

# Notice of a Meeting of the East Challow Parish Council

**Wednesday 10<sup>th</sup> April 2024 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.**

### **2. Declarations of Interests**

#### **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)*

### **3. To approve the minutes of previous council meetings**

#### **3.1 Meeting held on 13th March 2024**

#### **3.2 Matters arising from the minutes not elsewhere on the agenda including actions.**

### **4. Chairman's Announcements**

### **5. Staffing Matters**

#### **5.1 To receive an update on the implementation of increased virus protection for the Clerk and RFO laptop.**

#### **5.2 To increase the Clerk's contractual hours to 10 hours per week from 01/05/24.**

### **6. To receive reports from District and County Councillors**

#### **6.1 Oxfordshire County Councillor**

#### **6.2 Vale of White Horse District Councillor**

### **7 Planning**

#### **To discuss and approve responses to requests for consultation on applications:**

**P24/V0662/FUL Location:** Mellors Of Challow Ltd Faringdon Road East Challow Wantage OX12 9TE

**Description:** Raising of Existing forecourt canopy to provide minimum of 5 meter clearance. **Response date 14<sup>th</sup> April.**

**P24/V0583/FUL Location:** Mellors Of Challow Ltd Faringdon Road East Challow Wantage OX12 9TE

**Description:** Installation of 2No new 60,000 litre underground fuel storage tanks and reconfiguration of the forecourt area with new pump islands and above ground offset fills. **Response date 18<sup>th</sup> April.**

**P24/V0690/HH Location:** West View House Faringdon Road East Challow Wantage OX12 9<sup>TH</sup>

**Description:** Single storey extension with decking and 3 bay garage with office above. **Response Date 18<sup>th</sup> April**

**To note planning authority decisions on application:**

**P24/V0142/HH Location:** 3 Sarajac Avenue East Challow Wantage

Description: Single storey rear extension **GRANTED**

**To note withdrawal of planning application:**

**P24/V0361/FUL Location:** Location - Roadside Farm, Haynes Of Challow Ltd Faringdon Road East Challow Wantage OX12 9TB

Description - 'Food Van Near me' is a food trailer which will be parked in the car park of Haynes of Challow, near where the old food trailer used to be parked, this will need no new hard standing-structures or connection of services.

## **8. Finance 2023-2024**

8.1 To approve the opening of a Barclays Community bank account and decide who will be on the bank mandate.

8.2 To agree the April 2024 payments.

8.3 To note the March 2024 receipts.

8.4 To note the reconciled bank account for 25<sup>th</sup> March 2024 (latest bank statement)

8.5 To receive and approve the updated Asset Register.

8.6 To consider a grant application received from Challow Sports.

8.7 RFO report.

## **9. To review the matters arising from the Internal Audit for the 31<sup>st</sup> March 2023**

## **10. Governing Documents- to review and approve policies.**

10.1 Standing Orders

10.2 Financial Regulations

10.3 General Risk Assessment

10.4 Financial Risk Assessment and Management Register

## **11. To Discuss the Annual Parish Meeting planned for 22<sup>nd</sup> May 2024 and confirm the invitation list.**

## **12. Update on the flood alleviation proposal adjacent to LJ & CA Cannings**

## **13. Noticeboards**

13.1 To receive an update on the already purchased noticeboard and if it can be adapted to free standing.

#### **14. Warm Spaces Project/Community Celebrations**

14.1 To receive an update on the actions proposed for the Warm Spaces project; Risk assessment and DBS checks.

14.2 To discuss the Community Celebration planned on 2<sup>nd</sup> June 2024 and incorporating remembrance of D Day 80.

#### **15. To receive an update on a full tree inspection**

#### **16 To receive and update on the Emergency Plan**

#### **17 To receive an update on registering land and updating registered owner address**

17.1 To receive an update on the registration of land owned by East Challow Parish council.

17.2 To receive an update on updating of the address of the registered owner on the Land Registry

#### **18. To note the Cornhill Lane temporary closure.**

#### **19 Standing Agenda Items, to receive update and agree actions**

19.1 Parish Cemeteries

19.2 Traffic / Highways including

Parking and speeding in the village.

Speed Indicator Displays (SID's)

19.3 Grounds Maintenance

19.4 Public Art

- To receive an update on the Public Art

19.5 Recreation Areas

- To receive a report from the Pavilion Working Group.
- To discuss an agreement with Challow Sports for use of the recreation ground and pavilion.
- To receive an update on the progress of the actions required from the RoSPA report.
- To receive an update on the works for the replacement of the Carousel and the Slide.
- To receive and discuss quotes for additional equipment from Wicksteed.
- To discuss the surface of the tennis court.

#### **20. To receive Correspondence and agree actions or approve responses.**

#### **21. Matters for future discussion.**

#### **22. To agree a list of items to be included in the next edition of Challow News**

#### **23. To agree date of the next meeting: 8th May 2024**