

# **Notice of a Meeting of East Challow Parish Council**

**Wednesday 12<sup>th</sup> March 2025 at 19:00, 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 12<sup>th</sup> February 2025

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

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

### **5. Councillor Vacancy**

5.1 To approve co option of 1 Councillor to fill the vacancy or to re advertise if necessary.

### **6. Staffing Matters**

6.1 To discuss payment date for staff.

6.2 To approve the purchase of the Town and Parish VAT Guide at a cost of £29.50.

6.3 To discuss and approve staff remuneration from 1<sup>st</sup> April 2025.

### **7. Finance 2024-2025**

7.1 To agree the February payments list paid in March 2025.

7.2 To note the February 2025 receipts.

7.3 To note the reconciled bank account as at 28th February 2025.

7.4 To approve adding an additional authoriser to the bank mandate for CO OP and Unity .

7.5 To receive information about savings account for the transfer of EMR's.

7.6 To discuss and agree the outsourcing of the monthly payroll and approve a quotation if necessary.

7.7 To approve the Earmarked reserves.

7.8 To receive an update on the arrangements for the Internal Audit.

7.9 RFO report.

## **8. Governance**

8.1 To approve and adopt the Privacy Notice

8.2 To approve and adopt the Information & Data Protection Policy.

8.3 To approve and adopt the Internal Controls Policy.

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

9.1 Oxfordshire County Councillor

9.2 Vale of White Horse District Councillor

## **10. Planning**

10.1 To approve responses to requests for consultation on applications

### **P25/V0289/HH**

**Location:** Fernbank Letcombe Hill East Challow Wantage OX12 9RP

**Description:** Proposed first floor extension to create home office above sunken garage (garage permitted by application P24/V0051/HH) Response date 07/03/25 extension agreed until 13/03/25

### **P20/V3113/O**

**Location:** Land North/West of Grove North of Grove Airfield South of Denchworth Road Grove

**Description:** Residential development, new access points and vehicular, cycle and pedestrian links, strategic landscaping and green infrastructure including areas of informal and public open space, other associated site infrastructure, and an extension to the cemetery. (As amended and amplified by information received 24 February 2025. Response Date 11/03/25 extension agreed until 13/03/25

10.2 To note planning application

### **P25/V0328/DIS**

**Location:** Grove Technology Park, Grove Business Centre Downsview Road Wantage OX12 9FF

**Description:** Discharge of condition 4 (Contaminated Land) on application P24/V0274/FUL. (Remediation of contaminated land and associated enabling works). **No response required.**

10.3 To note planning decisions

### **P24/V1081/LDE**

**Location:** Kirklands Mews Ickleton Road East Challow Wantage OX12 9JB

**Description:** An existing self contained dwelling - see supporting Planning Statement (Additional information received 5 August 2024). **Approved**

### **P24/V2625/HH.**

**Location:** 27 Windmill Place East Challow Wantage

**Description:** Rear Extension and alterations (Additional annotation shown on plans submitted 10 January 2025) **GRANTED**

### **P24/V2732/HH**

**Location:** The Old Police Station Letcombe Hill East Challow Wantage

**Description:** Two storey extension to the side of the property. **GRANTED**

**P23/V1784/O**

**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. **GRANTED**

**11 Village and surrounding area**

11.1 To discuss the progress on the creation of a Village Maintenance schedule.

11.2 To discuss the damage to the Village Greens done on 27/12/24 and consider quotations to repair the damage.

11.3 To discuss the damage on the grass verge at the junction of Windmill place and High View and the parked vehicles.

11.4 To receive an update on the installation of the new bench for the Village Green.

11.5 To receive an update on the replacement bin requested for the one at the end of Old School Lane , adjacent to the A417.

11.6 To receive information regarding an update to local Villages by the Police Community Support Officer and approve the cost of hiring the Village Hall for this update.

11.7 To discuss the lack of maintenance of the grass and wildlife area on the Crest Nicholson Estate.

11.8 To discuss the purchase of a Beware Children and Animals sign for the Childrey Way Bridlepath and receive an update on the purchase of Keep your dog on the lead signs.

11.9 To receive a response from Open Spaces regarding Common Land.

**12. Noticeboards**

12.1 To receive an update on contacting Crest Nicholson regarding the location of the adapted notice board.

**13. Trees**

13.1 To confirm the completion of the major deadwood removal for the mature sycamore tree that is over the footpath in Lower Childrey Way

**14. To receive an update on the REPF Grant.****15. Village Hall**

15.1 To receive the Grant application from the Village Hall committee and approve the grant figure for 2025/2026

15.2 To discuss payment for the Parish Council meetings.

**16. To receive and discuss an updated projects wish list.**

**17. Standing Agenda Items, to receive update and agree actions.**

17.1 Parish Cemeteries

- To receive an update on the installation of the Vicarage Hill Cemetery notice board.

17.2 Traffic / Highways including

- Parking and Speeding within the village.
- Speed Indicator Displays (SID's) including an operational update.
- To discuss the increase in earth moving vehicles on the A417.

17.3 Grounds Maintenance

- To receive an update on the 2025/2026 grounds maintenance contracts.

17.4 Public Art

- To receive an update on the Public Art project.

17.5 Recreation Area

- To receive a report from the Pavilion Working Group.
- To review the agreement with Challow Sports for the use of the recreation ground.
- To receive an update on the electrical safety inspection check at the Pavilion.
- To receive an update on the purchase of 3 sets of new goalposts for the recreation ground and confirm insurance.
- To receive an update on the replacement of the toilet cistern.
- To receive a report following the visual play inspection checks.
- To discuss the project to reclaim a 5-meter strip of football field
- To receive an update on the wet pour project for the Play Area.
- To receive an update on the MUGA surface project .
- To discuss the shed doors at the pavilion and approve a quotation if necessary.

**18. To receive Correspondence and agree actions or approve responses.**

**19. Matters for future discussion.**

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

**21. To agree date of the next meeting: 9<sup>th</sup> April 2025**