

Notice of a Meeting of East Challow Parish Council

Wednesday 9th July 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)

AGENDA

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.

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 11th June 2025

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

4. Chairman's Announcements

5. Staffing Matters

5.1 To agree changing the job title of the litter Warden to Environmental Warden.

6. Finance 2025-2026

6.1 To agree the June payments list paid in July 2025.

6.2 To note the June 2025 receipts.

6.3 To note the reconciled bank account as at 30th June 2025.

6.4 To agree the arrangements for the August contractual payments.

6.5 To note budget to actual figures for 2025/2026.

6.6 To receive information on the updating of the CO OP and Unity bank mandate.

6.7 To receive information and approve the opening of a savings account for the transfer of EMRs.

6.8 To receive an update on the missing Castle Water meter.

6.9 To receive an update regarding the bill payments to SSE.

6.10 To note the tree survey invoice as not been received.

6.11 To confirm that the CIL report has been sent to VWHDC.

6.12 RFO report.

7. Finance 2024-2025

7.1 To note the email received from Moore External Auditor regarding the 2024/25 AGAR submission.

JS Smith
Clerk

3rd July 2025

7.2 To note the response to this email.

7.3 To approve any actions required by Moore External Auditor and delegate authority to the Clerk and RFO to deal with this.

8. Governance

8.1 To approve another Councillor to join the Personnel Committee and agree the terms of reference.

9. To receive and note an IT security reminder.

10. To receive reports from District and County Councillors

10.1 Oxfordshire County Councillor

10.2 Vale of White Horse District Councillor

11. Planning

11.1 To note planning application

P25/V1093/DIS Location: Phase P5, P6 CC5 and P7 of Former Grove Airfield To the West of Newlands Drive Land North of Denchworth Road

Discharge of Condition 40 (Fire Hydrants) on planning 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 (as amended by documentation submitted on 27 February 2018). 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. As amended by description and additional information from agent/applicant dated 23/10/2012.) **No response required.**

P25/V1115/DIS Location: Grove Technology Park Grove Business Centre Downsview Road Wantage OX12 9FF

Discharge of condition 16 (Certificate for Biodiversity Offsetting Scheme) on application P23/V1784/O (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.) **No response required.**

P25/V0912/DIS Location: Mellors Of Challow Ltd Faringdon Road East Challow Wantage OX12 9TE

Description: Discharge of conditions (3), (5) (Contaminated Land) and (6) (Unsuspected Contaminated Land Condition) on application P24/V0748/FUL 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) **No response required.**

P25/V1258/DIS Location: Grove Technology Park, Grove Business Centre Downsview Road Wantage OX12 9FF

Description: Discharge of condition 11 (Foul Drainage Scheme) on application P23/V1784/O (Hybrid planning application comprising: An Outline planning application for demolition of an existing building and development of

JS Smith

Clerk

3rd July 2025

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.)

No response required.

P25/V1259/DIS Location: Grove Technology Park, Grove Business Centre Downsview Road Wantage OX12 9FF

Description: Discharge of condition 10 (Sustainable Drainage Scheme) on application ref. P23/V1784/O (Hybrid planning application comprising; 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).

No response required.

11.2 To note Planning decisions.

P25/V0886/LDP Location: The Royal British Legion Letcombe Hill East Challow Oxfordshire OX12 9RP

Description: This proposal involves the occasional operation of a mobile pizza van, on private land, with the full permission of the landowner (British Legion Challow). The trading will take place for fewer than 28 days per calendar year, in line with permitted development rights. The use is temporary, does not involve any permanent structures, and the van is removed after each session. Therefore, planning permission should not be required, and a Lawful Development Certificate is sought to confirm this. **Approved**

P25/V0599/FUL Location: 1 Challow Marsh Cottages East Challow Wantage OX12 0ED

Description: Application proposal, including any amendments :

Extension and conversion of stables building into a single storey self-build dwelling, including change of use of paddock land to residential garden (additional ecological information received 13 May and 23 June 2025)
(Resubmission of P22/V0283/FUL)

Granted

P25/V0878/HH Location: The Bungalow Letcombe Hill East Challow Oxfordshire OX12 9RP

Description: Construction of garage
Application has been withdrawn.

12. Village and surrounding area

12.1 To receive an update on the maintenance work required on the new bench on the Village Green

12.2 To discuss the encroachment of overgrown vegetation within the village.

12.3 To receive an update on the installation of a pathway on Common Land.

12.4 To discuss defib and resuscitation training for the Village.

12.5 To receive the Village inspection from the 8/9th June 2025 and discuss actions.

12.6 To discuss the request for a traffic mirror on Parish Council land.

12.7 To discuss a Have your Say Roadshow in East Challow.

13. Noticeboards

JS Smith
Clerk

3rd July 2025

13.1 To receive an update on the installation of the new village notice board on Fuller's Grove. (Crest Nicholson site)

14. Village Hall

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

15. To receive information on joining the Oxfordshire Neighbourhood Plan Alliance and approve the yearly cost if necessary.

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

16.1 Parish Cemeteries

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

16.2 Allotments

- To discuss allotment rental price increases.

16.3 Traffic / Highways including

- Parking within the village.
- Speeding within the village
- Speed Indicator Displays (SID's) including an operational update.

16.4 Grounds Maintenance

- To discuss the collection of the meadow grass

16.5 Public Art

- To receive an update on the Public Art project.

16.6 Recreation Area

- To receive a report from the Pavilion Working Group.
- To approve the request from Challow Sports for an additional training session.
- To receive an update on the electrical safety inspection check at the Pavilion.
- To receive an update on the purchase of the goal posts.
- To discuss the project to reclaim a 5-meter strip of football field.
- To receive an update on the MUGA surface project.
- To receive a report following the visual play inspection checks.
- To discuss the arrangements for the ROSPA inspection of the play area/MUGA.
- To receive an update on the access for emergency vehicles for the play area/recreation ground.

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

18. Matters for future discussion.

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

20. To agree date of the next meeting: 10th September 2025