

**MINUTES OF THE MONTHLY MEETING OF EAST CHALLOW PARISH COUNCIL HELD ON WEDNESDAY 20<sup>TH</sup>  
JULY 2022 AT 7.30PM AT EAST CHALLOW VILLAGE HALL**

In attendance: Cllr V Bosley (Chair), Cllr Webb, Cllr Hayes, Cllr Terry, District Councillor P Barrow and County Councillor Y Constance

Also in attendance: Clerk

100/22	<b>Apologies for absence</b> Cllr Parker and Cllr Game	
101/22	<b>To approve the minutes of the meeting held on 15<sup>th</sup> June 2022</b> Cllr Hayes proposed accepting the minutes of Wednesday 15 <sup>th</sup> June 2022 and Cllr Webb seconded the proposal. The minutes were resolved.	
102/22	<b>Declarations of interest.</b> Members are asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting (Please refer to notes at the end of the agenda) None were declared	
103/22	<b>Public discussion time (10 minutes).</b> Members of the public may bring to the attention of the Council any matters not covered in the agenda and make representations on matters on the agenda.  No members of the public present	
104/22	<b>District and County matters:</b> report from District Councillor and County Councillor See attached  County Councillor Constance spoke of her priority fund money and offered the East Challow Parish Council help. The Parish Council asked if she would be able to assist with funding towards the allotment fence.	Clerk to provide quotes
105/22	<b>Planning matters:</b> To consider any new applications/ update on previous planning applications:  a. P22/V1543/T28 Childrey Way East Challow Oxfordshire. The application is for: Intention to install 1 new 9m light wooden pole. (Replacement pole) The Parish Council acknowledge the notification of this application.  b. P22/V1307/FUL, for development work at the following location: St Nicholas C Of E Primary School East Challow Wantage, the application is for: s73 application to vary condition 2 - approved plans, 7 - Tree Protection Plan & Arboricultural Method Statement and 8 - Landscaping Scheme (A new single storey two classroom building with associated external works on the existing school site). The Parish Council had no objection to this application.  c. VOWHDC has approved a planning application, reference P22/V0283/FUL, 1 Challow Marsh Cottages East Challow Wantage. The Parish Council acknowledge the notification of this approved application.  d. To agree planning applications will be responded to by the planning group during the summer recess. The Parish Council agreed that planning applications will still be responded to during the summer recess by the planning group via email.  e. Boundary review: Parish response to the next stage in the procedure. The Parish Council, County Councillor and District Councillor will all respond to the next stage of this procedure as they did to the previous stage. Cllr Constance requested the clerk send her the recent email regarding the Boundary review.	Clerk
106/22	<b>Matters to report not otherwise on the agenda and update on actions from previous agendas</b> a. Update on purchase of a fireproof box for documents.	Clerk

	<p>This will be taken forward to the next meeting.</p> <p>b. Update on OCC with regard to providing dropped kerbs on the roadways near to Goodlake House and Letcombe Hill The Highways department is currently understaffed and responses are taking longer than usual. Clerk to resend email to the highways department requesting a site meeting. The clerk was requested to include County Councillor Yvonne Constance and Mark Francis from OCC in her update.</p>	Clerk
107/22	<p><b>Accounts:</b></p> <p>a. To agree the amended July 2022 payments of £5164.58 Cllr Webb proposed accepting the July payments of £5164.58 and Cllr Bosley seconded the proposal, the payments were agreed.</p> <p>b. Agree payment towards the service of St Nicholas Church clock (£250) Cllr Bosley proposed to agree the donation of £250 towards servicing the Parish clock and Cllr Terry seconded the proposal, the donation of £250 was agreed.</p> <p>c. To agree arrangements for August payments during the summer recess. Arrangements have been made for the finance group to approve payments in August.</p> <p>d. To agree the implementation of Scribe as a new accounting system The Parish Council has requested testimonials from other local parishes who use it to determine the benefit to this Parish Council before purchasing a year's subscription. It was noted that this has not been budgeted for.</p> <p>e. The clerk reported that she had signed off the accounts, and stated it was not her work. The previous R.F.O. had been asked to do this as she had been RFO until her resignation in September 2021, until the new clerk was appointed, she continued to assist and then consulted with the new clerk, who started in February to complete the end of the financial year. The previous R.F.O. did not feel she should sign off the accounts.</p>	Clerk Cll Webb
108/23	<p><b>Parish Council Risk Assessment</b></p> <p>a. Update on progress of the current Parish Council risk assessment Cllr Hayes looked through the reformatted document and asked that checklists be provided in future.</p>	Clerk
109/22	<p><b>Cemetery</b></p> <p>a. Vicarage Hill Cemetery update on vegetation clearance Two quotes were presented to the Parish Council and it was agreed that the EMR money would cover the cost of the vegetation clearance in the cemetery. This was proposed by Cllr Webb and seconded by Cllr Hayes.</p> <p>b. Vicarage Hill cemetery notice board – Rules and Regulations The Chair and clerk will look for a suitable place for the notice board which is needed to display the rules and regulations concerning the Vicarage Hill Cemetery and to ensure the correct fixings are purchased to secure it.</p>	Clerk
110/22	<p><b>Speeding</b></p> <p>a. Update on the progress made regarding reducing speeding in the village See District Councillor report</p> <p>b. 20's plenty community survey Extra documentation is required to support the Parish Council request for 20's plenty speed limit in the village, Cllr Barrow will produce a flyer to be delivered to the villages with a questionnaire to complete the results of which will be presented by District Councillor Barrow in the Parish Councils application for 20's plenty. This can also be done using survey monkey. The final decision on collating the information will be made at a future meeting.</p> <p>c. Speedwatch The Parish Council have a team of people ready to action the trial. District Cllr Barrow will contact other parishes with regard to sharing equipment, skills and knowledge.</p>	D Cllr Barrow  D Cllr Barrow

111/22	<p><b>Neighbourhood Plan Consultancy</b></p> <p>a. Request for funding: Basic conditions statement District Councillor Barrow said the neighbourhood plan was 75% done and basic conditions statement would be better done by Bluestone Planning. It was agreed the funding would come from general reserves.</p>	
112/22	<p><b>Footpaths and rights of way</b></p> <p>a. Update on footpath accessibility in the village District Councillor Barrow is in touch with the land owners of the tow path along the canal.</p> <p>b. District Councillor Barrow mentioned a resident of Lydsee Gate is willing to give a presentation on local footpaths.</p>	
113/22	<p><b>Recreation area</b></p> <p>a. <b>Update on work highlighted by the ROSPA report</b> The Parish Council is awaiting an inspection by ROSPa. Cllr Hayes has obtained quotes regarding the matting under the swings. The quotes will be considered after the next inspection.</p> <p>b. <b>Pavilion Project</b> The Parish Council is now in a position to action the project and has asked the clerk to arrange a meeting between the interested parties who wish to use the pavilion.</p> <p>c. <b>Allotments fence</b> Quotes have been obtained to replace the fence but the Parish Council require a further piece of information before making a final decision on which company to undertake the work. Some S106 money is available for this project. Funding has also been offered by the County Councillor for this project on receipt of a letter requesting funding help. The clerk has been asked to send the letter to the County Councillor as soon as possible. To assist the financing required for the purchase of the allotment fence the chair proposed that money which had been set aside in the current budget to assist with village Platinum Jubilee celebration be reallocated. The event on June 5<sup>th</sup> was successful and actually produced a small profit. As the Parish Council money was not required it was agreed that the £1000 be put towards the allotments fence.</p>	<p>Clerk</p> <p>Clerk</p>
114/22	<p><b>Grounds Maintenance</b></p> <p>a. To update on any grounds maintenance issues The vegetation by Longs Cottages has overgrown and the clerk will ask for it to be cut back further. This was previously done at some expense to the Parish Council and needs to be addressed before it gets out of hand. The grass and vegetation by the school fence needs to be cut nearer the fence, the clerk will ask for this to be cut back further.</p>	
115/22	<p><b>Public Art/S106 Money</b></p> <p>a. Review of new proposal from Ms. A Brown The Parish Council viewed the Public Art proposal and Cllr Hayes proposed to proceed with it this was seconded by Cllr Webb. The clerk will contact Ms Brown with the paperwork to commence the application.</p>	
116/22	<p><b>Website</b> District Councillor Barrow will take a look at the Parish Council website he will also look at other Parish websites. The clerk will request a mention in the Challow News to obtain some more photographs for use on the website.</p>	
117/22	<p><b>Challow News – September</b></p> <p>a. Date of next meeting is 21<sup>st</sup> September 2022</p> <p>b. The 20's plenty flyer and to advise people of the questionnaire to be completed</p>	

	<ul style="list-style-type: none"> <li>c. The Parish Council wishes to congratulate Emma English the Beavers and Cubs leader for receiving The Presidents Trophy for Demonstrating True Spirit of Scouting.</li> <li>d. Chairs comments</li> </ul>	
118/22	<p><b>Clerks Correspondence</b></p> <ul style="list-style-type: none"> <li>a. Use of the football pitch by Grove challengers Due to the Pavilion project getting underway the Parish Council is unable to offer the football pitch for use for any organised football matches.</li> <li>b. Funding available for Community Climate Projects The Parish Council will look into the funding that has become available</li> </ul>	
119/22	<p><b>Items for next agenda</b></p> <ul style="list-style-type: none"> <li>Pavilion Project</li> <li>Hedge replanting</li> <li>Allotment fence</li> </ul>	
120/22	<p><b>Date of next meeting:</b> Wednesday 21<sup>st</sup> September 2022</p>	

The meeting closed 10.20pm

Signed by Cllr Vanessa Bosley (Chair)

---

Notes on declaration of interest

- I. Any member arriving after the start of the meeting is asked to declare personal interests as necessary as soon as practicable after their arrival even if the item in question has been considered;
- II. With the exception of the circumstances listed in paragraph 9(2) of the Local Code of Conduct for Members, a member with a personal interest also has a prejudicial interest if it is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgement of the public interest. In such circumstances, the member must withdraw from the meeting room, and should inform the Chairman accordingly.  
It is not practical to offer detailed advice during the meeting on whether or not a personal interest should be declared, or whether a personal interest should also be regarded as prejudicial.

Linda Hooper  
eastchallowclerk@gmail.com