

**Minutes of the Meeting of East Challow Parish Council
Wednesday 5 December 2018 at 7.30pm at the Village Hall**

Present: Cllr Vanessa Bosley (Chair), Cllr Frances Webb, Cllr Iris Game (part), Cllr Sarah Parker
In attendance Sheryl Sanders (Clerk), Julia Evans (RFO)
Members of the Public One member of the public (part)

		Action
230/18	APOLOGIES FOR ABSENCE: Apologies received: None	
231/18	MINUTES OF MEETING HELD Wednesday 14 November 2018. Cllr Game proposed accepting the minutes Cllr Webb seconded. RESOLVED. The minutes were signed.	
232/18	DECLARATIONS OF INTEREST: None were declared.	
233/18	PUBLIC DISCUSSION TIME: The litter warden was present to discuss various village issues. He reported that a member of the public had approached him regarding the hedge at Rose Cottage, Main Street. The hedge, which is overgrowing onto the pavement, causes pedestrians to walk on the main road to pass by. The clerk had previously written to the owner of the property and reported it on Fix My Street. The clerk will write to the owner again. The litter warden said he would inform the member of public of the intended action to be taken by the Parish Council.	Clerk
234/18	COUNTY COUNCIL AND DISTRICT COUNCIL MATTERS: No report had been received.	
235/18	POLICING REPORT: No report had been received. Cllr Parker updated councillors that she had contacted the police regarding advice from the crime reduction officer. To date her call had not been responded to. The clerk will contact PCSO Walcott-Smith for assistance with this matter.	Clerk
236/18	PLANNING MATTERS: The clerk updated the councillors on the following: a) P18/V2560/FUL – To form a gateway in the north east wall of the churchyard and fit a pair of oak gates. St Nicholas Church. – Planning permission has been granted. The Parish Council noted that there will be no protection from the weather. It was noted that the road outside the Park Farm construction site was muddy. This is potential safety hazard.	
	MATTERS ARISING NOT COVERED IN THE AGENDA	
237/18	ASSET REGISTER: Cllr Parker has started to identify the amendments/additions required. Work is in progress. Assets require labels for identification.	c/f Cllr Parker/ Clerk
238/18	COUNTY COUNCILLOR'S PRIORITY FUND A noticeboard has been selected. A price has not been quoted. The clerk will chase a price and check that funds are still available. The deadline for applications for the priority fund was not known.	Clerk
239/18	FREE SAPLING – WOODLAND TRUST Councillors have been told that the free sapling offered by the Woodland Trust is very small. Instead of having the free sapling offered, the Parish Council will source a rowan sapling themselves. A maximum of £100.00 will be made available. Proposed by Cllr Webb and seconded by Cllr Bosley.	Cllr Bosley/Webb

240/18	<p>OLD SCHOOL LANE – GATE FROM REAR OF PROPERTY IN HEDGE HILL ROAD</p> <p>The gate has not been re-hung to open inwards as requested in a letter to the owners. An alternative solution will be sought in order to avoid potential risk to pedestrians in Old School Lane.</p>	All Councillors
241/18	<p>VALE COMMUNITY AWARDS</p> <p>A certificate and plaque had been received for Mrs Mandy Perkins. They will be presented to Mrs Perkins by Cllr Webb. It was not known if Mrs Denise Knight had received her award.</p>	Cllr Webb
242/18	<p>FOOTBALL CLUB AGREEMENT</p> <p>There was no update – still ongoing</p>	Bosley/Parker
243/18	<p>VILLAGE HALL TOILET REFURBISHMENT/WREN GRANT</p> <p>No update.</p>	
244/18	<p>ACCOUNTS</p> <p>a) Approval of December Payments</p> <p>The full list of payments is attached to the minutes. Total for approval for December 2018 is £1339.38 Cllr Webb proposed accepting and Cllr Game seconded.</p> <p>b) Membership of the Finance Group</p> <p>It was agreed that the members of the finance group would be: Cllrs Parker, Webb and Bosley.</p> <p>b) Presentation of 2019/20 Budget Proposal</p> <p>The RFO presented the precept proposal £30375.00 (£650.00 deficit) There is no increase this year Band D remains the same. Cllr Webb proposed to accept the deficit budget and Cllr Bosley seconded.</p> <p>A virement has been made. £300.00 from the chairman's allowance to the Neighbourhood Planning Group.</p> <p>d) To Consider the Purchase of Microsoft Office Software for Tablets</p> <p>Prices had been received for Microsoft software, it appears that the IT company had over specified the Parish Council's actual requirements. The RFO advised that Microsoft 365 Home Edition for 6 tablets could be purchased for £79.95. This would have an annual subscription. The RFO is waiting for a price for installation of the software required for the tablets.</p> <p>.</p>	
245/18	<p>NEIGHBOURHOOD PLAN:</p> <p>The Parish Council met with the Neighbourhood Plan group. It was suggested that a 'health check' should be made to the plan to ensure it meets basic conditions prior to submission to VWHDC. Cllr Parker expressed an interest in joining the Neighbourhood Plan group. The clerk will contact the chairman of the group to inform him of the interest from Cllr Parker.</p> <p>Councillor Parker will work on a number of amendments which the NDP group may need to address.</p>	<p>Clerk</p> <p>Cllr Parker</p>
246/18	<p>REQUEST TO CONSIDER PARKING RESTRICTIONS AROUND THE VILLAGE GREEN.</p>	

	<p>Objections had been received from villagers regarding the proposal for parking restrictions around the north piece of the village green. The Parish Council will investigate alternative solutions.</p> <p>Mr Alder approached the parish council regarding a temporary road closure to enable a large lorry to enter his farm to collect cattle. The clerk will explain to Mr Alder that a temporary road closure would take a few weeks to obtain. The clerk will advise Mr Alder to contact PCSO Walcott-Smith who may be able to offer assistance/advice. Cllr Game left the meeting.</p>	Clerk
247/18	<p>REVIEW OF CEMETERY RULES This item was deferred until the next parish council meeting.</p>	
248/18	<p>TO CONSIDER THE PURCHASE OF A LEAF BLOWER It was decided that more research into a suitable leaf blower should be made. The equipment would need to be of good quality. The litter warden is to look into this and report to the clerk.</p>	Litter Warden
249/18	<p>GROUND MAINTENANCE: Contracts 2019/2020</p> <p>The clerk had received one quote and was waiting for further quotes for schedule A. The clerk will remind Mr Holt (Holt Landscapes) to fulfil his current obligations on the contract which runs until 28 February 2018.</p>	Clerk
250/18	<p>FOOTPATHS AND RIGHTS OF WAY</p> <p>a) Cornhill Lane (BOAT) There was no update</p> <p>b) The Park Footpath A Temporary Traffic Regulation Order (TTRO) is being made to implement the temporary closure of footpath 196/5 which runs between the A417 Challow Road and Canal Way. This will operate from 7/1/2019 for approximately 8 months.</p>	
251/18	<p>RECREATION AREA</p> <p>Play Area/inspection: The litter warden had not yet attempted to lift the wooden surrounds that he intends to back-fill with soil.</p> <p>The litter warden is seeking suitable materials to attempt to repair the gate.</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. This matter was carried forward.</p> <p>Pavilion: Nothing was reported.</p> <p>Tennis/Netball Court:</p>	<p>L Broyd</p> <p>L Broyd</p> <p>c/f Cllr Bosley</p> <p>Cllr Bosley</p>

	<p>The notice has been collected. The litter warden will attach it to the fence surrounding the tennis/netball court.</p> <p>Football Pitch:</p> <p>Nothing was reported.</p> <p>Allotments:</p> <p>A request for half an allotment plot has been received. There is an available plot (5B) available which will be offered.</p> <p>Parish Carpark: Adjacent to the school:</p> <p>There was no update on possible funds from the Community Safety Fund.</p> <p>A notice had been put on the tent belonging to the rough sleeper, giving 7 days notice of intended removal along with its contents. This job has been completed.</p>	<p>Clerk</p> <p>Cllr Parker</p>
252/18	<p>CLERK'S CORRESPONDENCE</p> <p>None received.</p>	
253/18	<p>ITEMS FOR CHALLOW NEWS</p> <p>There is no publication in January.</p>	
254/18	<p>AOB (For Information only)</p> <p>Cllr Game offered her apologies for the January, February, March and April meetings.</p>	
255/18	<p>DATE OF NEXT MEETING:</p> <p>Wednesday 9 January 2019 at 7.30pm</p>	

The meeting closed 10.43pm

Signed by Cllr Vanessa Bosley (Chair)
