

Notice of a Meeting of the East Challow Parish Council

Wednesday 12th July 2023 at 19:30, East Challow Village Hall

All Councillors are summoned to a Meeting of East Challow Parish Council.

Members of the public and press are invited to attend all council meetings.
(Public Bodies (Admission to Meetings) Act 1960)

Prior to the start of the meeting; Questions and comments from members of the public (limited to 10 minutes in total)

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) to participate before the start of the meeting. Members of the public may make only one address to the council of no more than three minutes' duration and only concerning topics on the agenda. No decision can be taken during this session, but the Chairman may decide to refer any matters raised for further consideration.

AGENDA

1. To receive apologies for absence. [LGA 1972 s85(1)]

2. Declarations of Interests [LA 2011 s31]

2.1. To receive declarations of interest for items on this agenda

Members to declare any interests, including Disclosable Pecuniary Interest they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct. (NB this does not preclude any later declarations)

2.2. To consider requests for Dispensations [LA 2011 s33]

3. To approve the minutes of previous council meetings [LA 1972 Sch 12. Para 41(1)]

3.1. Meeting held on 21st June 2023

3.2. Matters arising from the minutes not elsewhere on the agenda.

4. Chairman's Announcements

5. To receive reports from District and County Councillors

5.1. Oxfordshire Council Councillor

Appendix A

5.2. Vale of White Horse District Councillor

Appendix B

6. Staffing Matters

6.1. To approve extending the advert deadline for the position of Clerk.

7. Councillor Vacancy

7.1. To note the vacant seat has been advertised.

7.2. Subject to confirmation by VoWHD no election has been called, to approve advertising the seat for co-option, to be filled at the September meeting of the Parish Council.

8. Planning

To approve response to requests for consultation on applications:

8.1. P23/V1461/HH - 6 Sarajac Avenue, East Challow, Wantage, OX12 9SA

Two storey side and single storey rear extension & porch

To note planning authority decisions on applications:

- 8.2. P23/V0488/HH - Windmill House, Ickleton Road, East Challow, Wantage, OX12 9JB - **GRANTED**
*Proposed New Outbuilding comprising garden store, well being fitness studio and home office/ leisure space
(amended plan received 26 May 2023)*
ECPC Previous Response: NO OBJECTION
- 8.3. To approve delegating to the Clerk and RFO in the absence of the Clerk responding to planning consultations which cannot wait for the next meeting of the council, in consultation with the members of the “planning group”

9. To consider a flood alleviation proposal adjacent to LJ & CA Cannings on Common Land LC98

10. To consider a request, and if thought appropriate approve supporting the Cricket Club’s S106 application for £10000 toward Solar Panels from P15/V2952/0

11. Proper Officer Report

Appendix C

- 11.1. To approve addition cost of £42 for a Cllr to attend the RoSPA playground inspection.
- 11.2. To approve budget and design of a new noticeboard.
- 11.3. To note that official parish council e-mail addresses are required by the updated Joint Panel on Accountability and Governance – Practitioner Guide, March 2023. Email addresses and login details will be provided to all Cllrs to use going forward.
- 11.4. To approve installation of additional waste bins in the parish, agree location, permissions to be received and financial implications of ongoing collections.
- 11.5. To approve purchase of 2 sets of replacement defibrillator pads
- 11.6. To approve advertising for a new “PTR” Public Transport Representative

12. Finance 2023-2024

Appendix D

- 12.1. To approve the payments lists for July 2023
- 12.2. To note the receipts lists for June 2023.
- 12.3. To note the reconciled bank accounts for 23rd June 2023 (latest bank statement)
- 12.4. To approve opening a new bank account with Unity Trust and transfer all parish funds to that account, and close the other 2 bank accounts.
*To consider adopting an investment policy at a future meeting.
To leave enough money in the co-operative account to cover uncashed cheques.*

13. Governing Documents – to approve new policies

- 13.1. Complaints Policy **Appendix E**
- 13.2. Requests for Information Policy (GDPR) **Appendix F**
- 13.3. Publication Scheme **Appendix G**
- 13.4. Privacy Notice **Appendix H**
- 13.5. Financial Risk Management **Appendix I**
- 13.6. Effectiveness of Internal Audit **Appendix J**
- 13.7. Internal Controls Statement **Appendix K**

14. Standing Agenda Items, to receive update and agree actions

- 14.1. Parish Cemeteries
- 14.2. Traffic / Highways including
 - 20 is plenty
 - Speedwatch
 - HGV's using Vicarage Hill – Note guidance has been provided from OCCH on how to progress additional signage as a parish and data to collect.
- 14.3. Grounds Maintenance
- 14.4. Public Art
- 14.5. Waste Recycling
- 14.6. Recreation Area
 - Pavilion Project
 - To consider a proposal for additional signage and a booking system for the tennis courts.

15. Matters for Future Discussion

16. To agree list of items from this meeting to be included in the next edition of Challow News

17. To agree date of the next meeting: 13th September 2023