

CHALGROVE PARISH COUNCIL

A **MEETING** of the Parish Council took place in the Chalgrove Village Hall at 7pm, **Thursday 4th July 2024.**

Present:

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

Apologies Accepted: Cllrs. Turner and Charman

Not present: n/a

Members of the public: 2

68. The minutes of the meeting held 6th June 2024 were approved, amended, and then signed by the Chair; proposed Cllr. Dudley, seconded Cllr. Russell, agreed by all.

PUBLIC SESSION:

69. Two Mill Lane residents voiced their concerns and objections to Planning Application P24/S1597/FUL.

MATTERS ARISING:

70. VANDALISM & ASB:

Vandalism

(a) It was reported that damage to a bench on Monument Road was likely caused by vandalism.

71. PARKING ISSUES & SPEED REDUCTION MEASURES:

Speed Indication Device – Berrick Road

(a) It had been agreed by all to lower the SID device on the Berrick Road pole.

Speed Indication Device – Mill Lane

(a) The Mill Lane SID had been installed but didn't appear to be working. On-site tests were undertaken and it is believed that the batteries and device require repair/replacement.

(b) The full device had been taken off the pole and will be moved to the Parish Office.

Parking & Vehicle Complaints

(a) There were no known complaints.

72. CAVALIERS FOOTBALL CLUB:

Container

(a) The Parish Council had applied for planning to place a container on the Top Rec and the District Council had approved the application.

(b) The Cavaliers are to continue investigating how to get a container onto the site.

Top Rec & Janes Meadow

(a) The Parish Council had previously agreed to be named as the grant applicant for the Pitch Funding.

(b) The Clerk had met with the Cavaliers Chair to complete and submit the grant application.

Lower Rec

(a) The levelling of the Lower Rec is a separate project, and the Cavaliers FC are seeking funding via the South Oxfordshire District Council Community Infrastructure Levy (CIL) fund.

(b) In order to apply for this funding, a survey is required to ascertain the full extent of the project.

(c) The Parish Council had previously agreed to fund the survey, at a cost of £1500 - £2000 ex VAT, provided by Elite Sports Turf.

(d) The Parish Council await the survey and invoice.

73. BOTTLE BANK:

(a) It has now been over a year since the bottle bank was deemed unfit for use, and the District Council notified the Parish Council that they would remove the bottle bank and make the area good.

(b) The District Council had been chased for an update again and had replied to report that they were awaiting dates from Grundons and the District Council ground maintenance team.

AD

JM

<p>74. KNIGHTS MANHOLES & FROGMORE CULVERTS: <u>Knights Manholes</u> (a) Mr Knight had reported that his land was still suffering from the effects of the last flood, due to the blocked drainage. (b) Contact details for the District Council's Flood Risk and Drainage Engineer had been passed to Mr Knight. <u>Frogmore Culverts</u> (a) Cllr. Russell reported on the upcoming work required within Frogmore, with a working party organised for the 13th July to clear the ditch. (b) The Chalgrove Volunteers Group had requested that the Parish Council fund the cost of skips to remove the debris. (c) The cost of two 12 yard skips at a total of £800 ex VAT was approved; proposed Cllr. Russell, seconded Cllr. Pritchard, agreed by all.</p> <p>75. CROOKSTON SHIELD: (a) Due to the cancellation of the Party in the Park, the shield and cheque had not yet been formally awarded to the winner. (b) The Parish Council are to organise a presentation and photo opportunity.</p> <p>76. FAMILY HUB AGM: (a) Cllr. Pritchard reported on her attendance at the AGM, 11th June, and highlighted that the Hub was getting busier due to the increase of properties within the village. (b) The Hub's accounts showed a possible deficit of £13,000 next financial year and Cllr. Pritchard asked Councillors to bear this in mind when calculating budgets later in the year.</p> <p>77. MATTERS UNRESOLVED: Meeting Room Projector, Village Hall WiFi, Planning Appeal, Matthew Marriage Memorial Path & Bench, Chair's Chain, School Crossing Patrol Officer, Standing Orders & Policies, Gray Bench, Car Park Sign, Emergency Planning Storage Container, Village Green Legality, Village Hall Car Park Bollards.</p> <p>78. COUNCILLOR VACANCIES: (a) The Parish Council has two vacancies. (b) There have been no further applications. (c) The vacancies will continue to be advertised in the usual way.</p> <p>79. OUTSTANDING ACTIONS BY OTHER AUTHORITIES: <u>SODC</u> (a) The Parish Council await results of the planning enforcement report for Chalgrove Meadows. (b) The Parish Council await results of the planning enforcement report for 73 Mill Lane. (c) The Parish Council await installation of a new Brinkinfield Road street signage. <u>OCC</u> (a) Work is still required on the broken white railing outside 45 High Street. The County Council report that this has been delayed due to the flooding. They have been chased, again. (b) Work is still required on the High Street wall, in two areas. The County Council report that this is not classed as a retaining wall, and they are awaiting information from the County Bridge engineer. They have been chased, again.</p> <p>80. RECREATION COMMITTEE: A Committee Meeting took place on the 27th June, and the minutes can be found at APPENDIX A.</p> <p>81. ALLOTMENT COMMITTEE: A Committee Meeting took place on the 27th June, and the minutes can be found at APPENDIX B. <u>Mill Lane Site</u> (a) Cllr. Winnard is to contact the fencer directly in order to meet them on-site.</p> <p>82. FINANCE COMMITTEE: <u>Business Rates</u> (a) The Valuation Office Agency and District Council had undertaken a re-evaluation of the Village Hall facility, resulting in monies owed to the District Council as far back at 2017. (b) Following discussions with both authorities, and advice sought, the Parish Council are to pay the £14,270.10 owed amount.</p> <p>83. PROJECTS: <u>Project ViKToR Phase 2</u> (a) Cllr. Ziemelis gave an update on the project, and reported that she continues to liaise with</p>	<p>JM</p> <p>PW, JM</p> <p>JM</p> <p>JW</p> <p>JM</p>
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contractors. <u>Party in the Park</u> (a) The event was unfortunately cancelled due to weather, and it had proven difficult to re-schedule. (b) The date for the 2025 event was set; 19 th July 2025.	PW
<u>Parish Office Refurbishment</u> (a) Work continues to sort out the large amount of paperwork which requires shredding or digitally archiving. (b) The work is expected to be completed in September.	JM
<u>Youth Centre Refurbishment</u> (a) Quotations had been sought.	JM
84. CHALGROVE NDP: (a) Several changes are to be made to the Design Code, following the public consultation. (b) AECOM had been contacted to make the changes. However, they had informed the Parish Council that the project had been finalised and therefore no further work can be completed by them. (c) The Parish Council had applied to the current round of Locality funding in order for AECOM to undertake the work required, and Locality have been chased for the results of our application.	JM
85. SODC LOCAL PLAN & PROPOSED AIRFIELD DEVELOPMENT: Nothing to report.	
86. CHAL1/10/11 – DEVELOPMENT TO THE WEST OF CHALGROVE (MEADOW BROOK): (a) The Parish Council await the formal signed copies of the Transfer Contract. (b) The Chalgrove Scouts had been chased for clarification on whether they wish to enter a lease agreement for sole use of the Community Building.	
87. CHAL7 – DEVELOPMENT TO THE EAST OF CHALGROVE (CHALGROVE MEADOWS): (a) A meeting is to be organised between RMG, Miller Homes, the Parish Council, and residents.	JM
CORRESPONDENCE: 88. <u>OALC Annual General Meeting</u> OALC had invited Councillors to attend their AGM on the 15 th July.	
89. <u>British Legion Bench</u> A resident had informed the Parish Council of damage to the British Legion bench on Warpsgrove Lane. There is no longer a Chalgrove branch of the British Legion. The Parish Council are to seek quotations for the repair.	JM
90. <u>Benson Community Shed Project</u> A request for a letter of support had been received to establish a Community Shed in Benson. It was agreed by all to send the letter of support.	
91. <u>County Council 'Spruce Up Your Signs' Project</u> The County Council wrote to request the help of volunteer groups who could clean road signs. It was agreed by all to discuss the matter with the Chalgrove Volunteer Group.	JR
92. <u>May Day Festival Donation</u> Chalgrove Youth Club received a generous donation of £300 from the May Day Festival Committee.	
93. <u>Thames Water Initiative</u> Thames Water had offered a free smarter business visit at the Village Hall, and installed water saving devices during the visit.	

94. PLANNING APPLICATIONS: (Parish Council decision only):

A Committee Meeting took place on the 27th June, and the minutes can be found at APPENDIX C.

(a) P24/S1597/FUL	Land at Langley Field Farm	Erection of new agricultural building OBJECTION
(b) P24/S1996/LDE	Home Farm, Berrick Road	Change of use NO OBJECTION
(c) P24/S2045/LDE	Home Farm, Berrick Road	Change of use NO OBJECTION

95. REPORT FROM THE DISTRICT COUNCILLOR:

Following the announcement of the General Election, Cllr. Turner is now in a period of Purdah and is therefore unable to provide a report which could be thought to be electioneering.

96. REPORT FROM THE COUNTY COUNCILLOR:

Following the announcement of the General Election, Cllr. Van Mierlo is now in a period of Purdah and is therefore unable to provide a report which could be thought to be electioneering.

ACCOUNTS:

97. Five cheques had been signed outside of the main Parish Council meetings; 007781 - 007785

98. ACCOUNTS SANCTIONED FOR PAYMENT:

007781	Replacement for 007769	
007782	L Muppidi – Party in the Party cancellation fee	£1100.00
007783	Clark & Kent – site visit fee	£750.00
007784	A&W Grounds – grass cutting	£762.00
007785	A&W Grounds – grass cutting	£572.00
007791	M Bullen – Youth Club cleaning	£192.00
007792	N Kerridge – youth work	£351.00
007793	B Murphy – youth work	£104.00
007794	R Murphy – litter picking	£216.00
007795	Countryside Estate Services – groundsman	£1385.97
007796	Shield Maintenance – dog waste removal	£185.64
007797	Castle Water – water supply	£26.99
007798	Friends of Benson Library – donation	£426.00
007799	BT – telephone line	£129.82
007800	SSE – electricity supply	£1303.57

ANY OTHER BUSINESS:

None

Exclusion of the public: In view of the confidential nature of the business then transacted, it was advised in the public interest that the public be temporarily excluded and were instructed to withdraw.

99. KNIGHTS:Vehicle Access To Knights Land

(a) Mr Matthew Knight had previously alerted the Parish Council of the Natural Environment & Rural Communities Act 2006, whereby he believed that the Knights now have access rights for motorised vehicles over the Restricted Byway into the Knight's land.

(b) The County Council had been asked for clarification but recommended legal advice.

Mr Knight

(a) Communication has been received from Mr Knight's Solicitor, detailing Mr Knight's expenses between 15th March 2022 and the date of the removal the bollards in September 2023.

Actions

It was agreed by all:

(a) to appoint a new solicitor to advise on vehicle access.

JM

(b) to pay the Knights an agreed sum; proposed Cllr. Waters, seconded Cllr. Russell, agreed by the majority following a vote.

JM

(c) to appoint a solicitor to facilitate the payment.

JM

Inclusion of the public: The public were no longer excluded.

The meeting closed at 8.46pm

Signed: Chair

CHALGROVE PARISH COUNCIL**APPENDIX A****Recreation Committee Meeting – Thursday 27th June 2024**

Present:

Cllr. P. Waters	Cllr. C. Nixey
Cllr. J. Russell	Cllr. A. Charman
Cllr. A. Pritchard	Cllr. J. Winnard
Cllr. D. Turner	

Apologies Accepted: n/a

Not present: n/a

<p>Election of Committee Chair (a) Cllr. Waters was unanimously re-elected as Committee Chair; proposed Cllr. Pritchard, seconded Cllr. Nixey, agreed by all.</p> <p>Extinguishment Order & Skatepark (a) Following issues obtaining a specific site meeting with the ROSPA accredited contractor, the Parish Council had previously agreed to fund a site visit from an established skatepark contractor. (b) The purpose of the site visit is to better understand whether a wall could be installed on the western side of the skatepark, in order to remove the fencing completely on that side, as proposed by a resident as part of the Extinguishment Order consultation.</p> <p>ROSPA Inspection (a) The annual ROSPA safety inspection will be undertaken in July. (b) ROSPA had notified the Parish Council that they can provide bespoke checklists, and further information is to be sought.</p> <p>Outstanding Actions <u>Grass Seeding</u> (a) Grass seeding is required near the MUGA. (b) It was proposed that matting also be installed and costs are to be sought for the area next to the MUGA, along with all play area entrances. (b) Cllr. Nixey is to meet with the Caretaker to discuss options.</p> <p>WhatsApp Group (a) It was agreed by all to set up a Recreation Committee WhatsApp group. (b) The WhatsApp group will be strictly used for quick Committee updates, and will not be used for any decision making, debate, or lengthy discussions which should take place within a formal meeting.</p> <p>Any Other Business (a) It was noted that the gate for the Under 8s Play Area didn't stay closed. Repair to the gate will be added to the package of works required, following the ROSPA inspection.</p>	<p></p> <p>JM</p> <p>JM</p> <p>JM</p> <p>JM</p> <p>JM</p> <p>JM</p>
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CHALGROVE PARISH COUNCIL

APPENDIX B

Allotment Committee Meeting – Thursday 27th June 2024

Present: Cllr. P. Waters Cllr. A. Charman
Cllr. J. Russell Cllr. J. Winnard
Cllr. C. Nixey Cllr. A. Pritchard

Apologies Accepted: n/a

Not present: n/a

<p>Election of Committee Chair (a) Cllr. Winnard was unanimously elected as Committee Chair; proposed Cllr. Russell, seconded Cllr. Pritchard, agreed by all.</p> <p>Bypass Site (a) Bridge 3 had been repaired. (b) A tenant had reported that Gate 1 was broken and unusable, and requires repair or replacement. (c) It had been reported that a tenant had extended his plot into the communal path, stopping people from being able to walk past. (d) Cllr. Winnard and the Clerk are to undertake a site visit on Wednesday 3rd July.</p> <p>Mill Lane Site</p>	<p></p> <p>JW, JM</p>
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(a) A site visit is required before work may commence with the new fencing, in order to ascertain the work required to remove the current fencing, level the ground, and remove obstructions.	JW, PW
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CHALGROVE PARISH COUNCIL

APPENDIX C

Planning Committee Meeting – Thursday 27th June 2024

Present: Cllr. A. Pritchard Cllr. A. Dudley
Cllr. P. Waters Cllr. A. Charman
Cllr. J. Russell Cllr. D. Turner

Apologies Accepted: n/a

Not present: Cllr. Nixey

<p>Election of Committee Chair (a) Cllr. Pritchard was unanimously re-elected as Committee Chair; proposed Cllr. Waters, seconded Cllr. Russell, agreed by all.</p> <p>Applications to be reviewed (Cllr. Turner took no part in the discussion or decision of any planning applications shown below)</p> <p>(a) P24/S1785/HH - 82 Brinkinfield Road Single storey front extension, internal alterations and conversion of garage. NO OBJECTION, with comments</p> <p>(b) P24/S1804/HH - Hartwood House, Hollandtide Lane Two proposed single storey extensions. One infill front porch plus extension to kitchen area. Remodel existing roof and remove two no. dormers. Re open existing access to site from Hollandtide Road and form new granular finished driveway round to front of Hartwood House. NO OBJECTION</p> <p>(c) P24/S1597/FUL - Land at Langley Field Farm, Mill Lane Erection of a new agricultural building. DEFERRED TO FULL COUNCIL MEETING; clarification to be obtained on the height.</p> <p>(d) P24/S1932/HH - 48 Hardings Conversion & extension of garage to granny annex. (Cllr. Turner declared an interest and left the room) NO OBJECTION</p>	JM
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