

**Minutes of the Meeting of East Challow Parish Council
Wednesday 8 September 2021 at 7.33 pm held in East Challow Village Hall**

In attendance: Councillors Vanessa Bosley (Chair), Frances Webb (Vice Chair), Sarah Parker, Paul Barrow and Trevor Hayes.

In attendance : Roddy Bedford as Parish Clerk

Others present: None

Members of the Public: none

		Action
	APOLOGIES FOR ABSENCE: Councillors Wende Blowfield, Iris Game and County Councillor Yvonne Constance	
86/21	TO REMOVE THE POWERS OF THE EMERGENCY COMMITTEE Monthly Parish Council meetings will resume. Councillors are now to meet face to face following the power of the emergency committee meetings being removed. Resolved.	
87/21	MINUTES OF MEETING HELD Wednesday 14 July 2021 Cllr Hayes proposed accepting the minutes of 14 July. Cllr Parker seconded. RESOLVED. The minutes were agreed.	
88/21	DECLARATIONS OF INTEREST: Councillor Webb declared an interest in Planning Application P21/V2364/LDP : Single storey side extension, 21 Hedge Hill Rd, East Challow as the property belongs to an adjoining neighbour	
89/21	PUBLIC DISCUSSION TIME: No members of the public were present, however Councillor Hayes updated the Council on the cost of repairs or buying a new building to replace the Pavilion. Cllr Hayes provided information from prefab building catalogues Passmores and Hortons. A new building would need to fit on the existing concrete slabs. There is also the expense of dismantling the old building and disposing of it. Cllr Parker suggested there may be potential funding from the National Lottery or Sports England for such a venture, but may only include monies for lights or astroturf for example. Cllr Barrow said that Beth Elkin suggested that a proposal is forwarded to gain extra money. The Pavilion Steering group is to be formed with Cllr Hayes as Steerer and Cllrs Parker, Barrow and the Chair or Vice Chair of East Challow Parish Council to join. Cllr Bosley will invite Mrs Sue Terry, Mr David Walsh and Ms Emma English to join the group as they have been very supportive of a new Pavilion.	TH, PB, SP
90/21	DISTRICT & COUNTY COUNCIL MATTERS Councillor Constance was not in attendance. A report from her had been received and circulated prior to this meeting. Councillor Barrow updated the Parish Council regarding the Oxford 2050 consultation. Oxford 2050 aims to address climate change, healthy communities, creation of sustainable jobs and houses etc. Cllr Barrow was asked to formulate a response on behalf of East Challow Parish Council which he will circulate before 8 Oct. Cllr Barrow spoke on the recent "call for sites" from the Vale to include land adjacent to Marsh Lane (Dandara plot), Wises Farm and two	PB PB

	<p>plots within the village belonging to Wasborough, and the Haynes of Challow site. Cllr Barrow to circulate proposed building site map.</p> <p>Cllr Barrow also spoke on the Grade 2 listed barn at Manor Farm</p> <p>VOWH have had to stop collecting brown bins/ garden waste following a driver shortage. Residents were assured of a refund, however, payments for September collections have been taken from resident's accounts.</p> <p>The Mably Way health centre expansion has been approved.</p> <p>VWHDC has accommodated 100 Afghan refugees in a hotel in Didcot. The Parish Clerk also mentioned that there are 12 Syrian families living in the Vale in housing association accommodation.</p>	
91/21	<p>PLANNING MATTERS:</p> <p>To consider new applications and update on previous applications</p> <p>a) P21/V2364/LDP : Single storey side extension, 21 Hedge Hill Rd, East Challow. The owners have a Lawful Development Certificate. The Parish Council had no problem with this application.</p> <p>b) P21/V0738/FUL : Residential development of 36 dwellings to include an uplift of 10 additional dwellings. Land at Park Farm, East Challow. A response to Crest Nicholson is required by 15 Sept. The Parish Council are to re-enforce what was previously stated on Crest Nicholson proposals. A request for Blue Print copies in A1 format is requested</p>	RB
92/21	<p>UPDATE ON MATTERS NOT OTHERWISE COVERED ON THE AGENDA</p> <p>Cllr Parker reminded the Parish Council that a notice board was intended to be positioned in Nalderfields, but it was decided it would be positioned on the new Childrey Park estate. The Parish Clerk is to contact OCC for permission and the developers Mactaggart and Michel and ask them to add legs to the notice board before erecting it.</p> <p>Cllr Parker said that Waste Team at South and Vale Deep Cleanse Service had not properly tidied the vegetation growing around the Village Hall carpark. It was noted by all that the team had done some excellent work elsewhere in the village. Parish Clerk to send a thank you to the team and invite them back to request more work around the Village Hall. The Parish Clerk is to write to Village Hall Committee and ask them to tidy up the vegetation in the meantime</p>	RB RB
93/21	<p>ACCOUNTS</p> <p>a) To approve September 2021 payment and ratify August 2021 payments. Total for approval August 2021 was £2558.16. Cllr Webb proposed and Cllr Bosley seconded. It was resolved to approve the August 2021 payments.</p> <p>Total for approval for September 2021 was £6969.16. Cllr Webb proposed and Cllr Bosley seconded. It was resolved to pay the September 2021 payments</p>	

	<p>b) To review the Financial Regulations Councillors agreed that there are to be no changes to the current Financial Regulations</p> <p>Councillor Hayes had paid for the New Cemetery works from his own pocket and had not been reimbursed. The former RFO had paid Thames Valley Excavation too. Copies of all invoices relating to the works are to go Cllr Hayes in order to control the agreed budget for the work.</p> <p>The invoices for Neighbourhood Plan and village grounds maintenance were commented on</p> <p>Contact with the former RFO needs to be made by the new Parish Clerk/RFO for a handover. The Parish Clerk will ensure that the Parish Council get a copy of the P&L each month.</p> <p>The Finance Group are to look for new internal auditors, the previous RFO had suggested someone she knows of.</p>	
94/21	<p>TREE PLANTING PROJECT FOR THE QUEEN'S PLATINUM JUBILEE</p> <p>The Parish Council agreed that the project is worthy and need to identify where the tree/s would be planted. Parish Clerk to request a pack from the Queen's Green Canopy project.</p> <p>Cllr Parker reminded the Parish Council that the WWI tree has yet to be planted due to the pandemic. A spindleberry tree is to replace the felled tree on the Village Green</p>	RB
95/21	<p>CEMETERY</p> <p>Cllr Hayes updated on the progress made with ground water investigations in the New Cemetery. The area was excavated using small test pits. The worst affected area is 1.9m above the water table. By law, a coffin needs to have 1 metre of earth above it and have water no higher than 1 metre below.</p> <p>Sink well points are to used across the site, to monitor the water table - it is at different levels across the site.</p> <p>The cost for this work is £2350 out of the budget set at £6300. The projected figure for the full work is now £8200; the remainder will be carried over to next financial years' budget.</p> <p>Signs to be made to alert Cemetery visitors to the investigative pipes in the ground</p>	TH RB
96/21	<p>SPEEDING THROUGH THE VILLAGE (A417)</p> <p>Cllrs Hayes and Barrow affixed temporary 'slow down' signs along the A417 though some have disappeared. Mark Francis of Oxfordshire Highways has permission to use the elan city speed cameras which could be moved every 2 weeks. Cllr Barrow had not had a reply regarding a replacement for the current speed sign. And will chase Mark Francis.</p> <p>Crest Nicholson yet to complete work on the traffic island by Letcombe Hill. Visual illusion to be applied to the tarmac to give the effect of road narrowing has previously been mentioned.</p> <p>A traffic survey to be carried out by Highways has yet to be redone.</p>	
97/21	<p>S106 FUNDS – Public Art</p> <p>There has been no recent contact with Abi Brown. Parish Clerk to contact</p>	RB
98/21	<p>UPDATE ON THE NEIGHBOURHOOD PLAN</p> <p>Councillor Barrow reported that the NP is ready to be submitted informally to the Vale, and then can go to public consultation. Copies will be available at the Legion, on the Parish website, cricket club, church and school. The TPO is yet to be added.</p>	PB
99/21	<p>FOOTPATHS/RIGHTS of WAY/BOATS</p> <p>Following Cllr Barrow's request to assist with walking the various footpaths, rights of way etc, Cllr Hayes and Cllr Barrow reported that</p>	PB

	<p>Challow Marsh Farm and Marsh Lane needs to be shown as a public right of way, as do Childrey and Letcombe Brook. Wasborough land North of East Challow, managed by Andy Peters needs to be better maintained as it is a public right of way. Contact with land owners to be made by Cllr Barrow TTRO on footpath 195/5, the Park Footpath is in place until 28/02/2022 but needs to be cleared in readiness for reopening. Parish Clerk to contact Mactaggart and Michel.</p>	RB
100/21	<p>RECREATION AREA</p> <p>a) Play Area</p> <p>Cllr Hayes gave an update. Mr Broyd to start remedial work. The underneath of the slide needs repainting. There is quite a list to work through but Mr Broyd can start with the smaller jobs as per ROSPA inspection Cllr Hayes reported that the surface tiles need work – Wickstead make the tiles and they need replacing or use wet tarmac. S106 money could be used. Cllr Hayes to get a quote. Parish Clerk, Mr Broyd and Cllr Hayes to look at pricing</p> <p>b) Allotments</p> <p>Cllr Webb reported that the rents are due to be collected this month. The previously mentioned increase is to be implemented. The rent will now be £20 for a full plot and £10 for a half and £5 for starter plots per annum. Rents do not currently include water and this is to be looked at in the new annual budget. It was noted again that the list of Allotment Rules and Regulations is out of date on the website. Parish Clerk to update. Parish Clerk to send Cllr Webb the allotment waiting list</p> <p>c) Car Park</p> <p>Cllr Bosley reported that the system of locking and unlocking the barrier gate is working well. The gate got hit by a delivery driver and Mr Webb kindly supplied chains to secure gate. The school is about to have building works, and the Parish Clerk was asked to write to the school reminding them again that the car park belongs to the Parish Council and that if builders are to use the car park, then the school must inform the Parish Council first. Photographs to be taken of the current condition of the car park and the school must agree to make good any damage made to the car park surface, vegetation/trees and barrier gate</p> <p>d) Tennis Court</p> <p>The tennis court needs regular sweeping- Parish Clerk to contact Mr Broyd about this</p> <p>e) Pavilion</p> <p>The PC need to consider de-energising the electricity supply – Cllr Parker to investigate who the energy providers are</p>	<p>TH, RB</p> <p>RB</p> <p>RB</p> <p>RB</p> <p>SP</p>
101/21	<p>GROUND MAINTENANCE CONTRACTS</p> <p>The contracts are coming up for renewal. Parish Council agreed that they have not been entirely satisfied with the way the work has been undertaken this year.</p>	

	The contracts will be going out to tender. Specs need to be agreed, a new risk assessment needs to be drawn up and the cutting annual schedule needs updating. A working group needs to be formed for this project.	SP/ RB
102/21	VILLAGE HALL – Request for Directional Sign Cllrs felt it not necessary for the Parish Council to provide this. Parish Clerk to write to Village Hall Committee and suggest that they contact OCC as the land belongs to them and use what/three/words, satnav directions and postcode in all correspondence with potential users of the Village Hall.	RB
103/21	MISSION HALL The Mission Hall is no longer to be used by the current owners. It is inadequate for the church group. The Hall is identified as a Heritage Asset in the Neighbourhood Plan. The future of the Hall is unknown. The Parish Council expressed concerns that the land may be requisitioned for housing developers. Parish Clerk to make contact with Eve Redford, Lay Preacher, to enable the Parish Council to stay informed of the Mission Hall's destiny.	RB
104/21	COMMUNITY BUS CONSULTATION Cllr Barrow and Cllr Constance had informed the Parish Council that there was a Community Bus Consultation and that responses were to be made to OCC by 13 Sept. Cllr Barrow to draft a response on behalf of the Parish Council.	PB
105/21	OCC Review of Waste Recycling Tips: Stanford-in-the-Vale Cllr Constance alerted that the Tip at Stanford-in-the-Vale was under review as one of 3 or 4 household waste sites to be closed. Responses by the Parish Council and residents to be received between 23-27 September. Parish Clerk to send response of Parish Council. Parish Clerk to put link on East Challow resident's Facebook page.	RB RB
106/21	CLERK'S CORRESPONDENCE No news The Parish Clerk is to have a new email address: eastchallowclerk@gmail.com	RB
107/21	ITEMS FOR CHALLOW NEWS Items for the Oct edition need to be with the editor by 17 September. Parish Clerk to introduce herself and alert residents to new facebook page. Cllr Bosley requested that the meeting time and place should be reintroduced into the publication now that face to face meetings are back in place. Cllr Bosley requested that autumnal clean ups should be included and Cllr Parker requested that a note should be added regarding consideration when lighting bonfires.	RB
108/21	ANY OTHER BUSINESS – INFORMATION ONLY A letter is to be sent to Cllr Blowfield informing her that Parish Council regulations stipulate that as she has not attended a Parish Council meeting in over a year, she is no longer on the Parish Council. Parish clerk to write and send. The defribulator is to be maintained via monthly check list by Mrs Sue Terry and all findings reported back to the Parish Clerk.	RB
	DATE OF NEXT MEETING: Weds 13 October 2021 @ 7.30pm East Challow Village Hall.	

The meeting closed 10.39 pm

Signed by Cllr Vanessa Bosley (Chair)
