

**Minutes of the Meeting of East Challow Parish Council,
Wednesday 9 August 2017 at 7.30pm at the Village Hall**

Present: Cllr Vanessa Bosley (Chair), Cllr Frances Webb (Vice Chair), Cllr Iris Game, Cllr Ruth Vigor - Hedderly, Cllr Yvonne Constance (County & District Councillor) Sheryl Sanders (Clerk)

One Member of the Public: Sarah Parker

		Action
239/17	APOLOGIES FOR ABSENCE: Apologies received from PCSO Howard Pack & Julia Evans (RFO)	
240/17	MINUTES OF MEETINGS HELD 12 July 2017 Cllr Webb proposed accepting the minutes. Cllr Game seconded. RESOLVED.	
241/17	DECLARATIONS OF INTEREST: None were declared	
242/17	PUBLIC DISCUSSION TIME: Nothing was discussed.	
243/17	<p>COUNTY COUNCIL AND DISTRICT COUNCIL MATTERS: Cllr Constance reported on:</p> <p>Park Farm Development: A discharge of conditions has been received. There are concerns with drainage and sewerage for this site. A sewer impact study had been carried for a previous planning application. The results from that are relevant for this application. Cllr Constance was interested in East Challow Parish Council's response to this.</p> <p>Cllr Constance will chair a Community Governance meeting. One of the proposals is to move the Stockham development to the Wantage parish and to include Grove Technology Park in Grove parish. East Challow Parish Council strongly object to this and will respond accordingly. Cllr Constance was very keen to be kept up to date with East Challow Parish Council's response.</p> <p>The VAS (vehicle activated signs) are not working. They will be repaired once a new contractor has been appointed.</p>	
244/17	<p>POLICING REPORT:</p> <p>No policing report was available. Cllr Vigor-Hedderly asked the clerk to re-invite Sgt Kevin Hickman to the next parish council meeting as he was unable to attend the June meeting. The clerk had corresponded with other neighbouring parish clerks regarding speeding and the possibility of using their community speed monitoring equipment. The clerk will forward the correspondence to Cllr Bosley and Cllr Vigor-Hedderly.</p>	Clerk
	MATTERS ARISING	

245/17	ASSET REGISTER A draft format of the register will be given to the clerk to type.	Cllr Bosley
246/17	GRANTS POLICY The policy has been reviewed and has not been amended. Proposed by Cllr Webb and Seconded by Cllr Vigor-Hedderly. Resolved that this would be adopted.	
247/17	RESIGNATION OF THE LITTER PICKER The clerk and Cllr Bosley will prepare a job advertisement. The vacancy will be for 2 hours per week. The advert will be placed on the noticeboards, in the Challow News and on the East Challow website.	Clerk/Cllr Bosley
248/17	IMPLEMENTATION OF COMMUNITY BUS It was agreed that the clerk would approach the chairman of the Roundtable to ask if there was money available to help with the set-up of the bus. St John Dickson has met with Project Leader, Mr Phil Knight, Cllr Bosley and Cllr Webb. He offered some constructive comments. The Tesco Bags of Help are offering grants to local community projects. Cllr Webb will look into this.	c/f clerk c/f Cllr Webb
249/17	DEFIBRILLATOR The handyman had carried the monthly check of the defibrillator and the clerk had submitted the report to WebNos.	
250/17	DISPUTE RESOLUTION PROCESS The dispute resolution process has been reviewed. No actions. Proposed by Cllr Bosley, Seconded Cllr Game	CLOSED
251/17	ENVIRONMENTAL MATTERS The clerk has sent the following requests to 'Fix my Street' <ul style="list-style-type: none"> • Bushes obstructing the view from Claypit Lane to the A417. • Overgrown bushes on the upper and lower footpaths by the Goodlake Arms. • Overgrown bushes by The Park, Main Street Following a complaint, the clerk has approached the landowners of the Old Council Yard to cut back the overhanging bushes adjacent to The Park Footpath as this is now impassable for pedestrians. The landowners have instructed BGG to cut this. Cllr Vigor-Hedderly was concerned that she had missed an official walk around the village. The impromptu walk by Cllr Bosley and the clerk was specifically to advise the clerk on the exact location of the offending brambles.	

	AGENDA ITEMS	
252/17	<p>PLANNING MATTERS : P17/V1906/HH – Meadowgrove, Letcombe Road. This property is not inside the parish boundary. No comments were made, P17/V2031/RM – Reserved Matters application in respect of Land at Park Farm, East Challow. Seeking approval of the appearance, landscaping, scale and layout for the development. The clerk has asked for an extension for this response and paperwork has not been received. A response will be formulated outside of the meeting.</p>	Clerk
253/17	<p>ACCOUNTS Approval of August Payments: The full list of payments is attached to the minutes. The accounts for payment for August 2017 total £1446.05. Cllr Webb proposed and Cllr Game seconded. Cllr Game signed a form from the Co-op bank. This will enable her to access telephone banking, she will then be able to access on-line banking. The RFO will send this to the bank.</p>	RFO
254/17	<p>GROUNDS MAINTENANCE</p> <p>Top Cemetery: The cemetery plan with additional new plots for ashes needs up-dating. The clerk will update.</p> <p>Cllr Bosley will contact a resident of the village to remove the elderberry tree located on the village green.</p> <p>A quote has been received from BGG to cut the road-side hedge between Claypit Lane and Pine Lodge on the A417. A second quote was requested from Calber, but they are unable to quote as they don't have the necessary cutting equipment. The clerk has put the request on 'Fix my Street</p>	Clerk Cllr Bosley Cllr Bosley
255/17	<p>RECREATION AREA</p> <p>Play Area/inspection: The repair to the wooden edges around the safety matting area is still outstanding. Cllr Vigor-Hedderly asked the clerk to find out from the handyman when he will be fully fit for work.</p> <p>Pavilion: The Parish Council have been successful with the insurance claim for the damaged ceiling. The money has now been received. It has been suggested that the existing pipework should be replaced to avoid any future leaks. Cllr Vigor-Hedderly asked why work on the pavilion had not been started and would like new quotations for the work. Relevant paperwork was not available and the RFO was not present to answer her</p>	c/f Handyman Clerk/RFO

	<p>questions. This matter will be discussed at the next Parish Council meeting.</p> <p>Football Pitch: The goal nets need to be secured. It was suggested that cable ties could be used. Clerk to speak to the handyman regarding this.</p> <p>Allotments: The clerk has approached an allotment holder to see if he would like to be a spokesperson for the allotment holders. She has not received a response.</p> <p>Parish Carpark: Adjacent to the school. Cllr Bosley has reported the target that has been placed on a tree to PC Howard Pack. The fence is badly broken. A quote has been received to replace the rail fence. Two further quotes will be sought by the clerk.</p>	<p>Clerk</p> <p>Clerk</p>
256/17	<p>REVIEW OF CEMETERY RULES</p> <p>The cemetery rules have been reviewed due to the new parish cemetery being opened. The clerk will make the relevant amendments as advised and post them on the parish website.</p>	Clerk
257/17	<p>Chairman's Allowance Cllr Vigor-Hedderly proposed an allowance for the chairman. This would be for her expenses incurred and sundry items. Cllr Webb seconded this. It was agreed unanimously. A cheque will be raised. RESOLVED</p>	RFO
258/17	<p>FOOTPATHS/RIGHTS OF WAY</p> <p>Cornhill/Green Lane The clerk is still waiting for a report from the countryside officer, Arthur McKewan James. She will email him again as nothing has been received to date.</p>	Clerk
259/17	<p>DONATION REQUEST FOR CHURCH TOILET AREA/CATERING FACILITEIS A request for a donation had been received from the church. The clerk will correspond with the RFO to ask what a suitable amount would be</p>	Clerk
260/17	<p>DONATION REQUEST FOR CHALLOW NEWS. It was agreed to donate the same amount as last year. The clerk will ask the RFO for the exact amount.</p>	Clerk
261/17	<p>VILLAGE NOTICE BOARD MAINTENANCE The notice boards require attention. Councillors will assess what is required to improve the appearance and structure.</p>	c/f All Councillors

262/17	<p>CLERK'S CORRESPONDENCE</p> <p>Email received from a parishioner regarding cemetery regulations/procedure for a memorial stone. The cemetery rules have been reviewed recently. Once they have been typed they will be sent to him for guidance.</p> <p>LCR Subscription renewal. It was agreed to continue with this.</p>	<p>Clerk</p> <p>RFO</p>
263/17	<p>ITEMS FOR CHALLOW NEWS</p> <ul style="list-style-type: none"> • Litter Warden Vacancy • September meeting 13 September 2017 @ 7.30pm. No meeting in October. • Defibrillator • Dog Fouling 	<p>Clerk</p>

Cllr Vigor-Hedderly left the meeting at 10.00pm. The meeting closed at 10.25pm
Signed by Cllr Vanessa Bosley (Chair)
