

**Minutes of the Meeting of East Challow Parish Council
Wednesday 10 April 2019 at 7.30pm at the Royal British Legion, East Challow**

Present: Cllr Vanessa Bosley (Chair), Cllr Frances Webb, Cllr Sarah Parker
In attendance Sheryl Sanders (Clerk)
Members of the Public: Mrs Terry

		Action
71/19	APOLOGIES FOR ABSENCE: Apologies received: Cllr Game	
72/19	MINUTES OF MEETING HELD Wednesday 13 March 2019. There were several amendments to be made to the draft minutes. The amendments will be made and the minutes will be approved and signed at the meeting 8 May 2019.	
73/19	DECLARATIONS OF INTEREST: None were declared.	
74/19	PUBLIC DISCUSSION TIME: Mrs Terry thanked the clerk for her assistance in ensuring the lights that were malfunctioning were now fixed. Mrs Terry reported that last year had been a successful year for her netball team and she wished to continue using the court from 1 st May from 6pm – 8pm until October. It was agreed. She was informed that the toilets are not in use as the water is currently turned off, pending refurbishment. The gates to the court will be opened by Councillor Webb. Mrs Terry said she will put the tennis court nets will be put up after the first game of netball and take them down when her team meets weekly. The hole by the water trough at the allotments will be filled by an allotment holder/resident.	Mr Terry
75/19	COUNTY COUNCIL AND DISTRICT COUNCIL MATTERS: No report received.	
76/19	PLANNING MATTERS P19/V0618/FUL – W&G Estate Faringdon Road, East Challow. Change of use from B1A to D1 Health Clinic Physiotherapy and office. NO OBJECTION P19/V0329/FUL Rose Cottage Main Street East Challow Wantage OX12 9SS Demolition of the existing dwelling and the erection of a terrace of two No. two-storey dwellings with parking and amenity space. The council requested that the clerk obtain an update regarding the decision from VWHDC.	Clerk
	MATTERS ARISING NOT OTHERWISE COVERED ON THE AGENDA	
77/19	ASSET REGISTER: The asset register continues to be worked on. It was noted that the magnolia tree, which should be looked on as an asset to the village, on the village green, is being climbed and the pump and trough, which are on the listed register are being mistreated. A mention will be added in the Challow News.	c/f Parker/ Clerk
78/19	COUNTY COUNCILLOR'S PRIORITY FUND The application form for a solar powered light for the parish carpark and a noticeboard for Nalderfields had been completed by the clerk and was ready to be submitted to Oxfordshire County Council.	Clerk

79/19	<p>NEW CEMETERY Purchase of a New Cemetery Record Book The clerk had contacted OALC to seek advice regarding the re-entry of an existing burial into a new book. Mr Knight, who will be purchasing the book, will be contacted regarding details of the purchase.</p>	Clerk
80/19	<p>USE OF FOOTBALL PITCH An email request dated 25/2/19 enquiring into the possibility of using the football pitch for team training had been received. The clerk had responded advising that currently there was already another team interested in using the facilities. Councillor Bosley has re-opened discussions with Mr Moor from Wantage Football Club.</p>	
81/19	<p>ACCOUNTS a) Approval of April 2019 Payments</p> <p>The full list of payments is attached to the minutes. Total for approval for April 2019 is £4552.90 Cllr Webb proposed accepting and Cllr Parker seconded.</p> <p>Castle Water's terms of payment are 14 days it was agreed a direct debit should be set up to avoid any late payment charges.</p> <p>The clerk reported there was no allotment rent outstanding.</p>	
82/19	<p>GROUND MAINTENANCE: Renewal of Contracts 2019/2020</p> <p>The quote for schedule B (Calber Facilities Management) had been re-quoted at the correct price and was approved. All contracts had been signed and returned to the clerk. Proposed by Cllr Bosley and seconded by Cllr Parker. Positive feedback had been received for the schedule A contract (Jeremey Hanham Gardening Services).</p>	
83/19	<p>OLD SCHOOL LANE SIGNAGE The fitter was unable to erect the sign in the area identified by the chair as there are utilities below the grass bank. The clerk will contact one of the grounds maintenance contractors to obtain a second opinion.</p>	Clerk
84/19	<p>INSTALLATION OF SOFTWARE TO TABLETS Trialling of the free software by Councillor Parker was still in progress. If it is successful it will be downloaded to all tablets.</p>	All Cllrs
85/19	<p>NEIGHBOURHOOD PLAN:</p> <p>Appendices have been read by Councillor Parker. It was reported that the green spaces appendix needs to be stronger and more protective. As there is still work to be done, evaluation of the need for professional services and grants need to be looked into. The parish council are working on the registration of parish land.</p>	Clerk c/f All councillors
86/19	<p>FOOTPATHS AND RIGHTS OF WAY a) Cornhill Lane – Byway open to all traffic (BOAT)</p> <p>There had been no contact from West Challow Parish Council regarding a meeting with themselves and adjoining parishes. The clerk will contact the chairman of West Challow Parish Council.</p>	Clerk Clerk

87/19	<p>RECREATION AREA</p> <p>Play Area/inspection:</p> <p>Work to remove the wooden surrounds and fill with topsoil had been started.</p> <p>The litter warden is seeking suitable materials to repair the gates in the play area.</p> <p>The rocker chicken is to be removed and disposed of, the area made good by Crest Nicholson. A risk assessment by the developer had been carried out. The equipment will need to be replaced. The clerk was asked to look at grants and funding.</p> <p>The bolts on the agility trail require tightening.</p> <p>The carousel requires the gap between the base and the ground to be adjusted to the required standard.</p> <p>Allotments:</p> <p>The clerk had received an email enquiring about an allotment plot. The clerk had replied seeking clarification that the person lives in East Challow. A reply had not yet been received. Councillors questioned the cost of the water supplied by Castle Water. The clerk mentioned the need for allotment tenants to have suitable public liability insurance. The chair will check other parish council policies.</p> <p>An allotment tenant needs to be contacted informing them that it has been noted cultivation has not started on their plot and to establish if they intend to start work. The clerk will write to the tenant.</p> <p>Football Pitch:</p> <p>The clerk will order a disclaimer sign and post for the playing field. Proposed by Cllr Parker and seconded by Cllr Bolsey.</p> <p>Pavilion:</p> <p>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.</p> <p>Parish Carpark: Adjacent to the school:</p> <p>An application for the County Councillor's Priority Fund has been prepared for a solar powered light.</p> <p>Tennis/Netball Court:</p> <p>The netball court will be used from 1st May from 6pm – 8pm until October by a netball club.</p> <p>The tennis net will be erected once the netball session on 1 May is finished.</p>	<p>Clerk</p> <p>Clerk</p> <p>Bosley</p> <p>Clerk</p> <p>Clerk</p> <p>Bosley</p> <p>Clerk</p>
88/19	<p>VILLAGE HALL BUILDING</p> <p>The insurers of the village hall have requested its closure due to the building having an unsafe roof. Scaffolding has been erected around the building to brace the roof and an independent structural engineer is required to assess the roof. The insurers are at this stage claiming no responsibility regarding repairs. The Parish Council have provided a copy of the Trust Deed to the Village Hall Committee to confirm that the Parish Council are custodian trustees only of the village hall. The Parish Council asked the clerk to ascertain if the Village Hall Committee are continuing to pursuing the claim with the insurers.</p>	<p>Clerk</p>

89/19	DATE/VENUE FOR ANNUAL PARISH The annual parish meeting will be held on Wednesday 29 May 2019 at 8pm this will be at Challow & Childrey Cricket Club due to on-going problems with the village hall. The clerk will confirm the booking.	Clerk
90/19	VENUE FOR PARISH COUNCIL MEETINGS Due to the problems with the roof at the village hall, Parish Council meetings will be held at the Royal British Legion (meeting room) for the foreseeable future. Councillor Bosley will book the room. The June meeting will be held a week early on 5 June due to holiday commitments.	Bosley
91/19	CLERK'S CORRESPONDENCE The clerk had received emails from a few villagers regarding parking around the village green. The emails were in response to an entry in the Challow News and a letter that had been sent to properties around the village green, both from residents concerning parking in that area. The chair will prepare a response to be sent by the clerk.	Bosley/Clerk
92/19	ITEMS FOR CHALLOW NEWS Date of the next meeting 8 May 2019. Pump & Trough – which are both listed, need to be treated with care, not abused as it is often noticed. Biffa Easter Waste Collection dates.	
93/19	AOB (For Information only) It was noted that Councillor Game has not stood for re- election. A suitable acknowledgement of her time and commitment over the past few years as a councillor will be looked into by the chairman.	Bosley
94/19	DATE OF NEXT MEETING: Wednesday 8 May 2019	

The meeting closed 10.50 pm

Signed by Cllr Vanessa Bosley (Chair)
