

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

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

		Action
205/18	APOLOGIES FOR ABSENCE: Apologies received: Cllr Constance & Cllr Parker	
206/18	MINUTES OF MEETING HELD Wednesday 10 October 2018. Cllr Game proposed accepting the minutes Cllr Webb seconded. RESOLVED. The minutes were signed.	
207/18	DECLARATIONS OF INTEREST: None were declared.	
208/18	PUBLIC DISCUSSION TIME: The litter warden was present at the meeting to discuss various issues.	
209/18	COUNTY COUNCIL AND DISTRICT COUNCIL MATTERS: A generic report had been received from Councillor Constance. It was added to East Challow Parish Council website prior to the meeting.	
210/18	POLICING REPORT: A generic report had been received and posted to East Challow Parish Council website. Points to highlight were: <ul style="list-style-type: none"> • A speed indication device had been deployed on the A417. It was felt that it had been a particularly good time and location for this to have been carried out. • The parish council carpark adjacent to St Nicholas school had been patrolled intermittently. There was nothing to report from this. 	
211/18	PLANNING MATTERS: The clerk updated the councillors on the following: a) P18/V2560/FUL – Form a gateway in the north east wall of the churchyard and fit a pair of oak gates. St Nicholas Church. – No objection from East Challow Parish Council. b) P18/V2665/N4B – Conversion of existing barn to form a single dwelling. Challow Marsh, Circourt Road, Denchworth – Noted. Cllr Bosley will formulate some comments to be submitted to the VWHDC. c) P17/V3174/FUL – Demolition of the existing dwelling and the erection of a terrace of 3 dwellings Rose Cottage. The appeal has been dismissed. d) P18/V2049/FUL – Erection of 87 dwellings Park Farm. No decision had been made. A copy of Mr Gillott’s response to the above planning application had been received. The clerk updated ECPC by summarising the content.	
	MATTERS ARISING NOT COVERED IN THE AGENDA	
212/18	ASSET REGISTER: Cllr Parker has started to identify the amendments/additions required. Work is in progress.	c/f Cllr Parker/ Clerk
213/18	COUNTY COUNCILLOR’S PRIORITY FUND Cllr Parker was absent from the meeting. There was no update from her regarding requirements of the noticeboard for Nalderfield. It was thought that the date for submission had now passed.	

214/18	FREE SAPLING – WOODLAND TRUST The clerk had not received any communication regarding the sapling being ready for collection. The clerk will chase.	Clerk
215/18	OLD SCHOOL LANE – GATE FROM REAR OF HEDGE HILL ROAD The clerk had not yet received the guidance she needs to formulate a letter to the homeowner. Cllr Bosley will chase this information.	Cllr Bosley
216/18	VALE COMMUNITY AWARDS Two nominations have been submitted for the Vale Community Awards.	Chair/Clerk
217/18	ACCOUNTS a) Approval of November Payments The full list of payments is attached to the minutes. Total for approval for November 2018 is £1634.56 Cllr Webb proposed accepting and Cllr Game seconded. b) Bank Account Signatories It was agreed that Cllrs Parker, Webb & Bosley should be bank account signatories along with the RFO. c) Membership of the Finance Committee. This item was deferred. It was noted that it is a finance group not committee. d) Donation Requests: Wantage Independent Advice Centre have assisted East Challow parishioners on 171 different occasions. It was agreed to give a donation. The amount was to be the same as last year. Proposed by Cllr Bosley and seconded by Cllr Webb. St Nicholas Church asked for a donation towards the cost of producing the Challow News. It was agreed to give a donation. The amount was to be the same as last year (£250.00). Proposed by Cllr Bosley and seconded by Cllr Webb. The finance group had carried out Q1 and Q2 reviews and a budget meeting. An electric meter reading was still required. Cllr Bosley agreed to do this. A better rate may be available for the supply of electric. The clerk will investigate. Cllr Webb had not received the August financial statement. The clerk will issue a copy. It was reported that the charges from East Challow Village Hall have increased. The clerk will request a copy of the new charges. A cheque for Falcon Signs (£90.18) had been written. The list of payments will be amended and circulated to the councillors.	Cllr Bosley Clerk Clerk Clerk Clerk
218/18	FOOTBALL CLUB AGREEMENT Cllrs Bosley and Parker are preparing the paperwork for the agreement.	Bosley/Parker
219/18	VILLAGE HALL TOILET REFURBISHMENT/WREN GRANT No update.	
220/18	NEIGHBOURHOOD PLAN: A meeting is planned to discuss the Parish Council's recommendations to be given to the neighbourhood plan group for them to consider.	c/f All cllrs

221/18	<p>LETTER FROM LJ CANNINGS AND TWO OTHER VILLAGE RESIDENTS Re. IMPLEMENTING PARKING RESTRICTIONS: Cllr Constance had approached Oxfordshire County Council regarding the request. No response had been received. The clerk will chase.</p>	Clerk
222/18	<p>ENVIRONMENTAL AGENCY'S GUIDELINES FOR CEMETERY CHANGES: 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. Cllr Bosley had contacted Mr Hudson regarding the regulations. The clerk will forward the guidelines to him. It was noted the cemetery rules need to be updated – this will be an agenda item for December.</p>	Clerk
223/18	<p>GROUND MAINTENANCE: BGG and Calber have responded to the clerk and would like to extend their ground maintenance contracts for a further year. Holt Landscapes does not wish to continue. It was pointed out that the contract for Holt Landscapes' schedule runs until 28 February 2019.</p> <p>The clerk will seek 3 quotes for this schedule.</p> <p>Childrey Way has been attended to. Cllr Webb spoke to a Calber employee, who are the contractors for this area, regarding the work not being to the required standard. This has now been addressed.</p>	Clerk Clerk
224/18	<p>CORNHILL LANE (BOAT) The clerk had emailed a response to the chairman of West Challow Parish Council informing him of the support that East Challow Parish Council have offered in order to obtain a seasonal restriction order on Cornhill/Green Lane.</p>	Clerk
225/18	<p>RECREATION AREA</p> <p>Play Area/inspection: The inspection report was noted. Some areas of the wooden surrounds are rotten. A suggestion was put forward to pull out the wooden surround and fill the space with soil and seed. It was agreed that the litter warden would proceed with this idea on one piece of play equipment and evaluate. It would then be decided if this was good enough to do around the other pieces of equipment.</p> <p>It was also noted that the gates leading to the play area are not aligned. This is a potential finger trap. The litter warden will attach a rubber buffer to eliminate the problem.</p> <p>The rocker-chicken is also showing signs of age. Funding should be explored, looking towards replacement of this piece of equipment.</p> <p>ROSPA Report: The Chair will meet with the litter warden to look at remaining requirements of concern.</p>	L Broyd L Broyd Cllr Bosley Cllr Bosley

	<p>Pavilion:</p> <p>With the onset of winter and possible freezing conditions, the state of the pavilion was mentioned. Cllr Bosley will ask Mr Moor of Wantage Football Club if the toilet can be used in isolation from the changing rooms.</p> <p>Tennis/Netball Court:</p> <p>The tennis net has been taken down and is being stored. The clerk will write to Mr and Mrs Terry thanking them for their help. The notice for the tennis court has been collected and will be erected by the litter warden.</p> <p>The litter warden had cleaned and swept the tennis court. He would like the Parish Council to consider purchasing leaf blower. The clerk will get a price.</p> <p>Football Pitch:</p> <p>Nothing to report.</p> <p>Allotments:</p> <p>Councillor Webb updated the Parish Council. She has received allotment rent and reported on available plots. Two half plots have been relinquished. Smaller plots can be offered if requested. The clerk will advertise in the Challow News and on the website.</p> <p>Parish Carpark: Adjacent to the school:</p> <p>A letter had not been received to date from St Nicholas school asking for the Parish Council to consider installing security lights in the parish carpark.</p> <p>There was evidence of fly tipping. Garden rubbish had been dumped. The litter warden will spread it out to avoid it becoming a compost heap. He was thanked for disposing a sofa that had been dumped.</p> <p>Cllr Parker was not present at the meeting to provide an update on the possibility of using moveable cameras at the parish carpark to monitor activity or to provide an update on possible funds from the Community Safety Fund.</p> <p>An amended quote had been received from LJ Cannings for a metal gate to replace the gate that was stolen in the spring. The quote including all fixings and fittings is £252.82(ex VAT). Cllr Webb proposed accepting the quote and Cllr Bosley seconded. The clerk will instruct LJ Cannings to proceed with the order.</p> <p>A new chain and padlock will be needed. The clerk will obtain a price.</p> <p>The rough sleeper does not appear to be living in the tent at present. It was agreed that a sign would be pinned to the tent informing the owner that the tent was not authorised to remain on parish land and would be removed after 7 days.</p>	<p>Cllr Bosley</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>c/f Cllr Parker</p> <p>Clerk</p> <p>Clerk</p>
226/18	<p>CLERK'S CORRESPONDENCE</p> <p>None received.</p>	
227/18	<p>ITEMS FOR CHALLOW NEWS</p> <p>Allotments available for rent.</p>	

	Police report Compliments of the season Christmas tree collection Date of December and January meeting Removal of waste bins/ Christmas collection dates	
228/18	AOB (For Information only) Streetlights had been reported as not working. Rose Cottage – the hedge had still not been cut. Salt Bins – A large bag has been ordered for delivery to the Village Hall. Drains at Letcombe Hill full of silt.	
229/18	DATE OF NEXT MEETING: Wednesday 5 December 2018 at 7.30pm	

The meeting closed 10.20pm

Signed by Cllr Vanessa Bosley (Chair)
