

**Minutes of the Meeting of East Challow Parish Council
Wednesday 6 June 2018 at 7.30pm at the Village Hall**

Present: Cllr Vanessa Bosley (Chair), Cllr Frances Webb, Cllr Sarah Parker, Cllr Iris Game Cllr Ruth Vigor-Hedderly (part 7.55pm – 9.00pm)
In attendance Sheryl Sanders (Clerk)
Members of the Public: Two

		Action
121/18	APOLOGIES FOR ABSENCE: Apologies received: Cllr Yvonne Constance	
122/18	MINUTES OF MEETING HELD Wednesday 9 May 2018. Cllr Bosley proposed accepting the minutes Cllr Webb seconded. RESOLVED.	
123/18	DECLARATIONS OF INTEREST: None were declared.	
124/18	PUBLIC DISCUSSION TIME: Two members of public present at the meeting declined the offer to speak, choosing to attend the whole meeting. Their interest was in the allotments.	
125/18	COUNTY COUNCIL AND DISTRICT COUNCIL MATTERS: Cllr Constance was absent from the meeting. She sent a report which was read by the clerk highlighting Oxfordshire County Council's broadband programme. Cllr Bosley reported that, after Cllr Constance's concerns had been raised at OCC, she would be meeting a parishioner regarding pot holes across the village green on 10 June 2018. Cllr Vigor-Hedderly spoke about a permit scheme which some county councils operate. The scheme applies certain conditions when roads are dug up by contractors to ensure that the road is left in a suitable state. The clerk was asked to contact OCC to enquire if this scheme is operating in our area.	Clerk
126/18	POLICING REPORT: PC Darren James and a colleague attended the meeting and reported on several thefts in East Challow, mainly from businesses, during May. It was reported to the police that East Challow Parish carpark, adjacent to the school, still had a problem with litter being thrown on the ground possibly from cars that park there during the evening. They were also alerted to the drug paraphernalia that has been found on occasions. A vehicle has been parked on Hedge Hill Road for some time, the police were asked if it was legally parked on the Road. PC James will check.	PC James
	MATTERS ARISING NOT COVERED IN THE AGENDA	
127/18	VILLAGE HALL TOILET FACILITIES The clerk informed the parish council that a grant request submitted to WREN earlier this year has been awarded (£9700) for the improvements to the toilet facilities. This will be added to the VWHDC grant already awarded.	

128/18	ASSET REGISTER Cllr Parker and the clerk will work on updating the asset register. They will report their findings to the parish council.	c/f Cllr Parker/ Clerk
129/18	DEFIBRILLATOR AWARENESS COURSE: Unfortunately, the defibrillator awareness planned for June, run by Heartstart, had to be cancelled. The course will still go ahead on Tuesday 3 July as advertised.	
	MATTERS ARISING FROM THE ANNUAL PARISH MEETING Potholes across the village green had been mentioned by a resident. The Parish Council updated the resident regarding what action had been taken to date.	
130/18	ACCOUNTS Approval of June payments: The full list of payments is attached to the minutes. Total for approval for June 2018 is £1443.33 Cllr Game proposed accepting and Cllr Webb seconded. There was a query regarding the water bill for the allotment/pavilion. The clerk had submitted a reading to the RFO in May. The quote for the internal auditor for £350.00 was accepted. Cllr Vigor-Hedderly proposed and Cllr Bosley seconded. The councillors requested more information regarding electronic banking in order to make a decision.	RFO/Clerk
131/18	GDPR & ICO Registration The clerk was unable to pay the subscription to ICO because it can only be paid by debit/credit card. The clerk will contact ICO to ask if the registration can be paid by cheque. The clerk had obtained a price for Lenovo tablets available from John Lewis at £69.95 each. Cllr Parker proposed purchasing qty 5, 1 for each councillor. Cllr Vigor-Hedderly seconded. It was decided not to purchase a tablet for the Chairman as there is a laptop available for her to use.	Clerk
132/18	NEIGHBOURHOOD PLAN: Cllr Webb updated the Parish Council that the writing of policies is on-going.	
133/18	GROUND MAINTENANCE: Councillors met with the grounds development manager of Calber Facilities regarding a list of complaints about the standard of regular work being carried out. This was followed by a call from Cllr Webb after it was noted that jobs promised attention had still not been addressed. It was noted that the cemetery footpath had loose grass over it following the cut. Nettles had not been cut on the village green. Cllr Bosley will speak to the contractor regarding these problems. A quote from Holt Landscapes for a post on the village green is outstanding. The clerk will chase. Overgrown bushes are obscuring the view when turning out of Claypit Lane. The clerk will report the problem to Fix My Street.	Cllr Bosley Clerk Clerk

134/18	<p>RECREATION AREA</p> <p>Play Area/inspection:</p> <p>The Litter Warden had carried out the monthly inspection. Nothing new to report.</p> <p>Pavilion:</p> <p>The pavilion remains 'mothballed'</p> <p>Tennis Court: .</p> <p>The tennis court has been power- washed and vegetation has been cut. It is now ready to be used. The Parish Council have been approached by a resident who would like to use the court for her netball team to play once a week, 6-8pm on Wednesdays. It was decided that the netball team should sign a disclaimer. Cllr Parker agreed to prepare a draft for signature.</p> <p>Bird droppings are causing the surface to deteriorate. It was suggested that using cable ties around the basket ball hoop, as used on the swings, may prevent the birds from perching on the hoop. The clerk will approach the litter warden for his thoughts on the suggestion.</p> <p>Football Pitch:</p> <p>A draft agreement has been received from Wantage Town Football Club and circulated to all councillors. Cllr Bosley will arrange meeting with the club to discuss the agreement.</p> <p>A quote is required for a short length fence to replace a gate that has been stolen on the football pitch.</p> <p>Allotments:</p> <p>A member of the public (who was present at the meeting) is keen to rent an allotment, however there are not any plots available and there is a waiting list.</p> <p>A site meeting will take place with a view to marking the vacant plot into quarters to provide more plots.</p> <p>It was noted that the wrong allotment had been sprayed with weed killer.</p> <p>A hole dug to allow access to a water pipe feeding the allotments troughs is covered only by a piece of wood - this is dangerous and needs making safe before someone catches their foot in it and hurts themselves. Cllr Bosley will speak to Mr S Terry.</p> <p>Parish Carpark: Adjacent to the school:</p> <p>A quote is required for replacing the wooden gate that was stolen. It was decided that a metal gate might be a better option.</p>	<p>Clerk</p> <p>Cllr Parker</p> <p>Clerk</p> <p>Cllr Bosley</p> <p>Clerk</p> <p>Cllr Webb</p> <p>Cllr Bosley</p> <p>Clerk</p>
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135/18	CLERK'S CORRESPONDENCE An email from a resident concerning the grass cutting in the new cemetery had been received. Cllr Bosley will contact the contractor to discuss.	Cllr Bosley
136/18	ITEMS FOR CHALLOW NEWS Update regarding Sports Facilities Defibrillator Course Date of next meeting 11 July – No meeting in August.	Clerk
137/18	AOB (For Information only) None	
138/18	DATE OF NEXT MEETING: Wednesday 11 July 2018 at 7.30pm	Clerk

The meeting closed 10.22 pm

Signed by Cllr Vanessa Bosley (Chair)
