

**Minutes of the Meeting of East Challow Parish Council
Wednesday 14 February 2018 at 7.30pm at the Village Hall**

Present: Cllr Vanessa Bosley (Chair), Cllr Iris Game, Cllr Sarah Parker
In attendance Sheryl Sanders (Clerk), Julia Evans (RFO)

		Action
22/18	APOLOGIES FOR ABSENCE: Apologies received: Cllr Frances Webb – prior commitment Cllr Ruth Vigor-Hedderly – prior commitment Cllr Yvonne Constance (District & County Councillor)	
23/18	MINUTES OF MEETING HELD Wednesday 10 January 2018. Minute 12/18 was amended. Cllr Game proposed accepting the minutes Cllr Bosley seconded. RESOLVED.	
24/18	DECLARATIONS OF INTEREST: Cllr Bosley declared an interest in all Village Hall matters. No decisions would be made as the meeting would be inquorate.	
25/18	PUBLIC DISCUSSION TIME:	
26/18	COUNTY COUNCIL AND DISTRICT COUNCIL MATTERS: An email regarding Growth Deal had been sent to the clerk by Cllr Constance. A copy will be circulated to the councillors.	Clerk
27/18	POLICING REPORT: No report received	
28/18	PLANNING MATTERS : P17/V2502/RM – 38 dwellings – land at Challow Park. A response is being prepared by the planning group. The amendments are to be addressed and submitted by the appropriate date.	
29/18	MATTERS ARISING NOT COVERED IN THE AGENDA	
30/18	VILLAGE HALL TOILET FACILITIES: The Chairman will work with the Village Hall Management Committee to prepare a grant application for submission to WREN. The Parish Council will act as the contributing third party funding 10.75% of the grant. The Chairman, Cllr Bosley will act as signatory and will submit the grant by the closing date of 14 March 2018 . A grant request has also been submitted to the VWHDC with a decision expected by the end of March	
31/18	ASSET REGISTER A draft format of the register will be finalised and given to the clerk for typing.	c/f Cllr Bosley

32/18	<p>DONATION REQUEST FOR CHURCH TOILET AREA/CATERING FACILITIES</p> <p>The clerk will write to St Nicholas PCC confirming that a donation has been agreed. This will be made to the church from the 2018/19 budget</p>	Clerk
33/18	<p>DEFIBRILLATOR AWARENESS COURSE:</p> <p>The clerk had heard from Community First regarding an awareness course, but unfortunately the village hall was no longer available. The clerk will arrange another date.</p>	Clerk
34/18	CONFIDENTIAL CLOSED SESSION	
35/18	<p>ACCOUNTS</p> <p>Approval of February Payments:</p> <p>The full list of payments is attached to the minutes. Total for approval for February 2018 is £4795.58 Cllr Parker proposed and Cllr Game seconded.</p> <p>The finance officers have carried out the Q2 & Q3 review. There are a few queries to be sorted. Cllr Game is now able to access the online bank account (Co-op). The clerk will contact SSE and ask for a representative from SSE to read the meter in the pavilion.</p>	The clerk
36/18	<p>NEIGHBOURHOOD PLAN:</p> <p>There was no update from the Neighbourhood Planning Committee. The RFO noted the grant from Groundwork UK must be spent by March 2018.</p>	
37/18	<p>GROUND MAINTENANCE</p> <p>No signed contracts have been received from BGG or Calber Facilities Management. The clerk will chase these.</p> <p>Councillors will meet with Mr Cannings of Calber on Tuesday 27 February to review the outstanding work.</p> <p>Cllr Parker suggested that it might be a good idea to take photographs of the areas managed by the grounds maintenance contractors when they are at the required standard, as a reminder/benchmark for the acceptable standards. The councillors agreed this was a good idea.</p> <p>Mr Holt of Holt Landscapes had contacted the clerk to ask if his rates would increase by the RPI (retail price index). The clerk will contact Mr Holt and ask him to write to the RFO confirming that he will be raising his rates in conjunction with the RPI.</p> <p>A price is required for replacing a post on the village green. Mr Holt of Holt Landscapes will be asked.</p>	Clerk
38/18	<p>Footpaths & Rights of Ways:</p> <p>The clerk has contacted the countryside officer regarding Cornhill Lane requesting his report form the visit he made to the area in July 2017. There has been no response. The clerk will attempt to make contact</p>	Clerk

	<p>Old School Lane – The clerk contacted OALC regarding the gate that has been hung opening onto parish council land/pathway. OALC require more information in order to advise a way forward. There is historical correspondence that will help when putting together a response. Cllr Bosley will look into this.</p>	Cllr Bosley
39/18	<p>RECREATION AREA</p> <p>Play Area/inspection:</p> <p>Pavilion: The S106 money is uncertain at the moment because of the delay in the Park Farm development.</p> <p>Tennis Courts: The leaves on the tennis court have been cleared by the litter warden. The moss will need to be addressed. Calber will be approached in April.</p> <p>Football Pitch: Nothing to report.</p> <p>Allotments: The clerk has requested a quote from Calber for the weedkilling and strimming of two allotment plots. No response has been received. Cllr Bosley will chase this when she meets with Mr Cannings of Calber.</p> <p>Mr Salt had not been contacted regarding the renewal of his allotment rental. It was decided that the clerk would write to him advising that as the Parish Council had not had any communication from him following a letter asking him if he wished to renew, it would be assumed he longer requires it.</p> <p>Parish Carpark: Adjacent to the school. It has been reported that there is excessive litter in the carpark, most of the problem is due to takeaway wrappers. The clerk will ask the litter warden to pay particular attention to this area.</p>	<p>Cllr Bosley</p> <p>Cllr Bosley</p> <p>Clerk</p>
40/18	<p>Village Sports Facilities:</p> <p>Councillors are interested in the proposal from Jeremy Moor (Wantage Town Football Club) and would like the plan to move forward. It was decided to put a request in the parish newsletter and on the website asking for anyone who would like to join a working party to take this forward.</p>	
41/18	<p>CLERK'S CORRESPONDENCE</p> <ul style="list-style-type: none"> • Proposed gate to Parish cemetery from PCC – Clerk to circulated information to councillors • Sign required for Village Hall – Clerk has contacted OCC and will forward the response to the Village Hall Committee • Outdoor Fitness • Request for an allotment – Clerk has responded to the enquiry. Clerk to circulate allotment rules to the councillors for review • PCSO – email received advising of relocation to Faringdon 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<ul style="list-style-type: none"> Resident from Windmill Place complained about coaches on verges. The clerk will write to the coach company responsible 	Clerk
42/18	ITEMS FOR CHALLOW NEWS Litter in the carpark Dog poo bags to be placed in the bin Plea for volunteers to join a working group to improve village sports facilities PCSO Howard Pack's relocation Biffa bin dates for Easter holiday	Clerk
43/18	DATE OF NEXT MEETING: Wednesday 14 March 2018	Clerk

The meeting closed at 10.20pm

Signed by Cllr Vanessa Bosley (Chair)

CONFIDENTIAL ITEM