## Minutes of the Meeting of East Challow Parish Council Wednesday 13 March 2019 at 7.30pm at the Village Hall

Present: Cllr Vanessa Bosley (Chair), Cllr Frances Webb, Cllr Sarah Parker In attendance Sheryl Sanders (Clerk), Cllr Yvonne Constance (County and District Councillor) Members of the Public: 3 Members of the public

		Action
	APOLOGIES FOR ABSENCE:	
49/19	Apologies received: Cllr Game	
50/19	MINUTES OF MEETING HELD Wednesday 13 February 2019. The	
	minutes were changed under Public Discussion Time to include the	
	sentence 'He asked if the parish council could purchase the gates'. Cllr	
	Parker proposed accepting the minutes. Cllr Bosley seconded.	
	RESOLVED. The minutes were signed.	
51/19	<b>DECLARATIONS OF INTEREST</b> : None were declared.	
52/19	PUBLIC DISCUSSION TIME:	
	Mr Bromley was present to provide the Council with advice regarding	
	installation of software to tablets purchased for the councillors to use for	
	parish council work.	
	Mr and Mrs Miller were present to discuss questions that had previously	
	been emailed to the clerk and to which the clerk and responded.	
	COUNTY COUNCIL AND DISTRICT COUNCIL MATTERS:	
53/19	Councillor Constance reported on the recent accident on the A417 near	
	the Park Farm development which was not connected to the	
	construction work.	
	Footpath 196/5 (The Park Footpath) had been closed for safety	
	reasons because of construction works on the new-development which	
	are anticipated to take 8 months to complete. The effect of the Order is	
	to close temporarily footpath No.196/5 which runs between the A417	
	Challow Road and Canal Way. She had requested that a sign was put up at the village hall to alert pedestrians to this closure.	
	dp at the village hall to alert pedestrians to this closure.	
	Councillor Constance also reported that some streetlights had been	
	repaired in East Challow. The clerk reported that some remained as not	
	functioning as they require new cables. This is likely to take some	
	weeks to repair.	
54/19	PLANNING MATTERS	
	P19/V0329/FUL – Demolition of existing dwelling and the erection of a	
	terrace of two No two-storey dwellings. Rose Cottage East Challow.	Clerk
	It was resolved for the clerk to submit an <b>objection</b> to the VWHDC.	
	It was noted that the road (A417) was muddy at the Park Farm	
	development and that a road sweeper was not in use.	
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55/19	ASSET REGISTER:	C/f
	The asset register continues to be worked on.	Clark
56/19	COUNTY COUNCILLOR'S PRIORITY FUND	Clerk
20/19		Clork
	The information required for the application for a notice board for the Nalder Estate and solar powered lights for the parish carpark was	Clerk
	available for the clerk to submit to Cllr Constance.	
57/19	TO CONSIDER THE PURCHASE OF A LEAF BLOWER	CLOSED
31/18	It was agreed that the leaf blower should not be purchased until	SLOSLD
	September.	
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58/19	OLD SCHOOL LANE SIGNAGE A quote had been received from Falcon Signs for £150.00 to install the sign. The Clerk will instruct Falcon Signs to carry out the work.	Clerk
59/19	REVIEW OF CEMETERY RULES This item was deferred until further notice.	
60/19	FOOTPATHS AND RIGHTS OF WAY  a) Cornhill Lane – Byway open to all traffic (BOAT)	Clerk
	Discussions are needed between adjoining parish councils - West Challow, East Challow and Letcombe Regis to establish winter/permanent restrictions. East Challow Parish Council had not received any correspondence from West Challow Parish Council regarding a requested meeting. Cllr Constance suggested that a Code of Practice could be implemented to persuade/encourage motor clubs not to use the track in the winter on grounds of safety for others.	
61/19	ACCOUNTS a) Approval of March 2019 Payments	
	The full list of payments is attached to the minutes. Total for approval for March 2019 is £23551.82 Cllr Webb proposed accepting and Cllr Parker seconded.	
	b) Consideration of staff pay increases (agreed in closed session)	
	It was agreed that the clerk's pay grade would be increased to point 14 on the new NALC scale with effect from 1st April 2019.	
	It was agreed that the litter warden's salary will remain ungraded, but will rise the national minimum wage plus an enhancement equating to £9.00 per hour.	
	Proposed by Councillor Parker Seconded by Councillor Webb	
	The clerk distributed a proposal from the RFO to ring fence funds at the year end. It was agreed. (proposal attached to the minutes).  Proposed by Cllr Webb and seconded by Cllr Parker.	DE0
	A sum of £6890 (VAT refund) is due at the year end. When received it will be put into general reserves.	RFO
	The clerk will check if there is any allotment rents outstanding.	Clerk
62/19	NEIGHBOURHOOD PLAN:	
	At the meeting of the ECNP Steering Group on Monday 11th March 2019, due to the parish council's indication that a pause in the submission process is needed to fully review all the documentation and that the parish council wanted certain areas made more robust, the chair of the steering group suggested that the 'plan' be handed back to the parish council temporarily with the aim that it will be brought back on-line after the council elections.	
	Some parish land needs to be registered. The parish council are working on this.	All Clirs

63/19	GROUND MAINTENANCE: Renewal of Contracts 2019/2020		
	Shedule A £6465.00 – Jeremey Hanham Gardening Services Shedule B Calber Facilities Management had sent a quotation for more than the agreement in the 2018/19 contract which was to increase the costs no more that than the CPI (consumer price index). The clerk was asked to query this.  Shedule C £1575.00 – BGG Garden and Tree Care. No increase from last year.	the B Calber Facilities Management had sent a quotation for more the agreement in the 2018/19 contract which was to increase the no more that than the CPI (consumer price index). The clerk was to query this.  The clerk was to query this.	
	It was agreed that schedules A and C are accepted for the 2019/20 contract. Proposed by Cllr Parker and seconded by Cllr Webb.		
64/19	INSTALLATION OF SOFTWARE TO TABLETS  Mr Bromley was present during the public discussion time to advise the council on the best software solution for the tablets purchased for the councillors. It was agreed that one councillor was to trial Polaris free software and report to the council on its suitability with a view to installing all tablets with the software.	Cllr Parker	
65/19	RECREATION AREA		
	Play Area/inspection: The litter warden had not, to date, attempted to lift the wooden edging around the play equipment bases which he intends to back-fill with soil.	c/f L Broyd	
	The litter warden is seeking suitable materials to repair the gates in the play area.	c/f L Broyd	
	The rocker-chicken is showing signs of age with rotten timbers. Funding for a replacement will be explored. It was agreed that the equipment should be closed off with hazard tape and be removed.	Clerk	
	The bolts on the agility trail require tightening.	L Broyd	
	Nuts and washers have been replaced on both sets of swings.		
	The slide has significant corrosion and will require removal.		
	The carousel requires the gap between the base and the ground to be adjusted to the required standard.		
	Pavilion:		
	The pavilion requires attention. It is still to be cleared of the debris from the December 2016 flood. This will be assessed by the Parish Council. No update.	All Councillors	
	Tennis/Netball Court:		
	The disclaimer notice has been installed on the tennis/netball court.  The brambles adjacent to the court have been cut back approximately 6ft to allow the sun to shine on the court. The parish council will meet to agree if any further foliage should be cut back.	All Councillors	
	Football Pitch:		
	A disclaimer notice is required to cover the football pitch. Suitable wording will be investigated.	Cllr Bosley	

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	Allotments:	
	There are plots available to rent. The clerk will advertise in the Challow News.	
	Parish Carpark: Adjacent to the school: A quote had been received from Prolectric for £1889.00 to supply and fit a solar powered light. The clerk will make an application to the County Councillor's priority fund for help with the cost.	Clerk
66/19	NEW CEMETERY	
	a) Purchase of a cemetery record book by Mr Phil Knight It was agreed that Mr Knight could purchase a cemetery record book for the parish council to use for interments at the new cemetery.	
67/19	CLERK'S CORRESPONDENCE  An email request dated 25/2/19 enquiring into the possibility of using the football pitch for team training had been received. Councillor Bosley will contact the team who had shown interest in using the facilities to ascertain if they wish to continue the use.  An email asking the parish council to consider a financial contribution towards the maintenance of a tree adjacent to properties in Field Gardens. The clerk will reply advising that the tree belongs to	Clerk.
	Oxfordshire County Council and suggest that approval is sought from them prior to commencing any work.	Clerk
68/19	ITEMS FOR CHALLOW NEWS Date of the next meeting Dog Fouling Parish Elections Footpath closure Biffa Easter Waste Collections	
69/19	AOB (For Information only) Salt Bins to be added to the September agenda. Parish map to be given to Councillor Bosley to mark salt bin locations	
70/19	DATE OF NEXT MEETING: Wednesday 10 April 2019 at 7.30pm	
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The meeting closed	10.35 pm

Signed by Cllr V	anessa Bosley (Chair)	