

**Minutes of the Meeting of East Challow Parish Council  
Wednesday 10 October 2018 at 7.30pm at the Village Hall**

Present: Cllr Vanessa Bosley (Chair), Cllr Frances Webb (Vice Chair), Cllr Sarah Parker, Cllr Iris Game  
In attendance Sheryl Sanders (Clerk)  
Members of the Public: Two members of the public (part)

		Action
180/18	<b>APOLOGIES FOR ABSENCE:</b> Apologies received: Cllr Constance	
181/18	<b>MINUTES OF MEETING HELD</b> Wednesday 12 September 2018. The minutes were amended. Cllr Parker proposed accepting the minutes Cllr Game seconded. <b>RESOLVED.</b> The minutes were signed.	
182/18	<b>DECLARATIONS OF INTEREST:</b> None were declared.	
183/18	<b>PUBLIC DISCUSSION TIME:</b> A member of the public thanked the Parish Council for inviting him to a recent meeting with Crest Nicholson, Vectos and Oxfordshire County Council to discuss traffic calming measures on the A417 (Park Farm development). He expressed his concerns at the bullish attitude conveyed by Crest Nicholson and Vectos. He asked the Parish Council's advice with regards to asking the planning authority to revoke the original planning approval for the 88 dwellings on the Park Farm development. The Parish Council did not think that this would be considered. The clerk will chase Crest Nicholson for the notes from the meeting, along with data pertaining to a traffic survey on the A417. As a serving governor of St Nicholas school, he commented on the drug paraphernalia which has been present in the Parish Council carpark adjacent to St Nicholas school. St Nicholas School will write to the Parish Council to ask them to consider installing security lights. He reported that youths had been seen in loitering in the carpark and on school premises. It was noted that Thames Valley Police have moveable cameras. It might be possible to use these. Cllr Parker will explore the possibility of funds available from the Community Safety Fund and contact the crime reduction officer for advice and support. Another member of the public present asked questions on the Dandara proposals and Park Farm, mainly regarding traffic calming.	Clerk  Cllr Parker
184/18	<b>COUNTY COUNCIL AND DISTRICT COUNCIL MATTERS:</b> Cllr Bosley read an overview of the summer report that Cllr Constance had provided to the clerk. The clerk had posted this information on the East Challow Parish website. Cllr Constance had reported on highways & potholes, waste & the use of cloth nappies, the Oxford to Cambridge expressway, county councillor's priority fund and the OCC transformation programme.	
185/18	<b>POLICING REPORT:</b> A generic report had been received and posted to East Challow Parish Council website. Two PCSOs had been present at a 'Have your say meeting' held in the village hall on 6 October. The meeting had not been well attended.	
186/18	<b>PLANNING MATTERS:</b> P18/V2049/FUL- Land at Park Farm – 87 Dwellings. A planning response was being formulated by the planning group for submission to VWHDC. The response will be to object P17/V3174/FUL - Rose Cottage, Main Street, East Challow. There had not been a response to the appeal from the Planning Inspectorate to date.	

	3 street names were suggested for the development at Challow Park. The names to put forward to VWHDC are: Hamilton Drive, Ody Close and Lovegrove Avenue.	
	<b>MATTERS ARISING NOT COVERED IN THE AGENDA</b>	
187/18	<b>ASSET REGISTER</b> Cllr Parker has started to identify the amendments/additions required. Work is in progress.	c/f Cllr Parker/ Clerk
188/18	<b>COUNTY COUNCILLOR'S PRIORITY FUND</b> It was decided to apply for an additional noticeboard for the Nalderfield development. Consideration will also be given to the re-furbishment of the current noticeboards. Cllr Parker to report back.	Clerk/Cllr Parker
189/18	<b>FREE SAPLING – WOODLAND TRUST</b> The clerk had responded to the offer of a free sapling to commemorate WW1. Saplings will be available in November for collection and the species offered on a first come first served basis. A rowan or silver birch is preferred. It was decided to plant the sapling on the village green.	
190/18	<b>OLD SCHOOL LANE – GATE FROM REAR OF HEDGE HILL ROAD</b> The clerk had received confirmation from the Parish Council's insurers that the Parish Council would be held responsible for any accidents/injuries resulting from the gate being opened onto a pedestrian. The clerk will take advice on the format a letter to the homeowner should take.	Clerk
191/18	<b>VALE COMMUNITY AWARDS</b> Two names have been put forward for the award. It may be necessary to withdraw one. Paperwork is to be prepared.	Chair/Clerk
192/18	<b>ACCOUNTS</b> <b>Approval of October Payments</b>  Tablets have been purchased. They will need to be set-up and email addresses allocated. Cllr Webb requested information for the August payments which had been approved outside of a meeting. The full list of payments is attached to the minutes. Total for approval for October 2018 is £2394.28. Cllr Webb proposed accepting and Cllr Game seconded.  The external audit report was presented to the Council from the external auditor. It was noted that there were no issues.  The invoice for SSE was queried as it appears high. A meter reading is required which the RFO will submit,	Clerk  RFO      Cllr Bosley
193/18	<b>FOOTBALL CLUB AGREEMENT</b> Cllr Bosley had spoken with Mr Moor of Wantage Town FC. Responses to the queries of East Challow Parish Council had been received. The contract can now be drawn up.	
194/18	<b>VILLAGE HALL TOILET REFURBISHMENT/WREN GRANT</b> The contract has been signed. Work is due to commence 8 January 2019 – This is delayed due to obtaining building regulations and the work load of the contractor.	
195/18	<b>NEIGHBOURHOOD PLAN:</b> A meeting is to be arranged to discuss the amendments suggested by VWHDC. East Challow Parish Council also wish to submit changes to the plan.	c/f All cllrs
196/18	<b>LETTER FROM LJ CANNINGS AND TWO OTHER VILLAGE RESIDENTS Re. IMPLEMENTING PARKING RESTRICTIONS:</b> The Parish Council noted that the repairs to the road at the north end of the village green had been paid for by OCC. The Parish Council	Clerk

	supports the request for double yellow lines. The clerk will seek guidance from OCC regarding the process and financial implications.	
197/18	<p><b>ENVIRONMENTAL AGENCY'S GUIDELINES FOR CEMETERY CHANGES:</b> A statutory requirement under the Environmental Permitting Regulations 2016, The Water Resources Act 1991 and the Anti-Pollution Works Notice Regulations 1999 that measures are taken to protect groundwater from potential pollution sources.</p> <p>The councillors noted the guidelines.</p>	
198/18	<p><b>GROUND MAINTENANCE:</b> BGG and Calber have responded to the clerk and would like to extend their ground maintenance contracts for a further year. Holt Landscapes had not yet responded. The clerk will chase a response which is needed for the next meeting.</p> <p>The South meadow had been cut. Childrey Way is still outstanding. The clerk will request a detailed invoice from Calber showing the work that has been carried out each month. Bushes at Claypit Lane/A417 had still not been cut despite the request on Fix My Street. The clerk will chase.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
199/18	<p><b>CORNHILL LANE (BOAT)</b> Communications had been received from West Challow PC. The clerk will respond to the emails confirming East Challow Parish Council will support them with their endeavours to obtain a seasonal restriction order. It was noted that ECPC had invited West Challow PC to work with them a few years ago regarding this issue.</p>	Clerk
200/18	<p><b>RECREATION AREA</b></p> <p><b>Play Area/inspection:</b> The inspection report was noted.</p> <p><b>ROSPA Report:</b> The Chair will meet with the litter warden to look at remaining requirements of concern. She referred to an email regarding funding and will explore funding options.</p> <p><b>Pavilion:</b> Wantage Town Football Club would like to update the current toilet facility. ECPC are concerned about the water pipes and frost/cold weather. There is also concerns regarding the electrics. It was questioned if the toilet can be used in isolation from the pavilion.</p> <p><b>Tennis/Netball Court:</b> The tennis net will be taken down at the end of October and stored. A notice has been ordered for the tennis court.</p> <p><b>Football Pitch:</b> It was noted the goal mouth is worn. It may require attention in the spring.</p> <p><b>Allotments:</b> Tenancy renewal letters had been sent out. Mr Jones has relinquished his plot after many years of being an allotment holder. It</p>	<p>Cllr Bosley</p> <p>Clerk</p>

	<p>was decided to write to him thanking him for his dedication to cultivating his plot.</p> <p><b>Parish Carpark: Adjacent to the school:</b></p> <p>Mr Gillott had already reported on the state of the carpark. The litter warden continues to clear rubbish from this area.</p> <p>A quote had been received for a metal gate to replace the gate that was stolen in the spring. The quote did not include fitting and hinges etc. The clerk will ask for an amended quote to include a 'fitted' price. An alternative suggestion of using a concrete weight was considered. The Council did not feel this was suitable.</p>	Clerk
201/18	<p><b>CLERK'S CORRESPONDENCE</b></p> <p>A request was received from Be Free Young Carers for a donation. £50.00 was suggested. Cllr Parker proposed and Cllr Bosley seconded this donation.</p> <p>A request was received from Citizen's Advice for a donation. It was questioned whether ECPC normally donate. The clerk will check and report back,</p> <p>A letter had been received from the PCC thanking ECPC for their recent donation of £250.00 towards the annual service of the church clock.</p> <p>A letter from the South &amp; Vale waste team had been received. Three days 21 – 23 November, we will be spent litter picking, sweeping and removing weeds/moss on pavements. The Clerk will respond to the letter advising certain areas to be worked on as a priority. The areas are to include: Lower Childrey Lane, Footpaths on Windmill Place, The bottom area of Hedge Hill Road.</p> <p>A memorial request had been received and circulated to all councillors. There were no objections to the request for an inscription on the front and reverse, however it was decided to review the cemetery rules for the new cemetery.</p> <p>An email from Calber had been received asking the Parish Council to provide a reference for an accreditation they are looking to achieve. It was agreed to provide this.</p>	<p>Clerk</p> <p>Clerk</p> <p>All Cllrs</p>
202/18	<p><b>ITEMS FOR CHALLOW NEWS</b></p> <p>Autumnal clear up</p> <p>Generic police report</p> <p>Parking – Overflow carpark to be used if no other designated parking is available.</p>	
203/18	<p><b>AOB (For Information only)</b></p>	
204/18	<p><b>DATE OF NEXT MEETING:</b> Wednesday 14 November 2018 at 7.30pm</p>	

The meeting closed 10.37pm

Signed by Cllr Vanessa Bosley (Chair)

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