

**Minutes of the Meeting of East Challow Parish Council
Thursday 6 MAY 2021 at 8.00 pm held virtually online by Zoom.**

Present: Councillors Vanessa Bosley (Chair), Frances Webb (Vice Chair), Iris Game (part) Trevor Hayes and Sarah Parker

In attendance: Sheryl Sanders (Clerk) and Julia Evans (RFO – part)

Others present: None

Members of the Public: None

		Action
	APOLOGIES FOR ABSENCE: Councillors Paul Barrow & Wende Blowfield	
49/21	MINUTES OF MEETING HELD Wednesday 10 March 2021 & 23 April 2021 Cllr Webb proposed accepting the minutes of 10 March. Cllr Hayes seconded. RESOLVED. The minutes were agreed. Cllr Hayes proposed accepting the minutes of 23 April 2022. Cllr Bosley seconded. RESOLVED.	
50/21	DECLARATIONS OF INTEREST: None were declared.	
51/21	PUBLIC DISCUSSION TIME: None	
52/21	DISTRICT & COUNTY COUNCIL MATTERS Neither councillors were present at the meeting. No reports had been received.	
53/21	PLANNING MATTERS: The following comments were agreed. a) P21/V0293/FUL Land at Park Farm East Challow Residential development of 36 dwellings, comprising a partial re-plan of details approved under application ref P18/V0744/RM, to include an uplift of 10 no additional dwellings, a revised housing mix across the relevant development parcels and associated development works. The parish council objected to this application. b) Savills (agent for Crest Nicholson) requested a meeting with the parish council to discuss planning application P18/V0744/RM to better understand the objections raised by the parish council and to have the opportunity to explain the reason for the changes. The parish council declined the invitation.	
54/21	UPDATE ON MATTERS NOT OTHERWISE COVERED ON THE AGENDA	
	a) Update on no cycling sign Old School Lane Proposed by Councillor Parker and seconded by Councillor Bosley it was resolved to purchase two no cycling signs as follows without a pole from Falcon Signs Ltd. Councillor Parker agreed to source a pole suitable for one of the signs. The other sign will be fixed to the metal railings.	Clerk SP
55/21	ACCOUNTS a) To approve May 2021 payment and ratify April 2021 payments. Total for approval for May 2021 was £1338.64	

	<p>Cllr Webb proposed, Cllr Bosley seconded. It was resolved to approve the May 2021 payments.</p> <p>Total for approval for April 2021 was £2041.74 Cllr Webb proposed, Cllr Bosley seconded. It was resolved to approve the April payments.</p> <p>b) To receive the internal audit report The report had been circulated to all members of the Council.</p> <p>c) To approve the Annual Governance Statement Proposed by Councillor Bosley and seconded by Councillor Parker it was resolved that the annual governance statement be approved.</p> <p>d) To approve the Annual Accounting Statement Proposed by Councillor Parker and seconded by Councillor Webb it was resolved that the annual accounting statement be approved.</p>	
56/21	<p>NEIGHBOURHOOD PLAN</p> <p>a) A report was received from the RFO and is attached to the minutes.</p> <p>Proposed by Councillor Parker and seconded by Councillor Hayes It was Resolved to move forward with the Neighbourhood Plan, and to continue with the support from Bluestone Planning. Proposed by Councillor Parker and seconded by Councillor Hayes It was resolved to allocate £6000 to the Neighbourhood Plan to enable the work to continue.</p>	
57/21	<p>S106 FUNDS – Public Art</p> <p>Councillors Bosley, Hayes and Webb had met with Abi Brown of the District Council to discuss ideas for the public art being provided by S106 funds from the Park Farm Development. Proposed by Councillor Parker and seconded by Councillor Hayes it was resolved to design and make a Suffolk style village sign and two smaller features for the entrance verges.</p>	
58/21	<p>FOOTPATHS/RIGHTS of WAY/BOATS</p> <p>The Clerk had looked at the church hedge which had been reported as needing cutting back and did not feel that there was an issue with the footway being obstructed. No further action. The overhanging bush from the hedge adjacent to The Park was to be reported to Fix My Street.</p> <p><u>Cornhill Lane</u> Oxfordshire County Council had started work to clear vegetation and fallen trees in order to create a wider lane. It was noted that the public right of way in front of the scout hut had been moved 20ft into the farmer's field. It should be reinstated once building of the new dwelling was complete.</p>	Clerk
59/21	<p>RECREATION AREA</p> <p>a) Play Area</p> <p>The monthly inspection had been carried out. The report been circulated.</p> <p>b) Car Park</p>	

	<p>The location of the barrier gate was incorrect on the risk assessment. It should be 'off Childrey Bridle Path'. It was agreed that the risk assessment was adequate once this amendment had been made.</p> <p>Councillor Bosley will organise 4/5 keys for the gate padlock to be cut and finalise the list of volunteers/rota for the locking/unlocking of the gate. It was hoped this would be operational within 2 weeks. The risk assessment will be reviewed periodically.</p> <p>Councillor Bosley had thanked Mr Webb for installing the sign on the gate.</p> <p>c) Tennis Court</p> <p>The tennis courts were open. Councillor Bosley will check on the condition of the net.</p> <p>Councillor Bosley will investigate a suitable spray for weeds which will help prevent the surface deteriorating further.</p> <p>An email from a resident of Reynolds Way, whose house backs onto the recreation area had been received, alerting the Council to the area of overgrown shrubbery and nettles between Trevoise and the tennis court boundary fence which is being accessed by some young children. The councillors were unsure why this was happening.</p> <p>There is a high drop which could be hazardous. It was agreed that a suitable notice should be installed. Councillor Parker agreed to prepare a handmade sign.</p> <p>It was also agreed that a sign advising people using the tennis court to be considerate about other users waiting. Councillor Parker agreed to design the notice.</p> <p>d) Pavilion - de-energising the electricity supply.</p> <p>It was agreed to defer the de-energising of the electricity due to possible use by Childrey Football Club.</p> <p>e) Football Pitch - Proposal from Childrey Football Club to use the facilities belonging to the parish council.</p> <p>A meeting had been held on 23/4/21 with representatives of Childrey Football Club with a view to the club using the facilities. Councillor Bosley to follow up the intention.</p>	<p>VB</p> <p>VB</p> <p>SP</p> <p>SP</p> <p>VB</p>
60/21	<p>DEFIBRILLATOR – PURCHASE OF REPLACEMENT PADS AND BATTERY</p> <p>Proposed by Councillor Bosley and seconded by Councillor Parker it was resolved to purchase the pads and battery.</p>	Clerk
61/21	<p>CEMETERY</p> <p>a) Update from Councillor Hayes regarding ground water investigation.</p> <p>Councillor Hayes is to meet with a contractor with a view to him carrying out the digging of the exploratory holes needed to determine the ground water level.</p>	TH

62/21	<p>TO AGREE A SCHEME OF DELEGATION DURING THE COVID-19 PANDEMIC</p> <p>It was agreed that whilst the council were unable to meet because of Covid-19 restrictions, the emergency committee would operate as per item 27 of the Standing Orders. 'In circumstances where East Challow Parish Council is unable to conduct its business through meetings due to a national emergency, or similar situation, standing orders shall be suspended and the emergency committee will be empowered to deal with mandatory undertakings in order to prevent the authority from incurring liability during the period that the delegation is applicable. The clerk shall be given delegated authority to make decisions on the council's behalf, subject to agreement of the emergency committee'.</p> <p>The emergency committee members were agreed as follows: Councillors Bosley, Hayes, Parker and Webb.</p>	
6321	<p>CLERK'S CORRESPONDENCE</p> <p>It was agreed that two villagers would trial a book swap to be located in the telephone kiosk on the village green. The trial would be for 6 months and be reviewed after this time.</p> <p>An email had been received informing the parish council that an accident had occurred on the roundabout at the recreation area. The Clerk to acknowledge the email.</p> <p>An email had been received regarding speeding though the village. Councillor Barrow to respond.</p> <p>The Clerk reminded the Council of the rule (section 85 (1) of the Local Government Act 1972 regarding attendance of councillors at parish council meetings. However, councillors felt in the current circumstances of the pandemic it would inappropriate to enforce this.</p>	<p>Clerk</p> <p>PB</p>
64/21	<p>ITEMS FOR CHALLOW NEWS</p> <p>Any inclusions to be given to the Clerk</p>	
65/21	<p>ANY OTHER BUSINESS – INFORMATION ONLY</p> <p>A suitable place for the noticeboard had still not been identified.</p>	SP
66 /21	<p>DATE OF NEXT MEETING:</p> <p>14 July 2021 @ 7.30pm East Challow Village Hall.</p>	

The meeting closed 11.09 pm

Signed by Cllr Vanessa Bosley (Chair)
