Notice of a Meeting of East Challow Parish Council

Wednesday 11th November 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 14th October 2026.

4.2 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.

6.2 To complete the declaration of acceptance of office form.

7. Staffing Matters

7.1 To adopt the new NALC contracts for all staff.

7.2 To approve an increase in staff hours to regularise staff contracts.

7.3 To discuss and approve staff remuneration from 1st December 2026.

8. Governance

8.1 To discuss amendments to the draft Biodiversity Policy/Plan and approve a final Policy/plan.

8.2 To discuss and approve a risk assessment for the recreation ground and to note the incidences of pavilion roof climbing.

8.3 To discuss changing to a .Gov website.

JS Smith
Clerk

3rd November 2026

9. Finance 2026-2027

9.1 To approve the October payments paid in November 2026

9.2 To note the October 2026 receipts.

9.3 To note the reconciled bank account as of 31st October 2026.

9.4 To receive a budget to actual/EMR report.

9.5 To ratify the acceptance of a 2-year electricity deal.

9.6 To confirm the CO OP bank account is closed.

9.7 To receive an update on obtaining a unity P Card.

9.8 To approve using the P Card for the payment of the monthly MS365 invoice.

9.9 To discuss and approve the appointment of an Internal Auditor for the 26/27 Internal Audit.

9.10 RFO report.

10. Finance 2027-2028

10.1 To receive and discuss the draft budget for 2027-2028.

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 note planning applications (received 09/10/26)

P26/V4434/DIS Location; Grove Business Park Downsview Road Wantage OX12 9FF

Discharge Conditions Consultation Period

Discharge of condition 22(Travel Plan) on application ref. P25/V0943/S73 Variation of condition 7 (Remediation) on planning application P23/V1784/O - phased approach to remediation proposed instead of entire site to allow development to start on phases that have been remediated. (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.)

P26/V5008/16A(28) Location: Land outside 5 Windmill Place East Challow Wantage OX12 9RT
Proposal: Installation of 1 x 9m Medium wooden pole.

12.2 To approve responses to requests for consultation on applications

Ref: P26/V4603/HH Location: Sunrise Letcombe Hill East Challow Wantage OX12 9RP
Proposal: Construction of timber garden storage shed in front garden**.**
Response required by 23/11/26

JS Smith
Clerk 3rd November 2026

13. Village and surrounding area

13.1 To acknowledge and discuss the role of a volunteer FixMyStreet superuser.

13.2 To receive the Village inspection tasks list.

13.3 To discuss handrails on steps leading onto Letcombe Hill.

13.4 To discuss the Parish Council's social media presence.

14. Grants

14.1 To receive an update applying to TOE's Local Environment Fund for a grant.

15. To discuss and prepare comments to submit to the Planning Inspectorate regarding the proposed Cearn Solar Farm.

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

16.1 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.

16.2 Allotments

16.3 Traffic / Highways including

- Parking within the village.
- Speeding within the Village/including road issues
- Speed Indicator Displays (SID's).

16.4 Grounds Maintenance

16.5 Recreation Area

- To receive a report from the Pavilion Working Group.
- To receive an update on the work on the pavilion shed roof flashing repair and ratify the cost of repair.
- To receive another quotation for the replacement of the pavilion doors and agree a quotation.
- To receive an update on the reinstatement of one goal post.
- To adopt a procedure for the hire of the recreation ground.
- To confirm agreed charges for use of the recreation ground.
- To receive a report following the visual play area inspection checks/recreation area checks.
- To receive an update on the cutting back of vegetation adjacent to the MUGA.

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- To receive an update on the replacement of 6 beams on the multiplay - a task from the ROSPA inspection.
- To discuss the lower car park and access onto the recreation ground.

- To receive an update on the request for a closed bin on the recreation ground.
- To receive and discuss the recommendations from the Environmental Team South and Vale.

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: 9th December 2026.

JS Smith
Clerk

3rd November 2026