

Minutes of a Meeting of East Challow Parish Council

Held on Wednesday 12th November 2025 at 19:00, East Challow Village Hall

Public Session: An update was requested regarding the pathway installation on CL98, the Clerk provided this, please refer to minute reference 118.1/25-26 for more details. Speeding concerns were raised, it was reported that the North SID was frequently registering 28-30mph. Cllr Gregson informed the Parishioner that a meeting with the Neighbourhood Officer for Wantage and Grove was being arranged to discuss speeding on the East Challow section of the A417.

Members Present:

Chair	Cllr V A Bosley (VB)
Vice Chair	Cllr F Webb (FW)
Members	Cllr A Gregson (AG) (left meeting at 22.00)
	Cllr P Barrow (PB) (left meeting at 21.00)
	Cllr T Hayes (TH)
	Cllr B Golden (BG)
	Cllr I Crump (IC)

Clerk Jane Smith

Public and press: 2 MoP (left meeting after public session)

Meeting started at 19:04

108/25-26 To receive apologies for absence.

None

109/25-26 Declarations of Interests

109.1/25-26 To receive declarations of interest for items on this agenda.

Cllr V Bosley Village Hall Committee

Cllr I Crump Village Hall Committee

Cllr I Crump SESRO response in Clerks Correspondence.

110/25-26 To approve the minutes of a previous council meeting.

110.1/25-26 Meeting held on 8th October 2025

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

110.2/25-26 Matters arising from the minutes not elsewhere on the agenda.

96.4/25-26 To note the 2nd budget to actual figure review for 2025/26

This was noted, there are still 2 figures showing on the budget to actual that were noted on the July meeting budget to actual as need removing, a call was raised with Scribe. Once this is done the RFO was asked to send the updated version to the Clerk and all Councillors.

[ACTION RFO]

The RFO is in the process of setting up the EMR figures in scribe, these figures will be removed once this is complete.

97.1/25-26 To discuss the safe storage of documents.

Resolved: It was agreed unanimously that the documents should be kept in a fire-retardant filing cabinet and replacement keys should be purchased. **[ACTION CHAIR]**

2 keys have now been purchased.

100.6/25-26 To discuss the proposal to introduce a Prohibition of Motor Vehicles and Horse drawn Carriages restriction on Cornhill Lane.

Resolved: The council resolved to submit a response in support of this proposal. The Clerk was asked to submit this response. **[ACTION CLERK] *The Clerk responded on 09/10/25.***

111/25-26 Chairman's Announcements

It was reported that the Council had received an email/ attachment from a trusted correspondent with malicious intent. The Correspondent's email account had been compromised. An IT consultant had run some checks and looked further at the intent of the correspondence and reported that he was 99% certain that there were no effects from this email.

Resolved: The Council ratified the cost of 1 hour of IT support. This would come from the budget for IT support and software.

The Clerk requested the approval of 2 hours of training with the IT Consultant at £60 per hour to ensure GDPR compliance.

Resolved: The Council unanimously approved the cost of the training, this will come from the training budget.

112/25-26 Staffing Matters

112.1/25-26 To approve advertising for a Handyman/Maintenance Warden.

This was discussed; the Clerk circulated a revised job description for a Maintenance Warden. Pay scales and hours were discussed. The Clerk reported the OALC advised the Council can employ a Maintenance Warden on the National Living Wage as this does have yearly rises and has been used before.

Resolved: The Council unanimously approved the advertising of a Maintenance Warden. It was agreed to employ using the National Living Wage and not include the number of hours as this was unknown. This will be advertised in Challow News and on the Village

Noticeboards, with a closing date of the 15th January 2026. Interviews will be conducted by the Personnel Committee. Any appointment will be ratified at a Council meeting.

112.2/25-26 To ratify the expenditure of £30 for the set up of a Councillor email address

Resolved: The expenditure of £30 was ratified unanimously.

113/25-26 Finance 2025-26

113.1/25-26 To agree the October payments paid in November 2025.

Resolved: The October payments paid in November were unanimously agreed. The Chair signed the payments list as per East Challow Parish Council's Financial Regulations.

113.2/25-26 To note the October 2025 receipts.

These were noted.

Total staff costs for November 2025

1,274.83

All other payments:

Voucher No.	Date	Bank	Supplier	Description	Method / reference	Net	VAT	Total	
126	15/10/2025	Co Op	ICO	Annual subscription	Direct Debit	47.00	-	47.00	
127	20/10/2025	Co Op	Castle Water	Allotments water	Direct Debit	5.55	1.11	6.66	
128	21/10/2025	Co Op	Microsoft	Software licences	Direct Debit	30.24	6.05	36.29	
129	22/10/2025	Co Op	Cartridge People	Black toner	Card	64.92	12.98	77.90	Paid
130	22/10/2025	Co Op	Ionos	Website	Direct Debit	38.48	7.70	46.18	
131	24/10/2025	Co Op	Ionos	Additional website charge	Direct Debit	2.97	0.59	3.56	
132	16/10/2025	Unity	RJR Tree Surgery	Pollard bay tree	Online	500.00	100.00	600.00	Paid
134	12/11/2025	Unity	Chair	Chairperson allowance	Cheque	350.00	-	350.00	
135	12/11/2025	Unity	Wise Garden & Hedge Maintenance	Grounds maintenance	Online	2,340.00	-	2,340.00	
136	12/11/2025	Unity	Grove Geeks	IT support	Online	90.00	18.00	108.00	
137	12/11/2025	Unity	RJR Tree Surgery	Grounds maintenance	Online	840.00	168.00	1,008.00	
138	12/11/2025	Unity	Pepler Fencing	Installation of noticeboard	Online	240.00	48.00	288.00	
148	12/11/2025	Unity	East Challow Village Hall	Meeting costs	Online	20.00	-	20.00	
139	12/11/2025	Unity	Jeremy Hanham	Grounds maintenance	Online	1,642.50	-	1,642.50	
140	12/11/2025	Unity	Staff Expenses	Paints & brushes	Online	20.79	4.16	24.95	
146	12/11/2025	Unity	Councillor expenses	Art project S106	Cheque	71.51	-	71.51	
147	12/11/2025	Unity	Chair expenses	Defib pads & keys	Cheque	111.69	19.80	131.49	
						Total		6,802.04	

October Receipts

Voucher No.	Date	Bank	Payer	Description	Payment Method	Total
			Allotment holders	Annual rent	Online	206.25
						Total
						206.25

113.3/25-26 To note the reconciled bank account as of 31st October 2025.

This was noted and the reconciliation was signed by Cllr Gregson.

Bank Reconciliation at 31/10/2025			
	Cash in Hand 01/04/2025		117,395.83
	ADD		
	Receipts 01/04/2025 - 31/10/2025		62,431.88
			179,827.71
	SUBTRACT		
	Payments 01/04/2025 - 31/10/2025		55,072.99
A	Cash in Hand 31/10/2025 (per Cash Book)		124,754.72
	Cash in hand per Bank Statements		
	Cooperative 31/10/2025	85,923.32	
	Unity Trust 31/10/2025	39,267.76	
			125,191.08
	Less unrepresented payments		436.36
			124,754.72
	Plus unrepresented receipts		
B	Adjusted Bank Balance		124,754.72
	A = B Checks out OK		

113.4/25-26 To receive information regarding changing electricity supplier.

There was no information available on this as the RFO had prioritised budget work, information will be brought to the December meeting.

113.5/25-26 To approve the appointment of an Internal Auditor for the 2025/26 Internal Audit.

The Council received information regarding auditors with availability.

Resolved: The Council unanimously approved the appointment of Eugenia Skelly for the 2025/26 Internal Audit. The RFO was asked to organise this appointment. **[ACTION RFO]**

113.6/25-26 To receive and update on the missing Castle Water meter

Confirmation was received from Castle water on the 21/10/25 that an engineer from Thames Water had attended and confirmed that meter 99T004848 was present at the premises, however the meter was unconnected in the chamber. A follow up site visit is currently being scheduled to ensure the installation of a new meter at the premises. The Clerk reported that she was disappointed that it had taken a long time for Thames Water to confirm this as she had sent pictures showing the unconnected meter in the chamber back in August.

113.7/25-26 RFO report

The RFO will be providing a budget to actual/EMR report for every meeting, this will become a standing agenda item in the finance section.

The Budget to actual/ EMR report was received.

Resolved: It was agreed that the £774 for the repair of the beams on the multiplay, approved at the September meeting, would be costed as follows; £700 from the reallocated outsourced payroll budget and £74 from play area and maintenance.

It was agreed that the £240 agreed for the installation of the notice board, approved at the October meeting, would now come from the grounds maintenance budget.

The Council agreed to reduce the ring fenced tree project EMR by £1000, leaving this at £3500. £500 would be added to the village improvements EMR and £500 would be added to the unplanned tree works EMR. **[ACTION RFO]**

114/25-26. Finance 2026-2027

114.1/25-26 To discuss the budget for 2026- 2027.

Version 2 of the draft budget was received and discussed.

Resolved: The following was agreed.

The professional fees of £495 would be deleted, this will be paid from the current budget.

The election costs of £500 would be deleted as there is an EMR for £1000.

In year projects for EMRs to be reduced to £2000, to start the new cemetery EMR.

£150 to be added back into defib budget in case pads are used and need replacement.

It was highlighted by the Clerk that the Grounds Maintenance budget would be tight for 26/27, so the Council would have to consider spending above the contracts carefully. It was noted that the draft budget contained £2000 for tree works which would work alongside the Grounds maintenance budget.

The RFO was asked to check if the subscription budget would be adequate, confirming that the subscription for the OALC had been included.

The council requested that the RFO produce a version 3 of the draft budget reflecting the above changes and email to all Councillors as soon as is possible. **[ACTION RFO]**

115/25-26 Governance

115.1/25-26 To discuss Councillor responsibilities.

Resolved: The Following was unanimously agreed, it was noted only decisions could be made at a Parish Council meeting.

Councillors point of contact

Cllr Barrow - Neighbourhood plan /Recreation ground

Cllr Hayes - Inspections/play area

Cllr Gregson - speeding including SID management/parking/ road safety

Cllr's Crump and Golden - Environmental/Trees/Wildflower Meadow

Cllr Webb - Finance/Allotment

Chair - Grounds maintenance and Village maintenance/ Village Greens and Burial Grounds/ Village Hall representative

115.2/25-26 To note the Introduction of Assertion 10 in the 2025/26 AGAR.

The Clerk explained that Parish Councils are now being asked to demonstrate more transparently that they manage digital, data and information governance responsibly by meeting the following criteria;

WCAG 2.2AA will need to be complied with- being discussed in minute reference 115.3/25-26.

Email accounts must be hosted on the authority owned domain - Yes East Challow Parish Council meet these criteria.

An IT policy must be in place - Yes, the Council adopted this on 11/06/25.

All websites must meet the transparency code-this is publishing minutes agendas, papers of formal meetings, all items of expenditure over £100, end of year accounts, AGAR, Internal Audit Report, list of Councillors. – Yes, the Council publish on the website.

A GDPR policy must be in place, websites must be GDPR compliant – The GDPR Policy updated and approved 12/03/25, being GDPR compliant needs to be considered constantly.

A Model Publication Scheme must be followed– The Council adopted this on 09/04/2025.

This was noted by all Councillors.

115.3/25-26 To discuss WCAG 2.2AA and changes to the website.

The Following has been received from the OALC. *The Website Accessibility Regulations have been in place since 2018 but have become more visible this year with the new Assertion 10*

on the AGAR. As the council has not budgeted for any website improvements in this financial year, I would recommend investigating the possible options and aiming to resolve these issues in the next year, once a budget has been set aside for changes. As the consultant has advised that it would cost several hundred pounds to resolve the issues, I would suggest also looking for a new website with a gov.uk domain which is fully compliant. Although it is not currently required to have a gov.uk domain, my understanding is that this will become mandatory in the next few years, and it would be a shame to have to do the work twice. There is a risk that the internal auditor will advise that the current website is not compliant with WCAG 2.2AA, however the council should be able to evidence that it is seeking to resolve the issues.

Resolved: The Council agreed to set aside £750 in the 26/27 budget to either resolve the current issues with the website or obtain a new website. It was noted that if more money was needed for the website changes, this would come from EMR's. Cllr Golden offered to look at the website in relation to meeting WCAG 2.2AA, a report will be given at the January 2026 meeting.

116/25-26 To receive reports from District and County Councillors

116.1/25-26 Oxfordshire County Councillor

A report was not available

116.2/25-26 Vale of the White Horse District Councillor (vacant position)

A report was not available

117/25-26 Planning

117.1/25-26 To note planning application

P25/V2073/DIS

Location: Unit 14 The Quadrangle Grove Business Park Wantage OX12 9FA

Description: Discharge of condition 3 (Habitat and Management Plan and Biodiversity Gain Plan) on application P25/V1285/FUL. (Installation of an external gas storage compound and associated works.) **No response required**

P25/V2296/DIS Location: Former Airfield West of Grove To the West of Newlands Drive Land North of Denchworth Road Grove

Description: Discharge of condition 25(Hours of Use - non residential buildings) on application ref. 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.))

No response required.

P25/V2314/DIS Location: Former Airfield West of Grove To the West of Newlands Drive Land North of Denchworth Road Grove.

Description: Discharge of condition 32 on application P17/V3130/FUL 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. P17/V3130/FUL Conditions(s) Condition 32. **No response required**

117.2/25-26 To ratify responses to planning applications.

P25/V1558/HH Location:

The Bungalow Letcombe Hill East Challow Wantage OX12 9RP Description: Proposed underground garage, with associated works (amended plans and arboricultural information submitted 08 October 2025)

Response required by 28/10/25. No extension granted

The Clerk in consultation with the Chair confirmed with Planning that the Council's original response had not changed. No objections was submitted on the 11/09/25

Resolved: The response was ratified unanimously.

P25/V1862/HH Location: Church House Main Street East Challow Wantage OX12 9SR

Description: Rear extension replacing conservatory and extension to rear dormer to first floor rear elevation (As amended by plans received 06 October 2025).

Response required by 31st October. No extension was granted. The Planning department confirmed that the amendment was not regarding the parking, the Clerk confirmed with Planning that the Council's original response had not changed.

Resolved: The response was ratified unanimously.

118/25-26 Village and surrounding area

118.1/25-26 To receive quotations for the installation of a pathway on an area of Village Green (CL98).

The 3 quotations were received and discussed. It was noted that this project would be completed in the New Year.

Resolved: The Council unanimously agreed the quote from ALH landscaping of £2,280 for a self-binding gravel pathway. The Councillors agreed that this money will come from the CIL budget as this spend meets the criteria below. The Clerk and Chair were asked to arrange the works. The contractor advised that no work can be done on the pathway for safety reasons, due to works required on the adjacent property wall. The Clerk will write to the owner enquiring when the maintenance work on the wall would be completed. **[ACTION CLERK/CHAIR]**

Application of CIL by local councils

59C. A local council must use CIL receipts passed to it in accordance with regulation 59A or 59B to support the development of the local council's area, or any part of that area, by funding—

- (a) the provision, improvement, replacement, operation or maintenance of infrastructure; or
- (b) anything else that is concerned with addressing the demands that development places on an area.

118.2/25-26 To agree the replacement of fruit trees in the Community Orchard and agree a budget.

This was discussed it was agreed that there was not any available money for replacement for these trees. The Chair has been in contact with OCC regarding some damage to the trees caused by the attempted removal of the wire surrounds. The Chair will ask if OCC can replace damaged/dead trees. **[ACTION CHAIR]**

118.3/25-26 To receive an update on the ownership of the trees and land adjacent to the houses in Childrey Way.

Confirmation of ownership has not yet been received.

118.4/25-26 To ratify the cost of confirming the Land Registry details of the trees and land adjacent to the houses in Childrey Way.

Bluestone Planning have been asked to confirm the land registry details of the trees and land adjacent to the houses in Childrey Way, there are 2 titles to be confirmed.

Resolved: The Council unanimously ratified this expenditure. This unexpected expenditure will come from the money allocated to the postage, copying and printing budget.

118.5/25-26 To discuss communicating with Residents.

It was agreed that Cllr Barrow would publish an update regarding Parish Council matters on the East Challow Resident's Facebook page. The Clerk will supply the information.

118.6/25-26 To receive information on the telephone box and the grade II listing

The planning department have confirmed that any changes to the telephone box would require listed building consent. LBC has been confirmed for the installation of the defib.

Resolved: Councillors agreed that obtaining LBC to change the signs would be costly in time and money so this would not be progressed. The Chair will inform the Parishioner who requested the signs. **[ACTION CHAIR]**

118.7/25-26 To receive information regarding the trees belonging to OCC adjacent to the A417.

The Clerk reported a tree owned by OCC, located on the green adjacent to the A417, as the tree had a broken branch hanging from the top. OCC swiftly attended site and notified the

Clerk that 2 silver birch trees were also in poor condition. Both trees have been cut down. OCC confirmed that there is no intention to plant any trees in this area before the start of 2026.

118.8/25-26 To receive more information on defib and resuscitation training for the Village.

The Chair reported that St John's Ambulance and the Red Cross provide this training. The Chair is also intending to approach a contact obtained via West Challow Parish Council. The Chair will provide more information at the December meeting.

119/25-26 Noticeboards

119.1/25-26 To receive an update on the installation of the new village notice board on Fuller's Grove. (Crest Nicholson site)

This has now been installed on Fuller's Grove (Crest Nicholson Estate).

119.2/25-26 To discuss the management of communications on the noticeboard.

Resolved: It was agreed that Cllr Golden will purchase a key and hold this for the management of the noticeboard.

120/25-26 To agree costs associated with the revision of East Challow's Neighbourhood Plan

Cllr Barrow reported that he had received advice that it was advisable to wait and see what happens with the Joint Local Plan as this will affect neighbourhood plan policies. There is also uncertainty because of the Local Government Review and the Government's statement regarding planning reform.

Resolved: It was agreed that Cllr Barrow would start to create a biodiversity policy, there would not be any costs associated with this.

121/25-26 Standing Agenda Items, to receive update and agree actions.

121.1/25-26 Parish Cemeteries.

To receive information on the funding of the replacement hedge in the Vicarage Hill Cemetery.

The Clerk and Chair have inspected the site and can confirm that one of the graves is now unable to be attended due the encroachment of a small area of the hedge. The Councillors discussed the replacement of the hedge and agreed this met the criteria to use CIL money.

Resolved: It was unanimously agreed that the works would become part of the Vicarage Hill Cemetery project to reclaim land and CIL money would be used. The replacement of the hedge will be progressed in 2026. The Clerk was asked to approach the Grounds Maintenance contractor to request an estimate to cut back the hedge in the small area of

encroachment on the grave. This cost would come from the Grounds Maintenance budget.

[ACTION CLERK]

To further discuss the proposal for an additional cemetery in East Challow.

The Clerk obtained the following advice from the OALC.

- Planning permission would need to be applied for.
- An environmental survey would need to take place.
- The Parish Council are obliged to explore options to be able to offer burial/ ashes plots.
- A public consultation would be required regarding using another part of the Village for a Cemetery.
- It was recommended that the Parish Council join the Institute of Cemetery and Crematorium Management - ICCM.
- This will be an expensive process, an EMR needs to be created and added to for the future.
- The Burial Policy must be strict only allowing people to be buried living in the Village or who have gone to a nursing/care home.
- Some Councils have bought a piece of land taking out a Public Works Loan.

Resolved: It was unanimously agreed to start an EMR for a new cemetery for the future.

To agree to reclaim some land in the Vicarage Hill Cemetery in order to offer more burial plots.

The Clerk and Chair have carried out an audit of the Vicarage Hill Cemetery comparing the burial plan to the graves. The plan is accurate and shows there are currently 5 burial plots available, not including those previously reserved. There is land at the entrance to the cemetery that has been marked out for ashes plots. The Council discussed using this area, turning this into grave plots, this would require removal of the small bricks. On the right of the entrance to the cemetery there is an area of raised ground that is currently unused, which needs work to clear it. The Chair explained that if this land was levelled and reclaimed approx. 10 more graves could be made available. Using Cil money was discussed.

Resolved: The Council unanimously agreed to progress the project to reclaim land in the Cemetery in order to offer more burial and ashes plots. It was unanimously agreed that this project would be addressing the demands that development place on the Village as such CIL money would be used to carry out the works. This project would be progressed in 2026. It was also unanimously agreed to use the New Cemetery for ashes interment.

Application of CIL by local councils

59C. A local council must use CIL receipts passed to it in accordance with regulation 59A or 59B to support the development of the local council's area, or any part of that area, by funding—

- (a) the provision, improvement, replacement, operation or maintenance of infrastructure; or
- (b) anything else that is concerned with addressing the demands that development places on an area.

To agree to join the ICCM at a yearly cost of £105. (Institute of Cemetery and Crematorium Management)

This is calculated on a pro rata basis so would be a reduced cost for this year.

Resolved: The Council agreed to join the ICCM, the cost of this will come from the subscriptions budget. **[ACTION CLERK]**

121.2/25-26 Allotments update

5 allotment invoices are unpaid; the Clerk was asked to create a letter for the holders of these allotments advising them that the allotments will be reallocated if confirmation of their intentions was not received by the 1st December. **[ACTION CLERK]**

121.3/25-26 Traffic/Highways including:

Parking within the village

The road marking of a layby on the A417 was discussed this would create parking bays, extending from the access to Park Farm up to the Zig Zags approaching the crossing. This would avoid pavement encroachment by parked cars. Cllr Gregson will investigate this suggestion. **[ACTION AG]**

Speeding within the Village/ an update on the request for regular speed checks.

A meeting with the Neighbourhood Officer for Wantage and Grove regarding regular speed checks along the A417, where it passes through the village, is being arranged. **[ACTION AG]**

To receive an update on the application to the Thames Valley Police community fund.

The date was missed for the application.

Speed Indicator Displays (SID') including a new location update.

This is still being progressed.

A motion without notice was passed to extend the meeting until 10.30

121.4/25-26 Grounds Maintenance

To receive information regarding the 26/27 Grounds Maintenance contracts.

The 25/26 contracts are almost completed; a budget is being calculated for 2026/27. The Current contracts contain this clause below.

The contract is to run for one year from March 2025 with an option to extend by a further year on satisfactory service delivery during the year. Confirmation of this extension will be decided at the December 2025 Parish Council meeting. If granted, rates may be increased with effect from the 1st March 2026 in line with CPI.

The Clerk has received confirmation from both contractors that they would like to continue working for the Parish Council. They have both acknowledged the clause that rates maybe increased in line with CPI.

Resolved: The Council agreed that there had been satisfactory delivery of service during the year and the contracts for 26/27 could be offered to the existing Grounds Maintenance contractors. The Clerk was asked to gain firm quotations. **[ACTION CLERK]**

121.5/25-26 Public Art

To receive an update on the Public Art project.

The installation of the sign is planned for the 19th November. An informal ceremony is planned for 5th December at 11.30 to celebrate the Public Art installation. The Clerk was asked to send the dates to Challow News.

The Clerk contacted Clear Councils regarding the Public Art insurance and received the following response.

As discussed, we can confirm that the new painted sign will be covered under the street furniture section of the policy. You currently have a declared value of £30,000 under this section of the policy, if this limit is adequate to cover the new sign, then no amendments need to be made. However, if this limit now needs increasing, please let us know

Resolved: The Council noted this and agreed to revisit the declared value for street furniture at the next meeting. The RFO was asked to provide the Councillors with information from the asset register regarding the amount of street furniture that is insured under this category, this would include the bus shelter. **[ACTION RFO]**

121.6/25-26 Recreation Areas

To confirm the winter closure of the MUGA/ tennis Court and the storage of the tennis net.

The MUGA/Tennis Court is now closed for the winter. The tennis net still needs to be stored for the winter.

To receive a report from the Pavilion Working Group.

A meeting took place on the 10/11/25 the main points were.

All floodlight cables have been PAT tested; the paperwork has been passed to ECPC. PAT testing will need to be done once a year.

An electrician is due to go to the pavilion on the 14/11/25 to search out wiring that has an unknown destination, wires will be traced back to the source, arranged by Challow Sports.

Challow Sports want an external light on a timer to use 3 days per week to give 15 minutes of light to leave the pavilion and recreation ground. This will go on the December agenda.

Two cows got onto the pitch last Saturday – it is not known if damage has been done.

Challow Sports have said there is no rush to scrap old goalposts. Renew Landscaping will refill the holes left on the pitch. The scrap metal will be collected by a local scrap metal company.

The electrics and ceiling are planned to be sorted before Christmas.

There are concerns over height of cut grass.

Challow Sports want to have heaps of grass cuttings removed, this was discussed and a compost area was suggested this will be discussed with Challow Sports at the next meeting. Verti-draining – Challow Sports will seek advice on this.

Meetings from January 2026 will be changed the format needs to accommodate changes in Challow Sports and the pavilion upgrade.

The Council have advised that they will be discussing charges for use of facilities. The Clerk was asked to find out charges from other Parish Councils. **[ACTION CLERK]**

The Council have asked Challow Sports to ensure the water is made safe /secure during the winter months.

It has been requested that the low branches on trees from top car park (left side) be cut back as they cannot be seen in the dark. Cllr Crump will assess this. **[ACTION IC]**

To confirm the electrical safety inspection check of the floodlights has taken place.

Clear Council's insurance renewal details requested if an electrical inspection carried out within the last 5 years by a NICEIC/ECA/NAPIT contractor which has resulted in a satisfactory grade. The inspection of the floodlight circuit took place on the 14/10/25 the Council have received a certificate the contractor is ECA/NICEIC accredited. The Clerk circulated this certificate to all Councillors before the meeting for any comments.

To discuss a full electrical safety inspection check at the Pavilion.

Cllr Gregson had met with an electrical contractor at the pavilion. They recommended that the floodlight cables should be PAT tested and labelled. Going forward it was recommended that the floodlights are permanently wired in, the contractor is happy to do this as long as trenches are dug. It was recommended that the existing distribution board should be re inspected, the contractor will provide free labour if the Council require this. A meeting took place with Challow Sports following the site visit with the contractor and Challow Sports hope to be in a position by Christmas for the distribution board to be re inspected. Challow Sports have agreed to get the floodlight cables PAT tested.

To receive an update on the delivery of the goalpost.

The goalposts were delivered on 11th November 2025. Security arrangements have been confirmed with Challow Sports the goalposts will be chained and padlocked together. It was requested that the RFO add these to the asset register. **[ACTION RFO]**

To receive an update on the project to reclaim a 5-meter strip of football field.

Rotavating and seeding took place on the 15/10/25, the RAMS were received, no spraying was carried out, this will done in the Spring. RJR Tree Surgery have taped this area off and the Clerk and Chair have arranged notices advising the area should not be walked on due to the reseeding.

To receive a report following the visual play inspection checks.

One of the swing frames has now been painted by the Environmental warden. The Environmental Warden informed the Clerk that he would be painting the other swing frame when the weather allowed and would be covering up the concrete base of one of the mushrooms with topsoil.

Cllr Hayes carried out a quarterly inspection on 29/10/25, it was noted that the multiplay cracking was not noticeably worse. Cllr Hayes suggested using some Avon gard gauges to monitor the cracks.

To receive an update on the repair of the wooden beams on the multiplay.

The Clerk Chased the repairs on the 29/10/25, it was confirmed that the current expected delivery date of the parts is 20/11/25. HAGS hope to plan the work in soon after this date.

122/25-26 To receive Correspondence and agree actions or approve responses.

Correspondence has been received from Thames Water informing the Council on the 28 October, they launched the statutory consultation for the South East Strategic Reservoir Option (SESRO) Project. This will run for 11 weeks and all feedback must be received by 11.59pm on 13 January 2026. It was agreed that this would go on the December agenda.

Correspondence has been received regarding the introduction of the Highways Asset Response Team (HART), a dedicated and agile resource designed to deliver targeted improvements within local communities. This was noted.

Correspondence has been received from Wantage, Grove and District Twinning Association who are looking to construct a facebook page and update their website. They are enquiring if they can apply for a grant from East Challow Parish Council. This was discussed it was noted that the East Challow Parish Council's grants policy states that a grant must specifically benefit those who live or work in East Challow.

Resolved: The Council agreed unanimously that the request did not meet the grant criteria. The Clerk was asked to respond the enquirer.

123/25-26 Matters for future discussion.

Benches/picnic tables for the recreation ground.

124/25-26 To agree a list of items to be included in the next edition of Challow News
Progress on Public Art installation, location of the 2 Village defibs, Warm Spaces dates for 2026, SESRO consultation Launch, Letcombe Hill road closure.

125/25-26 To agree date of the next meeting: 10th December 2025

There was no further business transacted, the Chairman closed the meeting at 22:34.

Signed Chair.....

Date.....