

Minutes of a Meeting of East Challow Parish Council

Held on Wednesday 9th October 2024 at 19:00, East Challow Village Hall

Public Session: Concerns were raised about the proposed graffiti wall on the end of the pavilion and the dog fouling in Old School Lane. The Council were asked to investigate if a Dog Warden was still available from OCC, new clean up after your dog including up to date penalty stickers/signs were requested. A request to repaint the phone box was received, this be discussed at the November meeting. Use of the pavilion toilet and pavilion shed were requested for allotment users, this will be discussed at the November meeting. An offer was made to clean out the allotment troughs, this was accepted by Cllr Webb and the water supply to the troughs will be turned off for the winter by East Challow Parish Council. **[ACTION CLERK]**

Members Present:

Chair	Cllr V A Bosley (VB)
Vice Chair	Cllr F Webb (FW)
Members	Cllr T Hayes (TH)
	Cllr B Miller (BM)
	Cllr A Gregson (AG)
	Cllr P Barrow (PB)
Clerk	Jane Smith

Public and press: 2 MoP

Meeting started at 19:05

100/24-25 To receive apologies for absence.

Cllr I Crump

Cllr Constance who is convalescing.

Cllr Bethia Thomas

101/24-25 Declarations of Interests

101.1/24-25 To receive declarations of interest for items on this agenda.

Cllr V Bosley on Village Hall Committee

Cllr Barrow District Councillor

102/24-25 To approve the minutes of a previous council meeting.

102.1/24-25 Meeting held on 11th September 2024

Vanessa Bosley
Chair of the Council

13th November 2024

It was agreed by all Councillors present that the minutes were an accurate record of the meeting.
Proposed by Cllr Miller seconded by Cllr Hayes . The minutes were signed at the end of the meeting.

102.2/24-25 Extraordinary Meeting held on 2nd October 2024

It was agreed by all Councillors present that the minutes were an accurate record of the meeting.
Proposed by Cllr Webb seconded by Cllr Barrow. The minutes were signed at the end of the meeting.

102.3/24-25 Matters arising from the minutes not elsewhere on the agenda.

82.2/24-25 To approve the expenditure for a new printer for the Clerk
This is still ongoing.

83.6/24-25 To approve the transfer of £10,000 from East Challow Parish Council's CO-OP bank account to East Challow Parish Council's Unity Trust bank account.
The transfer has been made by the RFO and Cllr Webb.

83.9/24-25 To discuss anticipated CIL payments to Parishes.
Clerk responded and requested for funds to be paid directly to East Challow Parish Council.

83.13/24-25 To consider the proposed OALC subscription increase for 2025/26 and agree a response to the vote.
The response of support was sent to OALC.

Cllr Barrow has responded to the email concerning contracts for bus routes.

The Clerk has confirmed with the Winter Preparedness team, that they will be delivering a bulk bag of salt and will be replacing the salt bin on Hedge Hill Road.

99/24-25 The response was sent to the Planning Inspectorate regarding the South East Strategic Reservoir option Scoping Report on the 8/10/24

103/24 -25 Chairman's Announcements

There were no announcements.

104/24-25 Staffing Matters

104.1/24-25 To ratify the cost of £60 for technical support needed for the Assistant Clerks laptop to ensure continued security of Council data.

The Clerk and the Chair judged it was necessary to approve the expenditure for technical support of the Assistant Clerks laptop, for data security reasons. This expenditure will come from the IT support and software budget.

Resolved: The £60 Cost of technical support was ratified unanimously.

105/24-25 Finance 2023-24

105.1/24-25 To receive the External Audit Report for the financial year 2023-2024 and agree actions.

This was received. It was noted that it was recommended to update the reconciliation schedule to remove petty cash as East Challow Parish Council do not operate a petty cash system. Further to this the RFO has received an email response from Scribe stating that the removal of the petty cash account was not currently an option, but they are working on having this option available for the year end 24/25.

It was also noted that the External Auditor wanted to draw to the Council's attention that the general reserves were higher than the generally accepted level for smaller authorities. General reserves are the level of reserves after adjusting for any earmarked or ringfenced funds. As per the JPAG Practitioners' guide, best practice suggests that general reserves should cover at least 3 months of expenditure and anything greater than 12 months of expenditure is considered excessive. The External Auditor also pointed out that the Internal Auditor did not complete a control box O on the Annual Internal Audit Report, given the Council are not sole trustees the response should have been not applicable.

It was noted that East Challow Parish Council have no funds ringfenced or earmarked.

The Council requested that the RFO investigate ringfencing and earmarking and then subsequently reallocation of funds if necessary, in readiness for budget setting and the 24/25 AGAR. **[ACTION RFO]**

105.2/24-25 To note the conclusion of Audit 2023-2024 has been posted on the Village notice boards and the Parish Council website.

This was noted

106/24-25 Finance 2024-25

106.1/24-25 To agree the September payments paid in October 2024.

5.5 C of the Financial Regulations adopted on 21/06/23 states that the RFO has delegated authority for fund transfers within the councils banking arrangements up to the sum of £10,000, provided that a list of such payments shall be submitted to the next appropriate meeting of council or finance committee. All Councillors noted and ratified the transfer of £10,226.98 made on the 09/10/24. The RFO will be asked to note this transfer limit and keep all transfers to round figures within the limit going forward. It was also requested that for payments paid by direct debit that the words direct debit are included on the payments list. **[ACTION RFO]**

Resolved: The September payments paid in October were unanimously agreed.

106.2/24-25 To note the September 2024 receipts.

These were noted.

Total staff cost for September 2024: **1,266.68**

All other payments:

Voucher No.	Date	Bank	Supplier	Description	Payment Ref	Net	VAT	Total
71	03/09/2024	Co Op	Microsoft	licences	Online	29.90	5.98	35.88
72	05/09/2024	Co Op	Ionos	website	Online	21.00	4.20	25.20
78	30/09/2024	Unity	Unity	Accountfees	Online	13.70	-	13.70
79	18/09/2024	Unity	Parish Online	mapping software	Online	45.00	9.00	54.00
80	30/09/2024	Unity	Jane Smith	Expenses	Online	28.48	-	28.48
81	27/09/2024	Unity	Grove Geeks	IT assitance	Online	50.00	10.00	60.00
82	30/09/2024	Unity	Jeremy Hanham	grounds maintenance	Online	905.00	-	905.00
83	28/08/2024	Unity	Scribe	Annual renewal	Online	345.60	69.12	414.72
84	12/09/2024	Unity	Moore	audit fees 2023/24	Online	315.00	63.00	378.00
85	27/09/2024	Unity	Wise Gardening	grounds maintenance	Online	1,907.20	-	1,907.20
91	09/10/2024	Co Op	East Challow	internal bank transfer	Online	10,226.98	-	10,226.98
						Total		14,049.16

August receipts

Voucher No.	Date	Bank	Payer	Description	Payment Method	Total	
8	03/09/2024	Co Op	VOWHDC	Precept	Online	22,769.00	
9	18/09/2024	Co Op	VOWHDC	A106 Grant	Online	10,737.36	
						Total	33,506.36

106.3/24-25 To note the reconciled bank account on 30th September 2024.

This was noted. The bank reconciliation and statement were signed by Cllr Webb.

Bank Reconciliation at 30/09/2024

Cash in Hand 01/04/2024		108,210.86
ADD		
Receipts 01/04/2024 - 30/09/2024		84,878.31
		193,089.17
SUBTRACT		
Payments 01/04/2024 - 30/09/2024		88,817.71
A	Cash in Hand 30/09/2024	104,271.46
	(per Cash Book)	
Cash in hand per Bank Statements		
Petty Cash	30/09/2024	0.00
Cooperative	30/09/2024	86,296.08
Unity Trust	30/09/2024	20,028.30
		106,324.38
Less unrepresented payments		2,052.92
		104,271.46
Plus unrepresented receipts		
B	Adjusted Bank Balance	104,271.46
	A = B Checks out OK	

106.4/24-25 To receive an update on contacting SSE regarding the high electricity bill.

The RFO reported that there were difficulties accessing the account by phone, the Chair had been given different information to the RFO about changing the details on the account. The Council requested that the RFO change the details by email in accordance with the latest information and progress this, reporting back at the November meeting. **[ACTION RFO]**

106.5/24-25 To receive information on the additional payment made to HMRC.

The RFO has questioned the penalty charge from HMRC, with HMRC, this will not be a quick resolution, this will be progressed by the RFO. **[ACTION RFO]**

106.6/24-25 To Approve expenses in advance of purchase.

The Clerk requested approval of expenses for X2 ink cartridges black/colour at a cost of £24.78 and top up voucher of £20 for the Clerk's phone.

Resolved: The Clerks Expenses were unanimously approved.

106.7/24-25 To receive an update on the account set up with Haynes of Challow.

It has been confirmed that this is now open and Haynes of Challow have been asked to invoice East Challow Parish Council at the end of each month, although no invoice has been received so far. This will be chased.

Resolved: A list of authorised users of the account will be submitted to Haynes, people on this list will be Cllr Bosley, Cllr Miller and the Litter Warden. **[ACTION VB]**

106.8/24-25 To confirm distribution of the allotment invoices.

Cllr Webb informed the Council that the allotment invoices had been distributed and some payments had been received.

106.9/24-25 RFO report

The Council received a report from the RFO including the following information.

The RFO will be working on the budget in readiness for the November meeting, this may require extra hours being worked.

Resolved: The Council resolved to set a limit of 8 additional hours for budget preparation.

The RFO has received information regarding new Internal Auditors following the information that the existing Internal Auditor will not be able to audit the 24/25 accounts. The Clerk and RFO will be reviewing this information and will report back at a Council Meeting. Cllr Bosley asked for it to be noted that she had sent Internal Auditor details from other local Parishes to the RFO and will try and obtain more information. **[ACTION CLERK AND RFO]**

The RFO reported that regular payments will be online unless cheques were requested.

Resolved: Following this information the Council resolved that if a person/organisation requested cheque payment then this would be accommodated as Unity bank have provided a cheque book on their account. **[ACTION RFO]**

107/24-25 Governance

107.1/24-25 To approve and adopt East Challow Parish Council's Financial Regulations 24/25 - NALC Model Template April 2024.

Prior to the meeting the new Financial Regulations 24/25 were circulated to all Councillors, with notes of key limits for consideration. The key limits were discussed by all Councillor present and the Clerk noted the changes to be made to meet the Council's requirements. The Clerk updated the Regulations to reflect the changes. **[ACTION CLERK]**

Resolved: Changes

5.6 For contracts estimated to exceed £60,000 excluding VAT.

5.8 For contracts greater than £5,000 excluding VAT the clerk or RFO shall seek at least 3 Fixed-price quotes.

5.9 Where the Value is between £500 and £5,000 excluding VAT the Clerk or RFO shall try to obtain 3 estimates which might include evidence of online prices, or recent prices from regular suppliers.

5.15 Individual purchases with an agreed budget for that type of expenditure may be authorised by:

The Clerk in consultation with the Chair or Vice Chair of the Council for any items Below £2,000 excluding VAT.

The Council for all items over £2,000.

5.18 In cases of serious risk to the delivery of council services or to public safety on council premises, the clerk may authorise expenditure of up to £2,000 excluding VAT on repair, replacement or other work that in their judgement is necessary, whether or not there is any budget for such expenditure. The Clerk shall report such action to the Chair as soon as possible and to the council as soon as practicable thereafter.

5.20 An official purchase order or letter shall be issued for all works, goods or services above £500 excluding VAT.

9. Debit Card- The Clerk and RFO will be restricted to a single transaction maximum value of £750, this will be in consultation with the Chair or Vice Chair unless authorised by the Council in writing before the order is placed.

The Financial Regulations 24/25 were unanimously approved and adopted with the changes.

108/24-25 Insurance

108.1/24-25 To receive information regarding Public Liability insurance for volunteers from Clear Councils.

The following information was received from Clear Councils;

Volunteers

We are able to confirm that providing all employees and volunteers will be working at the sole request of and under the sole control of East Challow Parish Council, using tools materials and equipment provided by the Parish Council that the existing Public and Employers Liability Sections of the policy would apply. Please ensure you carry out risk assessments.

We would only expect Employees and Volunteers to be involved with the less hazardous work involved in path maintenance, grass cutting or litter collection, with the use of non-powered tools only, other than lawnmowers/grass cutting equipment and strimmer's, when stout footwear should be worn and also safety goggles in the case of strimmer's. Cleaning materials must be not stronger than those available on shop shelves.

Employees and Volunteers should be between the ages of 16-75 years and must be physically fit and able to carry out the work expected of them in order for them to be covered by the Personal Accident Section of the Policy. Anyone under the age of 16 will require an adult to be present and will require parental permission.

All other work should be undertaken by Contractors, who have their own Public Liability insurance with a Limit of Indemnity of not less than £5,000,000.

All hazardous works must be carried out by professional contractors with their own Insurance.

All cover is subject to the terms, conditions and exclusions of the policy and the Limits of Indemnity.

This was noted by all Councillors, and it was confirmed that the Council could not accept the offer from a volunteer to repair the fencing on the recreation ground. The Clerk was asked to write to the volunteer expressing the Council's thanks for the offer. **[ACTION CLERK]**

109/24-25 To discuss a request to increase the number of Parish Councillors

The Clerk read out the information from the March 2024 Minutes when this was previously discussed and resolved.

299/24 To discuss the proposal of increasing Parish Councillors

The Clerk had circulated information received from Steven Corrigan Democratic Services and the Electoral Services.

Any changes to the number of Councillors would not be put into place until the May 2027 elections. Councillors would need to provide the Clerk with reasons for proposing this increase and the Clerk would submit these to Democratic Services.

Resolved: It was unanimously agreed to wait until the next boundary review, which will be offered in Autumn 2026. This will be the opportunity for the Parish Council, to discuss increasing the number of Parish Councillors.

Also, the Council were informed that information had been received on 21/02/24 confirming that there were not any current or historic records of any contested elections for East Challow.

Resolved: The Council resolved to revisit this in early 2026, in the meantime evidence to support the increase would be gathered and kept for that time.

110/24-25 To receive reports from District and County Councillors

110.1/24-25 Oxfordshire County Councillor

No report was available.

110.2/24-25 Vale of the White Horse District Councillor

The report was received

Additionally, DCllr Barrow reported that the first meeting for Crest Nicholson residents had taken place and there were 30-40 attendees, a smaller resident's group will now be formed.

DCllr Barrow has requested surface levelling for Cornhill Lane.

DCllr Barrow confirmed that the culvert under the road near Mellors had still not be sorted and this was adding to the recent flooding.

DCllr Barrow and the Chair will endeavour to make contact with CCllr Constance and send East Challow's best wishes

111/24-25 Planning

111.1/24-25 To note Planning Authority decisions

P24/V1989/DIS Location: Land to West of Newlands Drive & North of Denchworth Road, known as the former Airfield West of Grove

Description: Discharge of condition 11(Construction and Environmental Management Plan) on application P17/V3130/FUL (Variation of condition 7 of Planning Permission P12/V0299/O to provide the development brief prior to the occupation of the 250th dwelling rather than before the submission of reserved matters adjoining the Local Centre. (Outline application for residential development of about 2,500 dwellings with associated services and facilities including secondary school, primary schools, local centre (including uses falling within use classes A1, A2, A3, A4, A5, B1, C2, D1 and D2), open space including community park, and the realignment of Denchworth Road to the south))

This was noted

P24/V1634/HH Location: 9 Hedge Hill Road East Challow Wantage OX12 9SD

Application proposal, including any amendments: Loft conversion and changes to windows/doors at ground floor. **GRANTED**

This was noted.

111.2/24-25 To ratify responses to requests for consultation on application.

Vanessa Bosley
Chair of the Council

13th November 2024

P24/V0690/HH Location : West View House Faringdon Road East Challow Oxon OX12 9TH

Description: Single storey extension, replacement bridge, and 3 bay garage with office above (as amended by plans submitted on 27 June 2024 and 8 August 2024 to move proposed garage to new location). A response was submitted on 16/09/24 by the Clerk under delegated powers conveying East Challow Parish Council's response of no objection.

Resolved: The response of no objection was ratified unanimously.

112/24-25 Update on the flood alleviation proposal adjacent to LJ & CJ Cannings

Work commenced on the 16/09/24 as planned, some Villagers are using the Village Hall car park. The Chair and Cllr Miller reported that the work is going to plan and the 5-week timescale should be met. Concerns were raised that the Village Greens were being used to store spoil for back filling and equipment is also being stored, it had been previously agreed that this would not happen. This is causing damage to the Greens. The Council asked that the Clerk email Drayton Construction and raise concerns and ask for reassurance of full reinstatement of the Village Greens. **[ACTION CLERK]**

113/24-25 Noticeboards

113.1/24-2 To receive an update on contacting Crest Nicholson about the location of the adapted notice board.

It was confirmed that Cllr Barrow would contact the Crest residents' group once it is formed and enquire about the location of a Village noticeboard. **[ACTION PB]**

113.2/24-25 To receive an update on the maintenance for the Main Street noticeboard.

Cllr Miller reported that this is still being progressed.

114/24-25 Warm Spaces Project

114.1/24-25 To receive an update on the DBS checks required by the Risk Assessment.

Cllr Bosley has completed the DBS process and has her DBS certificate.

115/24-25 To receive an update on a full tree inspection.

The Clerk has confirmed with Matt Hirons of OCC that the tree inspection will start on the 21/10/24, there will be 4 days of inspection by 2 tree OCC Tree Inspectors and then a day of writing the report. The Clerk has re sent the email to the Country Side Access team asking for clarification of ownership of the trees in Cornhill Lane which runs parallel to the football field.

Concerns were raised about the low hanging branches/foilage of trees on footpaths owned by OCC within the Village. The Clerk was asked to email the Tree manager at OCC and ask for them to visit East Challow and discuss. **[ACTION CLERK]**

116/24-25 To receive an update on the REPF Grant.

A letter has been received confirming the successful grant award of £3116 towards the tourism brochure to cover 7 Parishes. The grant acceptance paperwork has been signed and returned.

This is linking back to minute reference 64.1/24-25 July minutes The Clerk spoke with the OALC and confirmed that it was lawful for East Challow Parish Council to be the host Council for this grant application that will be used to fund a leaflet for 7 villages, this grant will benefit the East Challow community and will become a feature of the Parish Council's website. The grant, if successfully awarded, should be paid into East Challow Parish Council's bank account and be monitored by the RFO.

Cllr Barrow has created a list of historical assets in all 7 parishes and has emailed the Parish Councils for comments, the project needs to be completed by the end of March 2025.

117/24-25 To discuss and approve the replacement of the Millenium seat on the Village Green and set a budget if necessary.

Resolved: The Council approved the replacement of the Millenium seat and will consider replacement options at the next meeting

118/24-25 To discuss and approve, if necessary, a quotation or the clearance of the pathway on Hedgehill Road.

The Parish Council have received complaints from Villagers regarding the condition of the pathway on Hedgehill Road, following the repair of a long-term water leak. The pathway in some places is unusable necessitating the public to use the road. The Highways engagement team have been consulted and the response was that this may take some time to resolve. Two quotations have been received for edging grass and strimming, cutting back overhanging vegetation, clearing path of mud, removal of all waste clearance £ 400 and £382 .

Resolved: The Council resolved to accept the quotation of £382 from Wise Garden Maintenance, the Clerk was asked to arrange for these works to be carried out as soon as is possible. Concerns were also raised about the moss that is growing on the pathway from Hedge Hill Road to Field Gardens due to lack of use. The Clerk will ask Wise Garden Maintenance to include this. The Council approved the increase that maybe needed to include the moss removal **[ACTION CLERK]**

119/24-25 Standing Agenda Items, to receive update and agree actions.**119.1/24-25 Parish Cemeteries.****To receive an update on the purchase of the rainwater butt**

Resolved: Minute reference 66.1/24-25 resolved to approve a budget of £50 for a rainwater butt. This has now been purchased and will be put into place as soon as is possible.

To further discuss a height and width reduction/replacement of the right-side hedge in the Vicarage Hill Cemetery.

The Clerk and Chair had a site meeting with a Grounds Maintenance Contractor to discuss the right-side hedge, the hedge is encroaching onto several graves, hindering grave maintenance. And general access. This will be discussed again at the November meeting.

An Autumnal clear up was also discussed with a Grounds Maintenance contractor as the Parish Council had received a complaint about the unkempt plots, a quote has been received for £800. As per the financial regulations the Clerk will endeavour to obtain further quotations to bring to the November meeting. **[ACTION CLERK]**

119.2/24-25 Traffic/Highways including:**Parking and speeding within the village/ Speed Indicator Displays (SID')/ Village speed limit survey**

It has been reported that the cable to the SID on the North side of the Village has been cut in an act of vandalism, this has been reported to OCC. East Challow Parish Council have been informed that they are responsible for this although Crest may assist. It has been confirmed that East Challow Parish Council are also responsible for moving the SID's . Cllr Gregson will investigate this. **[ACTION AG]**

An email has been received confirming that East Challow is scheduled for 20MPH to be put in place in Mid-December, West Cotec will be in contact to explain the next steps.

Cllr Barrow is still progressing the reduction of speed limits on the B4507 and the A417.

119.3/24-25 Grounds Maintenance**To receive an update on the extra works on the Park Footpath.**

Works were completed on 16/09/24 as planned, the pathway is now much wider with more head height.

119.4/24-25 Public Art**To receive an update on the Public Art project.**

The forms were returned by the Clerk and the sum of £10,737.36 has been received. A meeting was held with Peter Greenfield (PG), the artist has agreed the program for the project. Peter can start soon with a completion target date in the spring/summer 2025. The RFO has raised a purchase order

with PG for the manufacture of the Public Art. Cllr Hayes has contacted an engineer to carry out the foundation design and has had discussions with the school with regards to creating a time capsule.

119.5/24-25 Recreation Areas

To ratify the payment of £345 plus VAT to carry out an asbestos check on the pavilion.

Two Quotations were received for the asbestos survey, the other was for £400 plus VAT. The £345 plus VAT quotation was accepted, and the work was carried out on the 30/09/24. This links to minute reference 92.5/24-25 An Asbestos check was unanimously approved with a budget of £400.

Resolved: The £345 plus VAT was ratified unanimously and it was agreed that if the company required payment before the November meeting, payment would be made and would be recorded on the November payments list.

To receive a report from the Pavilion Working Group.

A Pavilion Group meeting took place on the 23/09/24, it was a productive meeting, the door installation is still in progress, some lighting has been installed.

The recent Asbestos report was discussed it was noted that asbestos had been reported in the toilet cistern and removal was recommended. Cllr Bosley will discuss this with Challow Sport and give them a copy of the asbestos report.

The Councillors confirmed that the toilet could still be used as asbestos was only unsafe if the cistern was damaged.

The Clerk recommended asking a waste management company to assist with the removal and disposal of the cistern.

Cllr Gregson was thanked for all his work towards arranging the asbestos inspection.

To approve a quotation of £847.73 plus VAT from Talboys to continue the water leak work on the recreation ground.

The Clerk has now received a confirmed quotation in writing, it was noted that this was a specialist job and needed to be carried out by a Thames Water approved contractor and was a continuation of a previous job, so 1 quotation would only be required.

Resolved: The quotation of £847.73 plus VAT was unanimously approved. The Clerk was asked to make Talboys aware of the asbestos report concerning the toilet cistern and arrange for the water leak to be carried out as soon as is possible. **[ACTION CLERK]**

A motion without notice to extend the meeting until 10.00 was unanimously agreed.

To receive confirmation that the account with Football Foundation has been set up.

Resolved: The Account has been set up by the Assistant Clerk.

To receive a report following the visual play inspection checks.

The checks are being carried out regularly by the Litter Warden and a quarterly inspection was carried out by Cllr Hayes at the end of September. The ROSPA actions are being monitored. Cllr Hayes recommended that the Council replace all 3 wetpour areas that have been highlighted in the ROSPA report, the Council had previously resolved to include these areas for replacement in the budget over the next 3 years.

It was unanimously agreed that these areas present a trip hazard and should be replaced from this year's budget. The Clerk and Assistant Clerk will gain 3 quotations and bring to the November or December meeting. **[ACTION CLERK AND ASSISTANT CLERK]**

To receive an update on the project to reclaim a 5-meter strip of football field and approve a quotation of £446.75.

Resolved: The Council resolved to accept the quotation of £446.75 for the clearance of the 5 meter strip. A plan will then be made to continue the reclaiming of the strip and cut back the trees. The Clerk will ask for the works to be carried out as soon as is possible. **[ACTION CLERK]**

To approve the quotation from Pepler fencing for replacing 2 fenceposts in the Parish Council Car park and repairing the fencing in the recreation ground.

The quotations had been received and were both over £500 as per the Financial Regulations 2 more quotations will be needed, the Assistant Clerk will be asked to obtain 2 more quotations and these will be considered at a later Council meeting. **[ACTION ASSISTANT CLERK]**

To note the graffiti on the pavilion and to ratify the cost of approx. £55 for masonry paint, rollers and trays to paint over the graffiti.

The Clerk and Chair judged that it was necessary to approve the purchase of masonry paint, rollers and trays on the 14/15th September the pavilion was graffitied with rude words and images, this was visible from the Play Area, 2 parishioners painted over the graffiti within a few hours of it being discovered. This expenditure will come from the maintenance budget which is available for the recreation ground.

Resolved: The Cost of approx. £55 was ratified unanimously.

To discuss a possible graffiti wall on the end of the pavilion.

Cllr Barrow reported there were 2 graffiti walls in Abingdon these were covered with artwork not writing and there is a local person that will do professional graffiti. Concerns were raised that the area was close to the play area and visible from the school and the wall could attract undesirable graffiti. It was also pointed out that as a new pavilion was planned graffiti would not be welcomed on a new building.

Resolved: It was resolved to not offer a graffiti wall on the pavilion.

To receive an update the MUGA surface project and the S106 funding opportunity.

The deadline for applications and supporting documents is 21/10/24. The application form and supporting documents are being progressed. Prior to the meeting the Clerk circulated 3 quotations for consideration, as East Challow need to submit the application with a preferred contractor, although this could be changed. The Council decided that SportCourts were the preferred option and the Clerk was asked to contact them regarding examples of other work that they have carried out in the area. **[ACTION CLERK]**

120/24-25 To receive Correspondence and agree actions or approve responses.

A media release had been received regarding proposed changes to polling stations- this does not affect East Challow, comment are open until 21st October. A copy of the notice has been put on the Main Street noticeboard. This was noted.

TRO consultation paperwork has been received for Cornhill Lane BOAT proposed prohibition of motor vehicles and carriages. Responses are required by 25/10/24. A response will be collated in favour of the proposal giving some history of Cornhill Lane. **[ACTION VB]**

The Joint Local Plan is available for review and comments. This was noted.

Correspondence has been received from Matthew Barber Police and Crime Commissioner regarding working in partnership to fight Crime. Cllr Miller highlighted the Community Fund will be open for bidding around February 2025. Cllr Miller suggested this could be a good opportunity to apply for CCTV and lighting for the proposed new pavilion.

121/24-25 Matters for future discussion.

To discuss an extension of the cemetery on the recreation ground.

Painting of the phone box.

122/24-25 To agree a list of items to be included in the next edition of Challow News

Dog Fouling Old School Lane

New meeting time of 7.00 pm for Council meetings

Public Art project update.

123/24-25 To agree date of the next meeting: 13th November 2024

There was no further business transacted, the Chairman closed the meeting at 21:50

Signed Chair.....

Date.....