

**EAST CHALLOW PARISH COUNCIL  
MINUTES OF THE MEETING HELD ON WEDNESDAY  
17<sup>th</sup> MAY 2023**

**In Attendance:** Ms V Bosley (Chair), Mrs F Webb, Mrs S Terry, Mr T Hayes, Mr B Miller and County Cllr Y Constance.

Member of the public: Mr L J Cannings (part of the meeting).

**Apologies:** Cllr K Bentley, Cllr P Barrow.

**84/23 TO ELECT THE CHAIR FOR 2023/24**

Cllr Webb proposed, Cllr Terry seconded that Cllr Bosley be elected chair for 2023/24.

**85/23 TO ELECT THE VICECHAIR FOR 2023/24**

Cllr Bosley proposed, Cllr Miller seconded that Cllr Webb be elected vice chair for 2023/24.

**86/23 TO COMPLETE DECLARATION OF ACCEPTANCE FORMS**

Cllr V A Bosley completed the forms of acceptance.

Councillors present completed and handed in their Parish Council forms.

**87/23 TO COMPLETE REGISTER OF MEMBERS INTEREST FORMS**

Councillors present completed, signed and handed in their forms. Cllr Webb will deliver the forms to the VWHDC office.

**88/23 TO CONFIRM ALL WORKING GROUP AND GROUP MEMBERS**

Planning – Cllrs Hayes; Miller; Barrow; Bosley; Webb; Bentley

Pavilion & Recreation- Cllrs Terry; Hayes; Webb; Miller; Bosley, Barrow

Village Hall- Cllrs Bosley and Bentley

Finance- Cllrs Webb; Bosley; Bentley

**89/23 MINUTES OF THE MEETING HELD 12<sup>th</sup> APRIL 2023**

The Chair proposed that Minute 64/23 should read “Chair undertook to try to engage a locum”.

Minute ref 75/23 should read “Mr Wise has been reminded the work is outstanding”.

Once changes were made the Minutes of the 12th of April meeting were proposed by Cllr Terry and seconded by Cllr Hayes.

**90/23 DECLARATION OF INTERESTS**

No interests were declared.

**91/23 PUBLIC DISCUSSION TIME**

Mr L J Cannings attended the meeting to ask the Parish Council questions regarding agenda item 12 – Flood alleviation proposal adjacent JL& CA Cannings.

Mr Cannings informed the Parish Council that he has been complaining about the flooding on his site for some time as has a solicitor representing him regarding the matter.

Councillors questioned whether the scheme as proposed by Mr L Travers of VWHDC will work.

It was suggested the proposed “rain garden” (on the Common Land) was too shallow.

The soil is clay which will hold the water on the Village Green/Common Land.

The village green already has a high-water table and is often saturated with rainwater.

The water contains farm excrement, solid matter which will block the “rain garden”.

There was concern about dampness affecting neighbouring properties whose owners have not been informed about the work.

As it appears BT were responsible for the damage to the drainage pipe when erecting a replacement post, it was questioned why they are not involved in fixing the problem.

The Parish Council is the custodian and not the owner of the Common Land known as the Village Green. Its prime responsibility is to maintain and protect the village green and ensure it is not damaged or encroached on. The Open Spaces Society was asked on whether the Parish Council had the authority to grant permission to dig up the northern section of the Village Green and their advice was - "The works surely must require consent under s.38 of the Commons Act 2006, because at least temporarily, the works will restrict access to the land. That also seems the proper process to determine whether the works are justified on this site, and whether any alternative sites have been appraised and rejected.

Note that, merely because the highway authority has powers to carry out the works under s.100 of the 1980 Act, does not exempt the highway authority from the requirement to obtain s.38 consent under the 2006 Act."

Mr Travers of VWHDC has been informed on the need to obtain consent under s38 of the Commons Act.

County Cllr Constance left the meeting with Mr Cannings to inspect the site.

#### **92/23 DISTRICT AND COUNTY MATTERS**

Nothing to report.

#### **93/23 RECRUITMENT OF CLERK AND LOCUM RFO**

Two people have expressed an interest in the post of Clerk/RFO. The Chair has sent them details of the job description.

We now have a locum RFO in post who is preparing for the internal audit on 13<sup>th</sup> June. Due to the urgency of the audit the employment of Ms L White was agreed out of a meeting proposed by Cllr Miller seconded by Cllr Hayes. She will be paid an hourly rate of £30 to get the financial documentation and website updated. At present it is not clear how much work is involved as the accounts and website are in some disarray.

#### **94/23 FLOOD ALLEVATION PROPOSAL ADJACENT TO LJ & CA CANNINGS**

Matter previously discussed under Public Discussion Time (91/23).

#### **95/23 PLANNING MATTERS**

P23/V0809/A. Grove Technology Park signage. The Parish Council will respond no objections.

#### **96/23 MATTERS TO REPORT NOT OTHERWISE ON THE AGENDA & UPDATE ON ACTIONS FROM PREVIOUS MEETINGS**

Defibrillators - Cllr Terry reported on the defibrillator located at the Cricket Club. She has been informed they are aware "pads" need to be purchased.

Cllr Barrow has designed notices for cars which have parked irresponsibly at the Goodlake House/Letcombe Hill junction and has already used one on the car which continually parks over the dropped kerbs in this area of the village.

The rail at the end of Old School Lane needs to be reported on Fix My Street.

#### **97/23 ACCOUNTS/FINANCE**

To agree the May payments of £10472.29 proposed by Cllr Webb and seconded by Cllr Bosley.

The Parish Council insurance is due for renewal at a cost of £914.63 (BHIB Insurance Brokers). Acceptance was proposed by Cllr Hayes and seconded by Cllr Bosley.

#### **98/23 CONFIRMATION OF STANDING ORDERS**

To be carried forward. Chair to send a copy to Cllrs Hayes, Miller and Webb.

**99/23 PARISH CEMETERIES**

A noticeboard is required for the Vicarage Hill Cemetery to display the rules and regulations.

**100/23 PARISH NOTICEBOARD**

Cllr Terry asked about the noticeboard at the junction of Windmill Place and the Bridlepath.

**101/23 TRAFFIC MATTERS**

Update on 20's Plenty. It was noted that some local villages such as the Haney's, West Challow and Letcombe Bassett are already using the scheme.

Speedwatch. A meeting is to be arranged and will include Cllr Miller, Mrs Miller, Cllr Terry and Mr Terry and Mr Webb. Other members of the village who have expressed an interest will be included. HGV's using Letcombe Hill. It was suggested some satnavs are indicating vehicles use Letcombe Hill.

**102/23 NEIGHBOURHOOD PLAN UPDATE**

Cllr Barrow was not present, the Neighbourhood Plan was voted for positively in the Referendum on 4<sup>th</sup> May. There were 284 votes for and 27 against. The plan is now viable and becomes a part of the Local Development Plan.

**103/23 RECREATION AREA**

Allotment fence – completed. Cllr Terry has offered to cut the grass within the allotment area. Cllr Terry has requested a sign “Allotment Holders Only”. A second gate previously requested is not required at present.

Keys to the double gate (within the fence) will be held by Cllrs Terry, Bosley and Mr M Kaye.

Pavilion Project – Cllrs met with Mr Ed Clare of Challow Design & Construction Ltd who brought the plans for the Childrey pavilion with him. The Beavers/Scout leaders will adjust the plan to suit their organisations requirements. The drawing then needs further discussion to ensure the building is multi-purpose before costings are obtained. Funding also needs to be discussed, ECPC does have CIL and S106 money which can be used but grants will be required.

Work on removing the overgrown hedge/brambles south of the tennis court has been completed and the court has been cleared. Netball is being played. Cllr Terry requested all gates to the tennis court are left open for safety reasons. It was decided to postpone putting up the tennis net. A notice will need to be produced to cover this.

Thanks were given by the Chair to Cllr Terry and Mr Terry for their work on the court and making it safe.

**104/23 GROUNDS MAINTENANCE**

The overhanging tree on the Park footpath still has not been removed.

Cllr Terry requested permission to cut back the edges on the footpath running parallel to the children's play area. Cllr Miller proposed, Cllr Webb seconded that Cllr and Mr Terry take responsibility for the footpath edges.

**105/23 PUBLIC ART/S106 FUNDING**

Cllr Hayes updated councillors on the Public Arts Project. The cost has increased, the “Suffolk” sign will now use all the funding. Further artwork could be done later. Planning permission can now be applied for by Abi Brown of OCC.

**106/23 REPORT FROM ST NICHOLAS SCHOOL GOVERNOR**

Cllr Hayes has attended a training course recently; he is also willing to continue as the Parish Council representative.

**107/23 CHALLOW NEWS**

The Chair prepared a report as it had to go to press early.

**108/23 ITEMS FOR NEXT AGENDA**

Update on Clerk/RFO vacancy.

Letter to Crest Nicolson regarding the removal of the Park footpath hedge.

Confirmation of ECPC nomination of Cllr Bentley to the OALC Executive Committee.

Parking in the Hedgehill Road/Field Gardens area of the Village.

Partial fence replacement by the lower Recreation Ground carpark/adjacent to the football pitch.

**109/23 DATE OF NEXT MEETING**

Date of meeting 21<sup>st</sup> June.

The meeting closed at 9.42pm.

Signed (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 questioned 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.