

**Minutes of the Meeting of East Challow Parish Council
Wednesday 15 January 2020 at 7.30pm at the Village Hall**

Present: Cllr Vanessa Bosley (Chair), Cllr Frances Webb, Cllr Trevor Hayes and Cllr Sarah Parker
In attendance: Sheryl Sanders (Clerk) and Julia Evans (RFO)
Members of the Public: Five members of the public were present (part)
Others: County Councillor Yvonne Constance (part)

		Action
1/20	APOLOGIES FOR ABSENCE: Cllrs Game, Blowfield and Barrow	
2/20	MINUTES OF MEETING HELD Wednesday 4 December 2019. Cllr Bosley proposed accepting the minutes Cllr Hayes seconded. RESOLVED. The minutes were signed.	
3/20	DECLARATIONS OF INTEREST: None were declared.	
4/20	PUBLIC DISCUSSION TIME: Residents of the Barn, Main Street were present to report on the surface water flowing onto their property from the Fuller's Grove development. It was acknowledged that objections from East Challow Parish Council had been raised during the planning application. Councillor Constance asked what the VWHDC planning department's response had been regarding surface water drainage. A member of the public, who was present at the meeting, agreed to assist the residents of the Barn by giving the historical correspondence pertaining to this development to them. Mr D Hudson had marked a few 8'x4' plots at the new cemetery site. He will produce a location plan of the site for the East Challow Parish Council. Mr P Knight updated the council on his intention to purchase a cemetery record book and would work with the council regarding a suitable inscription to the front of the book and spoke about recent anti-social behaviour in the parish council car park adjacent to St Nicholas School.	
5/20	COUNTY COUNCIL AND DISTRICT COUNCIL MATTERS: Councillor Constance reported on the following: The temporary closure of footpath 196/3 whilst repairs were to be carried out and attempts to reinstate the ditch by St Nicholas School. The clerk reported that street light in Old School Lane had been repaired.	
6/20	PLANNING MATTERS: The following comments were agreed. a) <u>P19/V2126/RM</u> Reserved matters application for details of Layout, scale, appearance and landscaping following approval of application P16/V1721/FUL (amended plans received 28th November 2019 to remove plot 36, relocate plots 33 and 35 and for minor changes to car parking layouts and landscaping). No objection. but wish the following comments to be taken into account: Why are there no charging points for electric cars? Could street furniture be made of recycled materials?	

	<p>b) P19/V3017/HH Byeways 1 Sarajac Avenue East Challow Wantage OX12 9SA Proposed rear extension.</p> <p>No objections but would like the following comments to be taken into consideration: Point 11 - Assessment of flood risk. Why is there a need to run water off into a soakaway when existing drainage can be used.</p>	
	UPDATE ON MATTERS NOT OTHERWISE COVERED ON THE AGENDA	
7/20	<p>a) Update on Purchase of Noticeboard for the Nalderfields Development: The quote received included a delivery charge which had not been taken into account when requesting the funds from the County Councillor's priority fund. The clerk will search for further quotes.</p> <p>b) Update on Old School Lane Signage Councillor Hayes agreed to assess the area looking for an indication of services below the ground.</p> <p>c) Update on Tablets Information was required regarding Cllr Blowfield in order for the tablet to set up.</p> <p>d) Update on Resident's Parking A letter had been drafted to the owners/occupiers of Goodlake House to remind them that the land in front of the property was not part of their curtilage.</p> <p>e) Update of WW1 Memorial Tree Mr Craddock had been approached and agreed that a spindleberry sapling would be a good choice for the village green. Cllr Parker will source a suitable sapling.</p> <p>f) Update of Community Bus There was no update.</p> <p>g) Update on Salt Bins A salt bin on Reynolds Way had not been re-filled. The clerk will inform Oxfordshire County Council.</p>	<p>Clerk</p> <p>TH</p> <p>SP</p> <p>Clerk</p> <p>SP</p> <p>Clerk</p>
8/20	<p>ACCOUNTS</p> <p>a) Approval of January Payments</p> <p>The full list of payments is attached to the minutes. Total for approval for January 2020 is £1605.37 Cllr Webb proposed accepting and Cllr Bosley seconded.</p> <p>b) Interim Audit Report</p> <p>Deferred until the next meeting.</p> <p>The RFO asked for consideration to be given for payroll services to be undertaken in house. Proposed by Councillor Hayes and seconded by Councillor Webb it was resolved that the services from the external payroll provider be terminated and for the administration to be undertaken by the RFO.</p>	

9/20	<p>NEIGHBOURHOOD PLAN A meeting had been arranged with the consultant (Bluestone Planning) and the NP group. Approval was given to appoint the services of Bluestone Planning as consultants of the neighbourhood plan as proposed by the NP group on 13/12/19. Expenditure was agreed to the sum of £10,000. Proposed by Cllr Bosley and seconded by Cllr Hayes.</p>	
10/20	<p>GROUNDS MAINTENANCE: a) Renewal of Contracts</p> <p>It was agreed to award schedule B contract to: Adam Wise Proposed by Councillor Webb and seconded by Councillor Parker. It was agreed to award schedule C to Adam Wise, Proposed by Councillor Hayes and seconded by Councillor Parker. The RFO to confirm the appointment of Adam Wise and ask for a copy of his risk assessment. Cllr Hayes agreed to check the risk assessment.</p>	RFO/TH
11/20	<p>FOOTPATHS/RIGHTS OF WAY/BOAT</p> <p>A TTRO (Temporary Traffic Regulation Order) has been implemented by OCC. The effect of the order is to close temporarily Footpath No.196/3 (Byway Open to All Traffic) on the west of the village between the A417 and St Nicholas primary school (Cornhill Lane).</p> <p>This Order will remain in force for a maximum period of 6 months or until the works have been completed whichever is the sooner.</p>	Clerk
12/20	<p>RECREATION AREA: a) ROSPA Inspection Report Actions</p> <p>The play inspection report was noted. Actions from the ROSPA report continue to be addressed. A site meeting with councillors to be arranged.</p> <p>Allotments The clerk will look at the cost of a picnic bench for use at the allotment site as there was money to be used (£469.00). SSE had carried out essential maintenance work on power lines and had consequently caused considerable damage to the recreation area whilst accessing the area with their vehicles. A site meeting to be arranged once the work had been completed.</p> <p>b) Football Pitch The disclaimer sign was due to be installed.</p> <p>c) Pavilion An assessment of the pavilion had not yet been carried out by councillors.</p>	<p>Clerk</p> <p>Clerk</p> <p>All</p>

	<p>d) Car Park It was noted that several reports had been made to the police via 101 regarding the cars in car park. The police had attended following the calls but the cars had gone by the time they arrived at the location. Police continue to patrol the area.</p> <p>e) Tennis/netball Court Maintenance work continues on the court surface. Bicarbonate of soda is being used to clean the surface.</p>	
13/20	<p>VE DAY CELEBRATIONS It was possible that a tea party/tea dance will be arranged.</p>	
14/20	<p>VILLAGE HALL CAR PARK The clerk had contacted Crest Nicholson for an update regarding their offer to re-surface the village hall car park. There had been no response. The clerk will chase.</p>	Clerk
15/20	<p>SURFACE WATER A417 MAIN STREET The clerk will contact Oxfordshire County Council regarding the blocked drain on the A417 adjacent to the village hall car park, Main Street.</p>	Clerk
16/20	<p>NEW CEMETERY Deferred until the next meeting.</p>	
17/20	<p>RISK ASSESSMENT The draft had been given to the chairman to circulate to all councillors for comment.</p>	VB
18/20	<p>CLERK'S CORRESPONDENCE Email – The South and Vale waste team will be carrying out a deep cleanse of the village from 25/2-27/2. The clerk will respond with the areas identified as being priority. Correspondence had been received from a member of the public regarding on-going concerns regarding car engines idling in the parish council carpark adjacent to the school.</p>	Clerk
19/20	<p>AOB (for information only) Mr Gregson updated the council about the road widening outside his house and his complaint to the VWHDC. He complained that the speed at which vehicles travelled had increased. Speed surveys could be a possibility. An additional VAS (vehicle activated sign) might be a consideration.</p>	
20/20	<p>ITEMS FOR CHALLOW NEWS TTRO Footpath 196/3 Idling car engines</p>	
21/20	<p>DATE OF NEXT MEETING: Wednesday 12 February 2020 @ 7.30pm at East Challow Village Hall</p>	

The meeting closed 10.45 pm

Signed by Cllr Vanessa Bosley (Chair)