

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

Present: Cllr Vanessa Bosley (Chair), Cllr Iris Game, Cllr Frances Webb

In attendance Sheryl Sanders (Clerk)

Members of the Public: Mr Gunn, Mrs Gunn and Mr Hughes

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| 44/18 | APOLOGIES FOR ABSENCE: Apologies received: Cllr Sarah Parker – Personal reasons Cllr Yvonne Constance (District & County Councillor) | |
| 45/18 | MINUTES OF MEETING HELD Wednesday 14 February 2018. Minute 28/18 was amended to read planning group not planning committee . Minute 35/18 was amended to read approval of February payments from approval of January payments and from finance committee to finance officers . Cllr Game proposed accepting the minutes Cllr Bosley seconded. RESOLVED . | |
| 46/18 | DECLARATIONS OF INTEREST: Cllr Bosley – Matters related to East Challow Village Hall | |
| 47/18 | PUBLIC DISCUSSION TIME: | |
| 48/18 | COUNTY COUNCIL AND DISTRICT COUNCIL MATTERS: Cllr Yvonne Constance was not present and no report had been received. | |
| 49/18 | POLICING REPORT: No report received. The clerk has contacted Sgt Kevin Hickman to ask who has replaced PCSO Howard Pack. She is awaiting a response to this. | |
| 50/18 | PLANNING MATTERS : P18/V0451/HH. 20 Hedge Hill Road-two storey side extension and loft conversion. Cllr Webb declared an interested to this planning application. There are no objections and the clerk will respond to the application accordingly. P17/V3174/FUL Rose Cottage, Main Street - demolition of existing property to add 3 terraces. An amendment to the application has been received. The clerk will check when the response is due. | Clerk |
| | MATTERS ARISING NOT COVERED IN THE AGENDA | |
| 51/18 | VILLAGE HALL TOILET FACILITIES: The WREN grant application paperwork is almost ready for submission. Mr Moss of the Village Hall Committee attended a meeting at the Beacon, Wantage regarding a grant application to the VWHDC. The Village Hall has been awarded £7950 towards the refurbishment of the toilets project. | Cllr Bosley |

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| 52/18 | <p>ASSET REGISTER A draft format of the register will be finalised and given to the clerk for typing.</p> | c/f Cllr Bosley |
| 53/18 | <p>DONATION REQUEST FOR CHURCH TOILET AREA/CATERING FACILITIES A letter had been sent to Mr Parker of St Nicholas PCC confirming that a donation has been agreed.</p> | CLOSED |
| 54/18 | <p>DEFIBRILLATOR AWARENESS COURSE: Cllr Bosley will contact Mrs Cumberland who runs courses in the Village Hall on behalf of the British Heart Foundation, to enquire if there is a specific defibrillator awareness course which we could offer for parishioners to attend.</p> | Cllr Bosley |
| 55/18 | <p>ACCOUNTS Approval of March Payments: The full list of payments is attached to the minutes. Total for approval for March 2018 is £1124.09 Cllr Game proposed and Cllr Webb seconded.</p> <p>The Q2 & Q3 review have been completed. The clerk has been unable to make contact with SSE regarding the outstanding bill/meter reading. She will try again.</p> <p>A card has been received from Royal Mail for collection of post that required £2 to be paid. It was agreed that the RFO should collect the item as it was addressed to her.</p> <p>It was agreed by the Council to appoint Trish Ingham to carry out the internal audit.</p> | Clerk RFO |
| 56/18 | <p>NEIGHBOURHOOD PLAN: A village character assessment has been produced. A presentation from TVERC regarding footpaths, rights of way and natural habitats (green corridors) has been given. Various policy statements that have been prepared by members of the Neighbourhood Planning Committee are being finalised with CFO (Community First Oxfordshire).</p> | |
| 57/18 | <p>GROUND MAINTENANCE The clerk has not yet contacted Mr Holt, Holt Landscapes for a price to replace a post on the village green.</p> <p>The clerk had contacted Mr Holt regarding his intention to increase his rates in line with RPI (retail price index). She asked him to email the RFO with this request</p> <p>It had been noted that the bin at Vicarage Hill cemetery needs emptying. The clerk will check the contract to ascertain how often the bin should be emptied and then contact Mr Holt.</p> <p>Maintenance contracts have now been received from Calber Facilities and BGG.</p> | c/f Clerk Clerk Clerk |

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| | The clerk will ask Cllr Parker if she will be willing to be responsible for taking photographs of the areas managed by the grounds maintenance contractors when they are at the required standard, for reference. | Clerk |
| 58/18 | <p>Footpaths & Rights of Ways: Despite several attempts to obtain a report/follow-up information from the countryside officer, following the visit made in July 2017 to Cornhill Lane, the clerk has not received a reply. She will keep chasing.</p> <p>It was noted that Childrey Lane is full of mud and leaves and it was decided that the clerk will put this problem onto Fix My Street.</p> <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> | <p>Clerk</p> <p>Clerk</p> <p>c/f Cllr Bosley</p> |
| 59/18 | <p>RECREATION AREA</p> <p>Play Area/inspection: The litter warden reported that the notices around the play area required cleaning. Small cracks on the rocking equipment have been found. The litter warden will send the clerk photos of the damage.</p> <p>Pavilion: Nothing to report</p> <p>Tennis Courts: A quote has been sought for the clearing of moss from the tennis courts. It remains outstanding. The clerk will chase.</p> <p>Football Pitch: Wantage Town FC are keen to use the football pitch. The clerk will respond to Mr Moor, chair of boys and girls, asking him to attend the Annual Parish Meeting so he can speak about his plans/proposal.</p> <p>Allotments: The chair and some councillors met with Mr Cannings of Calber Facilities. He was asked for a quote to strim and weed kill two allotments. The clerk will chase the quotes.</p> <p>There is now an allotment available. Once it has been prepared it will be offered to the next person on the waiting list. It was agreed that there will be no changes to the rules for allotment holders.</p> <p>Parish Carpark: Adjacent to the school. The litter warden had found cream chargers in the carpark. These are believed to contain N2O (nitrous oxide). The clerk will seek advice from the village PCSO as to a way forward.</p> | <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> |

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| 60/18 | Village Sports Facilities: There had been no response from the recent requests on social media, the Parish Council website or the Challow news asking for volunteers to join a working party sharing thoughts and visions for the sports and recreation facilities in East Challow. The clerk will re-run the advertisement in the Challow News. | Clerk |
| 61/18 | CLERK'S CORRESPONDENCE Local Plan 2 Land that separates Wantage from East Challow – Mr Knight has prepared a response to VWHDC Email from resident regarding empty grit bins Cheque and request received from Highworth Memorials for a memorial for Mr Sidney Alder Freedom of Information request received from resident regarding ownership of land | |
| 62/18 | ITEMS FOR CHALLOW NEWS Litter in the carpark Dog poo bags to be placed in the bin Grit bins to be used for highway only Plea for volunteers to join a working group to improve village sports facilities Biffa bin dates for Easter holiday Date of next meeting | Clerk |
| 63/18 | DATE OF NEXT MEETING: Wednesday 11 April 2018 DATE OF APM It was agreed that the date of the APM will be 22 May 2018 | Clerk |

The meeting closed 9.37pm

Signed by Cllr Vanessa Bosley (Chair)
