the entrance from the footpath by the village hall.</p> <p>Cllr Bosley proposed and Cllr Webb seconded the proposals and asked Mr Hudson to send an invoice for his time associated with this investigation.</p>	
173/17	<p><b>NEW DATE FOR APM</b>  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.</p>	
	<p><b>AGENDA ITEMS</b></p>	
174/17	<p><b>MATTERS TO REPORT NOT COVERED ON AGENDA</b>  The clerk has requested road side clearing from Mellors' Garage to King Alfred's Academy, West Site. The clerk will contact Biffa to check that this work has been carried out.</p>	Clerk
175/17	<p><b>PLANNING MATTERS</b>  P17/V1113/FUL/: 4 New houses. Land south of Haynes (Wises Farm) – This will be discussed outside of the meeting. Cllr Bosley to request Adrian Butler, planning officer attends the proposed site. East Challow Parish Council gave the Planning Working Group permission to develop a response.  P17/V1126/FUL: Elevational changes – improvements to adjacent parking. Aspect House, Grove Business Park. There were no objections.  The clerk will respond to VWHDC  P17/V1031/HH: 6 Childrey Way, East Challow Proposed detached garage to rear of property - A site visit will be made by the councillors and a response will be given to the clerk.</p>	
176/17	<p><b>ACCOUNTS</b>  <b>Approval of April Payments:</b>  The full list of payments is attached to the minutes. The accounts for Payment for May 2017 £3349.77  Cllr Game proposed, Cllr Webb seconded.  It was discussed that when Mr Terry buys materials he should have the invoice addressed to East Challow Parish Council so that we are able to claim the VAT. The clerk will advise Mr Terry.  A cheque for £100 was requested for Mr S Moffatt for skips used for the community pack back team.</p>	Clerk

177/17	<p><b>NEIGHBOURHOOD PLAN</b></p> <p>The grant of £10,000 has been received. Cllr Webb said the questionnaire is still in the process of being prepared</p>	
178/17	<p><b>GROUNDS MAINTENANCE</b></p> <p><b>Top Cemetery:</b> The cemetery plan needs to be updated with the addition of the new ashes plots.</p> <p>The clerk was asked to chase BGG regarding the first cut of the season as it has not been done</p>	<p>c/f Clerk/RFO</p> <p>Clerk</p>
179/17	<p><b>RECREATION AREA</b></p> <p><b>Play Area:</b> The handyman has been instructed to replace the wooden edges around the safety matting,</p> <p><b>Tennis Court:</b> The tennis courts have been swept and sprayed and the net has been put up.</p> <p><b>Pavilion:</b> The clerk met Mr Crook at the pavilion so that he could give his appraisal of the roof. He was adamant that the roof was not at fault and could not have caused the damage to the ceiling. He turned the water on - there was no sign of water leaking from any pipes. Mr Cannings attended the meeting where he discussed his findings after re-visiting the pavilion to re-asses the cause of the escape of water: Background: Water was found running out of the door by Cllr Bosley at the end of last year. The water was turned off immediately and the ceiling in one of the changing rooms was partially bowed down. Mr Cannings attended the site soon after and turned the water on and after 4 days returned to find that no further water had leaked.</p> <p>When Mr Cannings re-visited the site in May he confirmed that although there were a few tiny holes in the roof – this could not have caused the damage to the ceiling. Mr Cannings suggested that he could quote to replace all of the pipework whilst he is re-furbishing the toilet. It was agreed that he should do this.</p> <p><b>Wildflower Meadow:</b> The clerk had emailed Ms Warden stating that the Parish Council were happy for her to proceed with her recommendations. Unfortunately it was too late to proceed. It was decided to proceed with Plan B and Ms Warden will contact the school.</p>	<p>Handyman</p> <p>Clerk</p>

180/17	<p><b>ENVIRONMENTAL MATTERS</b></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 Arms have holes in the surface. The Clerk to follow up as the work has not been completed.</p>	<p>The Clerk</p> <p>The Clerk</p>
181/17	<p><b>REVIEW OF CEMETERY RULES</b></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>	c/f All Cllrs
182/17	<p><b>FOOTPATHS AND PAVEMENTS</b></p> <p><b>Cornhill/Green Lane</b></p> <p>The clerk has contacted the clerk for Childrey and West Challow parishes to organise a meeting. The clerk from Childrey and West Challow has asked for some possible dates. East Challow Parish Council has suggested: 7<sup>th</sup>, 14<sup>th</sup> or 21<sup>st</sup> June at 11am at East Challow Village Hall. The clerk will contact Childrey, West Challow and Letcombe Regis Parish Councils with these dates.</p> <p><b>DMMO Request</b></p> <p>The clerk will contact Arthur Mckewan James, Countryside Officer at Oxfordshire County Council regarding the DMMO request to see where we are in the process of requiring a Seasonal Restriction Order and DMMO.</p>	<p>Clerk</p> <p>Clerk</p>
183/17	<p><b>LETCOMBE HILL CEMETREY – INTERMENT PROCEDURE</b></p> <p>The clerk had previously requested paperwork from RH Barker in order to complete the burial register correctly. This is still outstanding. The clerk we contact Mr Barker again and impress upon him how important the receipt of the paperwork is.</p>	Clerk
184/17	<p><b>DISPUTE RESOLUTON PROCESS</b></p> <p>The clerk distributed the paperwork to the councillors. The clerk will liaise with the chair regarding what actions need to be taken.</p>	

185/17	<p><b>CLERK'S CORRESPONDENCE</b></p> <p>Mr Pullinger met with Cllrs Webb and Bosley to check the tree that received concerns from a resident that it was dangerous and showing its roots/covered in ivy. Mr Pullinger thought the tree was ok and not dangerous. The clerk will contact Mr Stringer from VWHDC for a second opinion.</p> <p>Mr Pullinger has quoted to cut and reduce a lime tree in the top carpark adjacent to the school it was agreed that this work should be carried out as soon as possible. He also looked at an apple tree in the same area which is covered in ivy. The clerk will instruct him to carry out the work.</p> <p>Mr Dixey had contacted the clerk to express his concerns regarding dogs roaming freely around the recreation area. The owner of one dog proceeded to collect children from the primary school. It was suggested that the clerk should contact the school to see if they might be able to put something in a newsletter regarding dog fouling and the dangers that this can bring.</p> <p>A relative of someone buried in the top cemetery asked for a refuse bin at the cemetery to be moved from next to her mother's memorial bench. This has been done. The relative has since thanked the clerk for its relocation.</p> <p>The clerk had asked for Colin Marshall who is the environmental warden to visit the recreation area and Old School Lane to assess the dog fouling issues. He attended the sites and placed signs in prominent positions and also spoke to dog walkers who were carrying dog poo bags.</p>	<p>Clerk.</p> <p>Clerk</p>
186/17	<p><b>ITEMS FOR CHALLOW NEWS</b></p> <p>Dog Fouling and dogs running off leads in the recreation area Next Meeting 14 June 2017 at 7.30pm</p> <p>APM Tuesday 30th May 2017at 8pm</p>	Deputy Clerk
187/17	<p><b>ANY OTHER BUSINESS</b></p> <p>10 posts are required for the village green. Quotes will be obtained from Webbs and one other supplier.</p>	c/f VAB
188/17	<p><b>DATE OF NEXT MEETING:</b> 14 June 2017 at 7.30pm Cllr Game gave her apologies – she will not be able to attend.</p>	

The meeting closed at 10.50pm

