

Minutes of a Meeting of East Challow Parish Council

Held on Wednesday 9th September 2026 at 19:00, East Challow Village Hall

Public Session: Villagers pointed out that the recreation ground was for the use of East Challow residents and concerns were expressed regarding the overuse of the recreation ground for football. It was suggested that the recreation ground was not big enough for a whole club to use. Parking concerns were also raised in the Reynolds Way area. Questions were asked regarding the removal of the goalposts and reinstatement was requested.

Members Present:

Chair Cllr V A Bosley (VB)

Vice Chair Cllr F Webb (FW)

Members Cllr J Barnett (JB)

Cllr I Crump (IC)

Clerk Jane Smith

Public and press: At least 3 including DCllr Hannah Griffin.

Meeting started at 19:03

69/26-27 To receive apologies for absence

Cllr T Hayes

Cllr A Gregson

70/26-27 To confirm that the meeting is quorate.

The Chair confirmed that a quorum was present, the meeting was declared quorate.

71/26-27 Declarations of Interests

71.1/26-27 To receive declarations of interest for items on this agenda.

Cllr V Bosley Village Hall Committee

Cllr I Crump Village Hall Committee

72/26-27 To approve the minutes of a previous council meeting.

72.1/26-27 Meeting held on 8th July 2026.

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

72.2/26-27 Extra Ordinary Meeting held on 20th July 2026.

Vanessa Bosley
Chair of the Council

14th October 2026

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

72.3/26-27 Matters arising from the minutes not elsewhere on the agenda.

48/26-27 Chairman's Announcements

The memorial application, that was received after the agenda was published, was discussed. It was agreed to send an email response and the Cemetery rules. Highlighting the cemetery regulations do not allow edging and the area of the grave should be left flat and turfed and able to be mown. **[ACTION CLERK]** *The Clerk sent an email response on the 09/07/26 attaching the cemetery rules, no response has been received.*

56.1/26-27 To approve the expenditure of £149.54 excluding VAT for a parking at your own risk sign and a pole for the overflow car park.

Resolved: The Council unanimously approved the expenditure of £149.54 excluding VAT, it was agreed this expenditure would come from the Village Maintenance budget. The Clerk was asked to order the sign and pole. The quotation for £144 from Pepler Fencing for installation was also approved, this will come from the Village Maintenance budget. 3 quotations are not required as the expenditure is a smaller purchase under £500. **[ACTION CLERK]**

56.3/26-27 To approve the cost £65.10 excluding VAT for a larger sign and fixings showing the car park barrier gate locking times.

Resolved: The Council unanimously approved the expenditure of £65.10 excluding VAT, it was agreed this expenditure would come from the Village Maintenance budget. The Clerk was asked to order the sign. **[ACTION CLERK]**

The signs and pole have been collected. Installation is being arranged.

58.6/26-27 Recreation Areas

To review and approve changes to the Challow Sports agreement.

Resolved: The Councillors unanimously agreed the changes to the Challow Sports agreement and the Clerk was asked to send to Challow Sports for signing. **[ACTION CLERK]** *The agreement has now been signed by Challow Sports.*

67.3/26-27 To agree the arrangements for inspections of the recreation ground.

Resolved: It was agreed that a weekly inspection of the recreation ground would be carried out by the Environmental Warden and inspection sheets would be kept proving this. Additionally, Cllr Barnett will carry out bi-weekly inspections of the recreation ground completing the inspection paperwork. It was agreed to use the wording on the quarterly inspection sheets that is already used. The Clerk was asked to produce an inspection sheet for the additional inspections and remind the Grounds Maintenance contractor to report any issues. **[ACTION CLERK]**

Inspection sheets have been produced and given to Cllr Barnett and the Environmental warden. The Grounds Maintenance Contractor was reminded to report any issues.

73/26-27 Chairman's Announcements.

The Chair reported that following a successful application to the CClr Priority fund by Cllr Webb and the Clerk. Funds of £1250 had been received to go towards the purchase of a 2nd bench on the recreation ground. The Chair wanted thanks recorded to CClr Hannaby for her support of East Challow.

The Chair informed the Council that the External Auditor report and certificate had been received on the 8th September, this would be received and noted at the October Council meeting.

74/26-27 Councillor Vacancy

74.1/26-27 To approve co-option of a Councillor to fill the vacancy or to re advertise if necessary.

There has been a verbal enquiry, the enquirer was asked to email the Clerk, who will then send the necessary paperwork. The vacancy is still on the village noticeboards and the website. It will be advertised in the October Challow News.

75/26-27 Staffing Matters

75.1/26-27 To ratify the expenditure of £140 plus VAT for the RFO to attend PILCA training.

Resolved: The Council unanimously ratified the expenditure of £140 excluding VAT from the training budget for the RFO to attend the online course PiLCA. Local Government Act 1972, s.111

75.2/26-27 To ratify the expenditure of £30 excluding VAT for technical support.

Technical support was required by a Councillor to fix problems with their Parish Council email address. The Clerk had spent some time investigating the problem and then referred this to Grove Geeks for technical support.

Resolved: The expenditure of £36 excluding VAT was ratified unanimously. It was agreed that this expenditure would come from the IT support and software budget. Local Government Act 1972, s.111

75.3/26-27 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.

The back pay and new pay rates were noted by all Councillors and will be implemented by the RFO.

76. Governance

76.1/26-27 To receive and approve a Biodiversity Policy/Plan

Cllr Crump circulated this to all Councillors and requested comments to be emailed back in good time for amendment and approval at the October Parish Council meeting. The Clerk was asked to send this to DCllr Hannah Griffin. **[ACTION CLERK]**

76.2/26-27 To approve the Health and Safety Policy for 2026/2027.

Resolved: The Health and Safety Policy for 2026/2027 was unanimously approved.

76.3/26-27 To adopt a Scheme of Delegation.

Resolved: The Scheme of delegation was unanimously approved.

77/26-27 Finance 2025-2026

77.1/26-27 To receive information from the OALC regarding unrepresented payments on June 2025 – December 2025 bank reconciliations.

It has been confirmed with the OALC that the bank reconciliations cannot be changed in the approved and signed minutes. The revised bank reconciliations will be approved at the October meeting; a note will be put with each of the minutes from June 2025- December 2025 recording the minute reference reapproval. This is linked to the minute reference below from the meeting on June 8th 2026. The RFO was asked to get the paperwork ready and bring to the meeting so Councillors could see both V1 and V2 of the reconciliations.

[ACTION RFO]

52.4/26-27 To note the changes to unrepresented payments on the bank reconciliation from June 2025 – December 2025 and receive information from the OALC on transparency.

The Councillors viewed the bank reconciliations and noted that there is a version 2 showing a changed amount for unrepresented payments on bank reconciliations from June 2025 – December 2025. They noted that Version 2 now exists due to HMRC allocating payments differently and the RFO having to unpick and reallocate payments. The Council are waiting for the OALC to advise if the reconciliations need to be published again.

77.2/26-27 To note the change and receive an explanation for the change in the CO OP balance from the bank reconciliation dated 30/06/25.

The Council noted that the RFO had produced a version 2 of the bank reconciliation ending 30/06/25 and the Co-op balance differed by £97.50. The Council received this explanation from the RFO;

Due to the way Co-op statements are produced, they do not cover the full calendar month, with each statement typically ending around the 24th of the month.

During the initial reconciliation, an additional report was produced to capture transactions that occurred between the Co-op statement end date and the end of the calendar month.

This ensured that all June transactions were included in the reconciliation.

When the reconciliations were subsequently amended, the Co-op transactions for June 2025 were mistakenly changed to an unreconciled (uncashed) status and therefore had to be reconciled again.

61	01/07/2026	Unity	SLCC membership renewal	Online	£158.00	£158.00
62	05/08/2026	Unity	SLCC training course	Online	£140.00	£168.00
63	16/07/2026	Unity	Pepler Fencing dig hole for time capsule	Online	£250.00	£300.00
64	03/08/2026	Unity	Wise Garden & Hedge grounds maintenance	Online	£360.00	£360.00
65	16/07/2026	Unity	Councillor expenses	Online	£4.96	£8.45
54	08/07/2026	Unity	Councillor expenses	cheque	£503.62	£503.62
					Total	£3,631.93

78.2/26-27 To approve the August payments paid in September 2026

Resolved: The August payments paid in September were unanimously approved. The Council also approved the payment of £409.50 including VAT to be paid to Moore the External Auditor, before the October meeting. This invoice was received on the 08/09/26, missing this meeting's payments list. There was discussion regarding the £329.83 paid to SSE the bill was looked at, it was confirmed that this was mostly standing charge, approx £4 per day. The Chair signed the payments list as per East Challow Parish Council's Financial Regulations.

Total staff costs for Sept 2026

1,337.15

All other payments

Internal Reference	Date	Bank	Payee and reason	Payment Method	Net	Total Incl VAT
72	07/08/2026	Unity	lonos website	Direct debit	£27.50	£33.00
71	06/08/2026	Unity	Castle Water allotment water	Direct debit	£140.52	£168.61
74	04/08/2026	Unity	Play Safety annual inspection	Online	£161.00	£193.20
75	03/09/2026	Unity	Wise Garden & Hedge grounds maintenance	Online	£1,140.00	£1,140.00
76	06/08/2026	Unity	Viking Direct ink cartridges	Online	£47.88	£57.46
77	20/08/2026	Unity	SSE electric	Online	£329.83	£348.32
78	23/08/2026	Unity	Grove Geeks It support	Online	£30.00	£36.00
79	31/08/2026	Unity	Jeremy Hanham grounds maintenance	Online	£570.00	£570.00
					Total	£2,546.59

78.3/26-27 To note the July/August 2026 receipts.

These were noted.

July Receipts Bank	Payer + reason	Total
Unity	Edward Carter Funeral Directors	£447.00
		£447.00

August receipts Bank	Payer + reason	Total
Unity	OCC contribution towards bench	£1,250.00
		£1,250.00

78.4/26-27 To note the reconciled bank account as of 31st July 2026.

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

The balances were noted:

Cooperative:	£ 0.00
Unity Trust:	£34,092.79
Unity Trust savings:	£76,749.89
Unpresented payments:	£503.62
Balance:	£110,339.06

A	Bank Reconciliation at 31/07/2026		
	Cash in Hand 01/04/2026		100,133.64
	ADD Receipts 01/04/2026 - 31/07/2026		31,938.51
	SUBTRACT Payments 01/04/2026 - 31/07/2026		132,072.15
	Cash in Hand 31/07/2026 (per Cash Book)		21,733.09
B			110,339.06
	Cash in hand per Bank Statements		
	Cooperative 31/07/2026	0.00	
	Unity Trust 31/07/2026	34,092.79	
	Unity Trust Savings 31/07/2026	76,749.89	
			110,842.68
	Less unrepresented payments		503.62
			110,339.06
	Plus unrepresented receipts		
	Adjusted Bank Balance		110,339.06
	A = B Checks out OK		

78.5/26-27 To note the reconciled bank account as of 31st August 2026.

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

The balances were noted:

Cooperative:	£ 0.00
Unity Trust:	£31,066.73
Unity Trust savings:	£76,149.89
Unpresented payments:	£0.00
Balance:	£107,216.62

A	Bank Reconciliation at 31/08/2026		
	Cash in Hand 01/04/2026		100,133.64
	ADD Receipts 01/04/2026 - 31/08/2026		33,188.51
	SUBTRACT Payments 01/04/2026 - 31/08/2026		133,322.15
	Cash in Hand 31/08/2026 (per Cash Book)		26,105.53
B			107,216.62
	Cash in hand per Bank Statements		
	Cooperative 31/08/2026	0.00	
	Unity Trust 31/08/2026	31,066.73	
	Unity Trust Savings 31/08/2026	76,149.89	
B			107,216.62
	Less unrepresented payments		
			107,216.62
	Plus unrepresented receipts		
B	Adjusted Bank Balance		107,216.62
	A = B Checks out OK		

78.6/26-27 To receive a budget to actual/EMR report and approve moving the £2000 in year projects budget figure to EMRs.

The reports were not available for the meeting, the RFO has been asked to forward these to the Councillors and the Clerk as soon as they have been updated. The £2,000 in year projects budget figure was unanimously approved to be moved into EMR's. It was noted that the RFO can move money between the unity current account and the savings account without additional authorisation. The Councillors noted that following the receipt of the 2nd half of the precept that the balance was approx. £138,000 taking the accounts over the amount guaranteed by the FSCS. **[ACTION RFO]**

78.7/26-27 To receive a report on CIL money remaining and the deadlines for spending.

The Councillor noted that as at July 2026 that there was a balance of £20,093.18 to be spent by 25/10/2028 and a balance of £33,499.33 to be spent by 24/10/2029.

78.8/26-27 To receive more information regarding electricity prices and contract arrangements from a utility broker and agree delegation for acceptance of a deal.

The information regarding the current deals was received. The Cllrs asked if the Council were classed as a business and if the deals information were for a business or domestic use. The current standing charge for the Council is approx £4 per the day, the deals quoted charges considerably lower than this. The RFO was asked to clarify this. Delegation for the acceptance of the deal needs to be granted before a deal can be accepted. **[ACTION RFO]**

78.9/26-27 To confirm the CO OP bank account is closed.

The RFO sent an email to the CO OP on the 13/07/26 highlighting the lack of response to the emails the Clerk had sent. On the 13/08/26 another email was received from the CO OP requesting information. The RFO responded with a request to close the CO OP account, asking for confirmation when this was completed. The RFO is still waiting for a response to the email sent, requesting to close the CO OP bank account, the balance is 0.00.

78.10/26-27 To confirm the bank account details have been updated for the receipt of the precept.

It was noted by all Councillors that Steve Guard from the Precept team had confirmed on 22/07/26 that the bank details had been updated on the payments system.

78.11/26-27 To note the 2nd instalment of the precept has been received into the Unity bank account.

The Councillors noted that the 2nd instalment of the precept was received into the bank account on the 03/09/26. This will be noted as a receipt at the October meeting.

78.12/26-27 To receive information regarding a bank card and approve applying for one.

The Councillors unanimously approved the Unity Corporate Purchasing Card at a cost of £3 per month and a set up fee of £50. It was agreed that the Financial Regs would be changed first to allow the Council to use this card. **[ACTION RFO/CLERK]**

78.13/26-27 RFO report

The RFO reminded that there were forms to sign for the Unity current account regarding bank authority. The RFO requested to be made aware of urgent projects or wish lists with approximate costings for the coming budget.

79/26-27 To receive reports from District and County Councillors

79.1/26-27 Oxfordshire County Councillor

CCLlr Hannaby sent her apologies.

79.2/26-27 Vale of the White Horse District Councillor

The report covering July was received. DCllr Griffin reported that the Government will be reviewing the decisions made about the Local Government reorganisation. It is unknown how this will now progress. There are changes coming to the way planning applications are considered.

The removal of the 68-bus service from East Challow, without consultation was discussed. DCllr Griffin confirmed that she has asked CCLlr Hannaby for assistance with this matter. The Parish Council asked DCllr Griffin to request an explanation from OCC as to why the Parish Council were not consulted about the changes in services for East Challow.

80/26-27 Planning

80.1/26-27 To approve a response to planning applications

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 10th September 2026.

Resolved: The Council unanimously agreed the response of no objections.

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

Resolved: The Council unanimously agreed the response of no objections.

80.2/26-27 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.

Response of no objections submitted 21/07/26.

Resolved: The response of no objections was ratified unanimously.

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- response of no objections submitted 10/08/26.

Resolved: The response of no objections was ratified unanimously

81/26-27 Village and surrounding area

81.1/26-27 To discuss and agree a response to the winter preparedness email.

Resolved: It was agreed that 36 smaller bags of salt should be ordered. [ACTION CLERK]

81.2/26-27 To receive the Village inspection and discuss actions.

This is part complete; the inspection will be completed and received at the October meeting.

81.3/26-27 To approve the quotation for the new wooden post to restrict access to the recreation ground Parish Council car park when closed.

A quotation of £204 was received from Pepler fencing. As this is a smaller purchase, it was agreed that this was value for money.

Resolved: The quotation was unanimously agreed. It was agreed that the expenditure would come from the Village Maintenance budget. LG (Misc Pov) Act 1976.

81.4/26-27 To receive an update regarding handrails on steps leading onto Letcombe Hill.

The Parishioner has reported this issue via FixMyStreet. DCllr Griffin and CCllr Hannaby are looking into his matter. This will be discussed again at the October meeting.

81.5/26-27 To approve a response to Oxfordshire's rural A and B road network consultation.

Resolved: The following response was unanimously approved, East Challow Parish Council agrees with the changes to the speed limits on the B4507 Wantage to Ashbury Road and the A417 at Challow Station. The Clerk was asked to submit this response. **[ACTION CLERK]**

81.6/26-27 To discuss a heatwave contingency plan.

This was discussed; it was decided that this would be included in the Emergency Plan which is currently being updated.

81.7/26-27 To discuss the changes to the 68-bus service route.

Oxfordshire County Council have implemented the following for the 68-bus service without consultation with the Parish Council. It was also highlighted by OCC that data had been collected showing low usage by East Challow Residents.

Revised timetable to improve punctuality. To simplify the route, and allow the use of higher capacity vehicles, buses will no longer serve Sarajac Avenue in East Challow. All journeys will instead operate via Ickleton Road between Wantage and Letcombe Regis. From the same date, operation of the service will transfer from Pulhams to Thames Travel.

The Clerk sent emails requesting more information on the data collected showing the lack of use of the 68-bus service by East Challow Residents. The Clerk complained regarding the lack of consultation with Parish Council regarding this decision. The following response was received on 24/08/26 from OCC.

The reason for the changes to service 68 is to enable the use of a larger bus so that it can accommodate schoolchildren from the Western Vale villages attending King Alfred's Academy. This has been requested for some time, and the figure of 1.06 passengers per day was obtained as an average for May 2025 when this proposal first came forwards.

A further request for this change was made by Cllr Markham in February 2026.

Whilst the restoration of services to the Sarajac Avenue area was much requested locally, usage has been very low. Therefore, it is in the best interests of the service as a whole for these changes to be made as the additional patronage generated will increase the income for the service and reduce costs to the County Council. We expect there to also be greater environmental benefits in terms of reduced car use and emissions from those currently driving their children to school.

I am sorry that the Parish Council were not consulted on these changes. Whilst the County Council endeavours to do so as much as possible, it is not always achievable in times of high resource pressure.

Resolved: The Council agreed to ask DCllr Griffin to obtain a reason from OCC as to why East Challow Parish Council were not consulted on the removal of the bus service from East Challow.

82/26-27 Neighbourhood Plan

82.1/26-27 To receive a quotation from Bluestone Planning for amendments to the Neighbourhood Plan.

An official quotation has not been received, a verbal quotation of £665 per day has been received.

82.2/26-27 To discuss possible amendments to the Neighbourhood Plan.

It was unanimously agreed for 3 Councillors to meet before the October meeting to discuss and explore the factual changes which might need updating. Cllrs Barnett, Crump and Bosley will bring any proposed amendments to the October meeting. The OALC have recommended seeking advice on the process of amending the Neighbourhood plan.

83/26-27 Standing Agenda Items, to receive update and agree actions

83.1/26-27 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.

It was agreed that quotations would be considered at the October meeting, when Cllr Gregson would be able to present the quotations in a format that would allow comparisons to be made. **[ACTION AG]**

83.2/26-27 Allotments

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

It was agreed that the charges would remain the same as last year. The RFO was asked to ensure that the dates throughout the letter and rules were updated to reflect this charging period. It was also asked that the RFO include a copy of the rules marked tenant copy please retain and Parish Council copy please return signed.

It was requested these invoices be prepared and given to Cllr Webb for distribution in good time before October 1st. **[ACTION RFO]**

83.3/26-27 Traffic/Highways including:**Parking within the village.**

No new parking issues have been reported.

Speeding within the Village/including road issues.

The works to rectify the noisy, failing drain cover on the A417 has now been completed.

It was observed that the police had been present in the village recently, possibly observing traffic on the A417 Main Street.

To receive an update on the Community Speed watch Team

Two of the CSW team have received the training and have been signed off. 1 more volunteer is required to complete the CSW team. This has been advertised again in Challow News.

Speed Indicator Displays (SID's).

It was noted that both the SIDs were working.

To receive an update on the speed reduction measures on Letcombe Hill following the site meeting with OCCH.

Items that were discussed.

North end of Letcombe Hill (by the old Goodlake pub)

ECPC requested Dragon teeth road marking to be painted on the road surface leading to the blind bend.

The signage currently on a post obscured by vegetation to be lowered to the 2.1 m; In future, depending on budgets the post to be moved forward on to the path and positioned at a safe distance from the road.

OCC to provide a quotation for installing a traffic counting tube across the road to assess traffic volume and especially HGV movements

South end of Letcombe hill and Vicarage Hill (by Cricket club)

ECPC requested that the sign for the unsuitability of HGV vehicles be moved to the lamp post on the turning into Vicarage Hill from the B4507 and another sign be supplied and mounted on the post on the westerly approach to Vicarage Hill.

ECPC also pointed out serious road degradation on Vicarage hill together with pavement collapse where the road narrows. It was confirmed by Cllr Bosley that OCC Highways would be reporting this on FixMyStreet

ECPC requested dragon teeth marking on the south approach to the downhill section of Letcombe hill.

Other matters discussed

The subject of making Letcombe hill one way only was discussed. This was not dismissed by OCC but ECPC would have to start by surveying the residents of East Challow to gauge if this is what they really want. It would then be subject of a planning application with cost for this in the region of £4.5K

Resolved: It was unanimously agreed that making Letcombe Hill one way only was not an option the Parish Council would progress, as this would make problems in other areas of the Village.

83.4/26-27 Grounds Maintenance

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

All the required paperwork has been received from Whitehorse Contractors; the contracts have been signed and the contract started on the 1st September 2026.

83.5/26-27 Time Capsule/ Public Art

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

The time capsule has been buried by Pepler Fencing at a cost of £250, as this was an extension to a contract as Pepler Fencing installed the sign, 3 quotations were not required.

Councillor Hayes reported that the time capsule was buried on the 15 July. The class that prepared the contents (about 30) and their teachers attended, in the company of Cllr Hayes.

A copy of the H&S File was submitted to the Clerk and the school for their records.

Cllr Hayes closed out S106 P24/V1487/106 dated 10 September 2024 with the Vale and suggests that the outstanding credit of £826.12 is used to open a high interest account which can be used for maintenance purposes in the future.

Resolved: It was agreed that the remaining money would be kept ring fenced in the EMR's

83.6/26-27 Recreation Areas

To receive a report from the Pavilion Working Group.

A meeting has been arranged for 14th September 2026.

Correspondence has been received from Challow Sports reporting that the goal nets have several holes in them. The cause of this damage is not known, it could be animals. Challow Sports are providing a quotation for replacement for the Parish Council to consider.

The fixed goalposts have now been removed from the recreation ground, after recent requests from Parishioners Challow Sports have supplied a plastic goalpost for all to use. The Clerk informed the Council that the Handyman Insurance that Challow Sports obtained for work on the Pavilion expired on the 14/08/26. It was noted on Saturday 5th September that there were 3 team games on the recreation ground at the same time. This would involve 60 players with spectators- managers etc. Toilet provision was discussed; it was agreed that 1 toilet is not adequate for a large amount of people using the recreation ground.

Resolved: It was agreed unanimously to add the following to the Challow Sports agreement. If Challow Sports numbers exceed 75, additional toilet facilities should be provided by Challow Sports. Permission for this will need to be requested from the Parish Council for each occasion.

To receive and approve a fire risk assessment for the pavilion.

Fire safety will be discussed at the Pavilion Working Group meeting; recommendations will be made and measures put in place. A fire risk assessment will then be completed.

To discuss charging for use of the recreation ground from September 2026 and agree a range of charges.

The following has been received from Challow Sports; We currently have 110 members across the club supporting both Football & Netball.

Membership fees are £120 Football per year, £105 Netball per year.

Predicted membership from June 2027 would be in the region of 20% increase.

Charges will be discussed at the Pavilion Working Group meeting.

To receive an update on the use of the recreation ground for Yoga.

The Clerk sent a response to the Yoga Teacher on the 13/07/26 confirming that the Parish Council, agreed in principle to offer the use of an area for the recreation ground, once or twice a week for a small outdoor yoga session. This would need to be in the morning.

A formal application was requested detailing times and dates that would be required, as following advice from the OPFA a hire agreement would be required. Proof of a minimum of 5 million pounds public liability insurance was also requested; this was advice from Clear Councils. A Health and Safety risk assessment, including First Aid arrangements was also requested. The Clerk has not received any response to the email sent.

To receive quotations for cutting the trees back over the MUGA.

Resolved: It was unanimously agreed to accept the quotation from Westwood Tree Surgeons for £440, providing the company has adequate Public Liability insurance and will provide a risk assessment. This money will come from the general tree works budget. It was agreed that the work should not take place until the MUGA closed at the end of October. **[ACTION CLERK/ CHAIR]**

To receive a report following the visual play inspection checks/recreation area checks.

The quarterly play area inspection from the 27th July was received and noted. The Environmental Warden reported that he was carrying out the recreation area checks.

To receive the ROSPA play area inspection and discuss any actions.

The ROSPA report was received the following was noted and actions agreed;

Multiplay - rot has been found in the 4 older horizontal logs - recommended to replace all 6 logs.

Shrinkage/separation of the surface -allow grass to establish in the gap and this may prevent the wet pour from shrinking further.

Wet pour surface is cracking – no reasonably practicable action identified needs to be monitored.

The graffiti reported has now been removed.

The Environmental Warden would be asked to close the gaps with turf to prevent further separation- this would need to be done when there is more rainfall.

The wetpour cracking would continue to be monitored on the play area inspection sheets.

Ball games area has overhanging branches present- a quotation for these works has been approved. The brambles were cutback as a temporary measure on the 10/08/26. Some holes have been reported on the surface.

Resolved: The Clerk was asked to take pictures of the holes on the surface and send to Sports Courts to gain advice. The Clerk was asked to arrange the cutback of the overhanging branches. **[ACTION CLERK]**

Agility trail has an exposed metal rope core, monitoring is recommended.

Resolved: The rope will be monitored on the play area inspection sheets.

Councillor Hayes reported that it was noted that the foundation at the west end of the agility trail was loose. This is as a consequence of the current extreme weather conditions/ Although the Inspector was not concerned, Councillor Hayes recommended monitoring all foundations in the future. This will be added to the inspection sheets.

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.

Resolved: The quotation for £1920.44 was received for replacement and fitting of the 6 logs on the multiplay. This quotation was unanimously approved; it was agreed that the money would come from CIL funds as this is covered by the definition **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;

LG (Misc Prov) 1976 **[ACTION CLERK]**

To agree a quotation for the replacement of the pavilion doors.

The replacement of the pavilion doors will be discussed at the Pavilion Working Group meeting.

A motion without notice to extend the meeting until 22.45 was unanimously agreed.

To note the successful grant application to the County Councillor Priority fund for £1250 to part fund a bench on the recreation ground.

It has been confirmed by CCllr Hannaby that the application has been successful.

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.

A further £486.54 will be required to complete the process of purchase, laying of base and installation.

Resolved: £486.54 was unanimously approved for the installation of a 2nd picnic bench on the recreation ground. All Councillors agreed that this expenditure would come from CIL money as this project is covered by regulation 59C

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

It was unanimously agreed an identical picnic bench from Glasdon would be purchased and Pepler Fencing would be asked to install the concrete base, take delivery of the bench and install. Pepler Fencing have agreed to increase the size of the base to 2M x 2M and they have quoted the same price as last time.

The Council noted that they had met the Financial Regulations with the purchase and installation of the bench in June 2026 and this was a repeat of that process. **[ACTION CLERK/RFO/FW]**

To receive and approve the quotation for the replacement of the toddler swing seats.

The Environmental warden reported a broken toddler swing seat that required being taken out of action immediately. This was done on the 22/08/26. Due to this being a repair to Wicksteed equipment, 1 quote has been obtained from Wicksteed as the original manufacturer.

5.12 of the financial regulations states that the requirement to obtain competitive prices in these regulations need not apply to contracts that relate to items (repairs to, or parts for, existing machinery or equipment;)

Resolved: The Quotation for £485 excluding VAT was approved for the purchase of 2 toddler swing seats and installation. The Clerk was asked to arrange the work. The

Councillors unanimously agreed that this expenditure would come from CIL money. LG (Misc Prov) 1976 **[ACTION CLERK]**.

84/26-27 To receive Correspondence and agree actions or approve responses.

Correspondence has been received from a Parishioner highlighting the number of weeds growing around the Village and the lack of kerb sweeping. The Clerk has emailed Biffa to ask if they can help. The DCllr and CCllr have also been asked for help to highlight this issue.

Correspondence has been received regarding the Joint Local Plan Scoping Consultation. On 19 June 2026 we published our timetable and notice of intention to commence work on the Joint Local Plan 2045 (JLP2).

The first consultation stage of the new plan-making process is the ‘scoping consultation’ where we will be seeking views on what the new plan should contain and how we should approach future engagement on the plan.

The scoping consultation will be open from Tuesday 8 September until Tuesday 29 September 2026 at 11.59pm. Cllr Crump agreed to send a response on behalf of the Parish Council, Cllr Crump will send the response to all Cllrs before it is submitted. **[ACTION IC]**

Correspondence has been received regarding grass verge ownership in the Village. The Clerk has advised the Parishioner to raise this with FixMyStreet.

Correspondence has been received regarding ownership of conifer trees in Canal Farm Lane, the Clerk has advised reporting this via FixMyStreet. The Clerk has also sent an email to the tree officers at OCC asking for help on this matter. The tree officer responded confirming the trees were not owned by OCC and the land was unregistered, it was suggested to contact Crown Estates. The Clerk has passed this onto the Parishioner.

Correspondence has been received regarding the forthcoming National Scheme of Delegation of Planning Functions coming into force on the 31st October 2026. A briefing is taking place on Thursday 10th September 2026 5:30 – 7pm. Councillors would not be able to attend this; the Clerk was asked to register interest in a recording of the session. **[ACTION CLERK]**

Correspondence has been received on behalf of Cearn Solar Farm Ltd, which is developing proposals for Cearn Solar Farm, a solar energy and battery storage project located on land within the Vale of White Horse District, Oxfordshire.

They are developing a site comprising of three main development areas, situated to the south of Garford, east of Charney Bassett, north of West Hanney, south of Goosey and north-east of Baulking. Electricity generated by Cearn Solar Farm would be exported via underground cables to National Grid’s proposed Farmoor substation, located approximately 12km north-east of the site. The Parish Council are invited to attend a Co:Design workshop on the following date on Tuesday 6 October 2026, Frilford Heath Golf Club, Oxford Road,

Abingdon, OX13 5NW: 3.30pm – 7.30pm. Confirmation of attendance required by 17th September. Further correspondence has been received from West Hanney Parish Council proposing a meeting before the date of the Co Design workshop to discuss an approach. This was noted by all Councillors.

85/26-27 Matters for future discussion.

Biodiversity Policy, possible amendments to the Neighbourhood Plan.

86/26-27 To report on the list of items included in the October edition of Challow News

Parish Councillor vacancy, CSW team update, dog fouling, apology for 68 bus service removal.

87/26-27 To agree the date of the next meeting: 14th October 2026

This was agreed.

88/26-27 To discuss the Vicarage Hill Cemetery.

A motion without notice to proceed into a confidential session was agreed unanimously. A headstone was discussed and the emails received were noted. An email response was unanimously approved. The Clerk was asked to send this. **[ACTION CLERK]**

There was no further business transacted, the Chairman closed the meeting 22:44.

Signed Chair.....

Date.....