

Notice of a Meeting of East Challow Parish Council

Wednesday 9th September 2026 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. To confirm that the meeting is quorate.

3. Declarations of Interests

3.1 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)

4. To approve the minutes of previous council meetings

4.1 Meeting held on 8th July 2026.

4.2 Extra Ordinary meeting held on 20th July 2026.

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

5. Chairman's Announcements

6. Councillor Vacancy

6.1 To approve co-option of a Councillor to fill the vacancy or to re advertise if necessary.

7. Staffing Matters

7.1 To ratify the expenditure of £140 plus VAT for the RFO to attend PILCA training.

7.2 To ratify the expenditure of £30 excluding VAT for technical support.

7.3 To note the Local Government Services Pay award 2026/27 as been agreed and the contractual obligation to pay back pay to 01/04/26.

8. Governance

8.1 To receive and approve a Biodiversity Policy/Plan

8.2 To approve the Health and Safety Policy for 2026/2027.

8.3 To adopt a Scheme of Delegation.

JS Smith
Clerk

2nd September 2026

9. Finance 2025-2026

9.1 To receive information from the OALC regarding unrepresented payments on June 2025 – December 2025 bank reconciliations.

9.2 To note the change and receive an explanation for the change in the CO OP balance from the bank reconciliation dated 30/06/25.

10. Finance 2026-2027

10.1 To ratify the July payments list paid in August 2026.

10.2 To approve the August payments paid in September 2026

10.3 To note the July/August 2026 receipts.

10.4 To note the reconciled bank account as of 31st July 2026.

10.5 To note the reconciled bank account as of 31st August 2026.

10.6 To receive a budget to actual/EMR report and approve moving the £2000 in year projects budget figure to EMRs.

10.7 To receive a report on CIL money remaining and the deadlines for spending.

10.8 To receive more information regarding electricity prices and contract arrangements from a utility broker and agree delegation for acceptance of a deal.

10.9 To confirm the CO OP bank account is now closed.

10.10 To confirm the bank account details have been updated for the receipt of the precept.

10.11 To note the 2nd instalment of the precept has been received into the Unity bank account.

10.12 To receive information regarding a bank card and approve applying for one.

10.13 RFO report.

11. To receive reports from District and County Councillors

11.1 Oxfordshire County Councillor

11.2 Vale of White Horse District Councillor

12. Planning

12.1 To approve a response to planning application

Ref: P26/V3051/FUL Location: Mission Hall, Main Street, East Challow, Wantage, OX12 9SN

Proposal: Change of use from Class F to Class E

Extension requested and agreed by Planning until the 10/09/26

Ref: P26/V3632/HH Location: 30 Hiskins Wantage OX12 9HU

Proposal: Conversion of the existing attached garage to habitable accommodation, including the removal of the existing garage door and installation of a new external wall with window to match the existing dwelling. Response required by 17/09/26

12.2 To ratify responses to planning applications

Ref: P26/V2367/LDP Location: 30 Hiskins Wantage OX12 9HU

Proposal: Conversion of existing attached garage into habitable accommodation to include changes to the fenestration. No objection submitted 21/07/26.

Ref: P26/V2442/HH Location: 1 Challow Marsh Cottages East Challow OX12 0ED

Proposal: First floor extension over existing ground floor. Alterations to existing elevations

Response required by 12/08/26. No objections submitted 10/08/26.

13. Village and surrounding area

13.1 To discuss and agree a response to the winter preparedness email.

13.2 To receive the Village inspection and discuss actions.

13.3 To approve the quotation for the new wooden post to restrict access to the recreation ground Parish Council car park when closed.

13.4 To receive an update regarding handrails on steps leading onto Letcombe Hill.

13.5 To approve a response to Oxfordshire's rural A and B road network consultation.

13.6 To discuss a heatwave contingency plan.

13.7 To discuss the changes to the 68-bus service route.

14. Neighbourhood Plan

14.1 To receive a quotation from Bluestone Planning for amendments to the Neighbourhood Plan.

14.2 To discuss amendments to the Neighbourhood Plan.

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

15.1 Parish Cemeteries

- To agree a quotation for the project to landscape areas of the Vicarage Hill cemetery to create more burial plots and to replace the hedge.

15.2 Allotments

- To confirm the arrangement for the sending out of allotment invoices by the 1st October.

15.3 Traffic / Highways including

- Parking within the village.
- Speeding within the Village/including road issues
- To receive an update on Community Speed Watch.
- Speed Indicator Displays (SID's).
- To receive an update on the speed reduction measures on Letcombe Hill following the site meeting with OCCH.
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15.4 Grounds Maintenance

- To receive an update on the schedule A grounds maintenance contract.

15.5 Time Capsule/ Public Art

- To receive an update on the time capsule and the Public Art project.

15.6 Recreation Area

- To receive a report from the Pavilion Working Group.
- To receive and approve a fire risk assessment for the pavilion.
- To discuss charging for use of the recreation ground from September 2026 and agree a range of charges.
- To receive an update on the use of the recreation ground for Yoga.
- To receive quotations for cutting the trees back over the MUGA.
- To receive a report following the visual play area inspection checks/recreation area checks.
- To receive the ROSPA play area inspection and discuss any actions.
- To approve the quotation from HAGS of £1920.44 excluding VAT for the replacement of 6 beams on the multiplay - a task from the ROSPA inspection.
- To agree a quotation for the replacement of the pavilion doors.
- To note the successful grant application to the County Councillor Priority fund for £1250 to part fund a bench on the recreation ground.
- To approve the purchase of the picnic bench, concrete base and bench installation and the further expenditure of £486.94 to add to the grant.
- To receive and approve the quotation for the replacement of the toddler swing seats.

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

17. Matters for future discussion.

18. To agree a list of items to be included in the October edition of Challow News.

19. To agree date of the next meeting: 14th October 2026.

20. To discuss the Vicarage Hill Cemetery.