

Notice of a Meeting of the East Challow Parish Council

Wednesday 8th May 2024 at 19:30, East Challow Village Hall

All Councillors are summoned to the Annual Council 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)

.AGENDA

- 1. To elect the Council Chairman for 2024/25.**
- 2 To complete declaration of acceptance of office form.**
- 3. To elect the Council Vice Chairman for 2024/25.**

**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.

4. To receive apologies for absence.

5. Declarations of Interests

5.1 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)

6. To approve the minutes of previous council meetings

- 6.1 Meeting held on 10th April 2024
- 6.2 Matters arising from the minutes not elsewhere on the agenda including actions.

7. Chairman's Announcements

8. To confirm all Committees and Committee members currently existing for the Council

9. To approve 24/25 meeting dates

10. Governing Documents- to review and approve policies.

- 10.1 Code of Conduct
- 10.2 Complaints Procedure
- 10.3 Information Requests Policy
- 10.4 Effectiveness of Internal Audit
- 10.5 Internal Controls Statement

11. To discuss the Annual Parish Meeting and confirm the sending of invitations.

12. Staffing Matters

12.1 To note the reduction in hours of the Clerk from 16th May and to approve the advertising for a new Clerk.

13. To receive reports from District and County Councillors

13.1 Oxfordshire County Councillor

13.2 Vale of White Horse District Councillor

14. Planning

To ratify responses to requests for consultations on applications:

P23/V1784/0 Location: Grove Business Park Downsview Road Wantage OX12 9FF

Description: Hybrid planning application comprising; An outline planning application for demolition of an existing building and development of five buildings (Gateway Building, Blocks A, B,C, and H) and a small food outlet (Block D) to provide up to 28,507 square metres (gross external area) of Use Class E and Use Class B8, together with an a multi-storey car park (14,755 square metres) - gross external area) with all matters reserved with the exception of means of access. A full planning application of the erection of three buildings Blocks E (3,080 square metres), F (2,432 square metres) and G (3,170 square metres) to provide total of 8,682 square metres (gross external area) of Use Class E and Use Class B8 with associated car parking, open space and landscaping. (as amplified by additional ecology information received 10 November 2023 and amended by plans and information received 12 April 2024). **Response Date 29th April**

To approve response to requests for consultation on applications:

P24/V0832/FUL Location: Mellors Of Challow Ltd Faringdon Road East Challow Wantage OX12 9TE

Description: Erection of 2.no single storey flat roof extensions to provide customer waiting area and workshop office **Response Date 9th May.**

P24/V0748/FUL Location: Mellors Of Challow Ltd Faringdon Road East Challow Wantage OX12 9TE

Description: Proposed demolition and removal of existing forecourt canopy and 4no existing pump islands (6no fuelling positions) and construction of new forecourt comprising 4no pumps (8no fuelling positions) in linear configuration, new forecourt, new forecourt canopy (minimum clear 5.0m headroom) remodelling frontage verge to provide dedicated passing lanes and pedestrian walkway adjacent existing shop building and relocation of existing priced totem sign (5.5m high) and associated works (i.e. resurfacing forecourt, etc) **Response Date 16th May.**

P24/V0078/A Location: Land on west verge of A417 East Challow Wantage

Description: Suffolk sign.(as amended by plans received 29 April 2024)

To note planning authority decisions on application:

P24/V0583/FUL Location: Mellors Of Challow Ltd Faringdon Road East Challow Wantage

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. **GRANTED**

15. Finance 2024-2025

- 15.1 To agree the April payments paid in May 2024.
- 15.2 To note the April 2024 receipts.
- 15.3 To note the reconciled bank account as at 30th April 2024.
- 15.4 To receive and approve the amended Asset Register
- 15.5 To ratify the payment of £264 including VAT for the repair of the inspection chambers on the recreation ground.
- 15.6 To discuss and approve the donation towards the service of the Church clock.
- 15.7 To approve the 24/25 insurance renewal costs of £1080.12 from Clear Councils, insurer Aviva Insurance Ltd
- 15.8 To note the receipt of bank account details from Challow Sports enabling the grant payment to be made.
- 15.9 RFO report

16. Update on the flood alleviation proposal adjacent to LJ & CA Cannings

17. Noticeboards

- 17.1 To discuss the position of the adapted notice board.

18. Warm Spaces Project/Community Celebrations

- 18.1 To approve the Risk assessment for Warm Spaces and receive a progress update on the DBS checks required by the Risk Assessment.
- 18.2 To discuss the Community Celebration planned on 2nd June 2024 and incorporating remembrance of D Day 80.

19. To receive an update on a full tree inspection

20 To receive and update on the Emergency Plan

21 To receive an update on registering land and updating registered owner address

- 21.1 To receive an update on the registration of land owned by East Challow Parish council.
- 21.2 To receive an update on updating the address of the registered owner on the Land Registry documentation.

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

- 22.1 Parish Cemeteries
- 22.2 Traffic / Highways including
 - Parking and Speeding within the village.
 - Speed Indicator Displays (SID's)
- 22.3 Grounds Maintenance
- 22.4 Public Art
 - To receive an update on the Public Art project.

22.5 Recreation Area

- To receive a report from the Pavilion Working Group.
- To receive a report from Challow Sports
- To receive an update on the progress of the actions required from the RoSPA report.
- To receive a report following the visual play inspection checks.
- To receive an update on the works for the replacement of the Carousel and the Slide.

23. To receive Correspondence and agree actions or approve responses.

24. Matters for future discussion.

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

26. To agree date of the next meeting: 12th June 2024