

CHALGROVE PARISH COUNCIL

A **MEETING** of the Parish Council took place in the Chalgrove Village Hall at 7pm, **Thursday 7th August 2025.**

Present:

Cllr. P. Waters, Chair	Cllr. C. Nixey
Cllr. J. Russell, Vice-Chair	Cllr. J. Winnard
Cllr. A. Pritchard	Cllr. A. Charman
Cllr. A. Dudley	Cllr. A. Kolade

Apologies Accepted: Cllrs. Turner and Ziemelis

Not present: n/a

Members of the public: None

PUBLIC SESSION:

None.

105. COMMUNITY BIG LUNCH:

- (a) It had previously been agreed by all to hold a free of charge community lunch on the 21st September to celebrate the 80th anniversaries of VE & VJ days.
- (b) The cost of sandwiches, cakes and refreshments, totalling £225 inclusive of VAT, was approved; proposed Cllr. Pritchard, seconded Cllr. Winnard, agreed by all.
- (c) The Chalgrove History Group are to be asked to provide a small display.

JM

106. FINANCE

Internal Audit

T Allen had completed the internal audit for the 2024/2025 financial year on the 24th July 2025, and the Parish Council reviewed his report. The report fairly reflected the accounting records and internal controls kept throughout the year; agreed by all.

2024/2025 Accounts

- (a) All Councillors approved the Parish Council accounts for the year 2024/2025; proposed Cllr. Waters, seconded Cllr. Russell, agreed by all.
- (b) All Councillors reviewed the Annual Governance Statement (Section 1) 2024/2025 and then certified that it had been completed correctly; signed by the Chairman and Clerk (RFO).
- (c) All Councillors certified that the accounting statement (Section 2) 2024/2025 presented fairly the financial position of the Council and its income and expenditure; signed by the Chairman and Clerk (RFO).

JM

URGENT CORRESPONDENCE:

107. Chalgrove Post Office Closure The Parish Council had been informed that the owners of the Chalgrove Post intend to cease trading on the 30th December 2025 as the business is no longer financially viable. A representative from the Post Office organisation had approached other businesses in the village but there had been no interest in taking it on.

The Parish Council are to request a meeting with the Chalgrove Post Office owner, along with a representative of Post Office, in order to ensure all avenues had been investigated and to ensure the correct information is placed in the public domain.

108. PLANNING APPLICATIONS: (Parish Council decision only)

None.

ACCOUNTS:

109. Three cheques had been signed outside of the main Parish Council meetings; 008053 – 008055.

110. ACCOUNTS SANCTIONED FOR PAYMENT:

008053	RTCT – flood management	£3000.00
008054	J Winnard – expenses	£45.00
008055	Premium Sound & Light – Party in the Park	£1500.00
008061	M Bullen – youth work & Youth Centre cleaning	£413.20
008062	Countryside Estate Services – groundsman	£1427.55
008063	N Kerridge – youth work	£630.00
008064	B Murphy – youth work	£195.00
008065	C Collins – youth work	£90.00

008066	K Potter – youth work	£450.00
008067	JD Services – maintenance	£230.00
008068	BT Plc – telephone line	£93.18
008069	Castle Water – Mill Lane allotment water supply	£223.30
008070	Shield Maintenance – dog waste removal	£185.64
008071	AW Grounds – grass cutting	£667.00
008072	Viking – office & cleaning supplies	£37.22
008073	P Water – Party in the Park expenses	£188.70

ANY OTHER BUSINESS:	
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111. Cllr. Russell spoke of the need for letters to be distributed to all Riparian Owners, reminding them of their responsibilities.	
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The meeting closed at 7.42pm

Signed: Chair